

Engineering and Capital Projects

AGENDA

MEETING OF THE REGIONAL STREET NAMING COMMITTEE July 20th 2017, 2:30pm

Slide Mountain Conference Room, 2nd Floor, Bldg. A, Rm. A255 1001 East Ninth Street, Reno, Nevada

Pursuant to NRS 241.020, this notice has been posted at the Washoe County Administration Building (1001 East Ninth Street, Bldg. A), Washoe County Emergency Management (5195 Spectrum Boulevard), Reno City Hall (One East First Street), Sparks City Hall (431 Prater Way), and online at

https://www.washoecounty.us/csd/planning and development/board commission/regional street naming committee/index.php and notice.nv.gov.

The meeting location is accessible to the disabled. If you require special arrangements for the meeting, call the Community Services Department ((775) 328-3600) at least 24 hours before the meeting.

Support documentation for agenda items is available at the Community Services Department, 1001 E. 9th Street, Bldg. A, 2nd Floor, Reno, NV; from Bradley Kaneyuki, Regional Street Naming Committee Coordinator, at (775) 328-2344; and on the Committee's website at

https://www.washoecounty.us/csd/planning_and_development/board_commission/regional_street_naming_committee/index.php.

All items numbered below are hereby designated "for possible action" where written next to each item (NRS 241.020). An item listed with "non-action" next to it is an item for which no action will be taken. Items on the agenda may be taken out of the order in which they appear, the Committee may combine two or more agenda items for consideration, and the Committee may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Public comments for all matters, whether listed on the agenda or not, are welcomed during the "Public comment," and are limited to three minutes per person. Persons may not allocate unused time to other speakers. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive conduct may or may not be given before 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 others are examples of speech that may be reasonably limited.

1. CALL TO ORDER / ESTABLISH QUORUM [Non-action]

- 2. PUBLIC COMMENT [Non-action] No action will be taken on a matter raised under this portion of the agenda until the matter has been included on an agenda as an item on which action may be taken. The Committee may ask that a matter be listed on a future agenda during the PUBLIC COMMENT periods or during the following item:
 MISCELLANEOUS/ANNOUNCEMENTS. Comments shall be limited to no more than three minutes. Persons may not allocate unused time to other speakers. Anyone may speak pertaining to any matter either on or off the agenda.
- 3. APPROVAL OF MINUTES FROM APRIL 20, 2017 MEETING [For possible action].
- **4. APPROVAL OF AGENDA** [For possible action]
- **5. NEW BUSINESS** [For possible action]
 - **a.** Discussion and possible action on request to name an unnamed easement to DEER CANYON CT.



Engineering and Capital Projects

b. Discussion and possible action on request to name an unnamed easement to COLIBRI GLEN PL.

6. OLD BUISNESS [For possible action]

- a. Change the name of an existing Washoe County private road that was recorded per Parcel Map P5267 as THEOBALD RD to THEOBALD LN.
 Resolution: Dennis Chapman of Landmark Surveying has submitted a Certificate of Amendment (Doc #4698324) that was filed in the Office of Washoe County Recorder dated April 20, 2017 and certified by Mike Gump, Washoe County Surveyor.
- b. Change the name of an existing Washoe County public road that was recorded per Record of Survey S138 and S4009 as MYERS AVE (off HEINDEL RD) to MEYERS AVE.
- **c.** Discussion of a letter of request sent to property owner(s) to rename a named street from MEYERS AVE (off HOGE RD) to HOGE RD.
- **d.** Discussion and possible action regarding a process for appealing certain Regional Street Naming Committee decisions to the Board of County Commissioners, including the types of decisions that are or will be appealable and how to appeal such decisions.
- **7. MISCELLANEOUS / ANNOUNCEMENTS** [Non-action] Comments by the Committee or staff members, limited to announcements, topics, or issues for future agendas. No discussion among committee members will take place on this item. The next regular meeting is scheduled at 2:30 p.m., Thursday, October 19th, 2017.
- 8. PUBLIC COMMENT [Non-action] No action will be taken on a matter raised under this portion of the agenda until the matter has been included on an agenda as an item on which action may be taken. The Committee may ask that a matter be listed on a future agenda during the PUBLIC COMMENT periods or during the following item:

 MISCELLANEOUS/ANNOUNCEMENTS. Comments shall be Limited to no more than three minutes. Persons may not allocate unused time to other speakers. Anyone may speak pertaining to any matter either on or off the agenda.

9. ADJOURNMENT



WASHOE COUNTY

Engineering & Capital Projects

INTEGRITY COMMUNICATION SERVICE

Community Services
Department
P.O. Box 11130
Reno, Nevada 89520-0027

Phone: (775) 328-3600 Fax: (775) 328-3699

Regional Street Naming Committee

Meeting Minutes

April 20th 2017, 2:30 p.m.

Washoe County Slide Mountain Conference Room, 2nd Floor, Bldg. A 1001 East Ninth Street, Reno, NV 89512

Meeting was called to order by Chair Jon Walker at 2:34 p.m.

Members Present:

Jon Walker, City of Sparks, Chair
Dave Erickson, Washoe County, Vice-Chair
Brad Kaneyuki, Washoe County, Coordinator
Jessica Calia, City of Reno
Nicolas Connolly, City of Sparks
Randy Baxley, Washoe County School District
Sean Chambers, City of Sparks Police Department
Teresa Parkhurst, City of Sparks

Legal Counsel

Stephan Hollandsworth, Washoe County District Attorney's Office

Alternate Member Present:

Amanda Duncan, TMWA Randi Jones, USPS

Non-Members Present:

Tania Ewing, Washoe County Community Services Department

<u>Apologies</u>

Karren Little, USPS
Elaina Hooper, Reno Public Safety
Jennifer Felter, Washoe County Public Safety
Rebecca Reid, NV Energy
Heather Edmunson, Truckee Meadows Water Authority

Quorum Established

Public Comment

No public comment.

Approval of Minutes from January 19th, 2017 Meeting

Motion by Teresa Parkhurst, second by Sean Chambers to approve the minutes from the January 19th meeting. Carried.

Approval of Agenda

Motion by Dave Erickson, second by Brad Kaneyuki to accept agenda for meeting April 20th, 2017. Carried.

New Business

Myers Avenue Change to Meyers Avenue

Request for approval of change of spelling of Myers Avenue (off Heindel Road) as recorded on survey map (S138 & S4009), to Meyers Avenue, as assigned in the Assessor's parcel and in the USPS Address database and used by Waste Management. Residents already use Meyers Avenue as address.

Motion to approve the name change made by Randy Baxley, second by Teresa Parkhurst. Carried.

Meyers Avenue - Hoge Road

Request approval to send letter to property owner notifying that the RSNC is considering renaming Meyers Avenue (off Hoge Road) to Hoge Road.

Randy Baxley previously raised concerns that the two Meyers Avenues (off Heindel Road and off Hoge Road) are causing problems with regard to the school district, zoning and may result in dispatching emergency services to the incorrect Meyers address.

Motion to send letter to property owner to start process of renaming Meyers Avenue (off Hoge Road) to Hoge Road made by Dave Erickson, second by Randy Baxley. Carried.

Process for appealing certain RSNC Decisions to BCC.

Consider instituting process for appealing certain Regional Street Naming Committee decisions to the Board of County Commissioners, including the types of decisions that are or will be appealable and how to appeal such decisions. Committee also needs to confirm number of days to appeal RSNC decisions.

It was thought that the Appeal Process is addressed in the RSNC Interlocal Agreement. Teresa and/or Jon will locate the Interlocal Agreement and a copy will be sent to all Committee members.

This item will be tabled until the Interlocal Agreement has been reviewed.

Old Business

Wilderness Court to Wilderness Lane

Name change of existing Washoe County public street currently known as the eastern leg of Wilderness Court to Wilderness Lane.

On schedule for sign to be replacement.

No action required.

Theobald Road to Theobald Lane

Request of change of name of Theobald Road to Theobald Lane.

After discussion, it was decided to take no action on the request at this time, but to table this request for the July meeting. In the meantime the Chair will consult the RSNC manual/Interlocal Agreement and review how changes are made public.

Misc. Announcements

None.

Next meeting of the RSNC

The next meeting of the RSNC will be Thursday, July 20th, 2017 2:30 p.m.

Adjournment

Chair Jon Walker adjourned the meeting at 3:04 p.m.

April 20, 2017

Mr. Mike Gump, P.L.S.
WASHOE COUNTY SURVEYOR
1001 East 9th St.
Reno, Nevada 89512

DOC # 4698324
04/25/2017 08:48:53 AM
Requested By
DENNIS CHAPMAN
Washoe County Recorder
Lawrence R. Burtness - Recorder
Fee: \$17.00 RPTT:
Page 1 of 1

IIII INGANARIO PAGRANA INGA III III

RE: Certificate of amendment for Parcel Map No. 5267, filed in the office of the Washoe County Recorder on December 12, 2016 as file number 4660839.

Situated within the Southwest ¼ of section 4, T. 17N., R. 20E. MDM

Dear Mr. Gump

Please be advised that in accordance with NRS 278.473, I am notifying you that the name of the 50 foot wide access easement was misnamed. The name on parcel map number 5627 is Theobald Road. The correct name should be Theobald Lane. In order to correct this error, please make the necessary modifications to the Record to reflect the naming of the 50 foot wide access easement.

Sincerely,

DENNIS P. CHAPMAN P.L.S.

LANDMARK SURVEYING

I, hereby certify that I have examined the Certificate of Amendment and that the changes to the original document specified therein are provided for in applicable sections of NRS 278.010 and 278.630 inclusive, NRS 625.340 to 625.380, inclusive, and local ordinances adopted pursuant thereto, and I am satisfied that this Certificate of Amendment so amends the document as to make it technically correct.

4.21.17

No. 5506

COUNTY SURVEYOR

RETURN TO: DEWNIS CHAPONON

2548 RAMPART TROPACE

ROD, NU 89519



Engineering and Capital Projects

Agenda Item 1

July 20, 2017

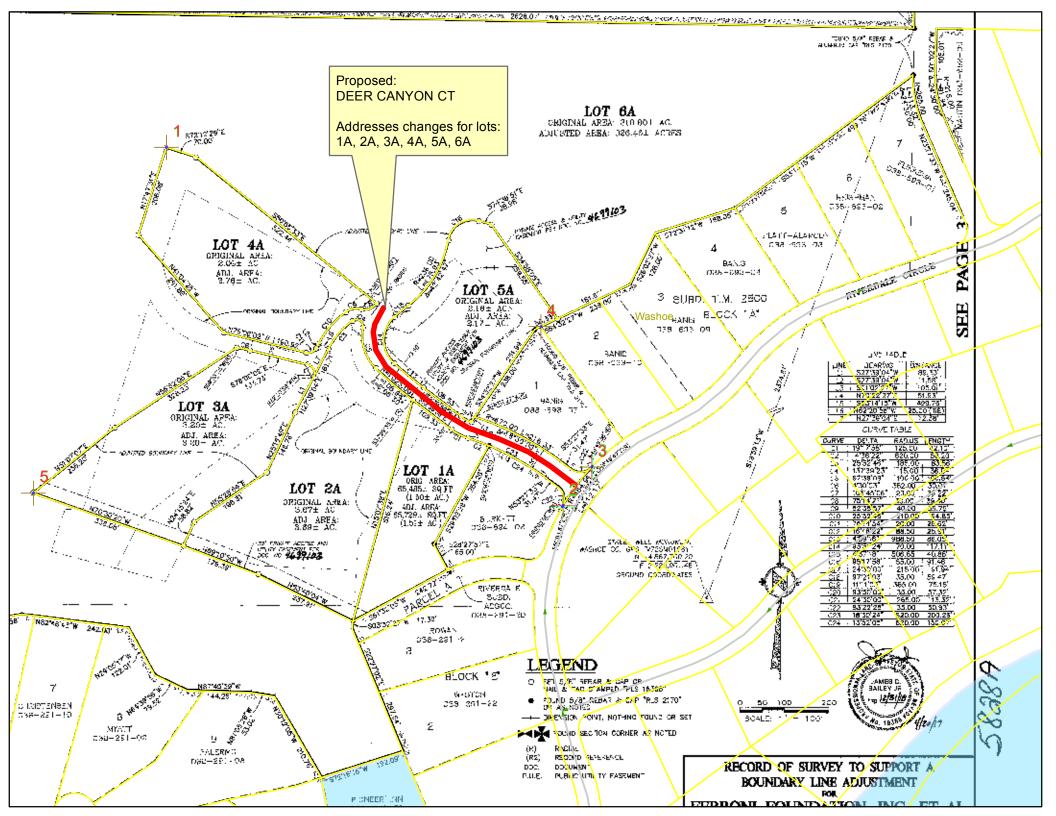
TO: Regional Street Naming Committee

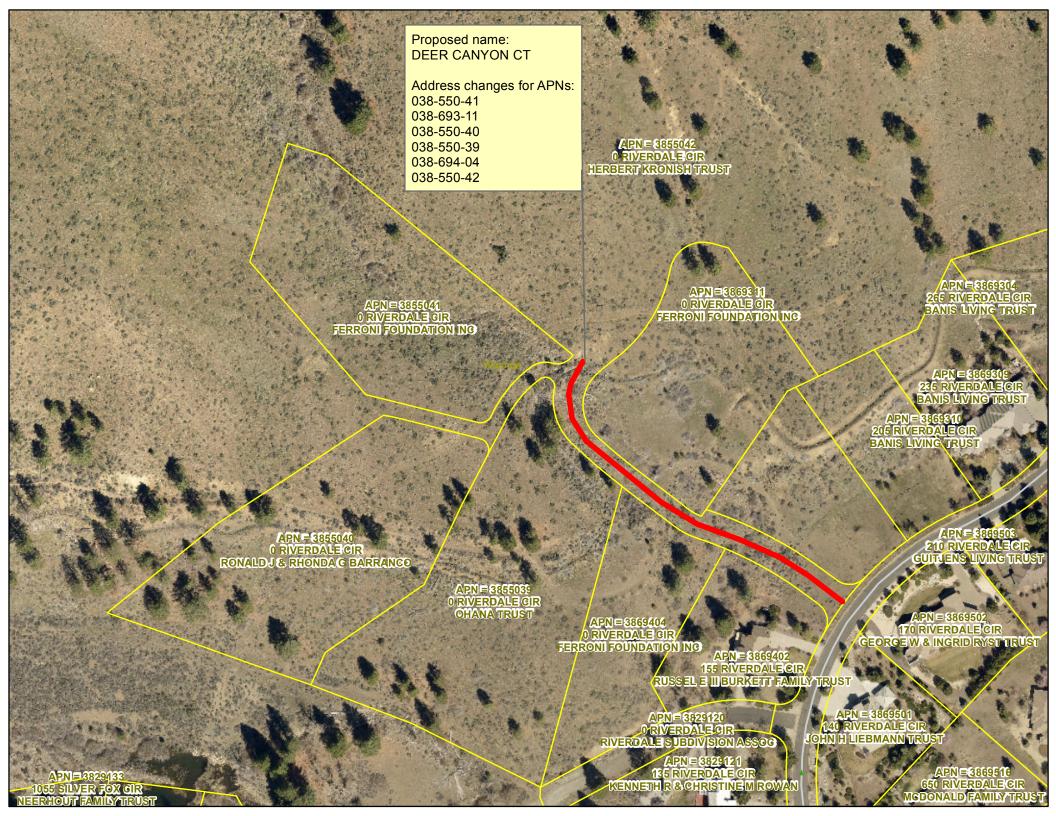
FROM: Bradley Kaneyuki, Technology Services / GIS

SUBJECT: Request to Name an Existing Unnamed Street/Easement

BACKGROUND:

On Monday, May 22, 2017, Karen Ferroni contacted GIS, Technology Services to reserve DEER CANYON CT in the Washoe County Master Street Directory Reservation table serving six parcels for address changes and direct trash pickup. Record of Survey S5828A redefines six parcel boundaries to accommodate the newly-defined easement that runs northwest off RIVERDALE CIR in Verdi within the Washoe County jurisdiction. GIS has performed its due diligence by checking the street name against the Master Street Directory for any existing street name duplicates or similar phonetically-sounding street names for the purposes of Emergency Management.







Engineering and Capital Projects

Agenda Item 2

July 20, 2017

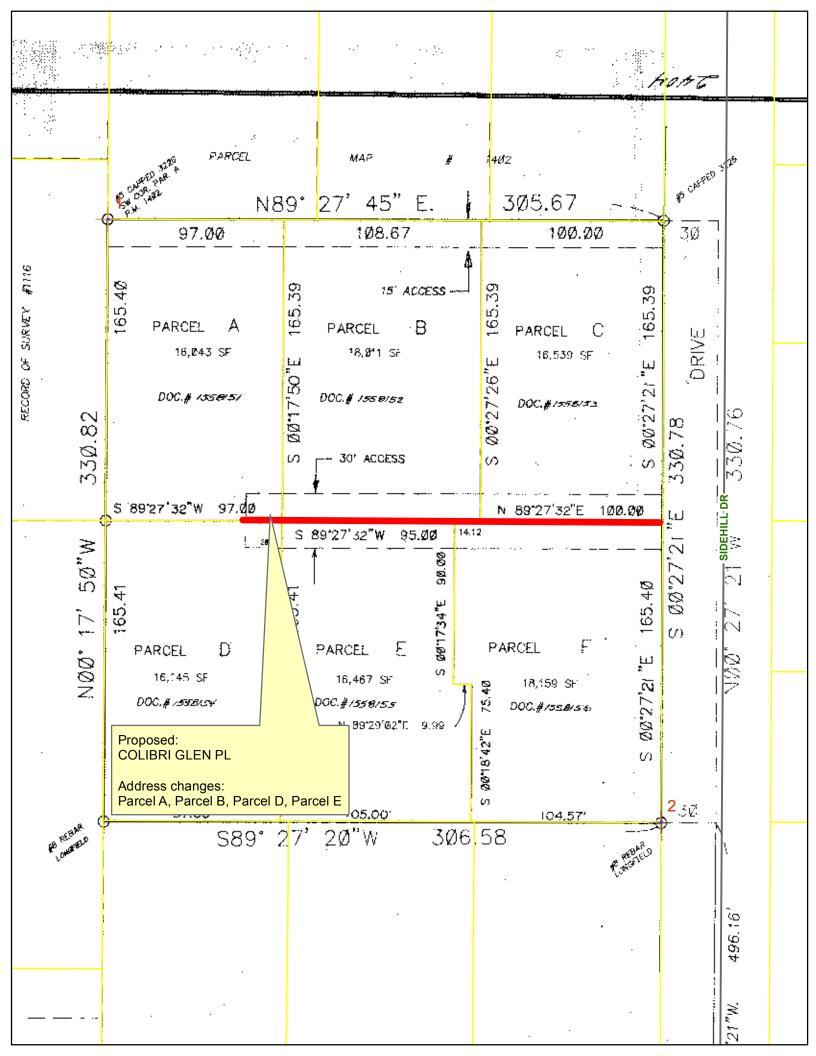
TO: Regional Street Naming Committee

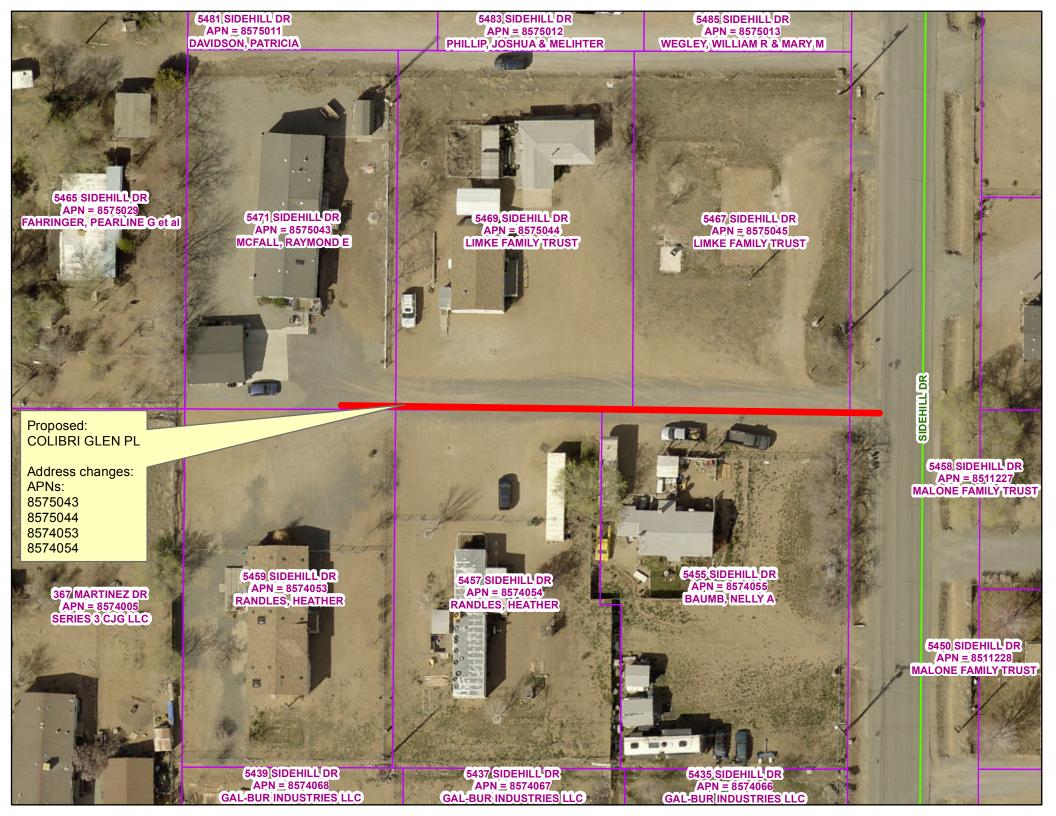
FROM: Bradley Kaneyuki, Technology Services / GIS

SUBJECT: Request to Name an Existing Unnamed Street/Easement

BACKGROUND:

On Wednesday, July 5th, 2017, Heather Randles contacted GIS, Technology Services to reserve COLIBRI GLEN PL in the Washoe County Master Street Directory Reservation table serving four parcels for address changes and direct trash pickup. Record of Survey map S2404 defines the access easement west off SIDEHILL DR just north of W 4TH ST within the Washoe County jurisdiction. GIS has performed its due diligence by checking the street name against the Master Street Directory for any existing street name duplicates or similar phonetically-sounding street names for the purposes of Emergency Management.







Engineering and Capital Projects

Agenda Item 3

July 20, 2017

TO: Regional Street Naming Committee

FROM: Bradley Kaneyuki, Technology Services / GIS

SUBJECT: Request a Street Name Change

BACKGROUND:

On Thursday, October 20th, 2016, during the Miscellaneous Items session of the Regional Street Naming Committee, Randy Baxley of the Washoe County School District voiced his concerns of two separate streets named MYERS RD. The Master Street Directory, Assessors parcels, USPS and field check supports MEYERS AVE (off HEINDEL RD) within the Washoe County jurisdiction.

<u>Pending</u>: Request for a Certificate of Amendment has been submitted to Mike Gump, Washoe County Surveyor, to correct the street name to match the source references.

The Assessors parcels and USPS also support MEYERS AVE (off HOGE RD) within the jurisdiction of Washoe County. A field check only revealed a Waste Management disposal container addressed to HOGE RD. The Regional Street Naming Committee approved a letter to be drafted as a proposal to rename MEYERS AVE (off HOGE RD) to HOGE RD for delivery to the property owners.

<u>Status</u>: Property owner, Matt Potts, the only resident of said street, has responded with a fill-in approval return letter. Action by RSNC members are required for final approval.



Washoe County TECHNOLOGY SERVICES DEPARTMENT

Regional Services / Geographic Information System

To: Interested Residents and Property Owners

RE: Proposed renaming MEYERS AVE (off HOGE RD) to HOGE RD

Date: May 30, 2017

Dear Property Owner,

A request has been made by the Washoe County School District to rename **MEYERS AVE** (off HOGE RD) to **HOGE RD**. The Reasons being cited are:

1. Separate duplicate street names have hindered efficient response times for E-911 calls.

2. Problems have arisen with the school district and zoning.

This request will be considered by the Regional Street Naming Committee (RSNC) at the next regularly scheduled committee meeting. That meeting will be held **Thursday**, **July 20**th, **2017**, **2:30 PM**, at the **Washoe County Administrative Complex**, **1001 E. 9**th **Street**, **Building A**, **Room A255**. You are welcome to attend. Upon recommendation of the RSNC, the request will be considered, then approved or denied by the Regional Street Naming Committee.

Should renaming be approved, the physical (situs) address issued to the parcel (see APN below) will change. If your parcel's physical address is being used as your mailing address, you can continue to use the old address for a period of up to six (6) months. It is the property owner's responsibility to notify tenants of proposed or resulting address change(s).

Please return this letter with your comments no later than July 13th, 2017. You may respond by email, phone or fax. However you choose to respond, please include your name, address and parcel number(s). Your participation is greatly encouraged. Be advised, failure to respond to this mailing, indicating either opposition or approval, may result in the opinion of only a few respondents representing the opinion of many.

name

Owner: LISA & MATT FAMILY TRUST

APN: 082-361-30

Sincerely,
Bradley Kaneyuki
Developer II
(775) 328-2344
(775) 328-3640 fax
bkaneyuki@washoecounty.us



Engineering and Capital Projects

Agenda Item 4

April 20, 2017

TO: Regional Street Naming Committee

FROM: Bradley Kaneyuki, Technology Services / GIS

SUBJECT: Draft a Procedure for an Appeal Process after a RSNC Meeting

BACKGROUND:

On Monday, March 27th, 2017, Washoe County GIS received a phone call from a representative of a client contesting the naming of an unnamed easement as approved by the Regional Street Naming Committee The approval took place over a year ago on Thursday, January 21st, 2016. Rather than follow RSNC protocol of submitting a request to rename an existing street with a \$100 fee, the client has requested an appeal. The procedure for appealing the naming of an unnamed easement or renaming a named street to the Board of County Commissioners is not codified in the RSNC manual. An Appeal to the Board of County Commissioners (BCC) Application exists but the Master Fee Schedule does not accommodate street name appeals.

<u>Status</u>: *Interlocal Agreement Creating A Regional Street Naming Committee* of July 20th, 1982, granting the powers and duties of the committee, has been submitted to the RSNC Chair, Vice Chair and Washoe County District Attorney. The Appeal Process is open for discussion.

6.2 5

INTERLOCAL AGREEMENT CREATING A REGIONAL STREET NAMING COMMITTEE

County of Washoe and the Regional Planning AGREEMENT made and entered into this 20 day Reno, 1982, by and between the City of and Washoe County. Sparks \mathfrak{r} Commission of Reno, Sparks, THIS

WITNESSETH:

of County created within the boundaries of the County of Washoe, State suant to the provisions of Chapter 278 of the Nevada Revised regional planning district has been and Washoe (hereinafter referred to as "RPC") has been established a regional planning commission known as the Regional Planning Commission of Reno, Sparks ೮ WHEREAS, Statutes; and and

WHEREAS, the RPC is delegated regional planning Revised the Nevada o£ duties by virtue of the provisions and local ordinances; and Statutes

the planning process which affects the City of Reno, the City WHEREAS, the naming of streets is an integral part of Washoe; and County and the Sparks οĘ

streets within would most appropriately be coordinated by a committee which the governmental the incorporated and unincorporated areas of Washoe County auspices of the RPC and which has the power to entities wherein the street is located; WHEREAS, it appears that the naming of to action regarding street names therecommend entity or

the of Reno, the RPC do hereby NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein, the City the County of Washoe and follows: Sparks, agree as

SECTION I. AUTHORITY

entered into by and between the o£ the purpose 277.180 for hereto pursuant to NRS This Agreement is

of coordinaorganization responsible for the compilation and publication "Committee"), under the immediate supervision (hereinafter streets within the incorporated and uninsingle creation of said Committee intended by the parties hereto to provide a method Q corporated areas of Washoe County and to provide Street Naming Committee The Regional Street Directory. establishing a Regional of the RPC. ting the naming of as referred to control

SECTION II. MEMBERSHIP

The Committee shall be comprised of eleven (11) members to be appointed as follows:

- Reno City Council or, if no member thereof appointed is able to serve, shall be a person desigby the Reno City Council to represent the employee of an agency of the City of Reno of the safety. City of Reno. One (1) person shall be (2) persons shall be a member which handles matters of public nated by the Reno City Council. person shall be Two One (1)
- the City of Sparks if no member there-Two (2) persons shall be appointed City of Sparks. One (1) person shall be by the Sparks City Council to represent of the safety. a person Council. person shall be a member which handles matters of public designated by the Sparks City of is able to serve, shall be employee of an agency of Sparks City Council or, One (1)
- Washoe. One (1) person shall be an employee Two (2) persons shall be appointed of Commissioners of Washoe County to represent the County County the Board of

the County of Washoe which One (1) the Board of County Commissioners of Washoe County. serve, of the Board County Commissioners of Washoe County handles matters of public safety. to shall be a person designated by ab le a member î.s if no member thereof of an agency of person shall be

- 4. One (1) person shall be appointed by the RPC who is a member of the RPC or, if no member thereof is able to serve, shall be a person designated by the RPC.
- 5. One (1) person shall be appointed by the RPC who is an employee of the Department of Transportation of the State of Nevada.
- the Postal appointed Service of the United States of America. by the RPC who is an employee of 6. One (1) person shall be
- 7. One (1) person shall be appointed by the RPC who is an employee of Sierra Pacific Power Company.
- 8. One (1) person shall be appointed by the RPC who is an employee of Nevada Bell.

POWERS AND DUTLES OF COMMITTEE III. SECTION

- street The Committee shall review existing and proposed street governmental entity or entities wherein the said and make recommendations regarding thestreet names Α. is located. to
- and in such The Committee shall compile and publish intervals quantities as may be designated by the RPC. such Street Directory at <u>.</u> Regional
- of Committee may, subject to prior approval The

rendered by and/or street names. collect any new services existing or proposed for governing body, established by the RPC evaluating and the appropriate in additional fees Committee RPC

- Such procedinternal adopt cedures and policies in the manner stated below. following: and The Committee may propose and policies may include the
- o£ The composition, election, terms Com the οĘ and duties of Officers mittee. office
- 2. A schedule for meetings of the Committee.
- 3. Procedures for voting.
- 4. Policies for notifying property owners.
- 5. Policies for naming new streets.
- 6. Policies for renaming existing streets.
- 7. Policies relating to the Regional Street Directory.

theapproved by the RPC and the governing body of each governmental shall not be effective until they have been the RPC and the Cities in preparing the procedures and policies The Committee shall seek the aid and advice of pursuant procedures and policies adopted professional and planning staff of hereto. a party The this subsection which is Sparks Committee. and

SECTION IV. POWERS AND DUTIES OF RPC

- aid the Committee in performing its duties The RPC shall provide the services of its Agreement. set forth in this staff to Α.
- necessary Committee a reasonthe Committee's duties hereunder. are which shall provide to the supplies other able quantity of office and the performance of The RPC В.

- plat maps, maps of division into large parcels or other approp establish added to the existing filing fees for subdivisions, additionappropriate governing body the Committee. or may be established as separate fees for ally be first approved in the manner provided in Chapter partially reimburse the RPC and fees must fees of existing or new behalf additional approved by the increase on made may completely or and expenditures of Nevada, 1981. Any The RPC ating street names. fees must first be filings, ပ to and may be services Statutes
- charged The RPC may establish the fee to be the Regional Street Directory. o£ D. the purchase

RECOMMENDATIONS COMMITTEE'S APPROVAL OR DENIAL OF SECTION V.

- a recommendation of the Committee The governing body of each governmental shall retain the a party to this Agreement street name. accept or reject proposed which is
- subdivision, Committee, subdivision map, parcel map, or map of division into large street names recommended by the shall be deemed an adoption of said any of formally approve such different governing bodies with a parcel Ø, recommended by the map of division into large parcels is approved by subdivision map, However, if governing body. of said a subdivision, than those governing bodies with the governing body must any approval theapproved by names other ΙĘ by mittee, said names or cels is street

SECTION VI. EFFECTIVE DATE

effective upon adoption by of members parties hereto and the appointment of all Agreement shall be This

SECTION VII. TERMINATION

any party hereto terminated by þe may This Agreement

 the other parties hereto by certified mail terminaafter days of notice 30 terminate written shall ದ of said notice. service Agreement allcausing this to service of be made event by said party in which tion to date of

NEVADA of STATE OF S Board of OF WASHOE, S' through its Commissioner COUNTY by and County

ByCha

20 Date

ATTESTO BALLEY

soll.

County (Clerk

Chief Deputy

its and through by OF RENO, Cguncil CITY OF

By

Mayor

5-24.

Date

ATTEST:

by and through OF SPARKS, Council CITY

By Mayor

Date

ATTEST:

OF REGIONAL PLANNING COMMISSION OF RENO, SPARKS AND WASHOE COUNTY

Sele D. Chai

Mar. 17, Date

1982

ATTEST: