



Planning Commission Staff Report

Meeting Date: April 7, 2026

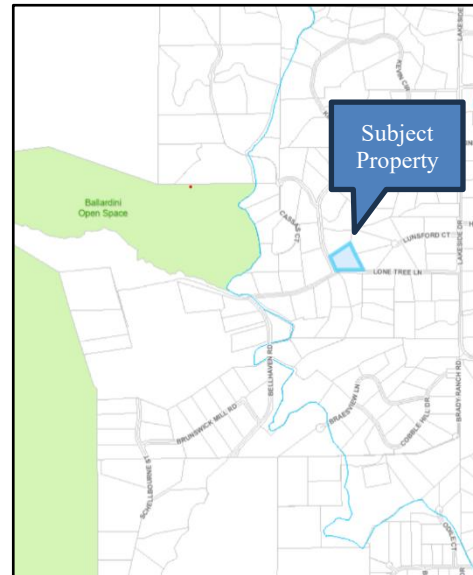
Agenda Item: 9B

ABANDONMENT CASE NUMBER:	WAB26-0002 (3565 Lone Tree Drainage Easement)
BRIEF SUMMARY OF REQUEST:	Request to abandon the County's interest in a portion of a drainage easement.
STAFF PLANNER:	Jolene Bertetto, Planner 775.328.6101 jbertetto@washoecounty.gov

CASE DESCRIPTION

For hearing, discussion, and possible action to approve an abandonment of Washoe County's interest in approximately 280 square feet of a 50-foot-wide drainage easement near the subject parcel's north property line. The partial abandonment of the drainage easement would allow the applicant to build a detached garage.

Applicant: Daniel and Mary Allen
 Property Owner: Dam Allen Trust
 Location: 3565 Lone Tree Lane
 APN: 041-092-01
 Parcel Size: 2.61
 Master Plan: Rural Residential
 Regulatory Zone: High Density Rural (HDR)
 Area Plan: Southwest Truckee Meadows
 Development Code: Authorized in Article 806, Vacations and Abandonments of Easements or Streets
 Commission District: 2 – Commissioner Clark



STAFF RECOMMENDATION

APPROVE

APPROVE WITH CONDITIONS

DENY

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Abandonment Definition

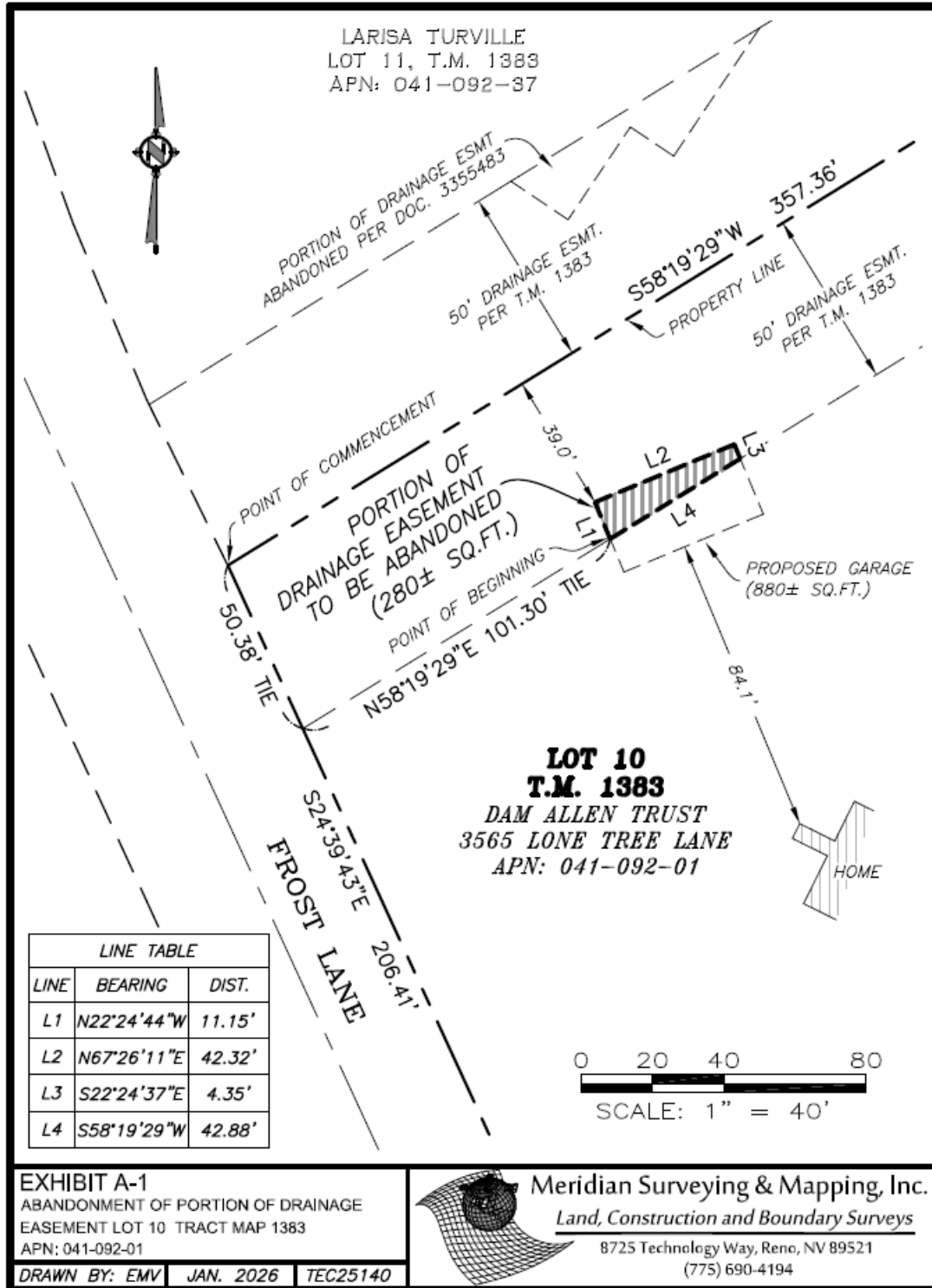
The purpose of an abandonment is to allow for the vacation or abandonment of easements or streets. If the Planning Commission grants an approval of the abandonment, that approval is subject to conditions of approval. Conditions of approval are requirements that need to be completed prior to the recordation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

The Resolution and Order of Abandonment 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 Resolution and Order of Abandonment with the County Recorder. The abandonment is complete upon the recordation of the Resolution and Order of Abandonment with the County Recorder.

The conditions of approval for Abandonment Case Number WAB26-0002 are attached to this staff report 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 Resolution and Order of Abandonment by the Engineering and Capital Projects Division and after the recordation of the Resolution and Order of Abandonment by the County Recorder.

The subject property has a regulatory zone of High Density Rural.



Site Plan

Project Evaluation

The applicant is seeking to abandon approximately 280 square feet of a 50-foot-wide drainage easement located along their northern property line. The drainage easement is a 100-foot-wide easement (50 feet of which are located on the subject property) and spans the entire length of the Frost Ranches subdivision. The easement was created with the subdivision plat in 1973, as shown in Figure 1 below. The subject property is lot 10.

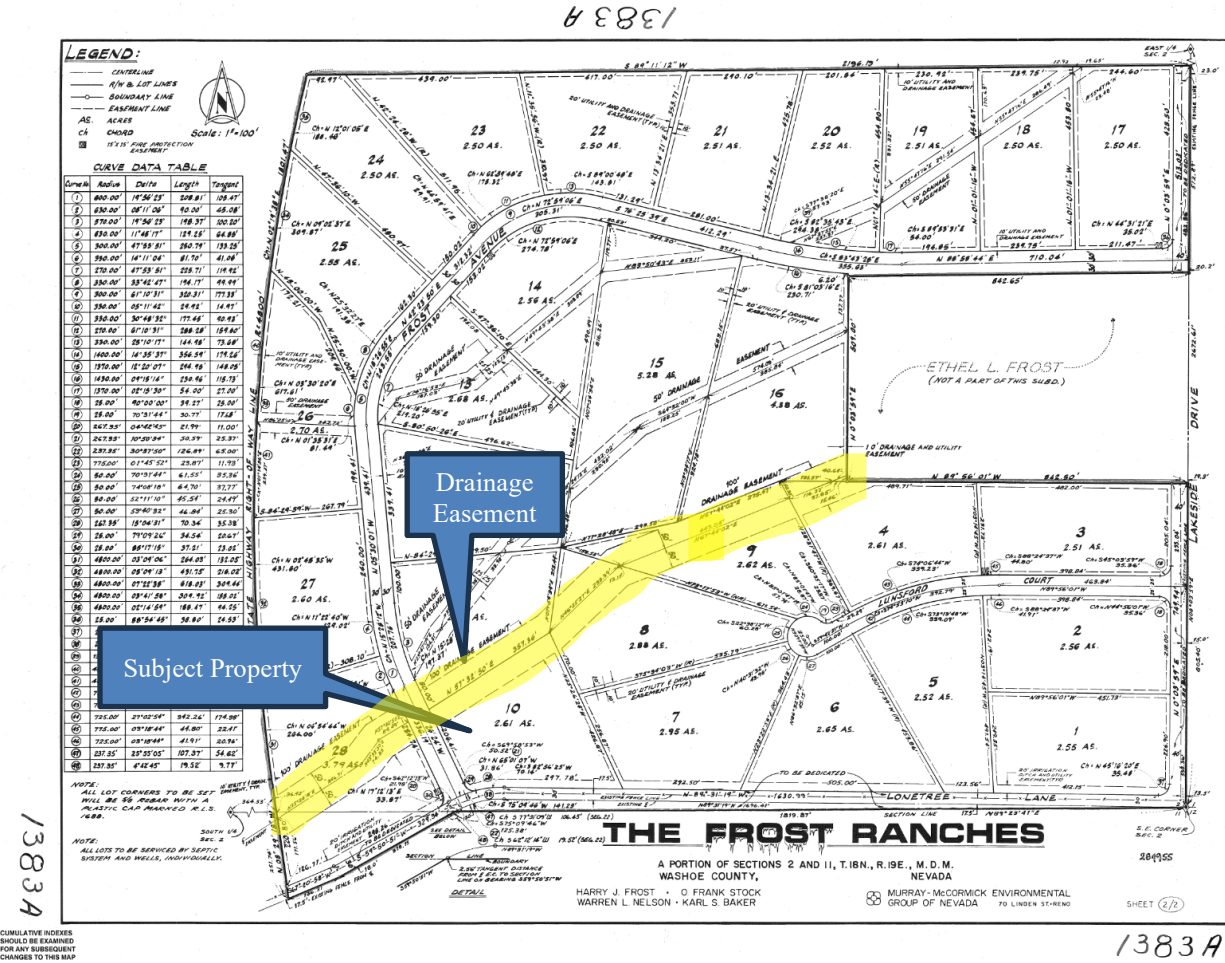


Figure 1. Subdivision Plat

To demonstrate that the abandonment of a portion of the 50-foot-wide easement would have no detriment to existing or proposed structures, the applicant submitted a drainage analysis provided by Tectonics Design Group. On the subject property, the drainage channel conveys stormwater through two 60-inch diameter culverts at the northwestern corner of the property, crossing Frost Lane. The dimensions and slope of the culverts were used to calculate a maximum conveyance capacity, which was then used to estimate water surface elevation to show that the drainage channel could contain the maximum flow without risk of overflowing.

The analysis included three cross-sections along the channel, each demonstrating that the channel can convey up to 723 cubic feet per second of flow with water levels remaining at least 0.5 to 1.0 foot below the top of the channel. The drainage channel, which operates independently of the Steamboat Ditch system, is approximately 20 feet wide, which is substantially less than the current 50-foot easement. Abandoning a portion of the easement would still ensure adequate drainage capacity and maintenance access.

Staff is recommending approval of the proposed abandonment as there is no identifiable need to retain the entirety of the existing drainage easement.

Planning Area

The subject parcel is located within the Southwest Truckee Meadows Planning Area. There are no pertinent policies for abandonment applications within that planning area.

Reviewing Agencies

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

Agencies	Sent to Review	Responded	Provided Conditions	Contact
COUNTY				
Washoe County Parks & Open Space	X	X		
Washoe County Sewer	X			
Washoe County Surveyor (PMs Only)	X			
Washoe County Traffic	X			
Washoe County Water Resource Planning	X			
Washoe County Water Rights Manager (All Apps)	X	X	X	Timber Weiss, tweiss@washoecounty.gov
Washoe County Engineering (Land Development) (All	X	X	X	Rob Wimer, rwimer@washoecounty.gov; Janelle Thomas, jkthomas@washoecounty.gov
Washoe County Engineering & Capital Projects Director (All Apps)	X			
HEALTH				
NNPH Environmental Health	X			
FIRE PROTECTION				
TMFPD	X	X		
REGIONAL/CITIES				
NV Energy	X			
Truckee Meadows Water Authority	X			

All conditions required by the contacted agencies can be found in Exhibit A, Conditions of Approval.

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.

- (a) Master Plan. The abandonment or vacation is consistent with the policies, action programs, standards and maps of the Master Plan and the Southwest Truckee Meadows Planning Area.

Staff Comments: There are no conflicts with the Master Plan or the policies, action programs or standards of the Southwest Truckee Meadows Planning Area, as there are no specific policies, action programs or standards relevant to this proposed abandonment within the Master Plan.

- (b) No Detriment. The abandonment or vacation does not result in a material injury to the public.

Staff Comments: Notice of the application was sent to applicable agencies and County departments, including Engineering and Northern Nevada Public Health. No comments of concern were raised and staff found that the proposed abandonment would not result in any foreseeable detriment to the public.

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

Staff Comments: All existing public utility easements on the property will remain intact and won't be impacted by the abandonment of a portion of the drainage easements on site.

Recommendation

After a thorough analysis and review, Abandonment Case Number WAB26-0002 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 Abandonment Case Number WAB26-0002 for Daniel and Mary Allen, 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.

- (a) Master Plan. The abandonment or vacation is consistent with the policies, action programs, standards and maps of the Master Plan and the Southwest Truckee Meadows Planning Area.
- (b) No Detriment. The abandonment or vacation does not result in a material injury to the public; and
- (c) Existing Easements. 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).



Conditions of Approval

Abandonment Case Number WAB26-0002

The project approved under Abandonment Case Number WAB26-0002 shall be carried out in accordance with the conditions of approval granted by the Planning Commission on April 7, 2026. 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.

Unless otherwise specified, 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. All agreements, easements, or other documentation required by these conditions shall have a copy 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 Resolution and Order of Abandonment by the Engineering and Capital Projects and after the recordation of the Resolution and Order of Abandonment by the County Recorder.

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 – Jolene Bertetto, Planner, 775.328.6101, jbertetto@washoecounty.gov

- a. The applicant shall attach a copy of the action order approving this project to all permits and applications (including building permits) applied for as part of this abandonment.
- b. The applicant shall include a condition response memorandum with each subsequent permit application. That memorandum shall list each condition of approval, shall provide a narrative describing how each condition has been complied with, and the location of the information showing compliance with each condition within the improvement plan set that has been submitted.
- c. 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.
- d. This Abandonment will be effective upon recordation of the Resolution and Order of Abandonment by the County Recorder.

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 – Robert Wimer, P.E., 775.328-2059, rwimer@washoecounty.gov

- a. Prior to recordation of the Order of Abandonment, the applicant shall submit a legal description and exhibit map for the area of abandonment, any new easements and any easement reservations that are required, to the Engineering and Capital Projects Division for review and approval. Legal descriptions and exhibit maps shall be prepared by a Nevada professional land surveyor.
- b. 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.
- c. The applicant shall comply with conditions necessary to affect the Resolution and Order of Abandonment within two (2) years from the date of the action by the Planning Commission or this conditional abandonment will be null and void.

Washoe County Conditions of Approval

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

Contact Name – Timber Weiss, P.E., 775.954.4626, jweiss@washoecounty.gov

- a. Prior to the approval of any building or encroachment permit on this property, the owner shall provide written approval from the adjacent and downstream water rights holders and related ditch company for the proposed construction of any infrastructure in this area. This written approval shall be uploaded to the permit as a supporting document.

*** End of Conditions ***



Date: January 26, 2026

To: Jolene Bertetto, Planner

From: Timber Weiss, P.E., Licensed Engineer

Re: Abandonment Case Number WAB26-0002 (3565 Lone Tree Drainage Easement)

GENERAL PROJECT DISCUSSION

For hearing, discussion, and possible action to approve an abandonment of Washoe County's interest in approximately 280 square feet of a drainage easement near the subject parcel's north property line. The partial abandonment of the drainage easement would allow the applicant to build a detached garage.

The Community Services Department (CSD) recommends approval of this project with the following Water Rights conditions:

Prior to the approval of any building or encroachment permit on this property, the owner shall provide written approval from the adjacent and downstream water rights holders and related ditch company for the proposed construction of any infrastructure in this area. This written approval shall be uploaded to the permit as a supporting document.

**WAB26-0002
EXHIBIT B**



Date: March 9, 2026

To: Jolene Bertetto, Planner

From: Janelle K. Thomas, P.E., Senior Licensed Engineer
Robert Wimer, P.E., Licensed Engineer

Re: Abandonment Case WAB26-0002 Lone Tree Drainage Easement Abandonment
APN: 041-092-01

GENERAL COMMENTS

Washoe County Engineering and Capital Project staff have reviewed the above referenced application. The application is for the abandonment of a portion of the drainage easement along the northwestern border on the subject parcel and is located on approximately 2.61 acres at the corner of Lone Tree Lane and Frost Lane. The Engineering and Capital Projects Division recommends approval with the following comments and conditions of approval which supplement the applicable County Code and are based upon our review of the application prepared by Jim Bailey, PLS. The County Engineer shall determine compliance with all the following conditions of approval.

For questions related to sections below, please contact the staff's name referenced.

GENERAL CONDITIONS

Contact Information: Robert Wimer, P.E. (775) 328-2059

Conditions:

1. Prior to recordation of the Order of Abandonment, the applicant shall submit a legal description and exhibit map for the area of abandonment, any new easements and any easement reservations that are required, to the Engineering and Capital Projects Division for review and approval. Legal descriptions and exhibit maps shall be prepared by a Nevada professional land surveyor.
2. 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.
3. The applicant shall comply with conditions necessary to affect the Resolution and Order of Abandonment within two (2) years from the date of the action by the Planning Commission or this conditional abandonment will be null and void.

WAB26-0002
EXHIBIT B

From: [Pekar, Faye-Marie](#)
To: [Bertetto, Jolene](#)
Subject: WAB26-0002 (3565 Lone Tree Drainage Easement)
Date: Tuesday, March 3, 2026 12:06:06 PM
Attachments: [Outlook-jmkg1pro.png](#)
[Outlook-ijttque3.png](#)
[Outlook-5v1vq0eg.png](#)
[Outlook-u3qe0boe.png](#)
[Outlook-wkyxst3d.png](#)

Hi Jolene,

I have reviewed WAB26-0002 (3565 Lone Tree Drainage Easement) for a partial abandonment of an existing drainage easement for the construction of a detached garage. I do not have any comments on behalf of Regional Parks and Open Space Division.

Thank you,

Faye-Marie



Faye-Marie L. Pekar, MPA, CPRP
Park Planner
Community Services Department | Regional Parks and Open Space
fpekar@washoecounty.gov | 775.328.3611
1001 East Ninth Street, Reno, NV 89512



Have some kudos to share about a Community Services Department employee or experience? Submit a nomination for a Washoe Star by clicking this link: [WASHOE STAR](#)

WAB26-0002
EXHIBIT B

From: [Williamson, Jennifer](#)
To: [Bertetto, Jolene](#)
Subject: WAB26-0002 - 3536 Lone Tree Drainage Easement
Date: Thursday, March 5, 2026 12:18:28 PM

TMFPD does not have any issues with this abandonment.

Respectfully,

Jenny Williamson

Fire Marshal

Truckee Meadows Fire & Rescue

jewilliamson@tmfpd.us | Cell: 775.444.8521

3663 Barron Way, Reno, NV 89511

FPAN: Regional Chair/Treasurer

NVIAAI: President

NFPA: Public Education Representative for Nevada

WAB26-0002
EXHIBIT B

Public Notice

Washoe County Code requires that public notification for an abandonment be mailed to abutting property owners of the subject property a minimum of 10 days prior to the public hearing date. A notice setting forth the time, place, purpose of hearing, a description of the request and the land involved was sent to a total of eight (8) separate property owners who were noticed a minimum of 10 days prior to the public hearing date.

