



# WASHOE COUNTY PLANNING COMMISSION Meeting Minutes

## Planning Commission Members

Sarah Chvilicek, Vice Chair

Francine Donshick, Chair

R. Michael Flick

Daniel Lazzareschi

Kate S. Nelson

Rob Pierce

Patricia Phillips

### Secretary

Trevor Lloyd

Tuesday, August 2, 2022

6:00 p.m.

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

and available via  
**Zoom Webinar**

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The Washoe County Planning Commission met in a scheduled session on Tuesday, August 2, 2022, 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>

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## 1. \*Determination of Quorum

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

Commissioners present: Sarah Chvilicek, Vice Chair  
Francine Donshick, Chair  
R. Michael Flick  
Daniel Lazzareschi  
Pat Phillips  
Rob Pierce

Commissioners absent: Kate S. Nelson

Staff present: Roger Pelham, Acting-Secretary, Planning and Building  
Julee Olander, Planner, Planning and Building  
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office  
Adriana Albarran, Office Support Specialist, Planning and Building  
Lacey Kerfoot, Recording Secretary, Planning and Building

## 2. Pledge of Allegiance

Commissioner Phillips led the pledge to the flag.

## 3. Ethics Law Announcement

Deputy District Attorney Gustafson provided the ethics procedure for disclosures.

#### 4. Appeal Procedure

Acting-Secretary Pelham recited the appeal procedure for items heard before the Planning Commission.

#### 5. General Public Comment and Discussion Thereof

Chair Donshick opened the Public Comment period.

##### Public Comment:

Danny Cleous (Chambers) stated that he had a question for the Commission. There is a developer that put in a tentative map for the North Valleys and now wants to make extreme changes to that tentative map. Mr. Cleous is wondering why that wouldn't come back to the Planning Commission or the County Commission. There are 118 acres. The developer wants to change thirty of those acres to one house per five acres. That is six houses just so they can keep the tentative map going, instead of coming back and redoing it again because nothing has been done out there in the valleys and the developer doesn't want to change it. Rumor has it that after the developer does these six homes on the five acres, they want to go back and subdivide the five acres to get all of the houses in. It's just rumor, but how can a developer do that – extremely change the map and not have to come back before a board?

#### 6. Approval of August 2, 2022 Agenda

Commissioner Chvilicek moved to approve the agenda for the August 2, 2022 meeting as written. Commissioner Phillips seconded the motion, which passed unanimously with a vote of six for, none against, one absent – Commissioner Nelson.

#### 7. Approval of July 5, 2022 Draft Minutes

Commissioner Flick moved to approve the minutes for the July 5, 2022, Planning Commission meeting as written. Commissioner Lazzareschi seconded the motion, which passed unanimously with a vote of six for, none against, one absent – Commissioner Nelson.

#### 8. Public Hearings

**A. Abandonment Case Number WAB22-0010 (Martinson/Metzger)** – For hearing, discussion, and possible action to approve an abandonment of Washoe County's interest in 40-foot-wide government patent easements for access and public utilities along the eastern, western, and northern sides of the parcel at 6740 Legend Vista (APN 049-070-50).

- Applicant: Chad Martinson
- Property Owner: Metzger Trust
- Location: 6740 Legend Vista
- APN: 049-070-50
- Parcel Size: 2.5 acres
- Master Plan: Rural Residential (RR)
- 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 Lucey
- Staff: Julee Olander, Planner

Washoe County Community Services Department  
Planning and Building

- Phone: 775.328.3627
- E-mail: [jolander@washoecounty.gov](mailto:jolander@washoecounty.gov)

Planner Julee Olander provided a presentation. Applicant Chad Martinson was available in Chambers for questions but did not have a presentation.

There was no response to the call for public comment.

Commissioner Chvilicek indicated that there were no exhibits contained in the paper packet that she received in the mail. Recording Secretary Kerfoot indicated that it was her oversight and apologized that the exhibits were not included in the packet, offering to make copies or pull them up on the overhead. Commissioner Lazzareschi indicated that the exhibits were included in the emailed agenda. DDA Gustafson indicated that the complete staff report (19 pages, including exhibits), was available on the Planning Commission website at the same time the agenda was posted. Recording Secretary Kerfoot confirmed this. Commissioner Chvilicek stated that what the Commissioners received in their paper packets was incomplete. DDA Gustafson explained that there is not an Open Meeting Law issue, because what was posted online was made available to the Planning Commission and the public at the same time. Commissioner Phillips indicated that she makes her notes on the paper copies that are mailed to Commissioners; it helps direct her so that she has all of her information when she comes to the meeting.

Commissioner Flick asked for confirmation that by this action, no one would be land locked. Commissioner Flick questioned what appeared to be a dirt roadway on the northern boundary of the property in question and asked if that would ever be developed. Chair Donshick and Planner Olander explained that it was not a roadway, just a demarcation of property lines.

Commissioner Chvilicek asked for clarification that this was an abandonment of roadway, not public utility easements. Ms. Olander indicated that she conversation with the Washoe County Land Surveyor and they made it very clear that the record of survey cannot be used to abandon roadway easements. There is no way to do that by Deed, it must be brought before a Board. The only way that public utility easements can be abandoned is by having a Deed brought to the utilities, who would need to sign off on the abandonment of the utility easement.

**MOTION: Commissioner Phillips moved 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 WAB22-0010 for Chad Martinson, 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 Area Plan; and**
- (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.**

**Commissioner Pierce seconded the motion, which passed unanimously with a vote of six for, none against, one absent – Commissioner Nelson.**

## **9. Chair and Commission Items**

### **A. Future agenda items**

Commissioner Phillips stated that she would like to see Transportation and Roads back again. A lot of the discussion around issues posed by development discuss plans, what's involved, what's the timeline and what can be done to improve the concerns.

Commissioner Flick stated that in order for plans to be implemented, you have to have the money. There has to be a financial part of the master plan on how things are going to be funded.

Chair Donshick stated that the current discussion is asking for future agenda items; she asked Commissioner Flick what, specifically, he's asking for. Commissioner Flick said that when talking about infrastructure for roads, for water, for sewer, some of the funding comes from the developer, but not all of it when a project has regional impact. Chair Donshick asked if Commissioner Flick was tying this into the EnvisionWashoe2040 project and what he'd like to see as that moves forward. Chair Donshick indicated that she wasn't sure what the Commission could ask staff to bring forward at this point. Commissioner Flick was also unsure of what he was asking, but stated that you can have beautiful plans, but without the dough, it's just a picture. So many times, we get caught up in planning these things, which is great, but without the money to implement them in a phased, orderly manner, the plan will not be realized.

Commission Phillips stated that a lot of what's required for transportation and funding is up to the state and federal. She asked if it would be possible, when the time comes, for the County to give the Commission some information as to what the government relations people (the staff that go down to the legislature) are going to be proposing.

Commissioner Chvilicek directed a point of order concern to Council, stating that funds are not under the purview of the Planning Commission. As the Commission is looking at what comes before them, they are reviewing County Code, but in terms of funding for traffic and water, it's not the Planning Commission's jurisdiction. DDA Gustafson affirmed that explanation and indicated that this agenda item is just to request future agenda items that the Commission would like receive staff reports for.

Commissioner Chvilicek asked Commissioner Phillips if she was looking for a Regional Transportation Commissioner (RTC) update. Commissioner Phillips stated that she is not as interested in the funding as much as the 'direction' that the County is seeking to implement. Commissioner Phillips stated that when making her decision on an item before the Commission, she considers whether the project solves a problem or creates a problem. She's wondering if there is something under the Commission's purview that can assist them in making better decisions and to help guide the County.

Commissioner Chvilicek suggested that Commissioner Phillips talk with staff to determine what comes under the Commission's purview. Chair Donshick recommend reaching out to Planning Manager Trevor Lloyd to talk through questions as to what staff can help with.

### **B. Requests For Information from Staff**

Commission Phillips asked to move her request from "Future Agenda Items" to "Requests for Information from Staff."

## **10. Director's and Legal Counsel's Items**

### **A. Report on previous Planning Commission items**

Acting-Secretary Pelham stated that at the July 12<sup>th</sup> Board of County Commissioners (BCC) meeting, Master Plan Amendment WMPA22-0005 (SOI Rollback Verdi) was approved. At the same meeting, the BCC approved Master Plan Amendment for WMOA22-0001 (Donovan Ranch), reversing the Planning Commission's earlier denial.

B. Legal information and updates

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 6:23 p.m.

Respectfully submitted by Misty Moga, Independent Contractor.

Approved by Commission in session on September 6, 2022.

*Trevor Lloyd*

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Trevor Lloyd

Secretary to the Planning Commission