



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE Notice of Meeting and Agenda

## Parcel Map Review Committee Members

James Barnes, Planning Commission  
James English, Health District  
Timothy Simpson, Environmental Engineer  
Mike Gump, Engineering  
Amy Ray, Truckee Meadows Fire Protection District  
Eric Young, Planning and Development

Thursday, March 9, 2017  
1:30 p.m.

Washoe County Administration Complex  
Building A, Room 275  
Mt. Rose Conference Room  
1001 East Ninth Street  
Reno, NV

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### PUBLIC HEARING ITEMS

(Complete case descriptions are provided beginning on page two of this agenda)

- **Tentative Parcel Map Case Number WTPM17-0001 (Mile Circle, LLC)**
- **Tentative Parcel Map Case Number WTPM17-0003 (Caleb Parcel Map)**

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**Items for Possible Action.** All numbered or lettered items on this agenda are hereby designated for **possible action** as if the words “for possible action” were written next to each item (NRS 241.020), except for items marked with an asterisk (\*). Those items marked with an asterisk (\*) may be discussed but action will not be taken on them.

**Possible Changes to Agenda Order and Timing.** Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed or voted on as a block, removed from the agenda, moved to the agenda of another later meeting or moved to or from the consent section. Items designated for a specified time will not be heard before that time, but may be delayed beyond the specified time.

**Public Comment.** During the “General Public Comment” items listed below, anyone may speak pertaining to any matter either on or off the agenda, to include items to be heard on consent. For the remainder of the agenda, public comment will only be heard during project review items that are *not* marked with an asterisk (\*). Any public comment for project review items will be heard before action is taken on that item and must be about the specific item being considered by the Committee. In order to speak during any public comment, each speaker must fill out a “Request to Speak” form and/or submit comments for the record to the Recording Secretary. Public comment and presentations for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations, five minutes for a speaker representing a group, and three minutes for individual speakers unless extended by questions from the Committee or by action of the Chair. Comments are to be directed to the Committee as a whole and not to one individual.

**Public Participation.** At least one copy of items displayed and at least ten copies of any written or graphic material for the Committee’s consideration should be provided to the Recording Secretary.

**Forum Restrictions and Orderly Conduct of Business.** The Parcel Map Review Committee conducts the business of Washoe County and its citizens during its meetings. The Chair may order the removal of any person or group of persons whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting to the extent that its orderly conduct is made impractical. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite are examples of speech that may be reasonably limited.

**Posting of Agenda; Location of Website.** Pursuant to NRS 241.020, the Agenda for the Board Meeting has been posted at the following locations: Washoe County Administration Building (1001 E. 9<sup>th</sup> Street, Bldg. A); Washoe County Courthouse – Second Judicial District Court (75 Court Street); Washoe County – Reno Downtown Library (301 South Center Street); Sparks Justice Court (1675 East Prater Way); [https://www.washoecounty.us/csd/planning\\_and\\_development/board\\_commission/parcel\\_map\\_review\\_committee/index.php](https://www.washoecounty.us/csd/planning_and_development/board_commission/parcel_map_review_committee/index.php); and <https://notice.nv.gov>.

**How to Get Copies of Agenda and Support Material.** Copies of this agenda and supporting materials may be obtained on the Planning and Development Division website [https://www.washoecounty.us/csd/planning\\_and\\_development/board\\_commission/parcel\\_map\\_review\\_committee/index.php](https://www.washoecounty.us/csd/planning_and_development/board_commission/parcel_map_review_committee/index.php) or at the Planning and Development Division Office (contact Donna Fagan, 1001 E. Ninth Street, Building A, Room A275, phone 775.328.3616, or e-mail [dfagan@washoecounty.us](mailto:dfagan@washoecounty.us)). If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Support material is available to the public at the same time it is distributed to Committee members. If material is distributed at a meeting, it is available within one business day after the meeting.

**Special Accommodations.** Facilities in which this meeting is being held are accessible to the disabled. Persons with disabilities who require special accommodations or assistance (e.g. sign language, interpreters, or assisted listening devices) at the meeting should notify the Planning and Development Division, at 775.328.3600, two working days prior to the meeting.

**Appeal Procedure.** Most decisions rendered by the Parcel Map Review Committee are appealable to the Board of County Commissioners. If you disagree with the decision of the Parcel Map Review Committee and you want to appeal its action, call the Planning staff immediately, at 775.328.3600. You will be informed of the appeal procedure and application fee. Appeals must be in writing and must be delivered to the Planning and Development Division within 10 calendar days from the date the decision being appealed is signed by the Secretary of the Parcel Map Review Committee and mailed to the original applicant in the proceeding being appealed.

Tentative Parcel Map may appeal the decision to the Board of County Commissioners in accordance with Section 110.912.20 of the Development Code.

Final Parcel Map may appeal the decision to the Board of Adjustment in accordance with Section 110.912.10 of the Development Code.

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1:30 p.m.

## AGENDA

1. **\*Determination of Quorum**
2. **\*Ethics Law Announcement**
3. **\*Appeal Procedure**
4. **\*General Public Comment**

The public is invited to speak on any item on or off the agenda during this period. However, action may not be taken until this item is placed on an agenda as an action item.

5. **Possible action to approve Agenda**
6. **Possible action to approve [February 9, 2017 Draft Minutes](#)**
7. **Project Review Items**

The Parcel Map Review Committee may take action to approve, conditionally approve, or deny an application.

- A. **[Tentative Parcel Map Case Number WTPM17-0001 \(Mile Circle, LLC\)](#)** – Hearing, discussion, and possible action to approve a tentative parcel map to allow the division of a ±5.447 acre parcel into two parcels of ±2.724 acres each.

- Applicant/Property Owner: Mile Circle, LLC  
Attn: Jeff Aaron

- Location: 774 Mays Boulevard #10-156  
Incline Village, NV 89451  
600 Mile Circle Drive, approximately 900 feet north  
of its intersection with Holcomb Ranch Lane
- Assessor's Parcel Number: 043-061-01
- Parcel Size: ±5.447 acre
- Master Plan Category: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR: maximum density of 1  
dwelling per 2.5 acres)
- Area Plan: Southwest Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Lucey
- Section/Township/Range: Section 7, T18N, R20E, MDM,  
Washoe County, NV
- Staff: Roger Pelham, MPA, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775-328-3622
- Email: [rpelham@washoecounty.us](mailto:rpelham@washoecounty.us)

**B. Tentative Parcel Map Case Number WTPM17-0003 (Caleb Parcel Map)** – Hearing, discussion, and possible action to approve the merger and re-subdivision of two parcels totaling 4.18 acres into four parcels of approximately ±1.047 acres each. The properties have a regulatory zone of Low Density Suburban (1 dwelling unit per acre).

- Owner/Applicant: Caleb Associates, LLC
- Location: At the intersection of Nectar and Chesapeake and  
Nectar and Birch, east of Lemmon Drive
- Assessor's Parcel Numbers: 080-287-01; 080-287-08
- Parcel Size: 4.18 Acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: North Valleys
- Citizen Advisory Board: North Valleys
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 5 – Commissioner Herman
- Section/Township/Range: Section 26, T21N, R19E, MDM,  
Washoe County, NV
- Staff: Trevor Lloyd, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775.328.3620
- E-Mail: [tlloyd@washoecounty.us](mailto:tlloyd@washoecounty.us)

## 8. \*Reports and Future Agenda Items

A. \*Legal Information and Updates

## 9. \*General Public Comment

The public is invited to speak on any item on or off the agenda during this period. However, action may not be taken until this item is placed on an agenda as an action item.

## 10. Adjournment