



WASHOE COUNTY PLANNING COMMISSION **DRAFT** Meeting Minutes

Planning Commission Members

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

Tuesday, September 2, 2025
6:00 p.m.

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

and available via
Zoom Webinar

The Washoe County Planning Commission met in a scheduled session on Tuesday, September 2, 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>

1. *Determination of Quorum

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

Commissioners Present:

Jim Barnes
R. Michael Flick
Linda Kennedy
Daniel Lazzareschi, Chair
Amy Owens
Rob Pierce, Vice Chair

Commissioners Absent:

Kate Nelson (excused absence)

Staff present:

Trevor Lloyd, Secretary, Planning and Building
Chris Bronczyk, Senior Planner, Planning and Building
Julee Olander, Planner, Planning and Building
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office

2. Pledge of Allegiance

Commissioner Lazzareschi 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 Trevor Lloyd recited the appeal procedure for items heard before the Planning Commission.

5. General Public Comment and Discussion Thereof

Chair Lazzareschi opened the Public Comment period.

Public Comment:

There was no response to the call for public comment.

6. Approval of September 2, 2025, Agenda

Chair Lazzareschi moved to approve the agenda for the September 2, 2025, meeting as written. Vice Chair Pierce seconded the motion, which passed with a vote of six for, none against, with Commissioner Nelson absent.

7. Approval of August 5, 2024, Draft Minutes

Commissioner Kennedy moved to approve the minutes for the August 5, 2025, Planning Commission meeting as written. Vice Chair Pierce seconded the motion, which passed with a vote of six for, none against, with Commissioner Nelson absent.

8. Public Hearings

A. Abandonment Case Number WAB25-0005 (Cheryl Lane) – For hearing, discussion, and possible action to approve an abandonment of Washoe County's interest in three access and public access easements as follows:

1. A 33-foot wide easement on the western property line of the parcel:
2. A 33-foot wide easement on part of the eastern property line of the parcel; and
3. A 66-foot wide easement in the southern portion of the parcel.

- Applicant/Property Owner: Walter B., IV and Amy Hustead
- Location: 16710 Cheryl Lane
- APN: 017-150-47
- Parcel Size: 2.46 acres
- Master Plan: Rural (R)
- Regulatory Zone: General Rural (GR)

- Planning Area: Southeast Truckee Meadows
- Development Code: Authorized in Article 806, Vacations and Abandonments of Easements or Streets
- Commission District: 2 – Commissioner Clark
- Staff: Julee Olander, Planner
Washoe County Community Services
Planning and Building
- Phone: 775-328-3627
- E-mail: Jolander@washoecouny.gov

Planner Julee Olander conducted a PowerPoint presentation and reviewed slides with the following titles or descriptions: Request; Vicinity Map; Easement Map; Evaluation; map; Evaluation; three photos; Recommendation; Noticing; Reviewing Agencies & Findings; and Possible Motion. She added that there is an AT&T and NV Energy easement alongside the requested portion, and staff recommends only abandoning Washoe County's easement and not the utility easement.

Land Surveyor James Darrough indicated that the applicants recognize the utility easement and concur with staff's recommendation for partial abandonment.

Public Comment:

There was no response to the call for public comment.

MOTION: Vice Chair Pierce moved that Abandonment Case Number WAB25-0005 for Walter B., IV and Amy Hustead be partially approved, retaining a 20-foot wide access and public utility easement along the western property boundary of the subject parcel, and 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.

Commissioner Flick seconded the motion, which passed with a vote of six for, none against, with Commissioner Nelson absent.

B. Amendment of Conditions Case Number WAC25-0010 (St James's Village) for TM5-2-92 – For hearing, discussion, and possible action to approve an amendment of conditions for Tentative Subdivision Map Case Number TM5-2-92 to remove three parcels from the St. James's Village Tentative Map that total 224.10 acres that were cut off from the project when the I-580 Freeway was constructed. This request will also result in a reduced total unit count for the St. James's Village Tentative Subdivision Map from 510 lots to 450 lots. The parcels to be removed have the following APN's: 046-060-45, 046-060-47, and 046-080-40.

- Applicant/Property Owner: St James Village, Inc.
- Location: 4100 Joy Lake Road (Sales Office)
- APN: 046-060-45, 046-060-47, and 046-080-40
- Parcel Size: 185.18, 23.63, and 15.29 Acres.

- Master Plan: Suburban Residential (SR), Rural (R)
- Regulatory Zone: (APN: 046-060-45) Public / Semi-Public Facilities (PSP) (3%), Low Density Suburban (LDS) (28%); General Rural (GR) (69%); (APN: 046-060-47) PSP (8%), LDS (56%), GR (36%); (APN: 046-080-40) PSP (3%), LDS (56%), GR (41%)
- Area Plan: Forest
- Development Code: Authorized in Article 608, Tentative Subdivision Maps
- Commission District: 2 – Commissioner Clark
- Staff: Chris Bronczyk, Senior Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3612
- E-mail: CBronczyk@washoecounty.gov

Senior Planner Chris Bronczyk conducted a PowerPoint presentation and reviewed slides with the following titles: Request; Vicinity Map; Background; Evaluation of Amendment of Conditions Request; St James/Sierra Reflections Map; Noticing; and Possible Motion for Amendment of Conditions.

In response to Commissioner questions, Secretary Trevor Lloyd said the Board of County Commissioners will be presented with a request by the applicants for an extension of their map. It will not come before the Planning Commission (PC) for consideration.

Mr. Bronczyk clarified that although Sierra Reflections was brought up during the presentation, this item only contemplates removing three parcels from the St. James Village tentative map.

Public Comment:

Ms. Sandy Kellames wondered whether any of the proposed parcels border City of Reno parcels.

Mr. Lloyd indicated this is an opportunity for members of the public to provide input, and not for the Planning Commission to respond to questions.

Ms. Kellames believed the applicant intends to bring these three parcels into the Sierra Reflections subdivision, increasing the density there. She opposed allowing any increase in density.

Ms. Michelle Trevino asked the Commissioners to consider water availability in the area. She said nearby residents chose to live there to be in the country, and they did not want to be a part of City water or sewer services.

Discussion by Commission:

Commissioner Kennedy stated the item before the PC is the removal of three parcels from St. James Village.

Mr. Bronczyk confirmed that is the intent of the item, though there is nothing prohibiting the parcels from being used for some other purpose. They parcels are all split-zoned with open space, general rural, low-density suburban, and medium-density suburban zoning. Removing them from St. James Village will not change the zoning.

In response to Commissioner Flick's follow-up queries, Mr. Lloyd clarified that the applicant is requesting to reduce the amount of density allowed in St. James Village by 80 lots, though the amount of density associated with those three lots is only 76 lots. Should the PC approve the request, those lots would no longer be associated with the St. James Village development. While there is no current entitlement for another subdivision, there is a plan to use the density from these three lots in future development. He suspected that that development would come before the PC for consideration in the near future. He noted there are no plans by the City of Reno to expand this far south through annexation.

Commissioner Kennedy felt the concerns about increased density would not come into play until the applicant requests a new use for the three parcels.

Mr. Lloyd stated that any increase in density on the adjacent property will require a change in zoning on that property, and there is no request to do so at this time. He believed the applicant intends to use current zoning. The item contemplates removing the three parcels from and changing the lot count of St. James Village.

Commissioner Flick wondered whether the addition of the three parcels will facilitate a more efficient lot design for the new development.

Deputy District Attorney Jennifer Gustafson reminded the Commissioners that they are not to deliberate on future development that is not currently before the PC.

Chair Lazzareschi pointed out this development dates from 1992, long before Route 580 was constructed. He thought the proposal made sense.

Responding to additional Commissioner questions, Applicant Ken Krater said he would make a full presentation on the other project shortly, including potential timelines, but this item is meant to address the bifurcation of the land by I-580. He reiterated that they are reducing the lot count even more than is required, and three neighborhood meetings have been held regarding this request.

MOTION: Commissioner Kennedy moved that Amendment of Conditions Case Number WAC25-0010 for St. James Village Inc be approved with the previously approved conditions included as Exhibit A to this matter, having made all ten findings in accordance with Washoe County Code Section 110.608.25.

Commissioner Flick seconded the motion, which passed with a vote of six for,

none against, with Commissioner Nelson absent.

Secretary Trevor Lloyd recited the appeal procedure for items heard before the Planning Commission.

C. Amendment of Conditions Case Number WAC25-0014 (Continuum of Care)

– For hearing, discussion, and possible action to approve an amendment of conditions for Special Use Permit WSUP22-0001 and Tentative Subdivision Map Case Number WTM22-001 to amend condition of approval 1(z)(8) in order to change the requirement that at least one occupant of each residence must be 62 years or older. The proposed modification provides that at least 80% of the occupied residences must be occupied by at least one person who is 55 years or older.

- Applicant/Property Owner: Silverado Village Eagle Canyon, LLC
- Location: Bethwin Street, off Neighborhood Way
- APN: 532-471-01, 532-032-19 & 64 parcels (See Exhibit E, pages 5 & 6)
- Parcel Size: 21.56 acres
- Master Plan: Commercial
- Regulatory Zone: Neighborhood Commercial (NC)
- Area Plan: Spanish Springs
- Development Code: Authorized in Article 302, Allowed Uses; Article 304, Use Classification System; Article 408, Common Open Space Development; Article 608, Tentative Subdivision Maps & Article 810, Special Use Permits
- Commission District: 4 – Commissioner Andriola
- Staff: Julee Olander, Planner
Washoe County Community Services
Planning and Building
- Phone: 775-328-3627
- E-mail: Jolander@washoecouny.gov

Planner Julee Olander conducted a PowerPoint presentation and reviewed slides with the following titles: Request; Vicinity Map; History; Evaluation; Noticing; Reviewing Agencies & Findings; and Possible Motion.

Public Comment:

There was no response to the call for public comment.

MOTION: Vice Chair Pierce moved that Amendment of Conditions Case Number WAC25-0014 for Silverado Village Eagle Canyon, LLC be approved to modify condition of approval 1(z)(8), with the conditions included as Exhibit A to this matter, having made all the findings in accordance with Washoe County Code Sections 110.810.30 and 110.608.25.

Commissioner Owens seconded the motion, which passed with a vote of six for, none against, with Commissioner Nelson absent.

D. Regulatory Zone Amendment Case Number WRZA25-0003 (Marango Springs) –

For hearing, discussion, and possible action to recommend adoption of a regulatory zone amendment to the South Valleys Regulatory Zone map to change the zoning on four (4) parcels (APNs: 017-410-60, 050-571-24, 25, & 26) totaling ±80 acres, as follows: (a) ±35.5 acres located at 18090 Marango Rd (APN: 017-410-60) from Low Density Rural (LDR-1 unit per 8 acres) to Medium Density Rural (MDR-1 unit per 4 acres); and (b) ±9.7 acres located over all four (4) parcels (APNs: 017-410-60, 050-571-24, 25, & 26) from General Rural (GR-1 unit per 40 acres) to Open Space (OS). The existing MDR regulatory zoning over ±34.7 acres located on three of the parcels (APNs: 050-571-24, 25, & 26) will remain. And if approved, authorize the chair to sign a resolution to this effect.

- Applicant/Property Owner: Carole M. Pope Trustee
- Location: 18090 Marango Rd & 3 parcels to the south
- APN: 017-410-60, 050-571-24, 25, & 26
- Parcel Size: 40, 13.13, 13.34, & 13.65 acres- total of ±80 acres
- Master Plan: Rural Residential (RR)
- Existing Regulatory Zone: ±35.5 acres Low Density Rural (LDR-1 unit per 8 acres), ±34.7 acres Medium Density Rural (MDR-1 unit per 4 acres) & ±9.7 acres General Rural (GR-1 unit per 40 acres)
- Proposed Regulatory Zone: ±35.5 acres Medium Density Rural (MDR-1 unit per 4 acres), ±34.7 acres MDR (unchanged) & ±9.7 acres Open Space (OS)
- Planning Area: South Valleys
- Development Code: Authorized in Article 821, Amendment of Regulatory Zone
- Commission District: 2 – Commissioner Clark
- Staff: Julee Olander, Planner
Washoe County Community Services
Planning and Building
- Phone: 775-328-3627
- E-mail: Jolander@washoecounty.gov

Planner Julee Olander conducted a PowerPoint presentation and reviewed slides with the following titles or descriptions: Request; RZA Request; Evaluation; two aerial views; Water & Septic; Neighborhood Meetings & Public Comment; Noticing; Reviewing Agencies & Findings; and Possible Motions. She mentioned that she forwarded two emails to the Commissioners that she received after putting together her presentation, one of which contained a petition.

Public Comment:

Via Zoom, Mr. Jim Moritz noted the people in the area are on wells which are increasingly dealing with a dropping water table. He expressed concern about the constrained fire evacuation routes in the Ramona Road area, and he felt a secondary road with underground utility lines needs to be constructed. He suggested the addition of fire hydrants in the new development.

Discussion by Commission:

Commissioner Kennedy expressed concern about approving any increase in density without information about water and sewage capacity. She saw no reason to increase the density.

Responding to a request for further clarification, Secretary Trevor Lloyd responded that MDR zoning allows four-acre lot sizes with a density of one per five acres. The rezoning from LDR to MDR would result in a total increase of three lots.

Ms. Olander added that the three parcels directly to the south of the subject parcel are already zoned MDR. She remarked that the change from GR to OS zoning would take away the possibility of developing those areas, on which some residential uses are currently allowed. She said the OS areas would be located primarily in the drainage area of the property, and the change to OS could result in a reduction in density.

In response to the Chair's questions, Mr. Lloyd discussed the distinctions between GR and OS zoning, noting there are no minimum lot sizes or density associated with OS zoning. He suspected the applicant would most likely submit for a parcel map application through the Parcel Map Review Committee. He confirmed that each additional parcel that is created would require the acquisition of additional water rights. A tentative subdivision map for the subject parcel could come back to this Commission for approval.

MOTION: Vice Chair Pierce moved that the resolution included as Exhibit A, recommending adoption of Regulatory Zone Amendment Case Number WRZA25-0003, be adopted, having made all the findings in accordance with Washoe County Code Section 110.821.15(d). He further moved that the resolution and the proposed Regulatory Zone Amendment in WRZA25-0003 as set forth in the staff report be certified for submission to the Washoe County Board of Commissioners, and the chair be authorized to sign the resolution on behalf of the Washoe County Planning Commission.

Commissioner Flick seconded the motion, which passed with a vote of five for, one against, with Commissioner Kennedy voting no and Commissioner Nelson absent.

9. Chair and Commission Items

A. Future agenda items

There were none.

B. Requests for information from staff

Chair Lazzareschi requested a memo or training on the due diligence performed by staff to ensure there is sufficient water when upzoning requests are made in areas not served by community water systems.

10. Director's and Legal Counsel's Items

A. Report on previous Planning Commission items

Secretary Trevor Lloyd announced the Board of County Commissioners adopted the Tahoe Area Plan update at its August 26 meeting. It is scheduled to hear both the code amendment at 560 Lakeshore Drive and the 700 Harper Court MPA/RZA matter during its September 9 meeting.

B. Legal information and updates

There were none.

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 7:04 p.m.

Respectfully submitted by Derek Sonderfan, Independent Contractor.

Approved by Commission in session on October 7, 2025

Trevor Lloyd
Secretary to the Planning Commission