

Planning Commission Staff Report

Meeting Date: November 5, 2019

Agenda İtem: 9A

ABANDONMENT CASE NUMBER:		WAB19-0001 (Jaliscos Abandonment)				
BRIEF SUMMARY OF REC		Request to abandon portions of a roadway and utility easement				
STAFF PLANNER:		Phone Numbers:775.328.2612; 775.328.362E-mail:Cbronczyk@washoecounty		Chris Bronczyk; Sophia Kirschenman 775.328.2612; 775.328.3623 Cbronczyk@washoecounty.us; Skirschenman@washoecounty.us		
CASE DESCRIPTIONFor possible action, he abandon Washoe County's utility easement between Drive on APNs 080-191-2 property owner of the subject and to reconfigure a portion on APN 080-191-14.Applicant: Property Owner: Location:APNs and Parcel Sizes:Master Plan: Regulatory Zone: 	s interest in a roadw Deli Street and L 26 and 080-191-13 act parcels, Rigobert	way and emmon b to the to Uribe; asement ng ve to Deli 7 sq. ft.); 8 sq. ft.); 7 sq. ft.) ial (GC) le 806,	MILLTAR	Subject Person Subject New Miles		
	STAFF RE	ECOMM	ENDATIC	DN		

APPROVE

APPROVE WITH CONDITIONS

DENY

POSSIBLE 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 Abandonment Case Number WAB19-0001 for Rigoberto Uribe, having made all three findings in accordance with Washoe County Code Section 110.806.20.

(Motion with Findings on Page 12)

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Abandonment Definition

The purpose of an abandonment is to allow for the vacation or abandonment of easements or streets. If the Planning Commission grants an approval of the abandonment, that approval is subject to conditions of approval. Conditions of approval are requirements that need to be completed prior to the recordation of the <u>Resolution and Order of Abandonment</u>.

The <u>Resolution and Order of Abandonment</u> is the legal record, prepared by the Engineering and Capital Projects Division which is recorded to complete the abandonment process. The Engineering and Capital Projects Division completes a technical review of the legal description, exhibit maps and any new easements submitted by the applicant's surveyor, that are required by the conditions of approval. When the Engineering and Capital Projects Division is satisfied that all conditions of approval have been met, then the Engineering and Capital Projects Division will record the <u>Resolution and Order of Abandonment</u> with the County Recorder. The abandonment is complete upon the recordation of the <u>Resolution and Order of Abandonment</u> with the County Recorder.

The conditions of approval for Abandonment Case Number WAB19-0001 are attached to this staff report (Exhibit A) and will be included with the action order if granted approval.

- All conditions of approval are required to be completed before the abandonment can be recorded and finalized.
- The abandonment will be effective after the approval of a <u>Resolution and Order of</u> <u>Abandonment</u> by the Engineering and Capital Projects Division and after the recordation of the <u>Resolution and Order of Abandonment</u> by the County Recorder.

Washoe County Code (WCC) Section 110.806.15 authorizes the Planning Commission to consider abandonments or vacations of streets and easements. Abandonment Case Number WAB19-0001 seeks to abandon and reconfigure Washoe County's interest in a portion of a roadway and utility easement located in Lemmon Valley. The subject properties are designated with the General Commercial (GC) regulatory zone and are situated within the North Valleys Planning Area. The easement extends southwest in a linear direction from Deli St. for +/- 250 ft. before curving to the east for +/- 140 ft. where it meets Lemmon Drive. The linear portions of the easement are 40'0" in width, while the circular portion of the easement has a 40'0" radius. The applicant is asking the Planning Commission to consider their request to abandon Washoe County's interest in the portion of this easement located on APNs 080-191-13 and 080-191-26, and to reconfigure the portion of the easement located on their remaining parcel, APN 080-191-14.

Code and Policy Regarding Easements

Washoe County Code (WCC) Section 110.806.15(d) states that if "the Planning Commission is satisfied that the public will not be materially injured by the proposed vacation, it shall order the street or easement vacated." WCC Section 110.806.70, also states, in part, that "the Planning Commission or Board may reserve and except therefrom any easements, rights, or interests therein which it deems desirable for the use of the County or any public utility." To the extent other property owners nearby or other entities might have any ownership interests in these easements, the County's action to abandon or not abandon would not affect those interests. In turn, the property owners applying for the abandonment would be responsible for utilizing whatever legal mechanisms are necessary to address those interests on their own. In order to recommend approval of an abandonment, WCC Section 110.806.20 requires that the Planning Commission make three findings, including that such an abandonment would not result in material injury to the public.



Existing Site Plan

WAB19-0001 JALISCOS ABANDONMENT



Proposed Easement Alignment

WAB19-0001 JALISCOS ABANDONMENT

Project Evaluation

The applicant is seeking to abandon and reconfigure Washoe County's interest in a portion of an existing roadway and utility easement. The existing easement extends southwest in a linear direction from Deli St. for +/- 250 ft. before curving to the east for +/- 140 ft. where it meets with Lemmon Drive. The abandonment is being requested due to the applicant wanting to expand their existing restaurant. The existing easement traverses the eastern property line of APN 080-191-14, henceforth referred to as "Parcel 1", the northeastern corner of APN 080-191-13, henceforth referred to as "Parcel 2", and the northern property line of APN 080-191-26, henceforth referred to as "Parcel 3" (see Photo 1). If approved, Washoe County's interest in the portions of the easement on Parcels 2 and 3 would be abandoned, and the easement on Parcel 1 would be reconfigured into a bulb or semi-circle shape, with a 40'0" radius. The existing and proposed easements are depicted above.

Parcel 3 has been developed and currently contains a restaurant, fence, and parking area, portions of which have extended onto the existing roadway and utility easement (see Photo 2). Historical photos show that there was once a dirt road along the eastern edge of both Parcels 1 and 2, and a storage shed on Parcel 2. At present, these parcels are flat, graded and covered with road base, including several mounds of road base material (see Photo 4). The clearing of these parcels triggers grading thresholds thereby requiring grading permits, per Washoe County Code (WCC) standards. However, the grading of these parcels was performed prior to securing grading permits, thus qualifying as illegal grading. Condition of approval 1.d requires any illegal grading on the subject properties to be brought into conformance with Article 438, *Grading Standards*, of the WCC prior to recordation of the Resolution and Order of Abandonment.



Photo 1: The three subject parcels.



Photo 2: The easement stretches 20' from the property line (fence) in either direction. The parking area on Parcel 3 has extended onto the existing roadway and utility easement.



Photo 3: Restaurant and parking area located on Parcel 3.



Photo 4: Parcels 1 and 2 (looking southeast), including the mounds of road base.

Access, Emergency Services and Surrounding Properties

The applicant recently submitted a building permit application to expand the existing restaurant and parking area. A reversion to acreage application was also recently approved, combining Parcels 2 and 3, and providing room for the proposed restaurant expansion. However, at the time that this staff report was drafted, the map depicting the reversion to acreage had yet to be recorded with the Washoe County Recorder (see Exhibit D). Per condition of approval 2.b, this map must be recorded prior to recordation of the Resolution and Order of Abandonment for the easement in question.

If the proposed abandonment and realignment is approved, Parcel 3 (now combined with Parcel 2) would continue to be accessible via Lemmon Dr. and Parcel 1 would continue to be accessible from Deli St., via the proposed easement configuration (see Photo 5). The proposed alignment, including the bulb or semi-circle easement area on Parcel 1, provides the required clearance for emergency vehicles should Parcel 1 be developed in the future. Additionally, if this application is approved, the surrounding properties to the north and northwest of the subject site would continue to be accessible from Lemmon Dr. or from Deli St., via the proposed easement alignment (see Photos 6 and 7).



Photo 5: The easement area looking south from Deli St. toward the subject properties this road would continue to provide access to Parcel 1.



Photo 6: APN 080-191-05 would continue to be accessible via Lemmon Drive.



Photo 7: APN 080-191-06 would continue to be accessible via Deli Street.

Public Services and Utilities

Upon visiting the subject site, staff has concluded that this roadway and utility easement has not likely been used for roadway or utility purposes in the past. It appears to be used as a shared parking area for an automobile business to the north, and the restaurant business to the south. Additionally, the street cuts to Lemmon Drive do not align with the existing easement; the existing easement aligns to the southern property line of APN 080-191-15; and the northern property line of APN 080-191-26. However the street cut is at the northern portion of APN 080-191-15. The easement area remains unpaved and the subject properties are characterized by a number of utility lines that are not in alignment with the easement in question. Additionally, this application was sent to the utility companies serving this area and no comments were received.

North Valleys Citizen Advisory Board (NV CAB)

Abandonment applications are not required by Washoe County Code to be presented at a Citizen Advisory Board meeting.

Public Notice

WCC Section 110.806.15(c)(1) requires notice of a vacation or abandonment (that is not part of a tentative subdivision map application) to be mailed to each owner of property abutting or connected to the proposed vacation or abandonment. Staff has provided this required notice as shown on the Public Notice Map, attached as Exhibit E. Staff has not received any comments from noticed property owners.

Reviewing Agencies

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

- Washoe County Community Services Department
 - Engineering and Capital Projects
 - Parks and Open Space
- Washoe County Health District
- Truckee Meadows Fire Protection
- Washoe-Storey Conservation District
- Regional Transportation Commission
- AT&T
- NV Energy
- Truckee Meadows Water Authority

Three out of the nine above listed agencies/departments 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 is provided. The conditions of approval document is attached to this staff report and will be included with the action order if the Planning Commission approves the requested abandonment.

• <u>Washoe County Planning and Building Division</u> addressed grading, procedures, and conformity with the approved plans.

Contact: Chris Bronczyk, 775-328-2612, <u>cbronczyk@washoecounty.us;</u> Sophia Kirschenman, 775-328-3623, <u>skirschenman@washoecounty.us</u>

- <u>Washoe County Engineering and Capital Projects Division</u> addressed legal description, map, and reversion to acreage requirements, and expiration timelines.
 Contact: Leo Vesely, 775-328-2313, lvesely@washoecounty.us
- <u>Washoe County Health District</u> addressed onsite sewage and septic systems.
 Contact: Wesley Rubio, 775-328-2434, <u>wrubio@washoecounty.us</u>

Staff Comment on Required Findings

WCC Section 110.806.20 requires that all of the following findings be made to the satisfaction of the Washoe County Planning Commission before granting approval of the abandonment 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. Master Plan. The abandonment or vacation is consistent with the policies, action programs, standards and maps of the Master Plan and the North Valleys Area Plan.

<u>Staff Comments</u>: The proposed abandonment does not impact any policies, action programs, standards or maps of either the Master Plan or the North Valleys Area Plan.

2. No Detriment. The abandonment or vacation does not result in a material injury to the public.

<u>Staff Comments</u>: The portion of the easement proposed for abandonment solely provides access to the subject properties, which will continue to be accessible via Lemmon Dr. and the reconfigured remainder easement. Additionally, the easement remains unimproved. Staff therefore finds that the requested abandonment will not result in a material injury to the public.

3. Existing Easements. Existing public utility easements in the area to be abandoned or vacated can be reasonably relocated to provide similar or enhanced service.

<u>Staff Comments</u>: Adequate public utility easements exist on the subject and adjacent parcels and these easements will not be impacted by the partial abandonment and reconfiguration of the roadway and utility easement in question. Staff therefore finds that the area to be abandoned or vacated can be reasonably relocated to provide similar or enhanced service.

Recommendation

Those agencies which reviewed the application recommended conditions in support of approval of the project. Therefore, after a thorough analysis and review, Abandonment Case Number WAB19-0001 is being recommended for approval with conditions. Staff offers the following motion for the Commission's consideration.

<u>Motion</u>

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 Abandonment Case Number WAB19-0001 for Rigoberto Uribe, having made all three findings in accordance with Washoe County Code Section 110.806.20.

- 1. <u>Master Plan</u>. The abandonment or vacation is consistent with the policies, action programs, standards and maps of the Master Plan and the North Valleys Area Plan; and
- 2. <u>No Detriment</u>. The abandonment or vacation does not result in a material injury to the public; and
- 3. <u>Existing Easements</u>. Existing public utility easements in the area to be abandoned or vacated can be reasonably relocated to provide similar or enhanced service.

Appeal Process

Planning Commission action will be effective 10 calendar days after the written decision is filed with the Secretary to the Planning Commission and mailed to the applicant(s), 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 Building Division within 10 calendar days from the date the written decision is filed with the Secretary to the Planning Commission and mailed to the applicant(s).

Applicant:	Jorge Cruz 1155 Sweetwater Lane Reno, NV 89509
Property Owner:	Rigoberto Uribe Truckee, CA 96160
Consultant:	Robison Engineering Attn: Eric Sage 846 Victorian Ave. #20 Sparks, NV 89432



Conditions of Approval

Abandonment Case Number WAB19-0001

The project approved under Abandonment Case Number WAB19-0001 shall be carried out in accordance with the conditions of approval granted by the Planning Commission on November 5, 2019. 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. Furthermore, to the extent that Washoe County does not own the easements in question, it cannot abandon them. Therefore, this request is in effect a "quitclaim" by the County of whatever interest it might have in the easements in favor of the owners who applied for the abandonment. Nothing in this abandonment should be construed as an assertion by the County of ownership over the easements in question. To the extent other property owners nearby or other entities might have any ownership interests in these easements, this abandonment does not affect those interests and the property owners associated with this abandonment are responsible for utilizing whatever legal mechanisms are necessary to address those interests on their own.

<u>Unless otherwise specified</u>, all conditions related to the approval of this abandonment shall be met prior to recordation of the Resolution and Order of Abandonment. Prior to recordation of the Resolution and Order of Abandonment, each agency shall determine when compliance of their specific conditions is met by the applicant as set forth in the conditions of approval. A copy of all agreements, easements, or other documentation required by these conditions shall be filed with the County Engineer and the Community Services Department – Planning and Building Division.

Compliance with the conditions of approval related to this abandonment 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. All conditions of approval must be met prior to the Engineering and Capital Projects Division recording the required Resolution and Order of Abandonment.

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

- All conditions of approval are required to be completed before the abandonment can be recorded and finalized.
- The abandonment will be effective after the approval of a <u>Resolution and Order of</u> <u>Abandonment</u> by the Engineering and Capital Projects and after the recordation of the <u>Resolution and Order of Abandonment</u> by the County Recorder.

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.

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 Building Division

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

Contact Name – Chris Bronczyk, Planner, 775.328.2612, <u>cbronczyk@washoecounty.us</u>; Sophia Kirschenman, Park Planner, 775.328.3623, <u>skirschenman@washoecounty.us</u>

- a. The applicant shall attach a copy of the action order approving this project to all administrative permit applications (including building and grading permits) applied for as part of this abandonment permit.
- b. The applicant shall demonstrate substantial conformance to the plans approved as part of this abandonment action. The County Engineer shall determine compliance with this condition.
- c. This abandonment will be effective upon recordation of the Resolution and Order of Abandonment by the County Recorder.
- d. All illegal grading shall be brought into compliance by securing the appropriate grading and/or building permits. All grading shall comply with applicable Washoe County grading standards, as described in Article 438, *Grading Standards*, of the WCC.

Washoe County Engineering and Capital Projects

2. The following conditions are requirements of Engineering and Capital Projects, which shall be responsible for determining compliance with these conditions.

Contact Name – Leo Vesely, P.E., Licensed Engineer, 775.328.2313, <u>lvesely@washoecounty.us</u>

- a. Prior to recordation of the Resolution and Order of Abandonment, the applicant shall submit legal descriptions and exhibit maps for the area of abandonment and any new easements that may be required, to the Engineering and Capital Projects Division for review and approval. The legal descriptions and exhibit maps shall be prepared by a Nevada professional land surveyor.
- b. Prior to recordation of the Resolution and Order of Abandonment, the combination of parcels 080-191-13 and 080-191-26 shall be recorded and a copy shall be provided to the Engineering Division.
- c. Prior to recordation of the Resolution and Order of Abandonment, a roadway and public utility easement shall be granted as shown in the application on parcel 080-191-14. The Washoe County Engineering Division shall review and approve the easement documents prior to recording. A recorded copy of the easement shall be provided to the Engineering Division.
- d. Retention or relocation of all public utility easements is required to the satisfaction of and at no expense to Washoe County or the existing public utilities that originally accepted and approved said easements, as well as any other public utilities now in existence that currently utilize said easements. Said relocations shall be evidenced by the recordation

of properly executed documents reflecting the grant of new easements (if required) to said public utilities and the relinquishment by said public utilities of their former easements.

e. The applicant shall comply with all conditions necessary to effect the Resolution and Order of Abandonment within two (2) years from the date of the action by the Planning Commission or this conditional approval of abandonment will be null and void.

Washoe County Health District (WCHD)

3. The following conditions are requirements of Environmental Health Services, which shall be responsible for determining compliance with these conditions.

Contact Name – Wesley Rubio, 775.328.2434, wrubio@washoecounty.us

a. WCHD records indicate parcel 080-191-26 is served by onsite sewage disposal; however, municipal sewer appears to be available. The existing structure must be served by municipal sewer and must be verified at the time of WCHD signature. If the parcel is not served by municipal sewer, the existing septic system must be identified and permitted through the Nevada Department of Environmental Protection and meet all of the WCHD setback requirements for the proposed easement.

*** End of Conditions ***



WASHOE COUNTY COMMUNITY SERVICES DEPARTMENT Engineering and Capital Projects 1001 EAST 9TH STREET RENO, NEVADA 89512 PHONE (775) 328-3600 FAX (775) 328.3699

- Date: October 04, 2019
- To: Chris Bronczyk, Planner
- From: Leo Vesely, P.E., Licensed Engineer
- Re: Jaliscos Abandonment WAB19-0001 APN: 080-191-13, 14 & 26

Washoe County Engineering Division staff has reviewed the referenced abandonment and recommends approval subject to the following conditions of approval. The Washoe County Engineer shall determine compliance with the following conditions of approval.

- 1. Prior to recordation of the Order of Abandonment, the applicant shall submit legal descriptions and exhibit maps for the area of abandonment and any new easements that may be required, to the Engineering and Capital Projects Division for review and approval. The legal descriptions and exhibit maps shall be prepared by a Nevada professional land surveyor.
- 2. Prior to recordation of the Order of Abandonment, the combination of parcels 080-1941-13 and 080-191-26 shall be recorded and a copy shall be provided to engineering.
- 3. Prior to recordation of the Order of Abandonment, a roadway and public utility easement shall be granted as shown in the application on parcel 080-191-14. The Washoe County Engineering Division shall review and approve the easement documents prior to recording. A recorded copy of the easement shall be provided to engineering.
- 4. Retention or relocation of all public utility easements is required to the satisfaction of and at no expense to Washoe County or the existing public utilities that originally accepted and approved said easements, as well as any other public utilities now in existence that currently utilize said easements. Said relocations shall be evidenced by the recordation of properly executed documents reflecting the grant of new easements (if required) to said public utilities and the relinquishment by said public utilities of their former easements.

WWW.WASHOECOUNTY.US





WAB19-0001 EXHIBIT B Subject:WAB19-0001 Jaliscos AbandonmentDate:October 4, 2019Page:2

5. The applicant shall comply with the above conditions necessary to effect the Resolution and Order of Abandonment within two (2) years from the date of the action by the Planning Commission or this conditional approval of abandonment will be null and void.



August 14, 2019

Chris Bronczyk, Planner Washoe County Community Services Planning and Development Division PO Box 11130 Reno, NV 89520-0027

RE: Jaliscos Abandonment; APN 080-191-13 Abandonment; WAB19-0001

Dear Mr. Bronczyk:

The following conditions are requirements of the Washoe County Health District, Environmental Health Division, which shall be responsible for determining compliance with these conditions.

Contact Name – Wesley Rubio, 775.328.2434, wrubio@washoecounty.us

a. WCHD has reviewed the above referenced project. WCHD records indicate parcel 080-191-26 is served by onsite sewage disposal; however municipal sewer appears to be available. The existing structure must be served by municipal sewer and must be verified at the time of WCHD signature. If the parcel is not served by municipal sewer, the existing septic system must be identified and permitted through NDEP and meet all of the WCHD setback requirements for the proposed easement.

If you have any questions or would like clarification regarding the foregoing, please contact Wes Rubio, Senior Environmental Health Specialist at <u>wrubio@washoecounty.us</u> regarding all Health District comments.

Sincerely,

James English, REHS, CP-FS EHS Supervisor Waste Management/Land Development Programs

JE:wr





WASHOE COUNTY Community Services Department

1001 East 9th Street RENO, NEVADA 89512 (775) 328-2318

10/10/19

Wayne Handrock Washoe County Surveyor Community Services Department 1001 E. 9th Street Reno, NV 89512

Chris Bronczyk and Sophia Kirschenman Washoe County Planners 1001 East 9th Street, Reno, NV 89512

Re: Herrera-Uribe Record of Survey / Deed of Combination

Dear Chris and Sophia,

The purpose of the above-mentioned map is to merge the two parcels (APN 080-191-13 and 80-191-26). This action in no way would affect the location or existence of the current access easements.

Here is an update on the status of the Herrara-Uribe Record of Survey / Deed of Combination. The original application was processed on 06/18/19. The original comments went out on 09/04/19. There was one minor revision since then. At this point, the map should be in its final stage of being printed on mylar and collecting of signatures.

I spoke with the surveyor and he is in the process of obtaining the required signatures on the final map. He anticipated the map would probably record within two weeks. Once he is done collecting the required approvals, He submits the map for final approval and it records.

ADDRESS WWW.WASHOECOUNTY.US

Sincerely,

ame Aad Sch

Wayne Handrock Washoe County Surveyor





WAB19-0001 EXHIBIT D

WAB19-0001 Noticing Map





polygonLayer



WAB19-0001

EXHIBIT E



Washoe County Washoe County GIS Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

This information for illustrative puroposes only. Not be used for boundary resolution or location and not intended to be used for measurement, calculation, or delineation. Washoe County Technology Services - Regional Services Division, 1001 E. 9th St, Building C-200, Reno, NV 89512 www.washoecounty.us/gis (775) 328-2345

Community Services Department Planning and Building ABANDONMENT APPLICATION



Community Services Department Planning and Building 1001 E. Ninth St., Bldg. A Reno, NV 89512-2845

Telephone: 775.328.6100

Abandonment

Washoe County Code (WCC) Chapter 110, Article 806, Abandonment, provides for the vacation or abandonment of easements or streets. Applications for the vacation or abandonment of a street or easement owned by the County, or a government patent easement, may be initiated by the Board of County Commissioners, Planning Commission, the Director of Planning and Building or an owner of real property abutting an easement or public street right-of-way. See WCC 110.806, for further information.

Development Application Submittal Requirements

<u>Applications are accepted on the 15th of each month (if the 15th is a non-work day, the first working day</u> <u>after the 15th</u>)

- 1. Fees: See Master Fee Schedule. Bring payment with your application to Community Services Department (CSD). Make check payable to Washoe County. There may also be a fee due to the Engineering and Capital Projects for Technical Plan Check
- 2. Development Application: A completed Washoe County Development Application form.
- 3. **Owner Affidavit:** The Owner Affidavit must be signed and notarized by all owners of the property subject to the application request.
- 4. **Proof of Property Tax Payment:** The applicant must provide a written statement from the Washoe County Treasurer's Office indicating all property taxes for the current quarter of the fiscal year on the land have been paid.
- 5. **Application Materials:** The completed Abandonment Application materials.
- 6. **Title Report:** A preliminary title report, with an effective date of no more than one hundred twenty (120) days of the submittal date, by a title company which provides the following information:
 - Name and address of property owners.
 - Legal description of property.
 - Description of all easements and/or deed restrictions.
 - Description of all liens against property.
 - Any covenants, conditions and restrictions (CC&Rs) that apply.

Submit Title Report with "Original Packet" only. You may be requested to provide additional copies, but do not include Title Report in other copies of the packet.

7. Site Plan Specifications:

- a. Lot size with dimensions drawn using standard engineering scales (e.g. scale 1" = 100', 1" = 200', or 1" = 500') showing all streets and ingress/egress to the property.
- b. Show the location and configuration of all proposed buildings (with distances from the property lines and from each other), all existing buildings that will remain (with distances from the property lines and from each other), all existing buildings that will be removed, and site improvements on a base map with existing and proposed topography expressed in intervals of no more than five (5) feet.
- c. Show the location and configuration of wells, septic systems and leach fields, overhead utilities, water and sewer lines, and all easements.
- d. Show locations of parking, landscaping, signage and lighting.
- 8. Application Map Specifications: Map to be drawn using standard engineering scales (e.g. scale 1" = 100', 1" = 200', or 1" = 500') clearly depicting the area subject to the request, in relationship to the exterior property lines. All dimensions and area values shall be clearly labeled and appropriate symbols and/or line types shall be included in the map legend to depict the map intent.

- 9. Packets: Three (3) packets and flash drive or DVD any digital documents need to have a resolution of 300 dpi. One (1) packet must be labeled "Original" and contain a signed and notarized Owner Affidavit. Each packet shall include one (1) 8.5" x 11" reduction of any applicable site plan, development plan, and/or application map. These materials must be readable. Labeling on these reproductions should be no smaller than 8 point on the 8½ x 11" display. Large format sheets should be included in a slide pocket(s). Any specialized reports identified above shall be included as attachments or appendices and be annotated as such.
- Notes: (i) Application and map submittals must comply with all specific criteria as established in the Washoe County Development Code and/or the Nevada Revised Statutes.
 - (ii) Appropriate map engineering and building architectural scales are subject to the approval of the Planning and Building and/or Engineering and Capital Projects.
 - (iii) All oversized maps and plans must be folded to a 9" x 12" size.
 - (iv) Based on the specific nature of the development request, Washoe County reserves the right to specify additional submittal packets, additional information and/or specialized studies to clarify the potential impacts and potential conditions of development to minimize or mitigate impacts resulting from the project. No application shall be processed until the information necessary to review and evaluate the proposed project is deemed complete by the Director of Planning and Building.
 - (v) **Labels:** If the assigned planner determines the abandonment will affect the access to a mobile home park, the applicant will be required to submit three (3) sets of mailing labels for every tenant residing in the mobile home park.

Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Building staff at 775.328.6100.

Project Information Staff Assigned Case No.:					
Project Name:					
Project Description:					
Project Address:					
Project Area (acres or square fe	et):				
Project Location (with point of re	eference to major cross	s streets AND area locator):			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:		
Case No.(s).		additional sheets if necess			
Property Owner:		Professional Consultant:	, , , , , , , , , , , , , , , , , , ,		
Name:		Name:			
Address:		Address:			
	Zip:		Zip:		
Phone:	Fax:	Phone:	Fax:		
Email:		Email:			
Cell:	Other:	Cell:	Other:		
Contact Person:		Contact Person:			
Applicant/Developer:		Other Persons to be Contact	ted:		
Name:		Name:			
Address:		Address:			
	Zip:	Zip:			
Phone:	Fax:	Phone: Fax:			
Email:		Email:			
Cell:	Other:	Cell: Other:			
Contact Person:		Contact Person:			
	For Office	e Use Only			
Date Received:	Initial:	Planning Area:			
County Commission District:		Master Plan Designation(s):			
CAB(s):		Regulatory Zoning(s):			

Abandonment Application Supplemental Information

(All required information may be separately attached)

- 1. What and where is the abandonment that is being requested?
- 2. On which map or document (please include with application) is the easement or right-of-way first referenced?
- 3. What is the proposed use for the vacated area?
- 4. What replacement easements are proposed for any to be abandoned?
- 5. What factors exist or will be employed to prevent the proposed abandonment from resulting in significant damage or discrimination to other property in the vicinity?
- 6. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that apply to the area subject to the abandonment request? (If so, please attach a copy.)

	* Yes		*	No
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IMPORTANT

NOTICE REGARDING ABANDONMENTS:

To the extent that Washoe County does not own the easements in question, it cannot abandon them. Therefore, an abandonment request is in effect a "quitclaim" by the County of whatever interest it might have in the easements in favor of the owners who applied for the abandonment. For example, if the abandonment is approved by Washoe County and recorded, it will likely affect the allowable building envelope on the property, to the benefit of the applicant. However, even if the abandonment is approved, it should not be construed as an assertion by the County of ownership over the easements in question. To the extent other property owners nearby or other entities might have any ownership interests in these easements, an approved abandonment by the County does not affect those interests and the property owners associated with this abandonment are responsible for utilizing whatever legal mechanisms are necessary to address those interests on their own.

Property Owner Affidavit

Applicant Name: Rigoberto Uribe

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA

COUNTY OF WASHOE

(please print name)

being duly sworn, depose and say that I am the owner* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 080-191-14, 080-191-13,080-191-26

Printed Name Signed

Address

Subscribed and sworn to before me this __ૣૣૣૣટામday of <u>____</u>.

Notary Public in and for said county and state

State of Nevada County of Washoe

My commission expires: 9/25/22

*Owner refers to the following: (Please mark appropriate box.)

- Owner
- Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- Dever of Attorney (Provide copy of Power of Attorney.)
- Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- Property Agent (Provide copy of record document indicating authority to sign.)
- □ Letter from Government Agency with Stewardship

(Notary Stamp)

MARCIE R. WOOD Notary Public - State of Nevada Appointment Recorded in Washoe County No: 18-3970-2 - Expires Sept/25, 2022

Property Owner Affidavit

Applicant Name: Maria Herrera

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA) COUNTY OF WASHOE) I._____MARIA HEREERA

(please print name)

being duly sworn, depose and say that I am the owner* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 080-191-14, 080-191-13,080-191-26

Printed Name Signed

Address_

State of Nevada County of Washoe

Subscribed and sworn to before me this 13th day of July , 2019.

Marcie W

Notary Public in and for said county and state

My commission expires: 9 25 23

*Owner refers to the following: (Please mark appropriate box.)

- Owner
- Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- Dever of Attorney (Provide copy of Power of Attorney.)
- Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- □ Property Agent (Provide copy of record document indicating authority to sign.)
- Letter from Government Agency with Stewardship

(Notary Stamp)



Closure Calculations

Uribe & Herrara Roadway and Utility Easement APN:080-191-14 Portion of Parcel 2 Doc.#4805371 W.C.R.

Northing Easting Bearing Distance 14908204.59 2278239.15 S 17°25'31" W 93.53 14908115.35 2278211.15 Radius: 40.00 Chord: 79.39 Degree: 143°14'22" Dir: Right Length: 135.59 Delta: 194°12'59" Tangent: 320.76 Chord BRG: N 05°29'33" W Rad-In: N 12°36'02" W Rad-Out: S 01°36'57" W Radius Point: 14908154.39,2278202.42 14908194.37 2278203.55 Radius: 15.00 Chord: 18.10 Degree: 0°58'19" Dir: Left Length: 19.43 Delta: 74°13'02" Tangent: 11.35 Chord BRG: N 54°30'26" E Rad-In: N 01°36'57" E Rad-Out: N 72°36'05" W Radius Point: 14908209.37,2278203.97 14908204.88 2278218.28 14908204.88 2278218.28 S 89°11'20" E 20.87

Closure Error Distance> 0.0000 Total Distance> 269.42 Polyline Area: 4428 sq ft, 0.1017 acres

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Robison Engineering Co. 846 Victorian Ave, Suite 20 Sparks, NV 89431

Rigoberto Uribe and Maria Herrera APN: 080-191-14 Doc.# 4805371 W.C.R. Date: September 17th, 2019

"EXHIBIT A" ROADWAY AND UTILITY EASEMENT

Being a portion of Parcel 2 as described in Grant Deed in favor of Rigoberto Uribe and Maria Herrera, recorded April 18th, 2018 in document No. 4805371 of Washoe County Official Records, State of Nevada, situate within the Southwest One Quarter (1/4) of Section 34, Township 21 North, Range 19 East, Mount Diablo Meridian, more particularly described as follows:

Beginning at the Northeast Corner of Parcel 2 as described by Grant Deed in favor of Rigoberto Uribe and Maria Herrera, recorded April 18th, 2018 in document No. 4805371 of Washoe County Official Records, State of Nevada; thence on the Easterly Line of said Parcel 2 South 17°25'31" West a distance of 93.53 feet to the beginning of a non-tangent curve from which the radius bears North 12°36'02" West 40.00 feet; thence leaving said Easterly Line on said curve in an Easterly direction through a central angle 194°12'59" an arc distance of 135.59 feet to the beginning of a reverse curve having a radius of 15.00 feet; thence on said reverse curve through central angle of 74°13'02" an arc distance of 19.43 feet to the Northerly Line of said Parcel 2; thence on said Northerly Line South 89°11'20" East a distance of 20.87 feet to the Point of Beginning, containing 4,428 square feet more or less.

End of Description.

The Basis of Bearings for the above description is NAD83/94, Nevada State Plane Coordinate System, West Zone. Distances are ground, combined scale factor 1.000197939.

Refer this description to your title company before incorporating into any document. Prepared by: Eric C. Sage P.L.S. 23301 Exp. 6/30/20

PROFESSIONAL

ni C.S.

SURVEYON

ERIC C

WAB19-0001 EXHIBIT F

9/17/19



EXHIBIT F

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