



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE Notice of Meeting and Agenda

## Parcel Map Review Committee Members

Rob Pierce, Planning Commission  
James English, Northern Nevada Public Health  
Wayne Handrock, Engineering  
Christopher Bronczyk, Planning and Building  
Dale Way, Truckee Meadows Fire Protection District

Thursday, March 14, 2024  
2:00 p.m.

**Remote Technology Meeting Only**

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**This meeting will be held via Zoom webinar.** To participate via Zoom, please log into the Zoom webinar at the following link: <https://us02web.zoom.us/j/83133883067>, or you can join by typing zoom.us into your computer browser, clicking "Join a Meeting" on the ZOOM website, and entering this **Meeting ID: 831 3388 3067**. NOTE: This option will require a computer with audio and video capabilities.

Alternatively, you can join by telephone only by dialing +1-669-900-9128, entering the **Meeting ID: 831 3388 3067** and pressing #.

The meeting will be televised live and replayed on the Washoe Channel at: <https://www.washoecounty.gov/mgrsoff/Communications/wctv-live.php> and will also be found on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>.

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## **PUBLIC HEARING ITEMS**

(Complete case descriptions are provided beginning on page three of this agenda)

- **Tentative Parcel Map Case Number WTPM23-0012 (Phungphiphadhana)**
- **Tentative Parcel Map Case Number WTPM23-0015 (Pleasant Valley Lift Station)**

**Possible Changes to Agenda and Timing.** Items on this agenda may be taken out of order, combined with other items, removed from the agenda or moved to the agenda of a later meeting. Items on this agenda may also be moved to or from the consent section. Items designated for a specified time will not be heard prior to the stated time but may be heard later.

**Public Comment.** Public comments are welcomed during the public comment periods at the beginning and end of the meeting and during public hearing and project review items and are limited to three (3) minutes per person. Persons may not allocate unused time to other speakers.

Members of the public may submit public comment via Zoom or by dialing into the meeting by telephone. To provide public comment via Zoom, log into the ZOOM webinar at the above link and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only, press \*9 to "Raise Hand" and \*6 to mute/unmute.

Additionally, public comment can be submitted via email to [washoe311@washoecounty.gov](mailto:washoe311@washoecounty.gov). The County will make reasonable efforts to send all email comments received by 4:00 p.m. on March 13, 2024, to the Committee members prior to the meeting.

During the general public comment periods at the beginning and end of the meeting, speakers may address any matter either on or off the agenda, including items heard on the consent section of the agenda. For the remainder of the agenda, public comment will only be heard during public hearing and project review items and should be about the specific item being considered by the Committee at that time. If an item is continued, then public comment will not be heard for that item until the date of the continued hearing.

Presentations and public comment for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations and three minutes for individual speakers unless extended by questions from the Committee or by action of the Chair. All comments are to be directed to the Committee as a whole and not to one individual. Emails will be included in the record but will only be read aloud during the meeting subject to the chair's discretion and if time permits.

**Responses to Public Comments.** The Parcel Map Review Committee may deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. The Open Meeting Law does not expressly prohibit responses to public comments by the Committee. However, responses from Committee members to unlisted public comment topics could become deliberation on a matter without notice to the public. To avoid this situation and to ensure that the public has notice of all matters the Committee will consider, members may choose not to respond to public comments, except to correct factual inaccuracies, ask for County staff action, or to ask that a matter be listed on a future agenda.

**Forum Restrictions and Orderly Conduct of Business.** The Parcel Map Review Committee conducts the business of Washoe County and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

**Posting of Agenda.** Pursuant to NRS 241.020, this notice has been posted at the Washoe County Administration Building (1001 East Ninth Street, Bldg. A) and online at: <https://notice.nv.gov/> and [https://www.washoecounty.gov/csd/planning\\_and\\_development/board\\_commission/parcel\\_map\\_review\\_committee/index.php](https://www.washoecounty.gov/csd/planning_and_development/board_commission/parcel_map_review_committee/index.php).

**How to Get Copies of Agenda and Supporting Materials.** Copies of this agenda and supporting materials for the items on the agenda may be obtained on the Planning and Building Division's website at [https://www.washoecounty.gov/csd/planning\\_and\\_development/board\\_commission/parcel\\_map\\_review\\_committee/index.php](https://www.washoecounty.gov/csd/planning_and_development/board_commission/parcel_map_review_committee/index.php) or at the Planning and Building Division Office (contact Adriana Albarran, 1001 E. Ninth Street, Building A, phone (775) 328-2721, or e-mail [aalbarran@washoecounty.gov](mailto:aalbarran@washoecounty.gov)).

If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Supporting materials are available to the public at the same time they are available to Committee members. If materials are distributed at a meeting, they are available within one business day after the meeting.

**Appeal Procedure.** Most decisions rendered by the Parcel Map Review Committee are appealable. If you disagree with the decision of the Parcel Map Review Committee and you want to appeal its action, call the Planning staff immediately, at (775) 328-6100. You will be informed of the appeal procedure and application fee. Appeals must be in writing and must be delivered to the Planning and Building Division within 10 calendar days from the date that the decision being appealed is signed by the Secretary of the Parcel Map Review Committee and mailed to the original applicant in the proceeding being appealed, in accordance with Washoe County Code.

An appeal of the Parcel Map Review Committee's decision on a Tentative Parcel Map may be made to the Board of County Commissioners in accordance with Section 110.912.20 of the Development Code.

An appeal of the Committee's decision on a Final Parcel Map may be made to the Board of Adjustment in accordance with Section 110.912.10 of the Development Code.

- 1. **Call to Order and Determination of Quorum** [Non-action item]
- 2. **Ethics Law Announcement and Instructions for Providing Public Comment via Zoom/Telephone** [Non-action item]
- 3. **Appeal Procedure** [Non-action item]
- 4. **Public Comment** [Non-action item]

Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the Parcel Map Review Committee as a whole.

- 5. **Approval of the March 14, 2024 Agenda** [For possible action]
- 6. **Approval of the [February 8, 2024 Draft Minutes](#)** [For possible action]

Committee members may identify any additions or corrections to the draft minutes as transcribed.

- 7. **Project Review Items** [For possible action]

The Parcel Map Review Committee may take action to approve, conditionally approve, or deny an application.

- A. **[Tentative Parcel Map Case Number WTPM23-0012 \(Phungphiphadhana\)](#)** [For possible action] – For hearing, discussion, and possible action to approve a tentative parcel map dividing a 2.01-acre parcel into three (3) parcels of 29,175 square feet (0.67 acres), each.

- Applicant: Terraphase Engineering
- Property Owner: Spencer Phungphiphadhana
- Location: 5275 Leon Drive, Sun Valley, NV 89433
- APN: 085-042-44
- Parcel Size: 2.01 acres
- Master Plan: Suburban Residential
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Sun Valley
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 3 – Commissioner Garcia
- Staff: Katy Stark, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3618
- Email: [krstark@washoecounty.gov](mailto:krstark@washoecounty.gov)

- B. **[Tentative Parcel Map Case Number WTPM23-0015 \(Pleasant Valley Lift Station\)](#)** [For possible action] – For hearing, discussion, and possible action to approve a tentative parcel map dividing a 5.00-acre parcel into two (2) parcels of 4.99 acres and 0.01 acres (480 square feet). The 480 square foot parcel is for public utility purposes and will be dedicated to Washoe County for the purposes of constructing a sewer lift station.

- Applicant/Property Owner: Harry Fry
- Location: 1221 Chance Lane, Reno
- APN: 017-410-69
- Parcel Size: 5.00 acres
- Master Plan: Suburban Residential, Rural Residential

- Regulatory Zone: Medium Density Rural (55%), Low Density Suburban (38%), Medium Density Suburban (7%)
- Area Plan: South Valleys
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Clark
- Staff: Tim Evans, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.2314
- Email: [tevens@washoecounty.gov](mailto:tevens@washoecounty.gov)

**8. Reports and Future Agenda Items** [Non-action item]

- A. Future Agenda Items
- B. Legal Information and Updates

**9. Public Comment** [Non-action item]

Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the Parcel Map Review Committee as a whole.

**10. Adjournment** [Non-action item]