



# WASHOE COUNTY PLANNING COMMISSION **DRAFT** Meeting Minutes

## Planning Commission Members

Jim Barnes  
R. Michael Flick  
Linda Kennedy  
Daniel Lazzareschi – Vice-Chair  
Kate S. Nelson  
Amy Ownes  
Rob Pierce - Chair  
**Secretary**  
Trevor Lloyd

Tuesday, March 4, 2025  
6:00 p.m.

Washoe County Administrative Complex  
Commission Chambers  
1001 E 9<sup>th</sup> Street, Building A  
Reno, Nevada 89512

and available via  
Zoom Webinar

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The Washoe County Planning Commission met in a scheduled session on Tuesday, March 3, 2025, in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada and via Zoom teleconference.

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

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## 1. \*Determination of Quorum

Chair Pierce called the meeting to order at 6:00 p.m. The following Commissioners and staff were present:

Commissioners present:	Jim Barnes R. Michael Flick Daniel Lazzareschi, Vice Chair Kate S. Nelson Amy Owens Rob Pierce, Chair
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Commissioners absent:	Linda Kennedy (excused)
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Staff present:	Kat Oakley, Secretary, Planning and Building Tim Evans, Planner, Planning and Building Julee Olander, Planner, Planning and Building Jennifer Gustafson, Deputy District Attorney, District Attorney's Office Adriana Albarran, Office Support Specialist, Planning and Building Brandon Roman, Recording Secretary, Planning and Building
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## **2. Pledge of Allegiance**

Commissioner Owens led the pledge to the flag.

## **3. Ethics Law Announcement**

Deputy District Attorney Jennifer Gustafson provided the ethics procedure for disclosures.

## **4. Appeal Procedure**

Secretary Kat Oakley recited the appeal procedure for items heard before the Planning Commission.

## **5. General Public Comment and Discussion Thereof**

Chair Pierce opened the Public Comment period.

### Public Comment:

There was no response to the call for public comment.

## **6. Approval of March 4, 2025, Agenda**

Vice Chair Lazzareschi moved to approve the agenda for the March 4, 2025, meeting as written. Commissioner Owens seconded the motion, which passed with a vote of six for, none against, with Commissioner Kennedy absent.

## **7. Approval of February 4, 2024, Draft Minutes**

Chair Pierce noted a change in the vote held on Agenda Item 8.D. It should be read that the motion passed with a vote of five to one, not five to zero.

Commissioner Flick moved to approve the minutes for the February 4, 2025, Planning Commission meeting as amended. Vice Chair Lazzareschi seconded the motion, which passed with a vote of six for, none against, with Commissioner Kennedy absent.

## **8. Public Hearings**

**A. Abandonment Case Number WAB24-0013 (Lakeshore Blvd) [For possible action]** – For hearing, discussion, and possible action to approve an abandonment of Washoe County's interest in two (2) 20-foot-wide public utility, drainage, and access easements that traverse across the parcels located at 1685 Pine Cone Circle, 1131 Lakeshore Boulevard, and 1135 Lakeshore Boulevard. The 20-foot-wide public utility, drainage, and access easements traverse the subject parcels as follows:

- Applicant: Tower, LLC  
Tower, LLC; Coches, LLC; Pine Cone, LLC
- Location: 1685 Pine Cone Circle; 1131 Lakeshore Boulevard;  
1135 Lakeshore Boulevard
- APN: 130-312-25; 130-312-30; 130-312-28
- Parcel Size: 1.587 acres; 1.902 acres; 0.534 acres

- Master Plan: Mill Creek
- Regulatory Zone: Mill Creek
- Area Plan: Tahoe
- Development Code: Authorized in Article 806, Vacations and Abandonments of Easements or Streets
- Commission District: 1 – Commissioner Hill
- Staff: Tim Evans, Planner  
Washoe County Community Services Department  
Planning and Building
- Phone: 775.328.2314
- E-mail: [tevens@washoecounty.gov](mailto:tevens@washoecounty.gov)

Commissioner Nelson disclosed that, in her capacity as the director of public works for the Incline Village General Improvement district, she oversaw the department that reviewed this item. Since she had no direct involvement, she did not see a reason to abstain from this item. Deputy District Attorney Jennifer Gustafson concurred.

Planner Tim Evans conducted a PowerPoint presentation and reviewed slides with the following titles: Vicinity Map; Request; Site Plan; Reviewing Agencies; Public Notice; Findings; and Motion. The purpose of the abandonment was to allow for future development, though no plans to do so currently existed.

Aubrey Powell, representing the applicant Tower, LLC, conducted a slideshow presentation and reviewed slides with the following titles: Subject Site; Easements; and Required Findings (3 slides).

Ms. Powell explained the history of the easements on these properties as well as the improvements on them. It was determined that no utilities were ever put into place on these easements, and as such they were working with AT&T Nevada and NV Energy on executing quitclaim deeds. She noted one condition of approval involving the granting of a private access agreement from Lakeshore Boulevard to the parcel, which they were already drafting. She requested that Washoe County relinquish its interests in these easements.

#### Public Comment:

There was no response to the call for public comment.

**MOTION: Vice Chair Lazzareschi moved that Abandonment Case Number WAB24-0013 for Tower, LLC, be approved with the conditions included as Exhibit A to this matter, having made all three findings in accordance with Washoe County Code Section 110.806.20.**

**Chair Pierce seconded the motion, which passed with a vote of six for, zero against, with Commissioner Kennedy absent.**

**B. Abandonment Case Number WAB25-0001 (Highland Ranch Easement) [For possible action]** – For hearing, discussion, and possible action to approve an abandonment of Washoe County's interests in a ±70 foot wide, ±4.76-acre, slope/construction easement, drainage easement and utility easements located along the northeast side of Highland Ranch Parkway within two parcels, APNs 508-020-41 & 43.

- Applicant: Odyssey Engineering, Inc  
LC Highland, LLC
- Property Owner: Located along the northeast side of Highland Ranch Parkway
- Location: 508-020-41 & 43
- APN: 21.02 acres & 33.57 acres
- Parcel Size: Suburban Residential (SR) & Rural (R)
- Master Plan: High Density Suburban (HDS) & General Rural (GR)
- Regulatory Zone: Sun Valley
- Area Plan: Authorized in Article 806, Vacations and Abandonments of Easements or Streets
- Development Code: 5 – Commissioner Herman
- Commission District: Odyssey Engineering, Inc  
LC Highland, LLC
- Staff: Tim Evans, Planner  
Washoe County Community Services Department  
Planning and Building
- Phone: 775.328.2314
- E-mail: tevans@washoecounty.gov

Planner Julee Olander conducted a PowerPoint presentation and reviewed slides with the following titles or descriptions: Request; Vicinity Map; parcel maps; Evaluation (2 slides); Noticing; Reviewing Agencies & Findings; and Possible Motion. She noted the applicant was available online to answer any questions.

Public Comment:

On behalf of the applicant, Mr. Ken Krater indicated that construction on the first 66 lots was anticipated to begin within the next two or three weeks.

Discussion by Commission:

Commissioner Flick inquired how wide Highland Ranch Parkway was expected to be.

Ms. Olander replied no improvements would be made to the road itself. The easement was located on the parcels, not on Highland Ranch Parkway. She identified several features on the vicinity map that were located in the City of Sparks.

**MOTION: Vice Chair Lazzareschi moved that Abandonment Case Number WAB25-0001 for Odyssey Engineering, Inc. be approved with the conditions included as Exhibit A to this matter, having made all three findings in accordance with Washoe County Code Section 110.806.20.**

**Chair Pierce seconded the motion, which passed with a vote of six for, zero against, with Commissioner Kennedy absent.**

## **9. Chair and Commission Items**

A. Future agenda items

There were none.

B. Requests for information from staff

There were none.

## **10. Director's and Legal Counsel's Items**

A. Report on previous Planning Commission items

Secretary Kat Oakley stated the Board of County Commissioners (BCC) heard and approved WMPA24-0004 at its February 12, 2025, meeting. The BCC considered RZA 24-0007 on February 25, 2025, which they also approved. At that same meeting, they heard the appeal of the Planning Commission's (PC's) approval of WRZA24-0003 and upheld the PC's approval. Additionally, they considered the PC's denial of WRZA24-0004 and overturned the PC's decision, approving the regulatory zone amendment.

Ms. Oakley added that the BCC was expected to hear first readings for the development code amendments to Article 610 and the Housing Package 2.5A at its March 18, 2025, meeting.

B. Legal information and updates

There were no updates.

## **11. \*General Public Comment and Discussion Thereof**

There was no response to the call for public comment.

## **12. Adjournment**

With no further business scheduled before the Planning Commission, the meeting adjourned at 6:25 p.m.

Respectfully submitted by Derek Sonderfan, Independent Contractor.

Approved by Commission in session on April 1, 2025

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Trevor Lloyd  
Secretary to the Planning Commission

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