



# Planning Commission Staff Report

Meeting Date: June 7, 2016

Subject: Tentative Subdivision Map Case Number: TM16-003  
Applicant(s): NCP/ICP, LLC.  
**Agenda Item Number: 8B**  
Project Summary: A common open space subdivision that will include dividing a  $\pm 1.68$  acre parcel into 10 single family lots and one common open space lot.  
**Recommendation: Approval with Conditions**  
Prepared by: Trevor Lloyd, Senior Planner  
Planning and Development Division  
Washoe County Community Services Department  
Phone: 775.328.3620  
E-Mail: tlloyd@washoecounty.us

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## Description

**Tentative Map Case Number TM16-003 (Incline Creek Estates Phase 2)** – Hearing, discussion, and possible action to approve a common open space subdivision with zero lot line setbacks that will include dividing a  $\pm 1.68$  acre parcel into 10 single family lots and one common open space lot.

- Applicant/ Property Owner: NCP/ICP, LLC.
- Location: 800 College Drive
- Assessor's Parcel Numbers: 129-280-21; 129-290-02
- Parcel Size: 1.68
- Master Plan Category: Urban Residential (UR)
- Regulatory Zone: Low Density Urban (LDU)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Article 608 (Tentative Subdivision Maps) and Article 408 (Common Open Space Development)
- Commission District: 1 – Commissioner Berkbigler
- Section/Township/Range: Section 10, T16N, R18E, MDM, Washoe County, NV

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### **Tentative Subdivision Map**

The purpose of a Tentative Subdivision Map is:

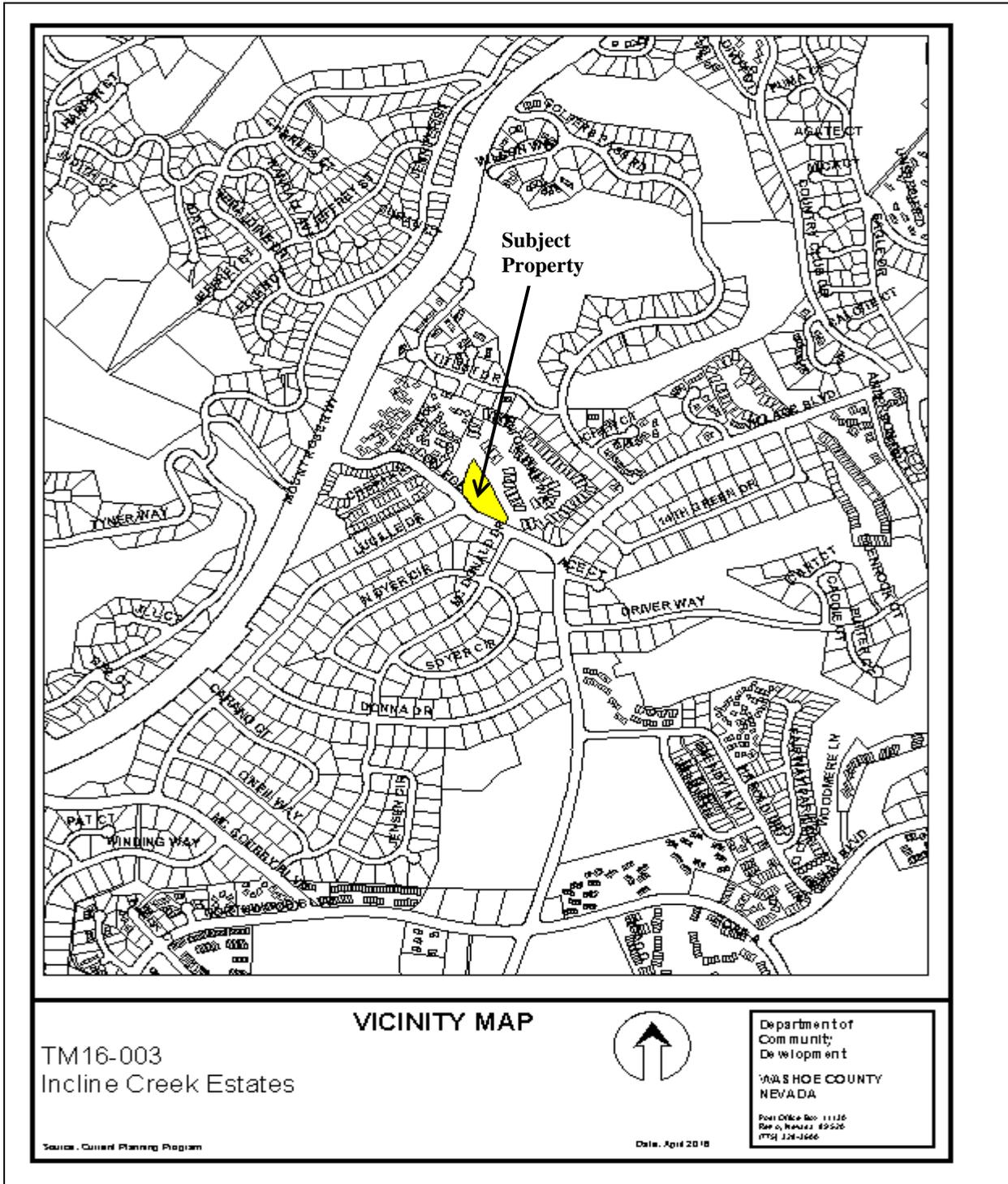
1. to allow the creation of saleable lots;
2. to implement the Washoe County Master Plan, including the Area Plans, and any specific plans adopted by the County;
3. to establish reasonable standards of design and reasonable procedures for subdivision and re-subdivision in order to further the orderly layout and use of land and insure proper legal descriptions and monumenting of subdivided land; and,
4. to safeguard the public health, safety and general welfare by establishing minimum standards of design and development for any subdivision platted in the unincorporated area of Washoe County.

The purpose of the Common Open Space Development is to set forth regulations to permit variation of lot size, including density transfer subdivisions, in order to preserve or provide open space, protect natural and scenic resources, achieve a more efficient use of land, minimize road building, and encourage a sense of community.

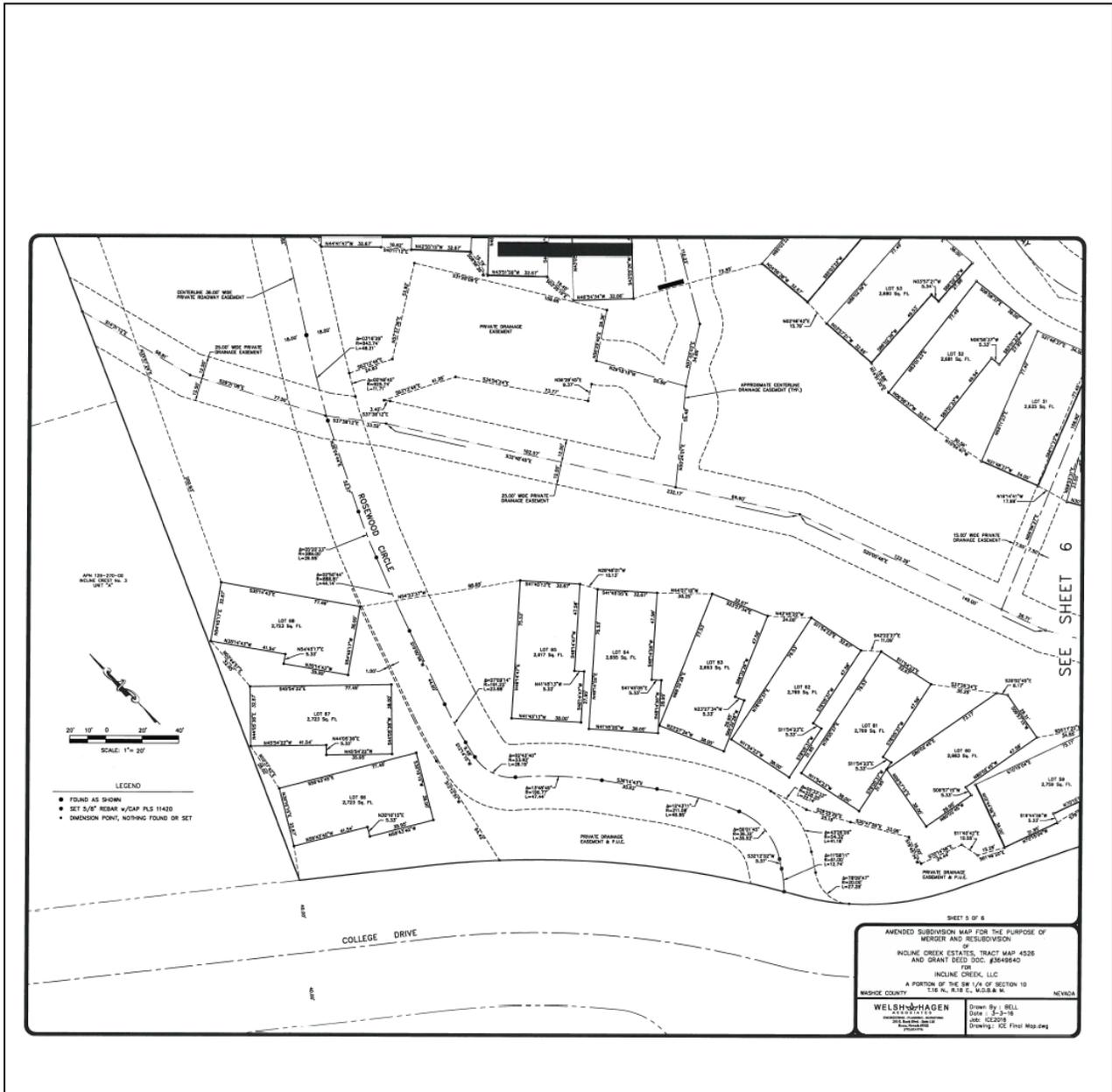
If the Planning Commission grants an approval of the Tentative Subdivision Map, that approval is subject to Conditions of Approval. Conditions of Approval are requirements that need to be completed during different stages of the proposed project. Those stages are typically:

- Prior to recordation of a final map.
- Prior to obtaining a final inspection and/or a certificate of occupancy on a structure.
- Prior to the issuance of a business license or other permits/licenses.
- Some Conditions of Approval are referred to as "Operational Conditions." These conditions must be continually complied with for the life of the project.

The Conditions of Approval for Tentative Subdivision Map Case Number TM16-003 are attached to this staff report and will be included with the Action Order should the Planning Commission approve the application.



Vicinity Map



Site Plan

## **Project Evaluation**

The applicants are looking to develop the second and final phase of the Incline Creek Estates subdivision. The proposed development will include 10 single family and one common area parcel; the single family lots will range in size from 2,700 square feet to 3,000 square feet. The proposed 10 dwelling units will complete the development of the Incline Creek Estates subdivision.

This development will minimize impacts to the environment by reducing the area of development to the building footprints, driveways and internal roadways and establishing a large common open space area through most of the property. The applicant will maintain a minimum 10 foot separation from each residence which is consistent with the setback requirements for the Low Density Urban (LDU) regulatory zone side yard setback of five feet from property lines.

The subject property was previously owned by Sierra Nevada College and contained several buildings that supported the operations of the college. The Sierra Nevada College relocated the school to a new site on Country Club Drive (the Lake Campus), and the subject property is now vacant. Part of the College's development plan called for selling this property to fund development at the Lake Campus.

The subdivision has been designed as a common open space development regulated within Article 408, *Common Open Space Development*, which will include very small lots with zero-lot-line setbacks. This tentative map is an extension of the existing Incline Creek Estates to the north and will complete that development. There will be two guest parking spaces located at the southeast area of the property, and each residence will be equipped with a bear proof trash receptacle. The internal streets will be privately owned and maintained by the homeowners association, and the front entrance will be gated.

## **Impacts**

The proposed development will not create any significant impacts on surrounding neighbors and the Tahoe Area Plan. As identified in Table 1 below, the Low Density Urban (LDU) regulatory zone has a high compatibility rating with all surrounding land uses. Also, the proposed development is in keeping with surrounding uses and will be nearly identical to the existing Incline Creek Estates subdivision to the north. Traffic impacts will be minimal, and the proposed roadway that will cut through to Rosewood Drive will improve access for the existing development.

## **Land Use:**

Low Density Urban (LDU; 10 units per acre)

Table 1

### **Adjacent Parcel's Compatibility with Low Density Urban**

<b>Direction</b>	<b>Land Use Designation</b>	<b>Land Use Compatibility</b>
North	LDU/HDS	High/High
South	MDS/PSP	High/High
East	HDS	High
West	LDU	High

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Source: Table 3, Land Use Compatibility Matrix, of the adopted Washoe County Comprehensive Plan, Land Use and Transportation Element.

### **Land Use Summary**

The following extract from WCC Chapter 110, Development Code, establishes the purpose of common open space development:

**Section 110.408.00 Purpose.** The purpose of this article, Article 408, Common Open Space Development, is to set forth regulations to permit variation of lot size, including density transfer subdivisions, in order to preserve or provide open space, protect natural and scenic resources, achieve a more efficient use of land, minimize road building, and encourage a sense of community.

The following is an evaluation of the proposed tentative subdivision:

**Regulatory Zone:** Low Density Urban, 10 single-family detached units per acre.

**Proposed Density:** 10 residential units /1.68 acres = 5.9 units per acre

**Proposed Lot Configuration:** Common Open Space Development

**Minimum Lot Size Required:** N/A

**Minimum Lot Size on Tentative Subdivision Map:** 2,700 sq.ft.

**Minimum Lot Width Required:** N/A

**Minimum Lot Width on Tentative Subdivision Map:** 28.66 feet

**Maximum Lot Potential:** 16 Dwelling Units

**Number of Lots on Tentative Subdivision Map:** 10 single-family lots and 1 common open space.

**Development Suitability Constraints:** The property is identified as 'Most Suitable' for development per the Tahoe Development Suitability map.

### **Incline Village/Crystal Bay Citizen Advisory Board (IVCBCAB)**

The proposed project was presented by the applicant's representative at the regularly scheduled Citizen Advisory Board meeting on April 25, 2016. The CAB unanimously recommended support for the proposed tentative map. The attached draft CAB minutes reflect discussion on the following items:

- Questions were asked about the location of the stream environment zone.
- Will fire fuels be managed?
- How will the project be financed?
- Project appears consistent with the original plan; continuation of original project.
- Site is currently an eyesore, and the development will be a big improvement.

- The access connecting the existing development will offer proper access.
- This is a well planned development.

### **Tahoe Area Plan Policies**

In addition to the requirements of Article 220, *Tahoe Area Modifiers*, within the Development Code the following excerpts of policies and action programs contained in the Tahoe Area Plan are relevant to the proposed subdivision:

**T.2.1      Ensure that landscaping and revegetation are an integral part of each project design. Landscaping shall provide erosion control, enhance structures, and reduce wildfire hazards.**

T.2.1.1      Encourage the use of vegetation native and/or adapted to the Lake Tahoe Basin.

T.2.1.2      Encourage vegetation that requires minimum water and fertilizer applications.

T.2.1.3      University of Nevada Cooperative Extension Home Landscaping Guide for Lake Tahoe and Vicinity is available at the University of Nevada, Incline Village/Washoe County Office as a check list of vegetation suitable for landscaping and revegetation of disturbed or man-modified lands. All project and structure plans shall be reviewed for use of these vegetative materials by the Washoe County Department of Community Development and the North Lake Tahoe Fire Protection District staff.

*Staff Comment: The applicant will be required to submit a landscape design plan for approval by the Washoe County Design Review Committee (DRC). The DRC will be asked to look at such criteria as part of their review.*

**T.2.3      Encourage landscaping practices which promote minimal water and fertilizer requirements, and which complement the natural environment.**

T.2.3.1      The Architectural Review Committee and Washoe County Design Review Committee will:

- a. Strongly encourage the use of alternatives to lawns.
- b. If lawns are proposed, encourage the use of turf grass types that have low fertilizer and water requirements.
- c. Encourage the use of native and adapted plant materials in landscaping.
- d. If ornamental plants (accent planting, border plants, foundation plants, etc.) are proposed, encourage the use of types with low fertilizer and water requirements.
- e. Distribute the above type of information at the plan review stage.

*Staff Comment: The applicant will be required to submit a landscape design plan for approval by the Washoe County Design Review Committee (DRC). The DRC will be asked to look at such criteria as part of their review.*

**T.2.4 Restore and/or revegetate disturbed areas using TRPA's approved plant list.**

- T.2.4.1 Strongly encourage TRPA to enforce, and local governments to adhere to, TRPA's Design Standards in TRPA's Code of Ordinances and the Home Landscaping Guide for Lake Tahoe and Vicinity when reviewing development proposals.

*Staff Comment: The applicant will require approval from TRPA prior to final map approval.*

**T.2.6 Minimize tree, boulder and natural landscape removal. Tree removal should follow practices to protect vegetation, prevent damage to riparian vegetation, and provide for prompt soil stabilization and revegetation where necessary to prevent erosion.**

- T.2.6.1 Encourage the enactment and enforcement of laws to prevent unnecessary tree, boulder and natural landscape removal.

*Staff Comment: The site was previously disturbed and denuded of much of the trees and vegetation; there will be very minimal tree, boulder and natural landscape removal resulting from this development.*

**T.3.1 Encourage existing and future developments in all land use designations to participate in long-term remedial erosion and urban runoff control programs to decrease the level of sediment and nutrient loading to Lake Tahoe.**

- T.3.1.1 Encourage the Washoe County Board of County Commissioners to create funding for, and participate in, off-site remedial erosion and drainage control, in accordance with the Water Quality Management Plan, Lake Tahoe Region objectives and its best management practices.

*Staff Comment: This policy does not directly relate to this development, however, Washoe County is participating in erosion and drainage control.*

### **Reviewing Agencies**

The following agencies received a copy of the project application for review and evaluation.

- Washoe County Community Services Department
  - Engineering and Capital Projects
  - Planning and Development
  - Regional Parks and Open Space
  - Traffic
- Nevada Division of Environmental Protection
- Nevada Department of Water Resources
- North Lake Tahoe Fire Protection District
- Regional Transportation Commission
- Washoe County Health District
- Washoe-Storey Conservation District
- Nevada State Historic Preservation Office
- Incline Village General Improvement District
- Tahoe Regional Planning Agency

Five of the thirteen above-listed agencies/departments submitted a response to the proposed tentative subdivision map. However, only four agencies provided comments and/or recommended conditions of approval in response to their evaluation of the project application. A summary of each agency's comments and/or recommended conditions of approval and their contact information are provided. The Conditions of Approval document is attached to this staff report and will be included with the Action Order should the Planning Commission approve the tentative subdivision map application.

- Washoe County Planning and Development addressed general design, landscaping, lighting, waste collection, CC&R requirements, etc.  
**Contact: Trevor Lloyd, 328-3620 [tlloyd@washoecounty.us](mailto:tlloyd@washoecounty.us)**
- Washoe County Engineering and Capital Projects addressed grading, drainage, Stormwater management, maintenance of common area, easements, traffic, etc.  
**Contact: Walt West, 328-2310 [wwest@washoecounty.us](mailto:wwest@washoecounty.us)**
- Washoe County Health District addressed catch basin and detention basin design, vegetation and debris removal, etc.  
**Contact: James English, 328-2434 [jenglish@washoecounty.us](mailto:jenglish@washoecounty.us)  
JL Shaffer, 785-4599 [jshaffer@washoecounty.us](mailto:jshaffer@washoecounty.us)**
- Incline Village General Improvement District addressed water rights, water and sewer connection, fees, etc.  
**Contact: Joseph Pomroy, 823-1246**
- North Lake Tahoe Fire Protection District addressed requirements for a fire hydrant and a knox box for the entry gate.  
**Contact: Mark Regan, 831-0351**

### **Staff Comment on Required Findings**

Washoe County Code Section 110.608.25 requires that all of the following findings be made to the satisfaction of the Washoe County Planning Commission before granting approval of the tentative subdivision map request. Staff has completed an analysis of the application and has determined that the proposal is in compliance with the required findings as follows.

- 1) Plan Consistency. That the proposed map is consistent with the Master Plan and the Tahoe Area Plan.

*Staff Comment: The proposed tentative map is consistent with the goals and policies of the Master Plan and the Tahoe Area Plan.*

- 2) Design or Improvement. That the design or improvement of the proposed subdivision is consistent with the Master Plan and the Tahoe Area Plan.

*Staff Comment: The proposed tentative map meets all of the density, lot size and common open space criteria of the Master Plan and the Tahoe Area Plan. The proposed development is below the allowable density of 10 units per acre allowed in Low Density Urban (LDU) regulatory zone.*

- 3) Type of Development. That the site is physically suited for the type of development proposed.

*Staff Comment: The site is physically suited for the type of development proposed. The development is nearly identical to the developed property to the North (Incline Creek Estates Phase One) and is consistent with the other surrounding developments.*

- 4) Availability of Services. That the subdivision will meet the requirements of Article 702, Adequate Public Facilities Management System.

*Staff Comment: The Incline Village General Improvement District will provide water and sewer service. There are adequate services available to serve the proposed development.*

- 5) Fish or Wildlife. That neither the design of the subdivision nor any proposed improvements is likely to cause substantial environmental damage, or substantial and avoidable injury to any endangered plant, wildlife or their habitat.

*Staff Comment: The proposed improvements will not cause substantial environmental damage or harm to endangered plants, wildlife or their habitat.*

- 6) Public Health. That the design of the subdivision or type of improvement is not likely to cause significant public health problems.

*Staff Comment: Due to the location and design of the subdivision and type of improvements, this development is not likely to cause significant public health problems.*

- 7) Easements. That the design of the subdivision or the type of improvements will not conflict with easements acquired by the public at large for access through, or use of property within, the proposed subdivision.

*Staff Comment: The design of the subdivision will include vehicular access and pedestrian sidewalks that may be used by future residents of the development as well as residents from neighboring developments*

- 8) Access. That the design of the subdivision provides any necessary access to surrounding, adjacent lands and provides appropriate secondary access for emergency vehicles.

*Staff Comment: The design of the subdivision provides access to surrounding adjacent lands and provides appropriate secondary access for emergency vehicles.*

- 9) Dedications. That any land or improvements to be dedicated to the County is consistent with the Master Plan.

*Staff Comment: It is not anticipated that any of the land or improvements will be dedicated to the County.*

- 10) Energy. That the design of the subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision.

*Staff Comment: To the extent feasible, the development will include building materials to allow for passive or natural heating and cooling opportunities.*

### **Recommendation**

Those agencies which reviewed the application recommended conditions in support of approval of the project. Therefore, after a thorough analysis and review, Tentative Subdivision Map Case Number TM16-003 is being recommended for approval with conditions. Staff offers the following motion for the commission's consideration.

### **Motion**

I move that after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission approve Tentative Subdivision Map Case Number TM16-003 for Incline Creek Estates Phase 2 with conditions of approval included as Exhibit A in the staff report for this item, having made all ten findings in accordance with Washoe County Development Code Section 110.608.25:

- 1) Plan Consistency. That the proposed map is consistent with the Master Plan and any specific plan;
- 2) Design or Improvement. That the design or improvement of the proposed subdivision is consistent with the Master Plan and any specific plan;
- 3) Type of Development. That the site is physically suited for the type of development proposed;
- 4) Availability of Services. That the subdivision will meet the requirements of Article 702, Adequate Public Facilities Management System;
- 5) Fish or Wildlife. That neither the design of the subdivision nor any proposed improvements is likely to cause substantial environmental damage, or substantial and avoidable injury to any endangered plant, wildlife or their habitat;
- 6) Public Health. That the design of the subdivision or type of improvement is not likely to cause significant public health problems;
- 7) Easements. That the design of the subdivision or the type of improvements will not conflict with easements acquired by the public at large for access through, or use of property within, the proposed subdivision;
- 8) Access. That the design of the subdivision provides any necessary access to surrounding, adjacent lands and provides appropriate secondary access for emergency vehicles;
- 9) Dedications. That any land or improvements to be dedicated to the County is consistent with the Master Plan; and
- 10) Energy. That the design of the subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision.

**Appeal Process**

Planning Commission action will be effective 10 calendar days after the written decision is filed with the Secretary to the Planning Commission, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Washoe County Board of County Commissioners. Any appeal must be filed in writing with the Planning and Development Division within 10 calendar days after the written decision is filed with the Secretary to the Planning Commission and mailed to the original applicant.

xc: Applicant/Owner: NCP/ICP, LLC; Attn: Brian Helm, 264 Village Blvd. Suite 104, Incline Village, NV 89451

Representatives: Welsh Hagen Associates, Attn: David Hagen, 250 South Rock Blvd. Suite 118, Reno, NV 89502



# EXHIBIT A

## Conditions of Approval

Tentative Subdivision Map Case Number TM16-003

The project approved under Tentative Subdivision Map Case Number TM16-003 shall be carried out in accordance with the Conditions of Approval granted by the Planning Commission on June 7, 2016. Conditions of Approval are requirements placed on a permit or development by each reviewing agency. These Conditions of Approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act or to abide by all other generally applicable Codes, and neither these conditions nor the approval by the County of this project/use override or negate any other applicable restrictions on uses or development on the property.

**Unless otherwise specified**, all conditions related to the approval of this Tentative Subdivision Map shall be met or financial assurance must be provided to satisfy the conditions of approval prior to issuance of a grading or building permit. The agency responsible for determining compliance with a specific condition shall determine whether the condition must be fully completed or whether the applicant shall be offered the option of providing financial assurance. All agreements, easements, or other documentation required by these conditions shall have a copy filed with the County Engineer and the Planning and Development Division.

Compliance with the conditions of approval related to this Tentative Subdivision Map is the responsibility of the applicant, his/her successor in interest, and all owners, assignees, and occupants of the property and their successors in interest. Failure to comply with any of the conditions imposed in the approval of the Tentative Subdivision Map may result in the initiation of revocation procedures.

Washoe County reserves the right to review and revise the conditions of approval related to this Tentative Subdivision Map should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

For the purpose of conditions imposed by Washoe County, “may” is permissive and “shall” or “must” is mandatory.

Conditions of Approval are usually complied with at different stages of the proposed project. Those stages are typically:

- Prior to recordation of a final map.
- Prior to obtaining a final inspection and/or a certificate of occupancy.
- Prior to the issuance of a business license or other permits/licenses.
- Some “Conditions of Approval” are referred to as “Operational Conditions.” These conditions must be continually complied with for the life of the project.

**The Washoe County Commission oversees many of the reviewing agencies/departments with the exception of the following agencies.**

- **The DISTRICT BOARD OF HEALTH, through the Washoe County Health District, has jurisdiction over all public health matters in the Health District.**

**Any conditions set by the Health District must be appealed to the District Board of Health.**

**STANDARD CONSIDERATIONS FOR SUBDIVISIONS  
Nevada Revised Statutes 278.349**

Pursuant to NRS 278.349, when contemplating action on a Tentative Subdivision Map, the governing body or the Planning Commission, if it is authorized to take final action on a tentative map, shall consider:

- (a) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal;
- (b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
- (c) The availability and accessibility of utilities;
- (d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
- (e) Conformity with the zoning ordinances and master plan, except that if any existing zoning ordinance is inconsistent with the master plan, the zoning ordinance takes precedence;
- (f) General conformity with the governing body's master plan of streets and highways;
- (g) The effect of the proposed subdivision on existing public streets and the need for new streets and highways to serve the subdivision;
- (h) Physical characteristics of the land such as floodplain, slope and soil;
- (i) The recommendations and comments of those entities reviewing the tentative map pursuant to NRS 278.330 and 278.335; and
- (j) The availability and accessibility of fire protection, including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires, including fires in wild lands.

FOLLOWING ARE CONDITIONS OF APPROVAL REQUIRED BY THE REVIEWING AGENCIES. EACH CONDITION MUST BE MET TO THE SATISFACTION OF THE ISSUING AGENCY.

**Washoe County Planning and Development**

1. The following conditions are requirements of the Planning and Development Division, which shall be responsible for determining compliance with these conditions.

**Contact Name** – Trevor Lloyd, 775.328.3620

- a. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use permit.
- b. The tentative map shall be in substantial compliance with the Approved Tentative Map and provisions of Washoe County Development Code Article 608, Common Open Space Development, and Article 608, Tentative Subdivision Maps.

<b>Regulatory Zone for Review Purposes</b>	<b>Low Density Urban Land Use Designations (Max. 89 units per project area)</b>
Minimum Lot Area Proposed	2700 square feet
Minimum Lot Width	N/A
Minimum Front Yard	N/A
Minimum Side Yard	N/A
Minimum Rear Yard	N/A
Maximum Building Height	Per TRPA Height Standards

Notes: Variances to these standards may be processed per Washoe County Code.

- c. The subdivision shall be in substantial conformance with the provisions of Washoe County Development Code Article 604, Design Requirements, and Article 608, Tentative Subdivision Maps.
- d. Final maps and final construction drawings shall comply with all applicable statutes, ordinances, rules, regulations and policies in effect at the time of submittal of the tentative map or, if requested by the developer and approved by the applicable agency, those in effect at the time of approval of the final map.
- e. The sub-divider shall present to Washoe County a final map, prepared in accordance with the tentative map, for the entire area for which a tentative map has been approved, or one of a series of final maps, each covering a portion of the approved tentative map, within four years after the date of approval of the tentative map or within two years of the date of approval for subsequent final maps. On subsequent final maps, that date may be extended by two years if the extension request is received prior to the expiration date.
- f. Final maps shall be in substantial compliance with all plans and documents submitted with and made part of this tentative map request, as may be amended by action of the final approving authority.
- g. All final maps shall contain the applicable portions of the following Jurat:

The Tentative Map for TM case number for (map name) was APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION ON DATE.

THIS FINAL MAP, MAP NAME AND UNIT/PHASE #, MEETS ALL APPLICABLE STATUTES, ORDINANCES AND CODE PROVISIONS, IS IN SUBSTANTIAL CONFORMANCE WITH THE TENTATIVE MAP AND ITS CONDITIONS, WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE, AND THOSE CONDITIONS HAVE BEEN SATISFIED FOR RECORDATION OF THIS MAP, EXCEPT THAT THE "OPERATIONAL CONDITIONS"

CONTAINED IN THE RECORDED ACTION ORDER SHALL REMAIN IN FULL FORCE AND EFFECT IN PERPETUITY.

IF ALL LOTS ON THIS MAP ARE REVERTED TO ACREAGE AND A NEW SUBDIVISION APPROVAL IS OBTAINED AT A FUTURE DATE, THE PROVISIONS OF THIS APPROVAL SHALL BE NULL AND VOID, UPON APPROVAL BY WASHOE COUNTY OF THOSE ACTIONS.

[Omit the following paragraph if this is the first and last (only) final map.]

THE NEXT FINAL MAP FOR <TM CASE NUMBER> MUST BE APPROVED AND ACCEPTED FOR RECORDATION BY THE PLANNING AND DEVELOPMENT DIRECTOR ON OR BEFORE THE EXPIRATION DATE, THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, OR AN EXTENSION OF TIME FOR THE TENTATIVE MAP MUST BE APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION ON OR BEFORE SAID DATE.

THIS FINAL MAP IS APPROVED AND ACCEPTED FOR RECORDATION THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ BY THE PLANNING AND DEVELOPMENT DIRECTOR. THE OFFER OF DEDICATION FOR STREETS, SEWERS, ETC. IS REJECTED AT THIS TIME, BUT WILL REMAIN OPEN IN ACCORDANCE WITH NRS CHAPTER 278.

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WILLIAM H. WHITNEY, DIRECTOR,  
PLANNING AND DEVELOPMENT DIVISION

- h. Prior to acceptance of public improvements and release of any financial assurances, the developer shall furnish to the Engineering and Capital Projects Division a complete set of reproducible as-built construction drawings prepared by a civil engineer registered in the State of Nevada.
- i. The applicant shall record the Action Order with the County Recorder. A copy of the recorded Action Order stating conditional approval of this tentative map shall be attached to all applications for administrative permits issued by Washoe County.
- j. The developer shall be required to participate in any applicable General Improvement District or Special Assessment District formed by Washoe County.
- k. A note shall be placed on all grading plans and construction drawings stating:

NOTE

Should any prehistoric or historic remains/artifacts be discovered during site development, work shall temporarily be halted at the specific site and the State Historic Preservation Office of the

Department of Museums, Library and Arts shall be notified to record and photograph the site. The period of temporary delay shall be limited to a maximum of two (2) working days from the date of notification.

- I. The final map shall designate faults that have been active during the Holocene epoch of geological time, and the final map shall contain the following note:

NOTE

No habitable structures shall be located on a fault that has been active during the Holocene epoch of geological time.

- m. The developer shall provide written approval from the U.S. Postal Service concerning the installation and type of mail delivery facilities. The system, other than individual mailboxes, must be shown on the project construction plans and installed as part of the on-site improvements.
- n. The developer and all successors shall direct any potential purchaser of the site to meet with the Planning and Development Division to review conditions of approval prior to the final sale of the site. Any subsequent purchasers of the site shall notify the Planning and Development Division of the name, address, telephone number and contact person of the new purchaser within thirty (30) days of the final sale.
- o. The applicant shall submit complete construction plans and building permits shall be issued within two (2) years from the date of approval by Washoe County [and the Tahoe Regional Planning Agency]. The applicant shall complete construction within the time specified by the building permits. Compliance with this condition shall be determined by the Planning and Development Division.
- p. Prior to any ground disturbing activity, the applicant shall submit a landscaping/architectural design plan to the Planning and Development Division for review and approval by the Design Review Committee. Said plan shall address, but not be limited to: type and color of building materials, general architectural design, parking, parking lot circulation and striping, signage, exterior lighting, fencing, trash enclosures, landscaping material (if plant material: type, size at time of planting, maturation size at full growth, period of time between planting and full growth), landscaping location, landscaping irrigation system, and financial assurances that landscaping will be planted and maintained.
- q. A certification letter or series of letters by a registered landscape architect or other persons permitted to prepare landscaping and irrigation plans pursuant to N.R.S. 623A shall be submitted to and approved by the Planning and Development Division / Design Review Committee. The letter(s) shall certify that all applicable landscaping provisions of Articles [408, 410 and 412] of the Development Code have been met. Any landscaping plans and the letter shall be wet-stamped. The letter shall indicate any provisions of the code that the Director of the Planning and Development Division has waived.
- r. All landscaping shall be maintained in accordance with the provisions found in Section 110.412.75, Maintenance. A three-year maintenance plan shall be

submitted by a licensed landscape architect registered in the State of Nevada to the Planning and Development Division prior to a Certificate of Occupancy. The plan shall be wet-stamped.

- s. Failure to comply with the conditions of approval shall render this approval null and void.
- t. Conditions, covenants, and restrictions (CC&Rs), including any supplemental CC&Rs, shall be submitted to the Planning and Development staff for review and subsequent forwarding to the District Attorney for review and approval. The final CC&Rs shall be signed and notarized by the owner(s) and submitted to the Planning and Development Division with the recordation fee prior to the recordation of the final map. The CC&Rs shall require all phases and units of the subdivision approved under this tentative map to be subject to the same CC&Rs. Washoe County shall be made a party to the applicable provisions of the CC&Rs to the satisfaction of the District Attorney's Office. Said CC&Rs shall specifically address the potential for liens against the properties and the individual property owners' responsibilities for the funding of maintenance, replacement, and perpetuation of the following items, at a minimum:
  - 1. Maintenance of public access easements, common areas, and common open spaces. Provisions shall be made to monitor and maintain, for a period of three (3) years regardless of ownership, a maintenance plan for the common open space area. The maintenance plan for the common open space area shall, as a minimum, address the following:
    - a. Vegetation management;
    - b. Watershed management;
    - c. Debris and litter removal;
    - d. Fire access and suppression; and
    - e. Maintenance of public access and/or maintenance of limitations to public access.
  - 2. All drainage facilities and roadways not maintained by Washoe County shall be privately maintained and perpetually funded by the homeowners association.
  - 3. All open space identified as common area on the final map shall be privately maintained and perpetually funded by the homeowners association. The deed to the open space and common area shall reflect perpetual dedication for that purpose. The maintenance of the common areas and related improvements shall be addressed in the CC&Rs to the satisfaction of the District Attorney's Office.
  - 5. Locating habitable structures on potentially active (Holocene) fault lines, whether noted on the recorded map or disclosed during site preparation, is prohibited.

6. All outdoor lighting on buildings and streets within the subdivision shall be down-shielded.
  7. Washoe County will not assume responsibility for maintenance of the private street system of the development nor will Washoe County accept the streets for dedication to Washoe County unless the streets meet those Washoe County standards in effect at the time of offer for dedication.
  8. Mandatory solid waste collection.
  9. Fence material (if any), height, and location limitations, and re-fencing standards. Replacement fence must be compatible in materials, finish and location of existing fence.
- u. The common open space owned by the homeowners association shall be noted on the final map as “common open space” and the related deed of conveyance shall specifically provide for the preservation of the common open space in perpetuity. The deed to the open space and common area shall reflect perpetual dedication for that purpose. The deed shall be presented with the CC&Rs for review by the Planning and Development staff and the District Attorney.
  - v. The applicant shall combine the existing parcel into the existing Incline Creek subdivision.
  - w. The final construction drawings shall provide details for the bear proof trash receptacles.

### **Washoe County Engineering and Capital Projects**

2. The following conditions are requirements of the Engineering Division, which shall be responsible for determining compliance with these conditions.

**Contact Name – Walt West, 775.328.2310**

- a. Final maps and final construction drawings shall comply with all applicable statutes, ordinances, rules, regulations, and policies in effect at the time of submittal of the tentative map or, if requested by the developer and approved by the applicable agency, those in effect at the time of approval of the final map.
- b. Prior to acceptance of public improvements and release of any financial assurances, the developer shall furnish to the water and sewer provider(s) and Engineering and Capital Projects Division a complete set of reproducible as-built construction drawings prepared by a civil engineer registered in the State of Nevada. In addition, the engineer shall provide the as-built drawings in a digital format (Compressed CCITT Group 4 TIFF format).
- c. Prior to the release of the financial assurance for the project, items to be provided to the Washoe County Engineer shall include, but not be limited to, the following:
  - i. Approval letter from IVGID accepting the water and sewer facilities,

- ii. A construction storm water Notice of Termination (NOT) from NDEP;
  - iii. TRPA Parcel BMP Certificate for all common areas, open space and private streets.
- d. The developer shall be required to participate in any applicable General Improvement District or Special Assessment District formed by Washoe County. The applicable County Department shall be responsible for determining compliance with this condition.
- e. The developer shall provide written approval from the U.S. Postal Service concerning the installation and type of mail delivery facilities. The system, other than individual mailboxes, must be shown on the project construction plans and installed as part of the onsite improvements. The County Engineer shall determine compliance with this condition.
- f. A complete set of construction improvement drawings, including an onsite grading plan, shall be submitted to the County Engineer for approval prior to finalization of any portion of the tentative map. Grading shall comply with best management practices (BMP's) and shall include detailed plans for grading and drainage on each lot, erosion control (including BMP locations and installation details), slope stabilization and mosquito abatement. Placement or disposal of any excavated material shall be indicated on the grading plan.
- g. All open space shall be identified as common area on the final map. A note on the final map shall indicate that all common areas shall be privately maintained and perpetually funded by the Homeowners Association. The maintenance of the common areas shall also be addressed in the CC&Rs to the satisfaction of the District Attorney's Office. The County Engineer shall determine compliance with this condition.
- h. Any existing easements or utilities that conflict with the development shall be relocated, quitclaimed, and/or abandoned, as appropriate. The County Engineer shall determine compliance with this condition.
- i. Any easement documents recorded for the project shall include an exhibit map that shows the location and limits of the easement in relationship to the project. The County Engineer shall determine compliance with this condition.
- j. All existing overhead utility lines shall be placed underground, except electric transmission lines greater than 100 kilovolts, which can remain above ground. The County Engineer shall determine compliance with this condition.
- k. If the Engineering and Capital Projects Division does not inspect the subdivision improvements, prior to release of any financial assurances for the private improvements, the development shall provide the Engineering and Capital Projects Division with a letter prepared by a civil engineer licensed in the State of Nevada, certifying that the private improvements have been constructed in accordance with the approved plans. The County Engineer shall determine compliance with this condition.
- l. The following note shall be added to the final construction drawings: Any revisions made by TRPA, IVGID and/or the North Lake Tahoe Fire Protection

District to the Washoe County approved set of construction drawings must be approved by the design engineer and Washoe County. The County Engineer shall determine compliance with this condition.

- m. A design level geotechnical report shall be submitted prior to the finalization of the first final map. The County Engineer shall determine compliance with this condition.
- n. The conditional approval of this tentative map shall not be construed as final approval of the drainage facilities shown on the tentative map. Final approval of the drainage facilities will occur during the final map review and will be based upon the final hydrology report.
- o. Prior to finalization of the first final map, a master hydrology/hydraulic report and a master storm drainage plan shall be submitted to the County Engineer for approval.
- p. Prior to finalization of any portion of the tentative map, a final, detailed hydrology/hydraulic report for that unit shall be submitted to the County Engineer. All storm drainage improvements necessary to serve the project shall be designed and constructed to County standards and specifications and/or financial assurances in an appropriate form and amount shall be provided. The County Engineer shall determine compliance with this condition.
- q. Any increase in stormwater runoff resulting from the development and based on the 100 year storm shall be detained. The County Engineer shall determine compliance with this condition.
- r. Any increase in stormwater runoff resulting from the development and based on the 100 year storm shall be detained. The County Engineer shall determine compliance with this condition.
- s. The developer shall provide pretreatment for petrochemicals and silt for all storm drainage leaving the site to the satisfaction of the Engineering and Capital Projects Division. The County Engineer shall determine compliance with this condition.
- t. The Truckee Meadows Regional Stormwater Quality Management Program Construction Permit Submittal Checklist and Inspection Fee shall be submitted with each final map. The County Engineer shall determine compliance with this condition.
- u. A note on the final map shall indicate that all drainage facilities not maintained by Washoe County shall be privately maintained and perpetually funded by a homeowners association. As an alternative to a homeowners association, the developer may request the establishment of a County Utility Service Area under which fees would be paid for maintenance of the proposed storm drainage detention facility. The fee amount will be based on the additional service above that normally provided by the County to maintain new stormwater facilities dedicated by the developer (i.e., curb and gutter, drop inlets and piping). The County Engineer shall determine compliance with this condition. The

maintenance and funding of these drainage facilities shall also be addressed in the CC&Rs to the satisfaction of the District Attorney's Office.

- v. The maximum permissible flow velocity (that which does not cause scour) shall be determined for all proposed channels and open ditches. The determination shall be based on a geotechnical analysis of the channel soil, proposed channel lining and channel cross section, and it shall be in accordance with acceptable engineering publications/calculations. Appropriate linings shall be provided for all proposed channels and open ditches such that the 100-year flows do not exceed the maximum permissible flow velocity. The County Engineer shall determine compliance with this condition.
- w. Prior to issuance of a grading permit or approval of the affected final map, the developer shall obtain a permit from the COE for any work within the wetlands/waters of the U.S., or a letter from the COE indicating that a permit is not required. A copy of the permit/letter shall be submitted to the County Engineer. The County Engineer shall determine compliance with this condition.
- x. All slopes steeper than 3:1 shall be mechanically stabilized to control erosion. As an alternative to riprap, an engineered solution (geofabric, etc.) may be acceptable. The County Engineer shall determine compliance with this condition.
- y. Maintenance access and drainage easements shall be provided for all existing and proposed drainage facilities. The County Engineer shall determine compliance with this condition.
- z. Drainage easements shall be provided for all storm runoff that crosses more than one lot. The County Engineer shall determine compliance with this condition.
- aa. The infiltration basins shall be designed to safely function during a 100 year, 24 hour storm event with 1 foot minimum of freeboard capacity. The infiltration basin shall be designed with an emergency escape way and the subdivision designed to safely pass emergency overflow drainage. The County Engineer shall determine compliance with this condition.
- bb. All roadway improvements necessary to serve the project shall be designed and constructed to County standards and specifications and/or financial assurances in an appropriate form and amount shall be provided. The County Engineer shall determine compliance with this condition.
- cc. Street names shall be reviewed and approved by the Regional Street Naming Coordinator. The County Engineer shall determine compliance with this condition.
- dd. For any utilities placed in existing County streets, the streets shall be repaired to the satisfaction of the County Engineer. At a minimum, this will require full depth removal and replacement of asphalt for half the street width, or replacement of non-woven pavement reinforcing fabric with a 2" asphalt overlay for half the street width. Type II slurry seal is required for the entire street width with either option. Full width street improvements may be required if the proposed utility location is too close to the centerline of the existing street. The County Engineer shall determine compliance with this condition.

- ee. Streetlights shall be constructed to Washoe County standards at locations to be determined at the final design stage. The County Engineer shall determine compliance with this condition.
- ff. The conditions, covenants and restrictions (CC&Rs) shall prominently note to the satisfaction of the District Attorney's Office and the County Engineer that Washoe County will not assume responsibility for maintenance of the development's private street system or accept the streets for dedication to Washoe County unless the streets meet those Washoe County standards in effect at the time of the offer of dedication. The County Engineer shall determine compliance with this condition.
- gg. Adequate snow storage easements shall be identified on the final plat. The County Engineer shall determine compliance with this condition.
- hh. Proposed landscaping and/or fencing along street rights-of-way and within median islands shall be designed to meet AASHTO sight distances and safety guidelines. A minimum vertical clearance of 13.5 feet shall be maintained over all private streets, and no tree shall overhang the curb of any public street. The County Engineer shall determine compliance with this condition.
- ii. A minimum onsite stacking length of 50 feet and an adequately sized turnaround outside the gate is required prior to any security gate. Vehicle stacking at a gate shall not back up into the adjacent street right-of-way. The County Engineer shall determine compliance with this condition.
- jj. Project roadways shall meet minimum County Code requirements including, but not limited to, a minimum right-of-way width of 36 feet, a minimum of 22 feet of AC paving, and sidewalk installed on one side of the street. Also, with the effective project density being less than 1.5 acres per parcel, concrete curb and gutter for the private streets is required. Rolled curb and gutter on one side given the proposed super-elevated road section would be acceptable. An acceptable AC paving edge treatment (e.g. redwood header, concrete header curb, etc.) shall be installed at the non curb and gutter side. The County Engineer shall determine compliance with this condition.
- kk. The paving width of the access road at the intersection of College Drive shall be 36 feet measured at the right-of-way and shall be smoothly transitioned into the standard street section within the property. The roadway easement within the property shall be adjusted accordingly. The County Engineer shall determine compliance with this condition.
- ll. Curb improvements located with County right-of-way shall be Type 1 curb and gutter. The County Engineer shall determine compliance with this condition.
- mm. "No Parking" signs shall be posted on both sides of the private road. The County Engineer shall determine compliance with this condition.
- nn. Project roadways shall be designed to meet minimum horizontal curve radii using a minimum design speed of 15mph (54' radius). The County Engineer shall determine compliance with this condition.

- oo. The access roadway shall extend north connecting to Phase 1 road improvements. The County Engineer shall determine compliance with this condition.
- pp. Any recorded access easements which will not be used due to the alternative access alignment shall be abandoned prior to the recordation of the first final map. The County Engineer shall determine compliance with this condition.
- qq. This project shall not adversely impact the storm water treatment facilities installed as part of the Central Incline Village Phase I Water Quality Improvement Project except where necessary to install new project access improvements situated at College Blvd and Lucille Dr. intersection. The final design drawings shall include as-built locations of the installed water quality improvement project facilities. The County Engineer shall determine compliance with this condition.

**Incline Village General Improvement District**

- 3. The following conditions are requirements of the Incline Village General Improvement District, which shall be responsible for determining compliance with these conditions.

**Contact Name** – Joseph Pomroy, 775.823.1246

- a. The applicant shall comply with all requirements of the condition will serve letter from the Incline Village General Improvement District dated April 15, 2016.

**Washoe County Health District**

- 4. The following conditions are requirements of the Health District, which shall be responsible for determining compliance with these conditions. The District Board of Health has jurisdiction over all public health matters in the Health District. Any conditions set by the Health District must be appealed to the District Board of Health.

**Contact Name** – James English, 775.328.2434 and James Shaffer, 775.785.4599

- a. The existing parcel is currently served by municipal sewer and water, and all proposed parcels will be served by municipal water and sewer. At this time the WCHD has no objections to the approval of the Incline Creek Estates Phase 2 Tentative Map as proposed.
- b. Catch basins shall be designed to have no freestanding water; such by the use of weep holes (Health Regulations Governing the Prevention of Vector-Borne Diseases 040.013).
- c. The Health District will require percolation testing at or near the design grade of the newly proposed detention basin representative materials (geotech) to determine the soils' ability to receive & infiltrate storm water. The maximum drain time of 7 days is required after a storm event per Truckee Meadows Regional Drainage Manual (Section 1302.1). The maximum drain time of 7 days is required as well for nuisance water runoff.
- d. Any newly proposed detention basin will require the Health District's standard design of a cobble rock lined low flow channel, one foot deep and 2-3 feet wide connecting the inlet(s) to the outlet pipe. In addition, we will require over

excavating below the low flow channel with a cobble lined infiltration trench design 2 feet wide and 3 feet deep the length of the basin to reduce the downstream effects of storm water runoff (Health Regulations Governing the Prevention of Vector-Borne Diseases 040.023).

- e. Vegetation planted in the detention basin(s) shall be one foot away from the low flow channel. The following maintenance language shall be noted on the civil plans and in the HOA's CC & R's: "All vegetation, debris and blockages shall require removal in the low flow channel including one foot on either side of the channel on an annual basis. Maintenance of the detention will mitigate insect development by preventing standing water from ponding longer than 7 days." (Health Regulations Governing the Prevention of Vector-Borne Diseases 040.022).
- f. The Health District will also require the detention basin(s) the bottom of the infiltration to be inclined with 4 to 6 inch rock (Health Regulations Governing the Prevention of Vector-Borne Diseases 040.023).
- g. Prior to the sign off of the building plans the above detail designs are required on the plans and a scheduled compliance inspection with the Vector-Borne Diseases Program is required for the above condition(s).

**North Lake Tahoe Fire Protection District**

- 5. The following conditions are requirements of the North Lake Tahoe Fire Protection District, which shall be responsible for determining compliance with these conditions.

**Contact Name** – Mark Regan, 775.831.0351

- a. A fire hydrant shall be added at the entrance to the subdivision.
- b. A knox box and click 2 Enter shall be added to the gate(s).

\*\*\* End of Conditions \*\*\*



## Incline Village Crystal Bay Citizens Advisory Board

DRAFT: Approval of these draft minutes, or any changes to the draft minutes, will be reflected in writing in the next meeting minutes and/or in the minutes of any future meeting where changes to these minutes are approved by the CAB.

Minutes of the Incline Village Crystal Bay Citizens Advisory Board meeting held at Incline Village General Improvement District, 893 Southwood Blvd, Incline Village, NV 89451 on APRIL 25, 6:00 P.M.

1. **\*CALL TO ORDER/ PLEDGE OF ALLEGIANCE** – Pete Todoroff called the meeting to order at 6:00 P.M.

2. **\*ROLL CALL/DETERMINATION OF A QUORUM** - Pete Todoroff, Gerry Eick, Tom Cardinale (Alternate for Kevin Lyons); Mike Sullivan (Alternate), Andy Wolfe (arrived late); Judy Miller. A quorum was determined.

Absent: Kevin Lyons (excused)

3. **\*PUBLIC COMMENT** –

Michelle Bays, Supervising Investigator from the District Attorney's office, introduced herself. She said they have been focusing on outreach. She would like to get Mr. Hicks on the agenda for a future meeting to open up the line of communication. She said they would like to come and give an update. She said they have a civil division, family division, and fraud check division. She said they have a big role in public safety.

4. **APPROVAL OF THE AGENDA FOR THE MEETING OF APRIL 25, 2016**– Gerry Eick moved to approve the agenda for the meeting of **APRIL 25, 2016**. Andy Wolfe seconded the motion to approve the agenda. The motion passed unanimously.

5. **APPROVAL OF THE MINUTES FOR THE SPECIAL MEETING OF MARCH 28, 2016** – Judy Miller made a motion to approve the minutes from the meeting of **MARCH 28, 2016**. Tom Cardinale seconded the motion to approve the minutes. The motion passed unanimously.

6. **\*PUBLIC OFFICIAL REPORTS**

A. **\*Washoe County Commissioner** - Commissioner Marsha Berkbigler was unable to attend. Commissioner Berkbigler may be reached at 775-328-2005 or mberkbigler@washoecounty.us.

Al Roger invited everyone to contact Commissioner Berkbigler with any questions.

7. **DEVELOPMENT PROJECTS** – The project description is provided below with links to the application or you may visit the Planning and Development Division website and select the Application Submittals page:  
[http://www.washoecounty.us/comdev/da/da\\_index.htm](http://www.washoecounty.us/comdev/da/da_index.htm).

**A. Tentative Map 16-003 (Incline Creek Estates Phase 2)** – Request for community feedback, discussion and possible action to approve a common open space subdivision that will include dividing a ±1.68 acre parcel into 10 single family lots and one common open space lot. (*This item is for possible action by the CAB.*)

**Applicant/Property Owner:** NCP/ICP, LLC.

**Location:** 800 College Drive

**APN:** 129-280-21

**Staff:** Trevor Lloyd, 775-328-3608, tlloyd@washoecounty.us

**Reviewing Body:** This case is tentatively scheduled to be heard by the Washoe County Planning Commission tentatively on June 7.

Andy said his Incline Law Group has had involvement with this project. He said this connection is significant enough and it would raise concern. He said he will abstain from the discussion and voting.

Brian Helm, Representative for Incline Creek Estates Development, gave an overview of the project:

- He said they are requesting approval for the tentative map for phase 2 of the Incline Creek Estates Subdivision.

Brian gave some background:

- The subdivision is located off of College Drive
- Phase 1 included 57 units; 10.25 acre subdivided in 2005.
- They have sold 55 of 57 units. Two are currently under contract. The HOA is owner controlled.
- Phase 2: In 2008, TRPA conditional use and tentative use map were approved; both approvals expired in 2011 due to Phase 1's slow progress. He said they are bringing it back because Phase 1 is nearly complete.

- Phase 2 has 10 single family lots and one common lot which will be annexed into the HOA.
- The Affordable housing requirement was completed in 2008.
- Brian showed the Phase 1 and Phase 2 on a map. Phase 2 will satisfy the secondary egress for fire emergency access.
- He showed the subdivision tentative map with examples and pictures from Phase 1.
- 36,000 sq ft of impervious coverage; 33%; banked and onsite and ready for use.
- Required BMPs.
- No variances required.
- No changes to original project. All findings to project, plan, suitability were made; no special conditions.
- The architecture is an update to the existing; asphalt and shingle with stone detailing.
- He said it's currently under TRPA review.
- Upcoming meetings: May 13<sup>th</sup> & June 7<sup>th</sup> - Planning Commission for Tentative Map approval.

Comments:

- Tom Cardinale asked if the smaller units are integrated in the other 7 units. Brian said the smaller units will have patio space outside.
- Gerry Eick asked about the area north of unit 59. Gerry asked about the location of BMP and open space with neighbors to the west of Phase 2. Brian said that a SEZ with vegetation. Brian said that will remain as open space. He said they met with Fire Department and Forest Service to discuss fuels management for that space. The agencies issued a letter about that. Gerry asked about occupancy for July 1, 2017. He said when you go before the County, this is one parcel now, and it will be changed into 11 parcels. Brian said we would have record that as soon as the final plan was recorded. They will take the final map to the County in July.
- Pete Todoroff asked about the financing. Brian said the financing has been funded. Phase 1 profits will pay for Phase 2.
- Tom Cardinale asked if they have received feedback from the residents. Brian said no, they have received no comments.
- Gerry Eick said this is consistent with the original plan; they picked up where they left off.
- Judy Miller said the fact they aren't asking for a variance and it's a continuation from an existing project, it would be successful. Tom Cardinale agreed with Judy Miller, and said no one is complaining. Gerry Eick said it's positive that they are finishing the roadway for proper access.
- Peter Morris said he goes by here every day. He said it's an eyesore. He said it would be a great thing for it to be complete.
- Wayne Ford said he has been here for a long time. He said it is a real plus and improvement compared to what was there before.
- Kendra Wong said she lives across the street. She said it was a very well planned community. They did a great job with the project. She hasn't seen any impact with traffic.
- Judy Miller said we are quick to criticize, but we all supported this. We can voice our support.

**MOTION: Judy Miller moved to recommend support for the Tentative Map and development for the Incline Creek Estates project; Tom Cardinale seconded the motion. Motion passed unanimously. Andy Wolfe abstained.**

**B. Variance Case Number VA16-003 (Fleming Front Yard Setback Reduction)** – Request for community feedback, discussion and possible action to approve a variance to allow the reduction in the front yard setback from 15 feet to approximately 10 feet and 13/16 inches, to facilitate the expansion of the existing dwelling. *(This item is for possible action by the CAB.)*

**Applicant/Property Owner:** Elise Fett and Assoc, attn. Julie Rinaldo, PO Box 5989, Incline Village, NV 89450

**Location:** 715 Cristina Drive, approximately 750 feet southeast of its intersection with Eagle Drive, in Incline Village.

**APN:** 126-251-06

**Staff:** Roger Pelham, 775-328-3622, rpelham@washoecounty.us

**Reviewing Body:** This case is tentatively scheduled to be heard by the Washoe County Board of Adjustment on June 2, 2016.

- Roger said he isn't representing the project but will answer any code, policy, or process questions. He isn't for or against the request.
- Gerry Eick said he went by the parcel, and the variance request is consistent with the neighbors. He said he was concerned visualizing the structure; it's strategically located in a square shape in between large trees. He said he looked at the site plan, and they are making it a deeper structure and removing trees. He said it may change the visual corridor. He asked if it fit the character of the street. He said the owners had received a letter of support, but does it affect anyone else in the neighborhood. Roger Pelham said he hasn't heard any controversy for this project, but it's early. The standards by which variances are judged are state law. The criteria for state law are in the code. It comes down to legal standard that forces variance. Roger spoke about standards such as exceptional

narrowness and other exceptional conditions of the property. He said its about the characteristics of land, not convenience of the applicant. Gerry said with the condition and slope, it makes sense to have these characteristics, but he said he is concerned that it goes from square to an entirely different shape with the garage on one side. They are making one argument, but doing other things. He said it was an observation.

- Judy Miller said she walked the street and observed many of the homes that have deep enough driveways to have two parking spaces in front of the garage. She said another home in the neighborhood had a physical constrain on a narrow lot. She said a variance is only supposed to be granted when there are extraordinary conditions. She said she didn't believe or couldn't find reason to go any other reason. She doesn't think it's appropriate for this property.
- Andy Wolfe said he came to similar conclusions as Judy. He said he didn't see any topo or physical constraints. He said the garage is 24 feet deep, and if you don't demolish the existing home, you have to intrude into the setback. He said if you cut the garage to 20 feet, you wouldn't have an intrusion, but might not work for storage. He asked is the location of the existing building a physical constrain that we should consider when locating the garage. He said it's not a special convenience to have a 24 foot garage that is standard. He asked if the avoidance of demolishing the current home making it a constraint. Roger said the Board of Adjustment will make that final decision. Roger said no, it's not an extraordinary condition. The location of the dwelling isn't a hardship. He said another factor in play is when the conditions are 20% slope. They could build a garage detached in the same location, but not attached.
- Judy Miller said they don't currently have enclosed parking. She asked if he is trading one non-conforming for another. Roger said not in this case. One enclosed parking space and one off street parking space is required. He said right now, there are two non-conforming. It's legal, non-conforming. Judy said we have seen a lot of vacation rentals with higher occupancy with no parking. She said there is not a lot of storage; storage will happen in the garage, and parking will be displaced outside on the street. It creates a dangerous situation, especially on a school route.
- Gerry Eick said Roger mentioned it's early in the process. Roger said they accept variance requests on the 15<sup>th</sup> of every even month. He said its only 9 days after it's been submitting. He said he will receive comments back from all the agencies: health, fire, CAB. Roger said he will form his recommendation after he receives everyone's comments. Gerry said this goes to the BOA on June 2<sup>nd</sup>. Roger said all the other agencies feedback will be put into a recommendation in the form of a staff report prior to the public hearing. Notices will go to the property owner for the official hearing. He said at the beginning of the process, courtesy notices are sent out. He said he promises those comments that are submitted in writing will be put into his staff report. Gerry said he was hoping to make additional comments later in the process. Judy said she was disappointed in the fact the applicant isn't here. Roger asked everyone to submit comment or come to the public hearing.
- Tom Cardinale said it's none of our business regarding their storage. She is asking for access and wants to remove two trees. She wants to make this house valuable to her.
- Gerry Eick recommended to submitting our own comments.
- Andy Wolfe said if he puts himself in the neighbor's shoes, he said he would rather have the variance, and leave a view corridor. He said he would want to preserve the views.

**C. Case Number AP16-002 (Classical Tahoe)** – Request for community feedback, discussion and possible action to approve an Administrative Permit and outdoor community event business license and associated license conditions for Classical Tahoe, an outdoor concert event to be held at the Sierra Nevada College in Incline Village, Nevada on July 29, 30, August 5, 6, 12, 13 2016. *(This item is for possible action by the CAB.)*

**Applicant:** Classical Tahoe – Kirby Combs

**Property Owner:** Sierra Nevada College

**Location:** 948 Incline Way, Incline Village

**APN:** 127-040-10 (College) and 127-040-07 (IVGID Recreation Center)

**Staff:** Eric Young, 775.328.3613, eyoung@washoecounty.us

**Reviewing Body:** This case is tentatively scheduled to be heard by the Washoe County Board of Adjustment on June 2, 2016.

- Roger Pelham said he is here for Eric Young. He said this is the same it has been the same as the past few years. It will be Sunday evenings.
- Gerry said this is formerly known as Summerfest. He said that existing relationship among amenities and cross collateral should be noted. Roger said that might be outside of the land use description. Gerry said there is no objection to the event, they have made good relationships with other entities with traffic and parking, they might want to cross their Ts and dot there 'I's in order to make sure the entities know who they are dealing with.
- Judy Miller said this is a wonderful event. She said we haven't had problem with this event before, and the parking is good. She said she took handicapped woman and the lighting was difficult and the paths aren't paved. The footing might be hazardous. She said she is concerned about lighting and paths for handicapped. She is happy to have this in this community.

**MOTION: Andy Wolfe moved to support this application for an administrative permit for Classical Tahoe. Gerry Eick seconded the motion. Motion passed unanimously.**

**8.\*COUNTY UPDATE** – Sarah Tone, Office of the County Manager will provide an update on County services. Ms. Tone is available to answer questions and concerns. Please feel free to contact her at stone@washoecounty.us or (775) 328-2721. To sign up to receive email updates from the County visit www.washoecounty.us/cmail. (This item is for information only and no action will be taken by the CAB).

Al Rogers gave an update:

- He thanked the Board and said he appreciates their due diligence.
- The budget will be presented at the Board of County Commission meeting; tentative budget to State April 15. This is a recommended budget, but not final.
- He said he encouraged the CAB to take advantage of Michelle Bay's offer to come out; as well as other departments within Washoe County. He said the website has many videos. He said he hopes our citizens are informed.
- Pete Todoroff asked Al to speak about the Orbit station. Pete said Wayne Ford is here to talk to that. Pete said he is concerned about the blocked off access on Somers Loop. Al Roger said he has no update or comment, but can follow up when we get the information.
- Pete asked about the bus shelter across from the college. He asked why it will cost \$100,000 to have a shelter. Gerry said he understands there will be more; it doesn't make sense. The memo implied that there is more detail to come.
- Pete talked about the Tanager Roofing Company. He said he would like to find out what's going on with that as well.
- He wants to know more about the Tahoe Area Plan. A representative, Morgan Barrel, from the TRPA wanted to give a presentation in June, but we don't have a meeting. Gerry said Sarah Tone mentioned this will be an item at the Community meeting in May. Al said we have to determine the date and time for Community Forum.
- Pete said Calneva Cottages won't be getting financing anytime soon.

**9.\*CHAIRMAN/BOARD MEMBER ITEMS/NEXT AGENDA ITEMS** - This item is limited to announcements by CAB members and topics/issues posed for future workshops/agendas. (This item is for information only and no action will be taken by the CAB).

- Pete said he would like a representative from TRPA and the County to give an update regarding the area plan for the July CAB meeting.
- Gerry Eick spoke about the upcoming IVGID Watermain projects taking place between August 1 – October, 2016 (Enterprise, Oriel, Wassou, Teresa). The locations aren't through roads, so it won't affect traffic but will impact the road.
- Gerry also announced the NDOT SR 28 Bikeway and Improvement public hearing on Tuesday, April 26, 4-7pm, at the Chateau.

#### **10.\*PUBLIC COMMENT –**

Wayne Ford said he wanted it to bring it to the boards' attention about the Orbit Station. There is a breakdown of TRPA pre-grade process, BMP, and final BMPs. He said he will pass along a report and photographs to Marsha. There was runoff of sediments during the storm. The amount of runoff goes into the IVGID park. There is active runoff. There was emergency grading; no action was taken. Everyone has to do this during construction. There is 18,000 sq feet of impervious coverage that isn't being contained, no plans to take care of it. That is a big impact on the water quality in our lake. Everyone else is spending a lot of money, and this site is doing nothing.

**ADJOURNMENT – Meeting adjourned at 6:50pm.**

Number of CAB members present: 5  
Number of staff present: 2  
Submitted By: Misty Moga

Number of Public Present: 9

Presence of Elected Officials: 0

# WASHOE COUNTY HEALTH DISTRICT

ENHANCING QUALITY OF LIFE

May 9, 2016

Trevor Lloyd, Senior Planner  
Washoe County Community Services  
Planning and Development Division  
PO Box 11130  
Reno, NV 89520-0027

RE: Incline Creek Estates Phase 2; APN: 129-280-21  
Tentative Map; TM16-003

Dear Mr. Lloyd:

The Washoe County Health District, Environmental Health Services Division (Division) Engineering and Vector have reviewed the above referenced project. This Tentative Map is proposing 10 – 11 Single Family Dwellings to be connected and served by IVGID for all water, sewer, and trash. Approval by this Division is subject to the following conditions:

1. The existing parcel is currently served by municipal sewer and water, and all proposed parcels will be served by municipal water and sewer. At this time the WCHD has no objections to the approval of the Incline Creek Estates Phase 2 Tentative Map as proposed.
2. Catch basins shall be designed to have no freestanding water; such by the use of weep holes (Health Regulations Governing the Prevention of Vector-Borne Diseases 040.013).
3. The Health District will require percolation testing at or near the design grade of the newly proposed detention basin representative materials (geotech) to determine the soils' ability to receive & infiltrate storm water. The maximum drain time of 7 days is required after a storm event per Truckee Meadows Regional Drainage Manual (Section 1302.1). The maximum drain time of 7 days is required as well for nuisance water runoff.
4. Any newly proposed detention basin will require the Health District's standard design of a cobble rock lined low flow channel, one foot deep and 2-3 feet wide connecting the inlet(s) to the outlet pipe. In addition, we will require over excavating below the low flow channel with a cobble lined infiltration trench design 2 feet wide and 3 feet deep the length of the basin to reduce the downstream effects of storm water runoff (Health Regulations Governing the Prevention of Vector-Borne Diseases 040.023).
5. Vegetation planted in the detention basin(s) shall be one foot away from the low flow channel. The following maintenance language shall be noted on the civil plans and in the HOA's CC & R's:  
"All vegetation, debris and blockages shall require removal in the low flow channel including one foot on either side of the channel on an annual basis. Maintenance of the detention will mitigate insect development by preventing standing water from ponding longer than 7 days." (Health Regulations Governing the Prevention of Vector-Borne Diseases 040.022).
6. The Health District will also require the detention basin(s) the bottom of the infiltration to be inclined with 4 to 6 inch rock (Health Regulations Governing the Prevention of Vector-Borne Diseases 040.023).

## ENVIRONMENTAL HEALTH SERVICES

1001 East Ninth Street | P.O. Box 11130 | Reno, Nevada 89520  
775-328-2434 | Fax: 775-328-6176 | [washoecounty.us/health](http://washoecounty.us/health)  
Serving Reno, Sparks and all of Washoe County, Nevada | Washoe County is an Equal Opportunity Employer



**TM16-003**  
**EXHIBIT C**

**Public Health**  
Prevent. Promote. Protect.

7. Prior to the sign off of the building plans the above detail designs are required on the plans and a scheduled compliance inspection with the Vector-Borne Diseases Program is required for the above condition(s).

If you have any questions regarding the foregoing, please call James English at 328-2610 or Jim Shaffer 785-4599 regarding engineering or vector comments, respectively.

Sincerely,

James English  
Environmental Health Specialist Supervisor  
Environmental Health Services

J.L. Shaffer  
Program Coordinator/Planner  
Vector-Borne Diseases Program  
Environmental Health Services

JE/JS/:wr

cc: File - Washoe County Health District  
Welsh Hagen Associates – dhagen@welshhagen.com



**CONDITIONAL WILL SERVE LETTER**  
**Dedication to IVGID Required**

April 15, 2016

NCP/ICP, LLC.  
264 Village Blvd. #104  
Incline Village, NV 89451

RE: Incline Creek Estates Phase II, 800 College Drive, APN 129-280-21

Dear NCP/ICP LLC:

This letter serves to notify you that the subject development is within the jurisdictional boundaries of the Incline Village General Improvement District (*IVGID, or District*), and that the District will serve the proposed project with water and sewer service and solid waste removal subject to the project's final utility plans meeting design, material, and installation requirements of the District, and subject to the assignment of water rights to IVGID in accordance with IVGID's Water Rights Dedication Procedures. In addition:

- (1) Water rights associated with this property, if any, shall be assigned to the District.
- (2) All requirements shall be met regarding STANDARD SPECIFICATIONS FOR IVGID's WATER, SEWER, AND PRIVATE COMMUNAL UTILITY SYSTEMS.
- (3) Meters and control manholes shall be placed off the property as approved by IVGID.
- (4) Cost for additional water storage or delivery capacity shall be borne by Applicant.
- (5) Separately owned parcels shall not be served by the same service connection.
- (6) All taxes and assessments on the parcel are current and shall remain current.

The subject parcel previously had multiple buildings used by Sierra Nevada College and had an average water use of 2.5 acre-feet (AF) for 2002, 2003, and 2004 calendar years. The applicant for the subject project is proposing to construct 10 new free standing condominiums with an annual water requirement of 0.56 acre-feet (AF) per year per unit or a total of 5.6 AF for all 10 units. This would also include typical landscaping in accordance with the IVGID landscaping ordinance for a single family residence. Landscaping that is substantially different from that specified in the requirements will require additional water rights to be provided to meet the landscaping irrigation demand. The Applicant for the subject project described is required to assign additional water rights to the District in the amount of 3.1 AF as a condition of issuance of a Final Will Serve Letter and project approval. This is in accordance with IVGID's Water Management Plan and Policies and is contingent upon existing permitted water rights and sewer capacities, including any action brought against the District contesting such permitted rights or capacities.

In the event additional water service demand is required by future change in service requests, additional water rights issues shall be addressed at that time.

The Applicant agrees to hold IVGID harmless from any costs, damages, or expenses incurred by the Applicant in the event IVGID fails to be able to supply water or sewer connections, or for any delays to the Applicant's project schedule caused by IVGID's review and approval procedures.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Joseph J. Pomroy", is written over a blue line.

Joseph J Pomroy, P.E.  
Director of Public Works

Attachments

cc: Will Serve file  
Reading file

Water/Ops/WillServe/129-280-21

**TM16-003**  
**EXHIBIT D**



# Washoe County

## COMMUNITY SERVICES DEPARTMENT

### *Engineering and Capital Projects Division*

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**DATE:** May 12, 2016

**TO:** Trevor Lloyd, Senior Planner

**FROM:** Walter H. West, P.E. Licensed Engineer,  
Engineering and Capital Projects Division

**SUBJECT:** ***INCLINE CREEK ESTATES – PHASE 2 (TM16-003)***  
**10 RESIDENTIAL LOTS**

The following comments and recommendations supplement the applicable County Codes. They are based on a review of the tentative map application prepared by Welsh-Hagen Associates

### **GENERAL CONDITIONS**

#### Recommended Conditions of Approval

The following conditions of approval should be applied to this proposed project. Conditions in *italics* are standard Engineering Conditions.

1. *Final maps and final construction drawings shall comply with all applicable statutes, ordinances, rules, regulations, and policies in effect at the time of submittal of the tentative map or, if requested by the developer and approved by the applicable agency, those in effect at the time of approval of the final map.*
2. *Prior to acceptance of public improvements and release of any financial assurances, the developer shall furnish to the water and sewer provider(s) and Engineering and Capital Projects Division a complete set of reproducible as-built construction drawings prepared by a civil engineer registered in the State of Nevada. In addition, the engineer shall provide the as-built drawings in a digital format (Compressed CCITT Group 4 TIFF format)*
3. Prior to the release of the financial assurance for the project, items to be provided to the Washoe County Engineer shall include, but not be limited to, the following:
  - a. Approval letter from IVGID accepting the water and sewer facilities,
  - b. A construction storm water Notice of Termination (NOT) from NDEP;
  - c. TRPA Parcel BMP Certificate for all common areas, open space and private streets.
4. *The developer shall be required to participate in any applicable General Improvement District or Special Assessment District formed by Washoe County. The applicable County Department shall be responsible for determining compliance with this condition.*

5. *The developer shall provide written approval from the U.S. Postal Service concerning the installation and type of mail delivery facilities. The system, other than individual mailboxes, must be shown on the project construction plans and installed as part of the onsite improvements. The County Engineer shall determine compliance with this condition.*
6. *A complete set of construction improvement drawings, including an onsite grading plan, shall be submitted to the County Engineer for approval prior to finalization of any portion of the tentative map. Grading shall comply with best management practices (BMP's) and shall include detailed plans for grading and drainage on each lot, erosion control (including BMP locations and installation details), slope stabilization and mosquito abatement. Placement or disposal of any excavated material shall be indicated on the grading plan.*
7. *All open space shall be identified as common area on the final map. A note on the final map shall indicate that all common areas shall be privately maintained and perpetually funded by the Homeowners Association. The maintenance of the common areas shall also be addressed in the CC&Rs to the satisfaction of the District Attorney's Office. The County Engineer shall determine compliance with this condition.*
8. *Any existing easements or utilities that conflict with the development shall be relocated, quitclaimed, and/or abandoned, as appropriate. The County Engineer shall determine compliance with this condition.*
9. *Any easement documents recorded for the project shall include an exhibit map that shows the location and limits of the easement in relationship to the project. The County Engineer shall determine compliance with this condition.*
10. *All existing overhead utility lines shall be placed underground, except electric transmission lines greater than 100 kilovolts, which can remain above ground. The County Engineer shall determine compliance with this condition.*
11. *If the Engineering and Capital Projects Division does not inspect the subdivision improvements, prior to release of any financial assurances for the private improvements, the development shall provide the Engineering and Capital Projects Division with a letter prepared by a civil engineer licensed in the State of Nevada, certifying that the private improvements have been constructed in accordance with the approved plans. The County Engineer shall determine compliance with this condition.*
12. *The following note shall be added to the final construction drawings: Any revisions made by TRPA, IVGID and/or the North Lake Tahoe Fire Protection District to the Washoe County approved set of construction drawings must be approved by the design engineer and Washoe County. The County Engineer shall determine compliance with this condition.*
13. *A design level geotechnical report shall be submitted prior to the finalization of the first final map. The County Engineer shall determine compliance with this condition.*

## **DRAINAGE (COUNTY CODE 110.420)**

### Recommended Conditions of Approval

The following drainage conditions of approval should be applied to this proposed project. Conditions in *italics* are standard Engineering Conditions.

1. *The conditional approval of this tentative map shall not be construed as final approval of the drainage facilities shown on the tentative map. Final approval of the drainage facilities will occur during the final map review and will be based upon the final hydrology report.*
2. *Prior to finalization of the first final map, a master hydrology/hydraulic report and a master storm drainage plan shall be submitted to the County Engineer for approval.*
3. *Prior to finalization of any portion of the tentative map, a final, detailed hydrology/hydraulic report for that unit shall be submitted to the County Engineer. All storm drainage improvements necessary to serve the project shall be designed and constructed to County standards and specifications and/or financial assurances in an appropriate form and amount shall be provided. The County Engineer shall determine compliance with this condition.*
4. *Any increase in stormwater runoff resulting from the development and based on the 100 year storm shall be detained. The County Engineer shall determine compliance with this condition.*
5. *Standard reinforced concrete headwalls or other approved alternatives shall be placed on the inlet and outlet of all drainage structures, and grouted rock riprap shall be used to prevent erosion at the inlets and outlets of all culverts to the satisfaction of the Engineering and Capital Projects Division. The County Engineer shall determine compliance with this condition.*
6. *The developer shall provide pretreatment for petrochemicals and silt for all storm drainage leaving the site to the satisfaction of the Engineering and Capital Projects Division. The County Engineer shall determine compliance with this condition.*
7. *The Truckee Meadows Regional Stormwater Quality Management Program Construction Permit Submittal Checklist and Inspection Fee shall be submitted with each final map. The County Engineer shall determine compliance with this condition.*
8. *A note on the final map shall indicate that all drainage facilities not maintained by Washoe County shall be privately maintained and perpetually funded by a homeowners association. As an alternative to a homeowners association, the developer may request the establishment of a County Utility Service Area under which fees would be paid for maintenance of the proposed storm drainage detention facility. The fee amount will be based on the additional service above that normally provided by the County to maintain new stormwater facilities dedicated by the developer (i.e., curb and gutter, drop inlets and piping). The County Engineer shall determine compliance with this condition. The maintenance and funding of these drainage facilities shall also be addressed in the CC&Rs to the satisfaction of the District Attorney's Office.*

9. *The maximum permissible flow velocity (that which does not cause scour) shall be determined for all proposed channels and open ditches. The determination shall be based on a geotechnical analysis of the channel soil, proposed channel lining and channel cross section, and it shall be in accordance with acceptable engineering publications/calculations. Appropriate linings shall be provided for all proposed channels and open ditches such that the 100-year flows do not exceed the maximum permissible flow velocity. The County Engineer shall determine compliance with this condition.*
10. *Prior to issuance of a grading permit or approval of the affected final map, the developer shall obtain a permit from the COE for any work within the wetlands/waters of the U.S., or a letter from the COE indicating that a permit is not required. A copy of the permit/letter shall be submitted to the County Engineer. The County Engineer shall determine compliance with this condition.*
11. *All slopes steeper than 3:1 shall be mechanically stabilized to control erosion. As an alternative to riprap, an engineered solution (geofabric, etc.) may be acceptable. The County Engineer shall determine compliance with this condition.*
12. *Maintenance access and drainage easements shall be provided for all existing and proposed drainage facilities. The County Engineer shall determine compliance with this condition.*
13. *Drainage easements shall be provided for all storm runoff that crosses more than one lot. The County Engineer shall determine compliance with this condition.*
14. *The infiltration basins shall be designed to safely function during a 100 year, 24 hour storm event with 1 foot minimum of freeboard capacity. The infiltration basin shall be designed with an emergency escape way and the subdivision designed to safely pass emergency overflow drainage. The County Engineer shall determine compliance with this condition.*

## **TRAFFIC AND ROADWAY (COUNTY CODE 110.436)**

### Discussion

The County Code requires a minimum right-of-way width for private roadways of 36 feet, curb and gutter, and sidewalk on one side of the roadway. County Code requires that appropriate snow storage areas be provided. These code provisions shall be satisfied at final design of the project.

### Recommended Conditions of Approval

The following traffic conditions of approval should be applied to this proposed project. Conditions in *italics* are standard Engineering Conditions.

1. *All roadway improvements necessary to serve the project shall be designed and constructed to County standards and specifications and/or financial assurances in an appropriate form and amount shall be provided. The County Engineer shall determine compliance with this condition.*
2. *Street names shall be reviewed and approved by the Regional Street Naming Coordinator. The County Engineer shall determine compliance with this condition.*

3. *For any utilities placed in existing County streets, the streets shall be repaired to the satisfaction of the County Engineer. At a minimum, this will require full depth removal and replacement of asphalt for half the street width, or replacement of non-woven pavement reinforcing fabric with a 2" asphalt overlay for half the street width. Type II slurry seal is required for the entire street width with either option. Full width street improvements may be required if the proposed utility location is too close to the centerline of the existing street. The County Engineer shall determine compliance with this condition.*
4. *Streetlights shall be constructed to Washoe County standards at locations to be determined at the final design stage. The County Engineer shall determine compliance with this condition.*
5. *The conditions, covenants and restrictions (CC&Rs) shall prominently note to the satisfaction of the District Attorney's Office and the County Engineer that Washoe County will not assume responsibility for maintenance of the development's private street system or accept the streets for dedication to Washoe County unless the streets meet those Washoe County standards in effect at the time of the offer of dedication. The County Engineer shall determine compliance with this condition.*
6. *Adequate snow storage easements shall be identified on the final plat. The County Engineer shall determine compliance with this condition.*
7. *Proposed landscaping and/or fencing along street rights-of-way and within median islands shall be designed to meet AASHTO sight distances and safety guidelines. A minimum vertical clearance of 13.5 feet shall be maintained over all private streets, and no tree shall overhang the curb of any public street. The County Engineer shall determine compliance with this condition.*
8. *A minimum onsite stacking length of 50 feet and an adequately sized turnaround outside the gate is required prior to any security gate. Vehicle stacking at a gate shall not back up into the adjacent street right-of-way. The County Engineer shall determine compliance with this condition.*
9. *Project roadways shall meet minimum County Code requirements including, but not limited to, a minimum right-of-way width of 36 feet, a minimum of 22 feet of AC paving, and sidewalk installed on one side of the street. Also, with the effective project density being less than 1.5 acres per parcel, concrete curb and gutter for the private streets is required. Rolled curb and gutter on one side given the proposed super-elevated road section would be acceptable. An acceptable AC paving edge treatment (e.g. redwood header, concrete header curb, etc.) shall be installed at the non curb and gutter side. The County Engineer shall determine compliance with this condition.*
10. *The paving width of the access road at the intersection of College Drive shall be 36 feet measured at the right-of-way and shall be smoothly transitioned into the standard street section within the property. The roadway easement within the property shall be adjusted accordingly. The County Engineer shall determine compliance with this condition.*
11. *Curb improvements located with County right-of-way shall be Type 1 curb and gutter. The County Engineer shall determine compliance with this condition.*
12. *"No Parking" signs shall be posted on both sides of the private road. The County Engineer shall determine compliance with this condition.*

13. Project roadways shall be designed to meet minimum horizontal curve radii using a minimum design speed of 15mph (54' radius). The County Engineer shall determine compliance with this condition.
14. The access roadway shall extend north connecting to Phase 1 road improvements. The County Engineer shall determine compliance with this condition.
15. Any recorded access easements which will not be used due to the alternative access alignment shall be abandoned prior to the recordation of the first final map. The County Engineer shall determine compliance with this condition.
16. This project shall not adversely impact the storm water treatment facilities installed as part of the Central Incline Village Phase I Water Quality Improvement Project except where necessary to install new project access improvements situated at College Blvd and Lucille Dr. intersection. The final design drawings shall include as-built locations of the installed water quality improvement project facilities. The County Engineer shall determine compliance with this condition.



**NORTH LAKE TAHOE FIRE PROTECTION DISTRICT**

866 Oriole Way – Incline Village, NV 89451-9439  
(775) 831-0351 Fax (775) 831-2072 [www.nltfpd.net](http://www.nltfpd.net)

**Ryan Sommers Fire Chief**

May 18, 2016

Trevor Lloyd, Senior Planner  
Washoe County Department of Community Development  
P.O. Box 11130  
Reno, NV 89520-0027

**Incline Creek Estates Phase 2 AGENCY REVIEWS**

Dear Mr. Lloyd:

The following application has been reviewed by the North Lake Tahoe Fire Protection District with comments as noted below:

Approval of the project if the following changes are made,

1. Fire hydrant must be added at entrance.
2. Knox box and Click 2 Enter added to the gates.

Prepared by:  
NORTH LAKE TAHOE FIRE PROTECTION DISTRICT

Mark Regan  
BC/Assistant Fire Marshal



**Washoe County School District**

425 East Ninth Street \* P.O. Box 30425 \* Reno, NV 89520-3425  
Phone (775) 348-0200 \* (775) 348-0304 \* www.washoeschools.net

Board of Trustees: Angela Taylor, President \* John Mayer, Vice President \* Veronica Frenkel, Clerk \*  
Barbara McLaury \* Howard Rosenberg \* Lisa Ruggerio \* Traci Davis, Superintendent

04 May 2016

Trevor Lloyd, Senior Planner  
Washoe County Community Services Department  
PO Box 11130  
Reno NV USA 89520-0027

RE: **TM16-003 (Incline Creek Estates Phase 2)**

Dear Mr Lloyd,

10 new single-family residential units will have a minor impact on Washoe County School District facilities. This project is currently zoned for the following schools:

**Incline Elementary School**

- **Estimated project impact = 1 new ES student (10 single-family units x 0.043 ES students per unit)**
- **Base Capacity = 654**
- **2015-2016 Enrollment = 427**
- **% of Base Capacity = 65%**
- **Portable units onsite = 0**
- **Overcrowding Strategy – Incline Elementary** is at 65% capacity and has sufficient classroom space to accommodate additional students.

**Incline Middle School**

- **Estimated project impact = <1 new MS student (10 single-family units x 0.014 MS students per unit)**
- **Base Capacity = 489**
- **2015-2016 Enrollment = 202**
- **% of Base Capacity = 41%**
- **Portable units onsite = 0**
- **Overcrowding Strategy – Incline Middle School** is at 41% capacity and has sufficient classroom space to accommodate additional students.



## Incline High School

- **Estimated project impact** = 1 new HS student (10 single-family units x 0.077 HS students per unit)
- **Base Capacity** = 784
- **2015-2016 Enrollment** = 297
- **% of Base Capacity** = 38%
- **Portable units onsite** = 0
- **Overcrowding Strategy** – **Incline High School** is at 38% capacity and has sufficient classroom space to accommodate additional students.

Thank you for the opportunity to comment.



**Mike Boster**  
**School Planner**  
14101 Old Virginia Road  
Reno NV USA 89521  
Washoe County School District Capital Projects  
775.789.3810  
[mboster@washoeschools.net](mailto:mboster@washoeschools.net)

# OFFICIAL NOTICE OF PUBLIC HEARING

DATE: May 27, 2016

You are hereby notified that the **Washoe County Planning Commission** will conduct a public hearing at the following time and location:

**6:30 p.m., Tuesday, June 7, 2016**  
**County Commission Chambers, 1001 East Ninth Street, Reno, NV 89520**

**Tentative Map Case Number TM16-003 (Incline Creek Estates Phase 2)** – Hearing, discussion, and possible action to approve a common open space subdivision with zero lot line setbacks that will include dividing a ±1.68 acre parcel into 10 single family lots and one common open space lot..

- Applicant/ Property Owner: NCP/ICP, LLC.
- Location: 800 College Drive
- Assessor's Parcel Number: 129-280-21; 129-290-02
- Parcel Size: 1.68
- Master Plan Category: Urban Residential (UR)
- Regulatory Zone: Low Density Urban (LDU)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Article 608 (Tentative Subdivision Maps) and Article 408 (Common Open Space Development)
- Commission District: 1 – Commissioner Berkbigler
- Section/Township/Range: Section 10, T16N, R18E, MDM, Washoe County, NV
- Staff: Trevor Lloyd, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775.328.3620
- E-mail: tlloyd@washoecounty.us

As an owner of property in the vicinity, you are invited to present testimony relative to these matters. To access additional information about this item, please visit our website at [www.washoecounty.us/comdev/](http://www.washoecounty.us/comdev/), choose **Boards and Commissions**, then **Planning Commission**, click on **2016** and choose the meeting date. A staff report related to this public hearing will be posted on Friday, four days prior to the meeting.