



WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE **DRAFT** Meeting Minutes

Parcel Map Review Committee Members

Rob Pierce, Planning Commission
James English, Health District
Wayne Handrock, Engineering
Christopher Bronczyk, Planning and Building
Dale Way, Truckee Meadows Fire Protection District

Thursday, June 15, 2023
2:00 p.m.

REMOTE TECHNOLOGY MEETING ONLY

The Washoe County Parcel Map Review Committee met in a schedule session on Thursday, June 15, 2023. This meeting was held via Zoom teleconference.

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

1. **Call to Order and Determination of Quorum** [Non-action item]

Chair Bronczyk called the meeting to order at 2:00 p.m. The following Committee members and staff were present:

Departments represented: Community Services Department (CSD)
Wayne Handrock, Engineering
Christopher Bronczyk, Planning and Building
Health District
Wes Rubio
Planning Commission
Rob Pierce

Members Absent: Dale Way

Staff present: Adriana Albarran, Recording Secretary
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office

2. **Ethics Law Announcement** [Non-action item]

Deputy District Attorney Jennifer Gustafson recited the Ethics Law standards.

3. **Appeal Procedure** [Non-action item]

Chris Bronczyk recited the appeal procedure for items heard before the Parcel Map Review Committee.

4. **Public Comment** [Non-action item]

John Krmpotic said he represented Mr. York on the zone change. He was representing Mr. York on this case today, they would be available for any questions.

With no further response to the call for public comment, the period was closed.

5. Approval of June 15, 2023 Agenda [For possible action]

Wes Rubio moved to approve the agenda for the June 15, 2023 meeting as written. The motion, seconded by Wayne Handrock, passed with a vote of 4 to 0. Dale Way was absent.

6. Approval of April 13, 2023 Draft Minutes [For possible action]

Wayne Handrock moved to approve the minutes for the April 13, 2023 Parcel Map Review Committee meeting as written. The motion, seconded by Wes Rubio, passed with a vote of 4 to 0. Dale Way was absent.

7. Project Review Items [For possible action]

A. Tentative Parcel Map Case Number WTPM23-0004 (York Parcel Map) – For hearing, discussion, and possible action to approve a tentative parcel map dividing a 22.4-acre parcel into 3 parcels of 5.39 acres, 11.82 acres, and 5.22 acres.

- Applicant/Property Owner: Ray & Elaine York
- Location: 800 Schellbourne St., Reno, NV 89511
- APN: 041-140-20
- Parcel Size: 22.4 acres
- Master Plan: Rural Residential
- Regulatory Zone: Medium Density Rural
- Area Plan: Southwest
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Clark
- Staff: Kat Oakley, Planner
Washoe County Community Services Department
Planning and Building Division

- Phone: 775.328.3628
- Email: koakley@washoecounty.gov

Planner Oakley provided a presentation.

Wes Rubio asked if the building envelope would be encompassing all infrastructure that would be on the parcel. Planner Oakley responded that it was her understanding that it would include all structures.

Wes Rubio asked for clarification on whether or not the installation of a septic tank in associated leach field would have to be within the building envelope. Christopher Bronczyk and Wes concurred that well and septic could be considered typical utilities in the more rural areas where well and septic are required.

John Krmpotic, applicant representative, had nothing to add.

With no response to the call for public comment, the public comment period was closed.

Wes Rubio moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee approve Parcel Map Case Number WTPM23-0004 for Ray & Elaine York, subject to the conditions of approval included as Exhibit A with the staff report, and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30(e): Rob Pierce seconded the motion which carried 4 to 0. Dale Way was absent.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:

- (i) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal.
- (ii) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the parcels of land being created.
- (iii) The availability and accessibility of utilities.
- (iv) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks.
- (v) Conformity with the zoning ordinances and master plan.
- (vi) General conformity with the governing body's master plan of streets and highways.
- (vii) The effect of the proposed division of land on existing public streets and the need for new streets or highways to serve the parcels of land being created.
- (viii) Physical characteristics of the land such as floodplain, slope and soil.
- (ix) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive.
- (x) The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands.
- (xi) Community antenna television (CATV) conduit and pull wire.
- (xii) Recreation and trail easements.

8. Reports and Future Agenda Items [Non-action item]

A. Future Agenda Items - None

B. Legal Information and Updates - None

9. Public Comment [Non-action item]

As there was no response to the call for public comment, the comment period was closed.

10. Adjournment

Chair Bronczyk made the motion to adjourn at 2:15 p.m.

Respectfully submitted,

Adriana Albarran, Recording Secretary

Approved by Committee in session on July 13, 2023

Chris Bronczyk, Chair
Senior Planner