



# Washoe County COMMUNITY SERVICES DEPARTMENT

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## REGIONAL STREET NAMING COMMITTEE MINUTES OF July 31, 2014 MEETING

The rescheduled meeting of the Regional Street Naming Committee was called to order by Chairman Matthew Lawton on July 31, 2014 at 2:30p.m. The meeting was held in the Washoe County Department of Community Development Conference Room, Room A265, at 1001 East Ninth Street, Reno, Nevada.

### **Committee Members Present:**

Doug Campbell	City of Sparks Police Department
Teresa Parkhurst	City of Sparks Building Department
Lauren Barrera	City of Reno
Randy Baxley	Washoe County School District
E. Victor Erickson	Washoe County CSD/Public Works
Matthew Lawton	Washoe County Tech. Services, Committee Chair
Bradley Kaneyuki	Washoe County Tech. Services
Marty Easter	Washoe County Public Works, Coordinator

### **Guests Present:**

Robin Keith                      Agenda Item 1, representing homeowners

### **Quorum Established**

Chairman Lawton establishes quorum

### **Approval of Minutes**

Chairman points out a misprint in the minutes as written. The previous meeting was actually held April 24 rather than April 17 as stated in the minutes. Chairman calls for any other amendments to the minutes. Hearing none calls for a motion to approve the minutes amended as above.

Randy Baxley makes a motion which is passed unanimously. The minutes are approved with the above stated amendment.

### **Approval of Agenda**

Chairman asks for any additions or corrections to the agenda other than the above amendment of the previous meeting minutes. Hearing none calls for motion to approve the agenda.

Randy Baxley so moves. The motion is seconded by Teresa Parkhurst and passed unanimously.

### **New Business**

1. Request to name an un-named easement. Chair ask coordinator Marty Easter to present the item. He does so stating the request was made on behalf of the property owners by Robin Keith who is present. He introduces Ms. Keith and asks if she would like to address the committee.

Ms. Keith states Whites Creek Lane used to provide access to the affected parcels including her own. A subdivision had split the access from Whites Creek Lane to these

properties affectively denying them access from Whites Creek and creating a public safety issue. She states the 5 property owners received notice that the county wanted to name the street. The county had a suggestion, but offered the homeowners the opportunity to come up with their own street name. They requested that the easement be name River Oaks Drive.

Referring to the map included in the agenda, she pointed out the easement highlighted in red and an adjacent cul-du-sac named River Oaks Court. They decided to adopt that name and ask the easement be named River Oaks Drive.

Ms. Keith then asked if the committee issued house numbers. Coordinator Marty Easter replies that addressing is actually handled by WC Public Works and was not a part of the committees function. He states that he is the coordinator of that as well.

Ms. Keith requests that the property owners would keep their current address numbers with the new street name. Mr. Easter states that WC code stipulates that odd numbers be on the north or west side of a street with even being on the south or east. He said that in following code the address numbers would need to be changed. Easter says he will approach his supervisor for authority to leave the numbers as they are. He states that the primary concern was the street name and the ability of emergency responders to be able to find them. She said they were concerned with that as well and thanked the committee for considering the name.

Chair Matthew Lawton clarifies the role of the committee to Ms. Keith as one of a recommending body and that ultimately the decision belongs to the BCC or either of the city councils depending on jurisdiction. She asks when the BCC would hear this item. Coordinator Easter states he does not know when, but volunteers to notify the property owners when a date has been set.

The Chair asks for discussion. Teresa Parkhurst moves to pass the item as written. Randy Baxley makes a second and the motion is approved unanimously. Ms. Keith thanks the committee and departs.

### **Miscellaneous**

The Chair states that was the only agenda item and opens the meeting to the members for further discussion of items of interest.

Chair recognizes Doug Campbell who asks if maps are made available to the PD for input. Chair Lawton asks if he means tentative maps. He states he does. The Chair asks Marty Easter to answer this. He states that he thought tentative maps are reviewed by the jurisdictions, that the maps he reviews are checked for geometry closure and good survey practice. Teresa states that the engineering department reviews the plans but Doug could ask for copy. Doug states that with the recent uptake of more building projects he wants to be sure the PD knows where these new streets are.

The chair briefly explains the reservation process for street names being used in new development. He states the proposed street name must meet the established criteria before being reserved in the Street Name Database.

There is a brief discussion regarding review of maps by the cities and the county both. Addressing is not issued until the map is recorded. Addressing procedure is discussed. Generally addresses are issued long before the development is finished.

There is a brief discussion regarding codifying street name and addressing standards and the new regional permitting system which is scheduled to come on line early in 2016. It is generally accepted that as a result of implementing the new system a more regional approach to addressing will likely be adapted.

There is a discussion regarding street name aliases i.e., State Route designations for roads versus locally accepted street names. Examples were Geiger Grade, Mt Rose Highway, Pyramid Way and its many iterations and West 4<sup>th</sup> Street/ W. Hwy 40. Chairman Lawton states the county GIS has adopted standards used by the USPS for the centerline database.

After calling for further discussion or other items of concern and hearing none, the chair announces the next meeting will be held on October 16, 2014 2:30 p.m. and adjourns the meeting.