



# Parcel Map Review Committee Staff Report

Meeting Date: April 11, 2019

Agenda Item: 7A

TENTATIVE PARCEL MAP CASE NUMBER: WTPM19-0003 (Sullivan Foothill Road)

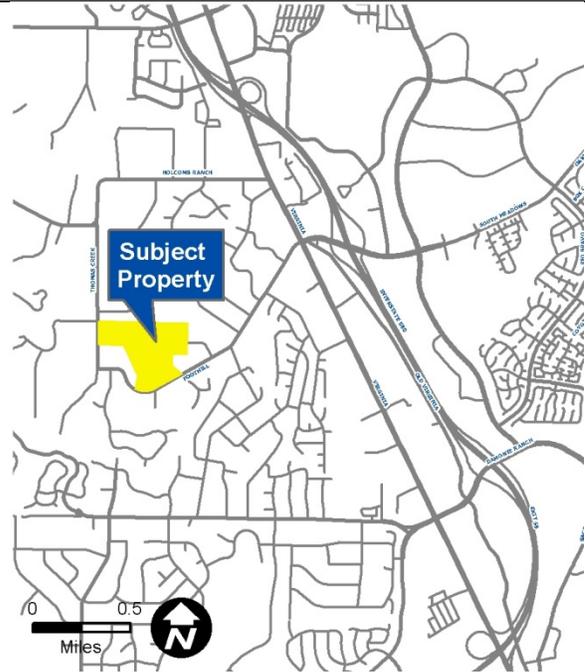
BRIEF SUMMARY OF REQUEST: To create three new lots, and one remainder. The sizes of the newly created lots will consist of one 18.124 acre lot, two 15.722 acre lots, and a remaining 17.226 acre lot.

STAFF PLANNER: Chris Bronczyk  
775.328.3612  
[cbronczyk@washoecounty.us](mailto:cbronczyk@washoecounty.us)

### CASE DESCRIPTION

For possible action, hearing, and discussion to approve the creation of three new lots, and one remainder. The sizes of the newly created lots will consist of one 18.124 acre lot, two 15.722 acre lots, and a remaining 17.226 acre lot. The lots are zoned High Density Residential (1 Dwelling Unit per 2.5 Acres) and General Rural (1 Dwelling Unit per 40 Acres).

Applicant/Property Owner:	Michael, Alan, and Daniel Sullivan
Location:	1455 Foothill Road
APN:	044-391-13
Parcel Size:	66.786 Acres
Master Plan:	Rural Residential (86%); Rural (14%)
Regulatory Zone:	High Density Rural (86%); General Rural (14%)
Area Plan:	Southwest Truckee Meadows
Citizen Advisory Board:	South Truckee Meadows/Washoe Valley
Development Code:	Authorized in Article 606, <i>Parcel Maps</i>
Commission District:	2 – Commissioner Lucey



### STAFF RECOMMENDATION

APPROVE

**APPROVE WITH CONDITIONS**

DENY

### POSSIBLE MOTION

I move 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 WTPM19-0003 for Michael Sullivan, 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.

*(Motion with Findings on Page 9)*

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## **Parcel Map**

The purpose of a parcel map is to allow for the creation of subdivisions, merger and re-subdivision of existing lots, and common-interest communities consisting of four or fewer parcels pursuant to Washoe County Code Chapter 110, Article 606, *Parcel Maps*. A tentative parcel map must be submitted to the Planning and Building Division for the purpose of review prior to or concurrent with the final parcel map. Every tentative parcel map must be prepared by a professional land surveyor. The parcel map process exists to establish reasonable standards of design and procedures for subdividing in order to further the orderly layout and use of land and insure proper legal descriptions and monumenting of subdivided land. Additionally, the process helps to safeguard the public health, safety and general welfare by establishing minimum standards of design and development for any land division platted in the unincorporated area of Washoe County. If the Washoe County Parcel Map Review Committee grants an approval of the tentative parcel map, that approval is subject to Conditions of Approval. Conditions of Approval are requirements that may need to be completed during different stages of the proposed project. Those stages are typically:

- Prior to recordation of a final map.
- Prior to obtaining a final inspection and/or a certificate of occupancy on a structure.
- Prior to the issuance of a business license or other permits/licenses.
- Some Conditions of Approval are referred to as "Operational Conditions." These conditions must be continually complied with for the life of the project.

Within 22 months from the date of approval of the tentative parcel map, the applicant must file a final parcel map along with any required supporting materials with the Planning and Building Division and the County Engineer showing that all conditions imposed by the Washoe County Parcel Map Review Committee have been met. Approval or conditional approval of a tentative parcel map imposes no obligation on the part of the Director of the Planning and Building Division or the Washoe County Board of County Commissioners to approve the final parcel map or to accept any public dedication shown on the tentative or final parcel map. Failure to submit a complete final parcel map and pay the required fees within the two year time period shall cease any further action on the map and shall render the tentative parcel map as expired.

The Conditions of Approval for Tentative Parcel Map Case Number WTPM19-0003 is attached to this staff report and will be included with the Action Order if approved by the Parcel Map Review Committee.

The subject property has a regulatory zone of High Density Rural (HDR) and General Rural (GR). The request is to divide one lot into three new lots, and one remainder. The sizes of the newly created lots will consist of one 18.124 acre lot, two 15.722 acre lots, and a remaining 17.226 acre lot. The proposed parcel map conforms to lot size and width requirements.



**Tentative Parcel Map Evaluation**

Regulatory Zone:	High Density Rural (58.27 Acres); General Rural (9.48 Acres)
Maximum Lot Potential:	28 Lots
Number of Lots on Parcel Map:	4
Minimum Lot Size Required:	High Density Rural – 2.5 Acres; General Rural – 40 Acres
Minimum Lot Size on Parcel Map:	15.72 Acres
Minimum Lot Width Required:	150 Feet
Minimum Lot Width on Parcel Map:	365 Feet

The tentative parcel map meets all minimum requirements for the *High Density Rural* regulatory zone. The General Rural regulatory zone portion of the parcel map is permitted to be divided per Interpretation 03-2, *Division of GR Parcels When a Significant Hydrologic Resource Exists*. This interpretation states the following:

*When a development application includes a perennial stream that has been mapped as General Rural regulatory zone, the GR area based on the perennial stream may be divided when the provisions of Article 418 will apply and Community Development staff determine that Article 418 will provide an equivalent or greater level of protection to that afforded by GR.*

Development Suitability Constraints: The Southwest Truckee Meadows Area Plan Development Suitability Map, a part of the Southwest Truckee Meadows Area Plan, identifies the subject parcel as constrained by a 100 year flood hazard, and potential wetlands. A large portion of the property on the east is identified as unconstrained.

Hydrographic Basin: The subject parcel is within the Truckee Meadows Hydrographic Basin.

The subject parcel is inside the Truckee Meadows Service Area (TMSA).

The proposed subdivision is not a second or subsequent division of a parcel map approved within the last five years.

**Southwest Truckee Meadows Area Plan Modifiers**

There are no modifiers within Article 214 (Area Plan Regulations – Southwest Area) of the Washoe County Code Chapter 110 (Development Code) that effect the evaluation of this proposed parcel map.

**Southwest Truckee Meadows Area Plan**

**SW.12.1** Prior to the approval of master plan amendments, tentative maps, public initiated capital improvements, or any project impacting 10 or more acres in the Southwest Truckee Meadows planning area, the Nevada Department of Wildlife will be contacted and given an opportunity to provide conservation, preservation, or other wildlife and habitat management input to the project.

**Staff Comment:** Staff provided the proposed Parcel Map to the Nevada Department of Wildlife, no comments or conditions were received.

**SW.15.3** Water rights shall be dedicated to Washoe County for all maps of division into large parcels, parcel maps, and subdivision maps, as well as all new, civic, commercial and industrial uses.

Staff Comment: Washoe County's Water Resource Coordinator provided comments and conditions related to Water Rights.

**SW.17.2** Natural groundwater recharge areas will be protected from development when possible. When planned development does impose on natural recharge areas, mitigation measures will be taken. Projects shall be found in conformance with the Washoe County Comprehensive Regional Water Management Plan Resources as specified in Policy 15.1. When possible, the relevant Citizen Advisory Board shall review comments by Washoe County Department of Water Resources on mitigation measures to be taken by the applicant.

Staff Comment: Washoe County's Park Planner provided comments and conditions related to this policy.

**SW.18.3** Development proposals that impact any area designated "potential wetlands" on the Development Suitability map must conduct a wetlands delineation study and obtain Army Corps of Engineers certification of the proposed wetlands.

Staff Comment: The Southwest Truckee Meadows Area Plan depicts a number of areas on the subject property as having "potential wetlands", a condition of approval related to this policy will be required.

### **Development Information**

The subject site currently contains a 2,343 square foot single family dwelling which was constructed in 1932, along with a number of outbuildings and a large pole barn. No permits could be found for the outbuildings; however permit #65967B indicates that the pole barn was issued in August, 1989. The existing dwelling and outbuildings will be a part of the 17.226 acre remainder parcel. The western portion of the property is within the floodplain, specifically the 100-year flood hazard zone. The central portion of the property is where Thomas Creek runs through. Previously a pole barn was shown inside the sensitive stream zone buffer, however, the applicant confirmed that the pole barn was removed and sold two (2) years ago. At present, there are no existing structures within the critical or sensitive stream zone buffer area. The majority of the sensitive and critical stream zone buffers are located within the General Rural (GR) regulatory zone, with roughly 10,700 square feet of the sensitive stream zone buffer being present within the High Density Rural (HDR) regulatory zone.

The GR regulatory zone requires that a parcel be a minimum of 40 acres, and allows for 1 dwelling unit per acre. In 2003, an interpretation was made by the Director of Community Development that allows the division of GR regulatory zones when the provisions of Article 418, *Significant Hydrologic Resources*, are applied and that Planning staff determines that Article 418 will provide an equivalent or greater level of protection to that afforded by the GR regulatory zone.

After a thorough review of the proposal, staff believes that Article 418 will provide an equal or greater level of protection; therefore, an approval recommendation is being made related to this proposal.

### **Reviewing Agencies**

The following agencies received a copy of the project application for review and evaluation. Washoe County Community Services Department

- Planning and Building Division
- Engineering and Capital Projects Division
- Washoe County Water Management Coordinator
- Parks and Open Spaces

- Washoe County Health District
  - Environmental Health Services Division
- Truckee Meadows Fire Protection District
- Nevada Department of Wildlife
- Regional Transportation Commission (RTC)
- Washoe-Storey Conservation District

5 out of the 9 above listed agencies/departments provided comments and/or recommended conditions of approval in response to their evaluation of the project application. A **summary** of each agency's comments and/or recommended conditions of approval and their contact information is provided. The Conditions of Approval document is attached to this staff report and will be included with the Action Order if granted approval.

- Washoe County Planning and Building Division, Planning Program requires that the final map be in substantial compliance with all plans and documents submitted with the tentative parcel map.  
**Contact: Chris Bronczyk, 775.328.3612, cbronczyk@washoecounty.us**
- Washoe County Planning and Building Division, Park Planning Program provided comments related to the Southwest Truckee Meadows Area Plan requirements.  
**Contact: Sophia Kirschenman, 775.328.3623, skirschenman@washoecounty.us**
- Washoe County Engineering and Capital Projects Division provided comments related to the technical map check, drainage easements, and Washoe County Code, Article 418 requirements.  
**Contact: Wayne Handrock, 775.328.2318, whandrock@washoecounty.us**
- Truckee Meadows Fire Protection District provided comments related to the International Fire Code, and the International Wildland Urban Interface Code.  
**Contact: Don Coon, 775.326.6077, dcoon@tmfpd.us**
- Washoe County Water Management Planner provided comments related to water rights, and the acre-feet requirements regarding the three (3) newly created parcels.  
**Contact: Vahid Behmaram, 775.954.4647, vbehmaram@washoecounty.us**

### **Staff Comment on Required Findings**

WCC Section 110.606.30 (i) requires that all of the following findings be made to the satisfaction of the Washoe County Parcel Map Review Committee before granting approval of the request. Staff has completed an analysis of the application and has determined that the proposal is in compliance with the required findings as follows.

- 1) General improvement considerations for all parcel maps including, but not limited to:
  - a) 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.  
  
*Staff Comment:* Compliance with all applicable environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, and sewage disposal will be ensured prior to recordation of the final map or prior to approval of a development permit on the subject site. The application was reviewed by the appropriate agencies and no recommendation for denial was received.
  - b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision.

Staff Comment: The existing and proposed lots will be served by individual domestic wells. Recommended conditions of approval are provided for water rights dedication requirements.

- c) The availability and accessibility of utilities.

Staff Comment: The existing and proposed lots will be served by the existing, adjacent, infrastructure to serve the newly created parcel.

- d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks.

Staff Comment: The proposed parcel map would create three additional lots within a previously developed area that is currently served by community services. The application was reviewed by the appropriate agencies and no recommendation for denial was received.

- e) Conformity with the zoning ordinances and master plan.

Staff Comment: The proposed division of land is in conformity with the existing Medium Density Rural and General Rural Regulatory Zones, and the applicable provisions of the Washoe County Development Code and Master Plan. The General Rural regulatory zone is permitted to be divided based off of Interpretation 03-2.

- f) General conformity with the governing body's master plan of streets and highways.

Staff Comment: The application was reviewed by the appropriate agencies and no recommendation for denial was received, the proposal is in conformance with the Area Plan and Master plans for streets and highways.

- g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision.

Staff Comment: The application was reviewed by the appropriate agencies, including Washoe County Engineering and Capital Projects Division, and no recommendation for denial was received, no recommendation for new streets or highways to serve the subdivision was received.

- h) Physical characteristics of the land such as floodplain, slope and soil.

Staff Comment: The Southwest Truckee Meadows Area Plan Development Suitability Map, a part of the Southwest Truckee Meadows Area Plan, indicates that portions of the parcel are most suitable for development. While other portions of the parcel contain a 100-year flood hazard, and potential wetlands.

- i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive.

Staff Comment: All recommended conditions of approval have been included in the proposed conditions of approval

- j) 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.

Staff Comment: The map was sent to Truckee Meadows Fire Protection District and no comments, or recommendations of denial were received.

- k) Community antenna television (CATV) conduit and pull wire.

Staff Comment: Appropriate easements are required to be included on the final map.

- l) Recreation and trail easements.

Staff Comment: No reviewing agencies recommended conditions requiring trail easements.

### **Recommendation**

Those agencies which reviewed the application, recommended conditions in support of approval of the tentative parcel map. Therefore, after a thorough analysis and review, Parcel Map Case Number WTPM19-0003 is being recommended for approval with conditions. Staff offers the following motion for the Parcel Map Review Committee's consideration.

### **Review Criteria**

I move 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 WTPM19-0003 for Michael Sullivan, 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:

- 1) General improvement considerations for all parcel maps including, but not limited to:
  - a) 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;
  - b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
  - c) The availability and accessibility of utilities;
  - d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
  - e) Conformity with the zoning ordinances and master plan;
  - f) General conformity with the governing body's master plan of streets and highways;
  - g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
  - h) Physical characteristics of the land such as floodplain, slope and soil;
  - i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
  - j) 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;
  - k) Community antenna television (CATV) conduit and pull wire; and
  - l) Recreation and trail easements.

### **Appeal Process**

Parcel Map Review Committee action will be effective 10 calendar days after the written decision is filed with the Secretary to the Parcel Map Review Committee, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Board of County Commissioners. Any appeal must be filed in writing within 10 calendar days from the date the written decision is filed with and signed by the Secretary of the Parcel Map Review Committee and mailed to the applicant.

Applicant/Owner: Michael, Alan, and Daniel Sullivan  
20690 Eaton Road  
Reno, NV 89521



# Conditions of Approval

Tentative Parcel Map Case Number WTPM19-0003

The tentative parcel map approved under Parcel Map Case Number WTPM19-0003 shall be carried out in accordance with the Conditions of Approval granted by the Washoe County Parcel Map Review Committee on April 11, 2019. Conditions of Approval are requirements placed on a permit or development by each reviewing agency. These Conditions of Approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act or to abide by all other generally applicable Codes, and neither these conditions nor the approval by the County of this project/use override or negate any other applicable restrictions on uses or development on the property.

**Unless otherwise specified**, all conditions related to the approval of this tentative parcel map shall be met or financial assurance must be provided to satisfy the conditions of approval prior to the recordation of a final parcel map. The agency responsible for determining compliance with a specific condition shall determine whether the condition must be fully completed or whether the applicant shall be offered the option of providing financial assurance. All agreements, easements, or other documentation required by these conditions shall have a copy filed with the County Engineer and the Planning and Building Division.

Compliance with the conditions of approval related to this tentative parcel map is the responsibility of the applicant, his/her successor in interest, and all owners, assignees, and occupants of the property and their successors in interest. Failure to comply with any of the conditions imposed in the approval of the tentative parcel map may result in the institution of revocation procedures.

Washoe County reserves the right to review and revise the Conditions of Approval related to this tentative parcel map should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

For the purpose of conditions imposed by Washoe County, “may” is permissive and “shall” or “must” is mandatory.

Conditions of Approval are usually complied with at different stages of the proposed project. Those stages are typically:

- Prior to recordation of a final map.
- Prior to obtaining a final inspection and/or a certificate of occupancy.
- Prior to the issuance of a business license or other permits/licenses.
- Some “Conditions of Approval” are referred to as “Operational Conditions.” These conditions must be continually complied with for the life of the project.

**The Washoe County Commission oversees many of the reviewing agencies/departments with the exception of the following agencies.**

- **The DISTRICT BOARD OF HEALTH, through the Washoe County Health District, has jurisdiction over all public health matters in the Health District.**

**Any conditions set by the Health District must be appealed to the District Board of Health.**

- **The RENO-TAHOE AIRPORT AUTHORITY is directed and governed by its own Board. Therefore, any conditions set by the Reno-Tahoe Airport Authority must be appealed to their Board of Trustees.**
- **The REGIONAL TRANSPORTATION COMMISSION (RTC) is directed and governed by its own Board. Conditions recommended by the RTC may be required, at the discretion of Washoe County.**
- **The NEVADA DEPARTMENT OF TRANSPORTATION (NDOT) is directed and governed by its own board. Therefore, any conditions set by the Nevada Department of Transportation must be appealed to that Board.**

FOLLOWING ARE CONDITIONS OF APPROVAL REQUIRED BY THE REVIEWING AGENCIES. EACH CONDITION MUST BE MET TO THE SATISFACTION OF THE ISSUING AGENCY.

**Washoe County Planning and Building Division**

1. The following conditions are requirements of the Planning and Building Division, which shall be responsible for determining compliance with these conditions.

**Contact: Chris Bronczyk, Planner, 775.328.3612, cbronczyk@washoecounty.us**

- a. The final map shall be in substantial compliance with all plans and documents submitted as part of this tentative parcel map application, and with any amendments imposed by the Parcel Map Review Committee. All documentation necessary to satisfy the conditions noted below shall accompany the final map when submitted to the County Engineer and the Planning and Building Division.
- b. The applicant shall comply with all the conditions of approval and shall submit a final map for signature by the Director of the Planning and Building Division within 22 months from the date of approval by the Parcel Map Review Committee. Each agency responsible for imposing conditions may determine whether its conditions must be fully completed or whether the applicant shall be offered the option of providing financial assurances as a means of assuring compliance.
- c. The final map shall contain the following jurat:

**DIRECTOR OF PLANNING AND BUILDING CERTIFICATE**

THE FINAL PARCEL MAP CASE NO. WTPM19-0003 MEETS ALL APPLICABLE STATUTES, ORDINANCES AND CODE PROVISIONS; IS IN SUBSTANTIAL CONFORMANCE WITH THE TENTATIVE MAP AND ITS CONDITIONS, WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE, AND THOSE CONDITIONS HAVE BEEN SATISFIED FOR RECORDATION OF THIS MAP. THE OFFER(S) OF DEDICATION IS (ARE) REJECTED AT THIS TIME, BUT WILL REMAIN OPEN IN ACCORDANCE WITH NEVADA REVISED STATUTES CHAPTER 278.

THIS FINAL MAP IS APPROVED AND ACCEPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_, BY THE DIRECTOR OF PLANNING AND BUILDING OF WASHOE COUNTY, NEVADA, IN ACCORDANCE WITH NEVADA REVISED STATUTES 278.471 THROUGH 278.4725.

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MOJRA HAUENSTEIN, DIRECTOR, PLANNING AND BUILDING DIVISION

- d. The applicant shall provide verification to the Planning and Building Division that all conditions from the Truckee Meadows Fire Protection District have been satisfied.
- e. The applicant has indicated that the proposed improvements will not exceed the major grading thresholds that require a special use permit. If the final construction drawings for the map include grading that exceeds the *Major Grading Permit Thresholds* listed in Article 438 Grading Standards, the applicant shall apply for a special use permit for grading; and if approved, may be delayed up to three months processing time. In addition, all related standards within the Washoe County Development Code shall be met on the construction drawings.
- f. The approval for this tentative parcel map does not include improvements for driveways to building pads. Grading for access to building pads, if they exceed the criteria stated in the previous condition, shall require a special use permit.
- g. Applicant shall adhere to Article 418, *Significant Hydrologic Resources* requirements.
- h. Applicant shall show all building pads on each parcel.
- i. No disturbance shall occur within the critical stream zone buffer.
- j. Limited disturbance may occur within the sensitive stream zone buffer.
- k. Prior to the recordation of this parcel map, the applicant shall:
  - i. Provide Washoe County with a wetlands delineation study
  - ii. Prior to recordation the applicant shall initiate the wetland certification process through the United States Army Corps of Engineers
  - iii. No building or grading permits shall be issued until Washoe County Planning has received confirmation from the United States Army Corps of Engineers that the wetlands certification process has been completed.

**Washoe County Planning and Building Division – Parks Planning**

- 2. The following conditions are requirements of the Planning and Building Division, which shall be responsible for determining compliance with these conditions.

**Contact: Sophia Kirschenman, Parks Planner, 775.328.3623,  
skirschenman@washoecounty.us**

- a. Pursuant to the Southwest Truckee Meadows Area Plan (see policies SW.18.3 and SW.17.2, and the Southwest Development Constraints/Suitability Map on page A-5), the applicant shall submit, for review and approval by the Community Services Department, a wetlands delineation conducted by a licensed biologist, wetlands ecologist or other qualified professional. Said wetlands delineation shall be completed prior to recordation of any final map and the delineated wetland area, if any, shall be depicted on the final map. If the presence of wetlands is confirmed, and identified resources indicate jurisdiction by the Army Corps of Engineers is warranted, then certification of the proposed wetlands shall be obtained from the Army Corps of Engineers.
- b. To ensure that wetlands, wetland buffers, and natural recharge areas are preserved and conserved pursuant to Master Plan policies LUT.13.2 and C.13.3.2, and STMAP policy SW.17.2, any future development proposals on the subdivided parcels must be sited and designed to avoid the potential wetlands unless no feasible alternative exists. If no

feasible alternative exists, compensatory wetlands mitigation will be required. Additionally, construction using Best Management Practices shall be included in the development proposal to minimize any potential impacts on these resources.

### **Washoe County Engineering and Capital Projects**

3. The following conditions are requirements of the Engineering and Capital Projects, which shall be responsible for determining compliance with these conditions.

**Contact: Wayne Handrock, PLS, 775.328.2318, whandrock@washoecounty.us**

- a. Comply with the conditions of the Washoe County technical check for this map.
- b. Complete the Surveyor's Certificate.
- c. All boundary corners must be set.
- d. Show parcel areas to the hundredth of an acre.
- e. Add a note to the map stating: No habitable structures shall be located on a fault that was active during the Holocene Epoch of geological time.
- f. Add a Security Interest Holder's Certificate to the map if applicable.
- g. Add the following note to the map; "All properties, regardless if they are located within or outside of a FEMA designated flood zone, may be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties."
- h. A paved cul-de-sac meeting Washoe County Standards shall be constructed at the terminus of Mallory Lane. Design drawings shall be prepared and submitted to Washoe County for a Grading Permit. Right-of-way for the cul-de-sac shall be dedicated to Washoe County.
- i. Provide a drainage easement (privately maintained) across Parcel 2 for the perpetuation of existing drainage swale/ditches extending from existing culvert outfall(s) along east side of Thomas Creek Rd in a north/northeasterly direction to the north property boundary.
- j. Add Critical Stream Zone Buffer and Sensitive Stream Zone Buffer along Thomas Creek to the map in accordance with Washoe County Development Code Article 418 – Significant Hydrologic Resources.
- k. Add the following note to the map: "Development of parcels created by this map is subject to the provisions of Washoe County Development Code, in particular to Article 418 – Significant Hydrologic Resources. Only allowed uses as stipulated in Article 418 within Critical and Sensitive Stream Zone Buffer Areas will be permitted".

### **Washoe County Water Rights Coordinator**

4. The following conditions are requirements of the Water Rights Coordinator, which shall be responsible for determining compliance with these conditions.

**Contact: Vahid Behmaram, 775.954.4647, vbehmaram@washoecounty.us**

- 1) The subject parcel is not near any municipal, quasi-municipal or private water delivery infrastructure; therefore, resulting parcels will rely on Individual Domestic wells as their source of domestic water supply.
- 2) Washoe County code requires that the applicant for a parcel map with parcels served by an individual domestic well, to bring forth an approved and recorded "**Affidavit of**

**Relinquishment for Domestic Wells**” by the Nevada State Engineer’s office. The applicant shall complete the relinquishment process with the State Engineer’s office and record the approved form with the County Recorder’s office and submit a recorded copy to Washoe County as a pre-requisite to approval of their parcel map.

- 3) Washoe County retains the authority to impose its own review and reject water rights which do not comply with Washoe County code and area plans. *Therefore, a preview of water rights intended to support the project (prior to relinquishment process) will be helpful for both the applicant and Washoe County staff.*
- 4) The ground water rights subject to relinquishment MAY NOT be supplemental ground water which supplement primary surface water rights.
- 5) The amount of water rights necessary is 2.00 acre-feet of ground water rights per newly created parcel. The original parcel is deemed exempt from the relinquishment process. In the way of an example, if one parcel is subdivided into a total of 4, there are 3 newly created parcels and one existing or remains thereof. The Sullivan parcel map will create 3 newly created parcels which will require the relinquishment of 6.00 acre-feet of ground water rights.
- 6) The water rights must be in good standing with the State of Nevada, with current title. The water rights must be from the same hydrographic basin as the lands subject to the parcel map and comply with the appropriate area plan.

**Truckee Meadows Fire Protection District (TMFPD)**

5. The following conditions are requirements Truckee Meadows Fire Protection District,, which shall be responsible for determining compliance with these conditions. Unless otherwise states, these conditions shall be met prior to the issuance of any building or grading permit or on an ongoing basis as determined by TMFPD.

**Contact: Don Coon, 775.326.6077, dcoon@tmfpd.us**

- a. Fire protection for all future residential structures shall be as required by the current adopted International Fire Code, (IFC) International Wildland Urban Interface Code (IWUIC) with associated amendments and the requirements of the appropriate NFPA standard(s).
- b. The Fire Hazard designation for the area of the proposed project is “IWUIC Moderate Fire Hazard”. It does not have conforming water within 1000’ and requires a minimum of 30’ of Defensible Space from all future buildings. Compliance with this condition shall be determined at the time of a building permit.

\*\*\* End of Conditions \*\*\*



# WASHOE COUNTY

## COMMUNITY SERVICES DEPARTMENT

### Engineering and Capital Projects

1001 EAST 9<sup>TH</sup> STREET  
 PO BOX 11130  
 RENO, NEVADA 89520-0027  
 PHONE (775) 328-3600  
 FAX (775) 328.3699

#### INTEROFFICE MEMORANDUM

#### PARCEL MAP REVIEW

**DATE:** March 12, 2019

**TO:** Chris Bronczyk, Planner - Department of Community Services

**FROM:** Wayne Handrock, PLS, Engineering and Capital Projects Division

**SUBJECT:** *Parcel Map for: Sullivan Foothill Road*  
*Parcel Map Case No.: WTPM19-0003*  
*APN: 044-391-13*  
*Review Date: March 7, 2019*

The Engineering and Capital Projects Division has reviewed the subject parcel map and the following conditions must be successfully completed prior to final approval of this application by the Division.

1. Comply with the conditions of the Washoe County technical check for this map.
2. Complete the Surveyor's Certificate.
3. All boundary corners must be set.
4. Show parcel areas to the hundredth of an acre.
5. Add a note to the map stating: No habitable structures shall be located on a fault that was active during the Holocene Epoch of geological time.
6. Add a Security Interest Holder's Certificate to the map if applicable.
7. Add the following note to the map; "All properties, regardless if they are located within or outside of a FEMA designated flood zone, may be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties."
8. A paved cul-de-sac meeting Washoe County Standards shall be constructed at the terminus of Mallory Lane. Design drawings shall be prepared and submitted to Washoe County for a Grading Permit. Right-of-way for the cul-de-sac shall be dedicated to Washoe County.



INTEGRITY



EFFECTIVE COMMUNICATION



QUALITY PUBLIC SERVICE

Memo to: Chris Bronczyk, Planner  
Subject: Parcel Map Case No.: WTPM19-0003  
Date: March 12, 2019  
Page: 2

9. Provide a drainage easement (privately maintained) across Parcel 2 for the perpetuation of existing drainage swale/ditches extending from existing culvert outfall(s) along east side of Thomas Creek Rd in a north/northeasterly direction to the north property boundary.
10. Add Critical Stream Zone Buffer and Sensitive Stream Zone Buffer along Thomas Creek to the map in accordance with Washoe County Development Code Article 418 – Significant Hydrologic Resources.
11. Add the following note to the map: “Development of parcels created by this map is subject to the provisions of Washoe County Development Code, in particular to Article 418 – Significant Hydrologic Resources. Only allowed uses as stipulated in Article 418 within Critical and Sensitive Stream Zone Buffer Areas will be permitted”.



**WASHOE COUNTY**  
**COMMUNITY SERVICES**  
**INTEGRITY COMMUNICATION SERVICE**

P.O. Box 11130  
Reno, Nevada 89520-0027  
Phone: (775) 328-3600  
Fax: (775) 328-3699

February 22, 2019

TO: Chris Bronczyk, Planner, CSD, Planning & Development Division

FROM: Vahid Behmaram, Water Management Planner Coordinator, CSD

SUBJECT: Tentative Parcel Map Case Number WTPM19-0003 (Sullivan Foothill Road)

**Project description:**

The applicant is proposing a parcel map to approve the creation of three new lots, and one remainder. The sizes of the newly created lots will consist of one 17.226 acre lot, two 15.722 acre lots, and a remaining 18.124 acre lot. Water will be provided by individual domestic wells, and sewage disposal will be by individual septic systems.

Location: 1455 Foothill Road, Assessor's Parcel Number: 044-391-13

*The Community Services Department (CSD) recommends approval of this project with the following Water Rights conditions:*

- 1) The subject parcel is not near any municipal, quasi-municipal or private water delivery infrastructure; therefore, resulting parcels will rely on Individual Domestic wells as their source of domestic water supply.
- 2) Washoe County code requires that the applicant for a parcel map with parcels served by an individual domestic well, to bring forth an approved and recorded "**Affidavit of Relinquishment for Domestic Wells**" by the Nevada State Engineer's office. The applicant shall complete the relinquishment process with the State Engineer's office and record the approved form with the County Recorder's office and submit a recorded copy to Washoe County as a pre-requisite to approval of their parcel map.
- 3) Washoe County retains the authority to impose its own review and reject water rights which do not comply with Washoe County code and area plans. *Therefore, a preview of water rights intended to support the project (prior to relinquishment process) will be helpful for both the applicant and Washoe County staff.*
- 4) The ground water rights subject to relinquishment MAY NOT be supplemental ground water which supplement primary surface water rights.
- 5) The amount of water rights necessary is 2.00 acre-feet of ground water rights per newly created parcel. The original parcel is deemed exempt from the relinquishment process. In the way of an example, if one parcel is subdivided into a total of 4, there are 3 newly created parcels and one existing or remains thereof. The Sullivan parcel map will create



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Fax: (775) 328-3699

3 newly created parcels which will require the relinquishment of 6.00 acre-feet of ground water rights.

- 6) The water rights must be in good standing with the State of Nevada, with current title. The water rights must be from the same hydrographic basin as the lands subject to the parcel map and comply with the appropriate area plan.



## MEMORANDUM

DEPARTMENT OF REGIONAL PARKS AND OPEN SPACE

PLANNING DIVISION



---

**TO:** Chris Bronczyk, Planner

**FROM:** Sophia Kirschenman, Park Planner

**DATE:** March 12, 2019

**SUBJECT:** Tentative Parcel Map Case Number WTPM19-0003 (Sullivan Foothill Road)

---

The Washoe County Department of Regional Parks and Open Space has reviewed and prepared the following comments/conditions related to Tentative Parcel Map WTPM19-0003.

### **General Comments:**

The proposed subdivision is located in Washoe County Park District 1C and development must conform to the policies included in the Southwest Truckee Meadows Area Plan (STMAP). Within the STMAP, the property is part of the Lakeside/Holcomb Suburban Character Management Area, defined by its sensitive environmental conditions and recreational/open space opportunities. The closest park to the property, Elizabeth Lenz School Park, is less than a mile away from the southeast corner of the property. Additionally, a significant hydrological resource, Thomas Creek, traverses the property. Due to unique site characteristics, special consideration must be given to ensure that any future development enabled through this potential subdivision does not adversely impact the creek or its hydrological functions, and protects and maintains both present and future recreational opportunities.

### ***The Regional Parks and Open Space Department recommends approval of this project with the following parks and natural resources conditions:***

1. Pursuant to the Southwest Truckee Meadows Area Plan (see policies SW.18.3 and SW.17.2, and the Southwest Development Constraints/Suitability Map on page A-5), the applicant shall submit, for review and approval by the Community Services Department, a wetlands delineation conducted by a licensed biologist, wetlands ecologist or other qualified professional. Said wetlands delineation shall be completed prior to recordation of any final map and the delineated wetland area, if any, shall be depicted on the final map. If the presence of wetlands is confirmed, and identified resources indicate jurisdiction by the Army Corps of Engineers is warranted, then certification of the proposed wetlands shall be obtained from the Army Corps of Engineers.
2. To ensure that wetlands, wetland buffers, and natural recharge areas are preserved and conserved pursuant to Master Plan policies LUT.13.2 and C.13.3.2, and STMAP policy SW.17.2, any future development proposals on the subdivided parcels must be sited and designed to avoid the potential wetlands unless no feasible alternative exists. If no feasible alternative exists, compensatory wetlands mitigation will be required. Additionally, construction Best Management Practices shall be included in the development proposal to minimize any potential impacts on these resources.



## MEMORANDUM

DEPARTMENT OF REGIONAL PARKS AND OPEN SPACE



### PLANNING DIVISION

3. Washoe County Development Code Article 418 requires that Thomas Creek, a significant hydrological resource (see Map 110.418.05.1) that traverses the property, be protected and enhanced. Thus, the recorded final map shall depict Thomas Creek, the Sensitive Stream Zone Buffer Area, and the Critical Stream Zone Buffer Area. The map shall accurately delineate the maximum development envelope on each of the proposed parcels given the identified resource constraints. Additionally, any future development on the proposed parcels must conform to all Development Code Article 418 policies.
4. The STMAP Southwest Recreation Opportunities Plan Map identifies the preferred location for future bike routes and multi-purpose trails. The preferred bike route meanders along the southern and western portions of the existing parcel. Thus, the Department of Regional Parks and Open Space requests that the applicant record with Washoe County an irrevocable offer of dedication for a twenty to thirty-foot wide bicycle path along the southern and western portions of the existing property.

**WTPM 19-0003**

**Truckee Meadows Fire Protection District (TMFPD)**

1. The following conditions are requirements of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with these conditions. Unless otherwise stated, these conditions shall be met prior to the issuance of any building or grading permit or on an ongoing basis as determined by TMFPD.

**Contact Name – Don Coon, 775.326.6077, [Dcoon@tmfpd.us](mailto:Dcoon@tmfpd.us)**

- a. Fire protection for all future residential structures shall be as required by the current adopted International Fire Code, (IFC) International Wildland Urban Interface Code (IWUIC) with associated amendments and the requirements of the appropriate NFPA standard(s).
- b. The Fire Hazard designation for the area of the proposed project is “IWUIC Moderate Fire Hazard”. It does not have conforming water within 1000’ and requires a minimum of 30’ of Defensible Space from all future buildings.
- c. The 2012 IWUIC in chapter 2, defines “Subdivision” as, “The division of a tract, lot or parcel of land into two or more lots, plats, sites or other divisions of land”. With the subdivision of land, come the requirements of section 402.1 for Fire Apparatus Access roads per the IFC and as described in IWUIC section 430 and a water supply for fire suppression in accordance to IWUIC section 404.

Community Services Department

Planning and Building

TENTATIVE PARCEL MAP

(see page 6)

PARCEL MAP WAIVER

(see page 11)

APPLICATION



Community Services Department  
Planning and Building  
1001 E. Ninth St., Bldg. A  
Reno, NV 89512-2845

Telephone: 775.328.6100

**WTPM19-0003**  
**EXHIBIT F**

## Tentative Parcel Map

Washoe County Code (WCC) Chapter 110, Article 606, Tentative Parcel Map, prescribes the requirements for and waiver of, parcel maps. A parcel map shall be required for all subdivisions, merger, and re-subdivision of existing lots, and common-interest communities consisting of four (4) or fewer units. The Parcel Map Review Committee shall approve, conditionally approve, or deny the tentative parcel map within sixty (60) days of the date that the application is determined to be complete. See WCC 110.606, for further information.

## Development Application Submittal Requirements

**This sheet must accompany the original application and be signed by the Professional Land Surveyor.**

1. **Fees:** See Master Fee Schedule. **Bring payment with your application to Community Services Department (CSD). Make check payable to Washoe County.** There may also be a fee due to the Engineering Department for Technical Plan Check.
2. **Development Application:** A completed Washoe County Development Application form.
3. **Owner Affidavit:** The Owner Affidavit must be signed and notarized by all owners of the property subject to the application request.
4. **Proof of Property Tax Payment:** The applicant must provide a written statement from the Washoe County Treasurer's Office indicating all property taxes for the current quarter of the fiscal year on the land have been paid.
5. **Application Materials:** The completed Tentative Parcel Map Application materials.
6. **Title Report:** A preliminary title report, with an effective date of no more than one hundred twenty (120) days of the submittal date, by a title company which provides the following information:
  - Name and address of property owners.
  - Legal description of property.
  - Description of all easements and/or deed restrictions.
  - Description of all liens against property.
  - Any covenants, conditions and restrictions (CC&Rs) that apply.

**Submit Title Report with "Original Packet" only. You may be requested to provide additional copies, but do not include Title Report in other copies of the packet.**

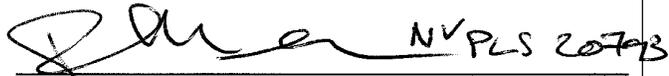
7. **Development Plan Specifications:** (If the requirement is "Not Applicable," please check the box preceding the requirement.)
  - a. Map to be drawn using engineering scales (e.g. scale 1" = 100', 1" = 200', or 1" = 500' unless a prior approval is granted by the County Surveyor) showing all streets and ingress/egress to the property and must meet NRS standards as specified in NRS 278.466.
  - b. Property boundary lines, distances and bearings.
  - c. Contours at five (5) foot intervals or two (2) foot intervals where, in the opinion of the County Engineer, topography is a major factor in the development.
  - d. The cross sections of all right-of-ways, streets, alleys or private access ways within the proposed development, proposed name and approximate grade of each, and approximate radius of all curves and diameter of each cul-de-sac.
  - e. The width and approximate location of all existing or proposed easements, whether public or private, for roads, drainage, sewers, irrigation, or public utility purposes.
  - f. If any portion of the land within the boundary of the development is subject to inundation or storm water overflow, as shown on the adopted Federal Emergency Management Agency's Flood Boundary and Floodway Maps, that fact and the land so affected shall be clearly

shown on the map by a prominent note on each sheet, as well as width and direction of flow of each water course within the boundaries of the development.

- g. The location and outline to scale of each existing building or structure that is not to be moved in the development.
  - h. Existing roads, trails or rights-of-way within the development shall be designated on the map.
  - i. Vicinity map showing the proposed development in relation to the surrounding area.
  - j. Date, north arrow, scale, and number of each sheet in relation to the total number of sheets.
  - k. Location of snow storage areas sufficient to handle snow removed from public and private streets, if applicable.
  - l. All known areas of potential hazard including, but not limited to, earth slide areas, avalanche areas or otherwise hazardous slopes, shall be clearly designated on the map. Additionally, active fault lines (post-Holocene) shall be delineated on the map.
8. **Street Names:** A completed "Request to Reserve New Street Name(s)" form (included in application packet). Please print all street names on the Tentative Map. Note whether they are existing or proposed.
9. **Packets:** Four (4) packets and flash drive or DVD - any digital documents need to have a resolution of 300 dpi. One (1) packet must be labeled "Original" and contain a signed and notarized Owner Affidavit. Each packet shall include an 8.5" x 11" reduction of any large format sheets included in the application. These materials must be readable. Labeling on these reproductions should be no smaller than 8 point on the 8½ x 11" display. Each packet shall include: one (1) 8.5" x 11" reduction of any applicable site plan, development plan, and/or application map. Large format sheets should be included in a slide pocket(s). Any specialized reports identified above shall be included as attachments or appendices and be annotated as such.

- Notes:
- (i) Application and map submittals must comply with all specific criteria as established in the Washoe County Development Code and/or the Nevada Revised Statutes.
  - (ii) Based on the specific nature of the development request, Washoe County reserves the right to specify additional submittal packets, additional information and/or specialized studies to clarify the potential impacts and potential conditions of development to minimize or mitigate impacts resulting from the project. No application shall be processed until the information necessary to review and evaluate the proposed project is deemed complete by the Director of Planning and Building.
  - (iii) All oversized maps and plans must be folded to a 9" x 12" size.

I hereby certify, to the best of my knowledge,, all information contained in this application is correct and meets all Washoe County Development Code requirements.



Professional Land Surveyor

## Parcel Map Waiver

Washoe County Code (WCC) Chapter 110, Article 606, Tentative Parcel Map, prescribes the requirements for and waiver of, parcel maps. A parcel map shall be required for all subdivisions, merger, and re-subdivision of existing lots, and common-interest communities consisting of four (4) or fewer units. The Parcel Map Review Committee shall approve, conditionally approve, or deny the tentative parcel map within sixty (60) days of the date that the application is determined to be complete. See WCC 110.606, for further information.

### Development Application Submittal Requirements

1. **Fees:** See Master Fee Schedule. **Bring payment with your application to Community Services Department (CSD). Make check payable to Washoe County.** There may also be a fee due the Engineering Department for Technical Plan Check.
2. **Development Application:** A completed Washoe County Development Application form.
3. **Owner Affidavit:** The Owner Affidavit must be signed and notarized by all owners of the property subject to the application request.
4. **Application Materials:** The completed Parcel Map Waiver Application materials.
5. **Title Report:** A preliminary title report, with an effective date of no more than one hundred twenty (120) days of the submittal date, by a title company which provides the following information:
  - Name and address of property owners.
  - Legal description of property.
  - Description of all easements and/or deed restrictions.
  - Description of all liens against property.
  - Any covenants, conditions and restrictions (CC&Rs) that apply.

**Submit Title Report with "Original Packet" only. You may be requested to provide additional copies, but do not include Title Report in other copies of the packet.**
6. **Development Plan Specifications:**
  - a. Record of Survey.
7. **Packets:** Four (4) packets and flash drive or DVD - any digital documents need to have a resolution of 300 dpi. One (1) packet must be labeled "Original" and contain a signed and notarized Owner Affidavit. Each packet shall include one (1) 8.5" x 11" reduction of any applicable site plan, development plan, and/or application map. These materials must be readable. Labeling on these reproductions should be no smaller than 8 point on the 8½ x 11" display. Large format sheets should be included in a slide pocket(s). Any specialized reports identified above shall be included as attachments or appendices and be annotated as such.

- Notes:
- (i) Application and map submittals must comply with all specific criteria as established in the Washoe County Development Code and/or the Nevada Revised Statutes.
  - (ii) Appropriate map engineering and building architectural scales are subject to the approval of Planning and Building and/or Engineering and Capital Projects.
  - (iii) All oversized maps and plans must be folded to a 9" x 12" size.
  - (iv) Based on the specific nature of the development request, Washoe County reserves the right to specify additional submittal packets, additional information and/or specialized studies to clarify the potential impacts and potential conditions of development to minimize or mitigate impacts resulting from the project. No application shall be processed until the information necessary to review and evaluate the proposed project is deemed complete by the Director of Planning and Building.

## Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Building staff at 775.328.6100.

<b>Project Information</b>		Staff Assigned Case No.: <u>WTPM 19-0003</u>	
Project Name: <b>SULLIVAN FOOTHILL ROAD PROPERTY</b>			
Project Description: <b>PARCEL MAP TO DIVIDE EXISTING PARCEL INTO 4 PARCELS</b>			
Project Address: 1455 FOOTHILL ROAD RENO, NEVADA 89511			
Project Area (acres or square feet): 66.786			
Project Location (with point of reference to major cross streets AND area locator): <b>FOOTHILL ROAD / THOMAS CREEK ROAD</b>			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
044-391-13	66.786		
Indicate any previous Washoe County approvals associated with this application: Case No.(s). <u>NA</u>			
<b>Applicant Information</b> (attach additional sheets if necessary)			
<b>Property Owner:</b>		<b>Professional Consultant:</b>	
Name: MICHAEL, ALAN, DANIEL SULLIVAN		Name:	
Address: 20690 EATON ROAD		Address:	
RENO, NEVADA	Zip: 89521		Zip:
Phone: 775 560-7132	Fax: 323-4790	Phone:	Fax:
Email: mike@windymoonquilts.com		Email:	
Cell: 775 560-7132	Other:	Cell:	Other:
Contact Person: MICHAEL SULLIVAN		Contact Person:	
<b>Applicant/Developer:</b>		<b>Other Persons to be Contacted:</b>	
Name: MICHAEL, ALAN, DANIEL SULLIVAN		Name:	
Address: 20690 EATON ROAD		Address:	
RENO, NEVADA	Zip: 89521		Zip:
Phone: 775 560-7132	Fax: 323-4790	Phone:	Fax:
Email: mike@windymoonquilts.com		Email:	
Cell: 775 560-7132	Other:	Cell:	Other:
Contact Person: MICHAEL SULLIVAN		Contact Person:	
<b>For Office Use Only</b>			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

Property Owner Affidavit

Applicant Name: MICHAEL P. SULLIVAN, ALAN N. SULLIVAN AND DANIEL H. SULLIVAN

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA )
COUNTY OF WASHOE )

I, MICHAEL P. SULLIVAN (please print name)

being duly sworn, depose and say that I am the owner\* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 044-391-13

Printed Name MICHAEL P. SULLIVAN

Signed [Signature]

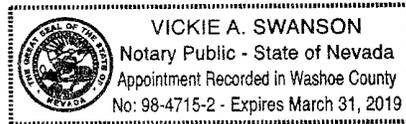
Address 20690 EATON ROAD

RENO, NEVADA 89521

Subscribed and sworn to before me this 13th day of February, 2019.

(Notary Stamp)

Vickie A. Swanson
Notary Public in and for said county and state



My commission expires: 03/31/2019

\*Owner refers to the following: (Please mark appropriate box.)

- Owner
Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
Power of Attorney (Provide copy of Power of Attorney.)
Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
Property Agent (Provide copy of record document indicating authority to sign.)
Letter from Government Agency with Stewardship

Property Owner Affidavit

Applicant Name: MICHAEL P. SULLIVAN, ALAN N. SULLIVAN AND DANIEL H. SULLIVAN

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA )
COUNTY OF WASHOE )

I, ALAN N. SULLIVAN (please print name)

being duly sworn, depose and say that I am the owner\* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 044-391-13

Printed Name ALAN N. SULLIVAN

Signed [Signature]

Address 1455 FOOTHILL RD.

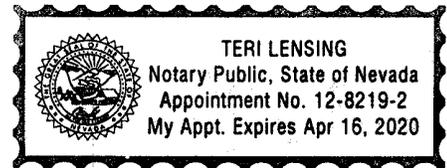
RENO, NV 89511

Subscribed and sworn to before me this 12th day of February, 2019.

[Signature] Notary Public in and for said county and state

My commission expires: 4-16-20

(Notary Stamp)



\*Owner refers to the following: (Please mark appropriate box.)

- Owner
Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
Power of Attorney (Provide copy of Power of Attorney.)
Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
Property Agent (Provide copy of record document indicating authority to sign.)
Letter from Government Agency with Stewardship

Property Owner Affidavit

Applicant Name: MICHAEL P. SULLIVAN, ALAN N. SULLIVAN AND DANIEL H. SULLIVAN

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA )
COUNTY OF WASHOE )

I, DANIEL M. SULLIVAN (please print name)

being duly sworn, depose and say that I am the owner\* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 044-391-13

Printed Name DANIEL M. SULLIVAN

Signed [Signature]

Address 3475 NANTUCKET DRIVE
FAIRFIELD, CA 94534

Subscribed and sworn to before me this
day of

(Notary Stamp)

Notary Public in and for said county and state

My commission expires:

\*Owner refers to the following: (Please mark appropriate box.)

- Owner
Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
Power of Attorney (Provide copy of Power of Attorney.)
Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
Property Agent (Provide copy of record document indicating authority to sign.)
Letter from Government Agency with Stewardship

## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of Alameda

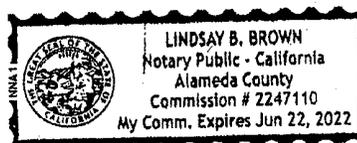
On February 12, 2019 before me, Lindsay B. Brown, Notary Public  
(insert name and title of the officer)

personally appeared Daniel M. Sullivan,  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (Seal)



## Tentative Parcel Map Application Supplemental Information

(All required information may be separately attached)

1. What is the location (address or distance and direction from nearest intersection)?

1455 Foothill Road

- a. Please list the following:

APN of Parcel	Land Use Designation	Existing Acres
044-391-13	Rural Farm / Residence	66.786

2. Please describe the existing conditions, structures, and uses located at the site:

Residence / Farm

3. What are the proposed lot standards?

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Proposed Minimum Lot Area	15	15	15	15
Proposed Minimum Lot Width				

4. For parcel with split zoning what is the acreage/square footage of each zoning in the new parcels?

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Proposed Zoning Area				
Proposed Zoning Area				

5. Was the parcel or lot that is proposed for division created (recorded) within the last 5 years? (If yes, public review of the parcel map will be required. See Planning and Building staff for additional materials that are required to be submitted.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

6. Utilities:

a. Sewer Service	Septic / Leach Field
b. Electrical Service/Generator	Public Utility
c. Water Service	Well

7. Please describe the source of the water facilities necessary to serve the proposed tentative parcel map:

- a. Water System Type:

<input checked="" type="checkbox"/> Individual wells		
<input type="checkbox"/> Private water	Provider:	
<input type="checkbox"/> Public water	Provider:	

b. Available:

<input type="checkbox"/> Now	<input checked="" type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
------------------------------	---	------------------------------------	-----------------------------------

*03-12-19*

c. Washoe County Capital Improvements Program project?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

8. What sewer services are necessary to accommodate the proposed tentative parcel map?

a. Sewage System Type:

<input checked="" type="checkbox"/> Individual septic		
<input type="checkbox"/> Public system	Provider:	

b. Available:

<input type="checkbox"/> Now	<input checked="" type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
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*03-12-19*

c. Washoe County Capital Improvements Program project?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

9. For most uses, the Washoe County Code, Chapter 110, Article 422, Water and Sewer Resource Requirements, requires the dedication of water rights to Washoe County when creating new parcels. Please indicate the type and quantity of water rights you have available should dedication be required:

a. Permit #	<i># 27714</i>	acre-feet per year	<i>6 ACRE FEET</i>
b. Certificate #	<i># 8323</i>	acre-feet per year	
c. Surface Claim #		acre-feet per year	
d. Other, #		acre-feet per year	

a. Title of those rights (as filed with the State Engineer in the Division of Water Resources of the Department of Conservation and Natural Resources):

<i>WHITE FIR WATER LLC</i>
----------------------------

10. Does the property contain wetlands? (If yes, please attach a preliminary delineation map and describe the impact the proposal will have on the wetlands. Impacts to the wetlands may require a permit issued from the U.S. Army Corps of Engineers.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
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*UNSURE 03-12-19*

11. Does property contain slopes or hillsides in excess of 15 percent and/or significant ridgelines? (If yes, and this is the second parcel map dividing this property, Article 424, Hillside Development of the Washoe County Development Code will apply.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
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12. Does property contain geologic hazards such as active faults; hillside or mountainous areas; is it subject to avalanches, landslides, or flash floods; is it near a water body, stream, Significant Hydrologic Resource as defined in Article 418, or riparian area such as the Truckee River, and/or an area of groundwater recharge

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, include a separate set of attachments and maps.
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13. Does the tentative parcel map involve common open space as defined in Article 408 of the Washoe County Development Code? (If so, please identify all proposed non-residential uses and all the open space parcels.)?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
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14. If private roads are proposed, will the community be gated? If so, is a public trail system easement provided through the subdivision?

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15. Are there any applicable policies of the adopted area plan in which the project is located that require compliance? If so, which policies and how does the project comply.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
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16. Are there any applicable area plan modifiers in the Development Code in which the project is located that require compliance? If so, which modifiers and how does the project comply?

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17. Is the project subject to Article 418, Significant Hydrologic Resources? If yes, please address Special Review Considerations within Section 110.418.30 in a separate attachment.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
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## Grading

Please complete the following additional questions if the project anticipates grading that involves: (1) Disturbed area exceeding twenty-five thousand (25,000) square feet not covered by streets, buildings and landscaping; (2) More than one thousand (1,000) cubic yards of earth to be imported and placed as fill in a special flood hazard area; (3) More than five thousand (5,000) cubic yards of earth to be imported and placed as fill; (4) More than one thousand (1,000) cubic yards to be excavated, whether or not the earth will be exported from the property; or (5) If a permanent earthen structure will be established over four and one-half (4.5) feet high. If your project exceeds any of the above criteria, you shall either provide a preliminary grading and roadway design plan for review OR if these criteria are exceeded with the final construction drawings and not disclosed at the Tentative Parcel Map Application, you shall be required to apply for a special use permit for grading and you will be delayed up to three months, if approved.

18. How many cubic yards of material are you proposing to excavate on site?

NA
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19. How many cubic yards of material are you exporting or importing? If exporting of material is anticipated, where will the material be sent? If the disposal site is within unincorporated Washoe County, what measures will be taken for erosion control and revegetation at the site? If none, how are you balancing the work on-site?

NA

20. Can the disturbed area be seen from off-site? If yes, from which directions, and which properties or roadways? What measures will be taken to mitigate their impacts?

NA

21. What is the slope (Horizontal/Vertical) of the cut and fill areas proposed to be? What methods will be used to prevent erosion until the revegetation is established?

NA

22. Are you planning any berms and, if so, how tall is the berm at its highest? How will it be stabilized and/or revegetated?

NO

23. Are retaining walls going to be required? If so, how high will the walls be, will there be multiple walls with intervening terracing, and what is the wall construction (i.e. rockery, concrete, timber, manufactured block)? How will the visual impacts be mitigated?

NO

24. Will the grading proposed require removal of any trees? If so, what species, how many, and of what size?

NA

25. What type of revegetation seed mix are you planning to use and how many pounds per acre do you intend to broadcast? Will you use mulch and, if so, what type?

NA

26. How are you providing temporary irrigation to the disturbed area?

NA
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27. Have you reviewed the revegetation plan with the Washoe Storey Conservation District? If yes, have you incorporated their suggestions?

NA
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28. Surveyor:

Name	Meyers Surveying
Address	1248 Bon Rea Way Reno, Nevada
Phone	775 786-1166
Cell	
E-mail	meyersurvey.com
Fax	
Nevada PLS #	20793

**Parcel Map Waiver Application  
Supplemental Information**  
(All required information may be separately attached)

1. Identify the public agency or utility for which the parcel is being created:

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- a. If a utility, is it Public Utility Commission (PUC) regulated?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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2. What is the location (address or distance and direction from nearest intersection)?

<b>1455 Foothill Road</b>
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- a. Please list the following:

APN of Parcel	Land Use Designation	Existing Acres
044-391-13	Rural Farm / Residence	66.786

3. Please describe:

- a. The existing conditions and uses located at the site:

<b>Residence / Farm</b>
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- b. The existing conditions and uses in the vicinity to the north, south, east and west (i.e. vacant land, roadways, buildings, etc.):

North	Residence / Farm
South	Residence / Farm
East	Residence / Farm
West	Residence / Farm

4. What are the proposed lot standards?

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Proposed Minimum Lot Area	15	15	15	15
Proposed Minimum Lot Width				

5. Utilities:

a. Sewer Service	Septic / Leach Field
b. Electrical Service/Generator	Public Utility
c. Water Service	Well

6. Please describe the source and timing of the water facilities necessary to serve the proposed waiver.

a. Water System Type:

<input checked="" type="checkbox"/> Individual wells		
<input type="checkbox"/> Private water	Provider:	
<input type="checkbox"/> Public water	Provider:	

b. Available:

<input type="checkbox"/> Now	<input type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
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c. If a public facility is proposed and is currently not listed in the Washoe County Capital Improvements Program and not available, please describe the funding mechanism for ensuring availability of water service:

7. What is the nature and timing of sewer services necessary to accommodate the proposed waiver?

a. Sewage System Type:

<input checked="" type="checkbox"/> Individual septic		
<input type="checkbox"/> Public system	Provider:	

b. Available:

<input checked="" type="checkbox"/> Now	<input type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
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c. Washoe County Capital Improvements Program project?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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d. If a public facility is proposed and is currently not listed in the Washoe County Capital Improvements Program and not available, please describe the funding mechanism for ensuring availability of sewer service. If a private system is proposed, please describe the system and the recommended location(s) for the proposed facility:

8. Please describe whether any of the following natural resources are related to the proposed waiver:

a. Property located in the FEMA 100-year floodplain?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	-----------------------------

Explanation:

Thomas Creek

b. Does property contain wetlands? (If yes, please attach a preliminary delineation map and describe the impact the proposal will have on the wetlands. Impacts to the wetlands may require a permit issued from the U.S. Army Corps of Engineers.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Explanation:

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- c. Does property contain slopes or hillsides in excess of 15 percent and/or significant ridgelines? (If yes, and this is the second parcel map dividing this property, Article 424, Hillside Development of the Washoe County Development Code will apply.)

<input type="checkbox"/> Yes, the Hillside Ordinance applies.	<input checked="" type="checkbox"/> No, it does not.
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Explanation:

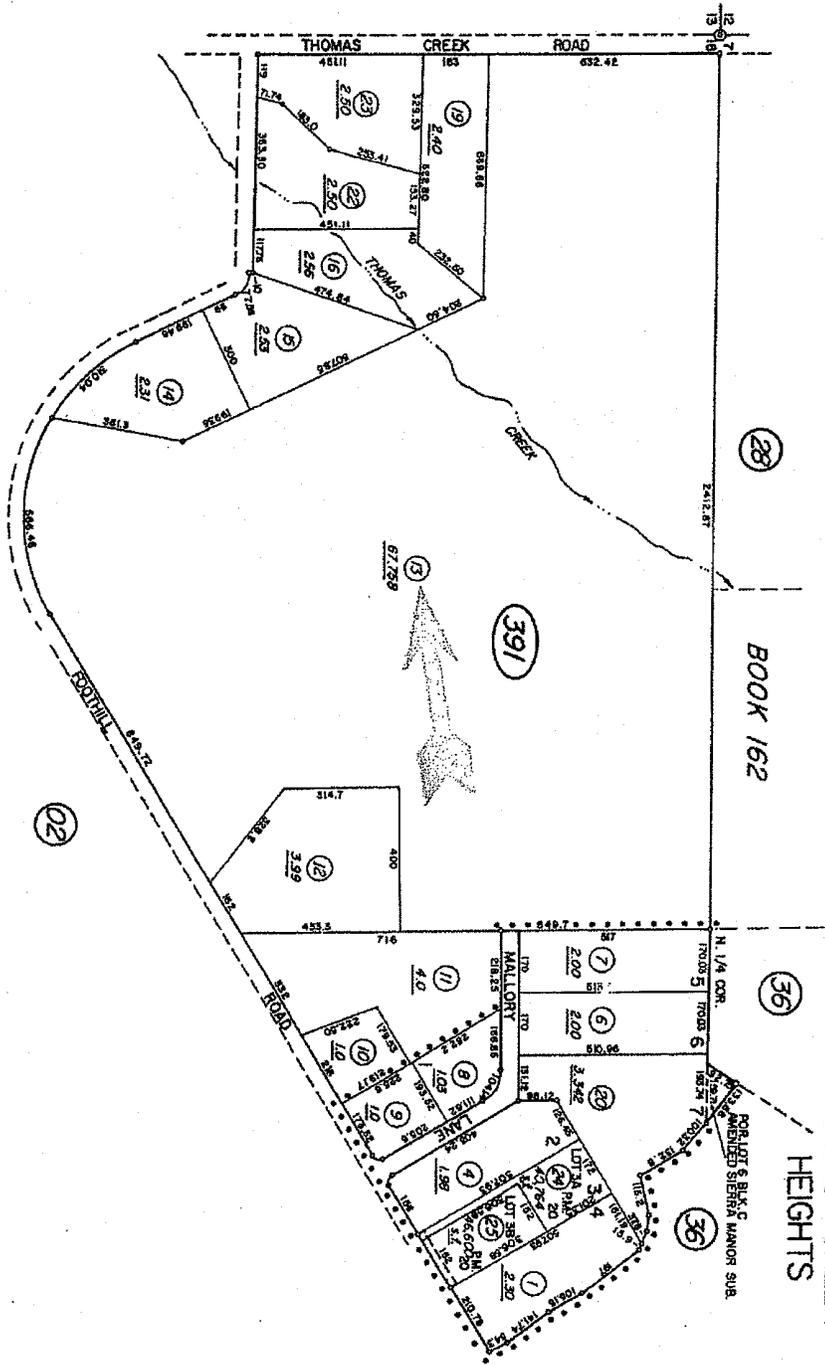
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9. Surveyor:

Name	Meyers Surveying
Address	1248 Bon Rea Way Reno, Nevada
Phone	775 786-1166
Fax	
Nevada PLS #	20793

44-39

A PORTION OF N<sup>2</sup> SEC. 18  
T. 18 N. - R. 20 E.



NOTE: This map is prepared for the use of the Washoe County Assessor for Assessment and illustrative purposes only. It does not constitute a warranty of accuracy or liability for the utility or accuracy of the data delineated herein.

Assessor's Map County of Washoe, Nevada  
NOTE - ASSESSOR'S BLOCK NUMBERS SHOWN IN ELLIPSES  
ASSESSOR'S PARCEL NUMBERS SHOWN IN CIRCLES

drawn by L.S. 5/87  
revised/drawn 2/17/08  
superseaded

# Property Tax Reminder Notice

WASHOE COUNTY  
 PO BOX 30039  
 RENO, NV 89520-3039  
 775-328-2510

PIN: 04439113  
 AIN:

Balance Good Through:	02/14/2019
Current Year Balance:	\$465.17
Prior Year(s) Balance: (see below for details)	\$0.00
<b>Total Due:</b>	<b>\$465.17</b>

AUTO  
 :895215:

SULLIVAN FAMILY 2005 TRUST  
 20690 EATON RD  
 RENO NV 89521

Description:

Situs: 1455 FOOTHILL RD  
 WCTY

This is a courtesy notice. If you have an impound account through your lender or are not sure if you have an impound account and need more information, please contact your lender directly. Please submit payment for the remaining amount(s) according to the due dates shown. Always include your PIN number with your payment. Please visit our website: [www.washoecounty.us/treas](http://www.washoecounty.us/treas)

Current Charges									
PIN	Year	Bill Number	Inst	Due Date	Charges	Interest	Pen/Fees	Paid	Balance
04439113	2018	2018061353	1	08/20/2018	805.33	0.00	0.00	805.33	0.00
04439113	2018		2	10/01/2018	465.17	0.00	0.00	465.17	0.00
04439113	2018		3	01/07/2019	465.17	0.00	0.00	465.17	0.00
04439113	2018		4	03/04/2019	465.17	0.00	0.00	0.00	465.17
Current Year Totals					2,200.84	0.00	0.00	1,735.67	465.17

Prior Years								
PIN	Year	Bill Number	Charges	Interest	Pen/Fees	Paid	Balance	
Prior Years Total								



