



# Planning Commission Staff Report

Meeting Date: December 6, 2022

Agenda Item: 9B

TENTATIVE SUBDIVISION MAP AND VARIANCE CASE NUMBERS:

WTM22-004 & WPVAR22-0003 (Highland Village Phase 2)

BRIEF SUMMARY OF REQUEST:

To allow the subdivision of 18.4 acres into a 73-lot common open space development

STAFF PLANNER:

Julee Olander, Planner  
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### CASE DESCRIPTION

For hearing, discussion, and possible action to approve a common open space tentative subdivision map on ±18.4 acres for 73 lots, ranging in size from 3,533 SF to 10,460 SF; and to vary the grading standards in WCC 110.438.45(a) to allow 2:1 slope. The site is located between Highland Ranch Parkway and E. 9th Avenue, east of Klondike Drive.

Applicant:	Krater Consulting Group, PC
Property Owner:	LC Highland 2, LLC
Location:	Between Highland Ranch Parkway & E. 9th Avenue & east of Klondike Drive
APN:	508-020-04, 42 & 44
Parcel Size:	±4.94ac (508-020-04), ±10.13ac (508-020-42) & ±3.33ac (508-020-44)
Master Plan:	Suburban Residential (SR) & Rural (R)
Regulatory Zone:	High Density Suburban (HDS) & General Rural (GR)
Area Plan:	Sun Valley
Development Code:	Authorized in Article 438, Grading; Article 408, Common Open Space Development; Article 608, Tentative Subdivision Maps and Article 804, Variances
Commission District:	5 – Commissioner Herman



Vicinity Map

### STAFF RECOMMENDATION

APPROVE

**APPROVE WITH CONDITIONS**

DENY

**TENTATIVE SUBDIVISION MAP POSSIBLE MOTION**

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission approve Tentative Subdivision Map Case Number WTM22-004 for Highland Village Phase 2, with the conditions included as Exhibit A to this matter, having made all ten findings in accordance with Washoe County Code Section 110.608.25.

*(Motion with Findings on Page 15)*

**VARIANCE POSSIBLE MOTION**

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission approve Variance Case Number WPVAR22-0003 for Highland Village Phase 2, with the conditions of approval included as Exhibit A for this matter, having made all four required findings in accordance with Washoe County Development Code Section 110.804.25.

*(Motion with Findings on Page 16)*

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### **Tentative Subdivision Map**

The purpose of a tentative subdivision map is:

- To allow the creation of saleable lots:
- To implement the Washoe County Master Plan, including the area plans, and any specific plans adopted by the County;
- To establish reasonable standards of design and reasonable procedures for subdivision and re-subdivision in order to further the orderly layout and use of land and ensure proper legal descriptions and monumenting of subdivided land; and
- To safeguard the public health, safety and general welfare by establishing minimum standards of design and development for any subdivision platted in the unincorporated area of Washoe County.

If the Planning Commission grants an approval of the tentative subdivision map, that approval is subject to conditions of approval. Conditions of approval are requirements that 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.

The conditions of approval for Tentative Subdivision Map Case Number WTM22-004 are attached to this staff report and will be included with the action order.

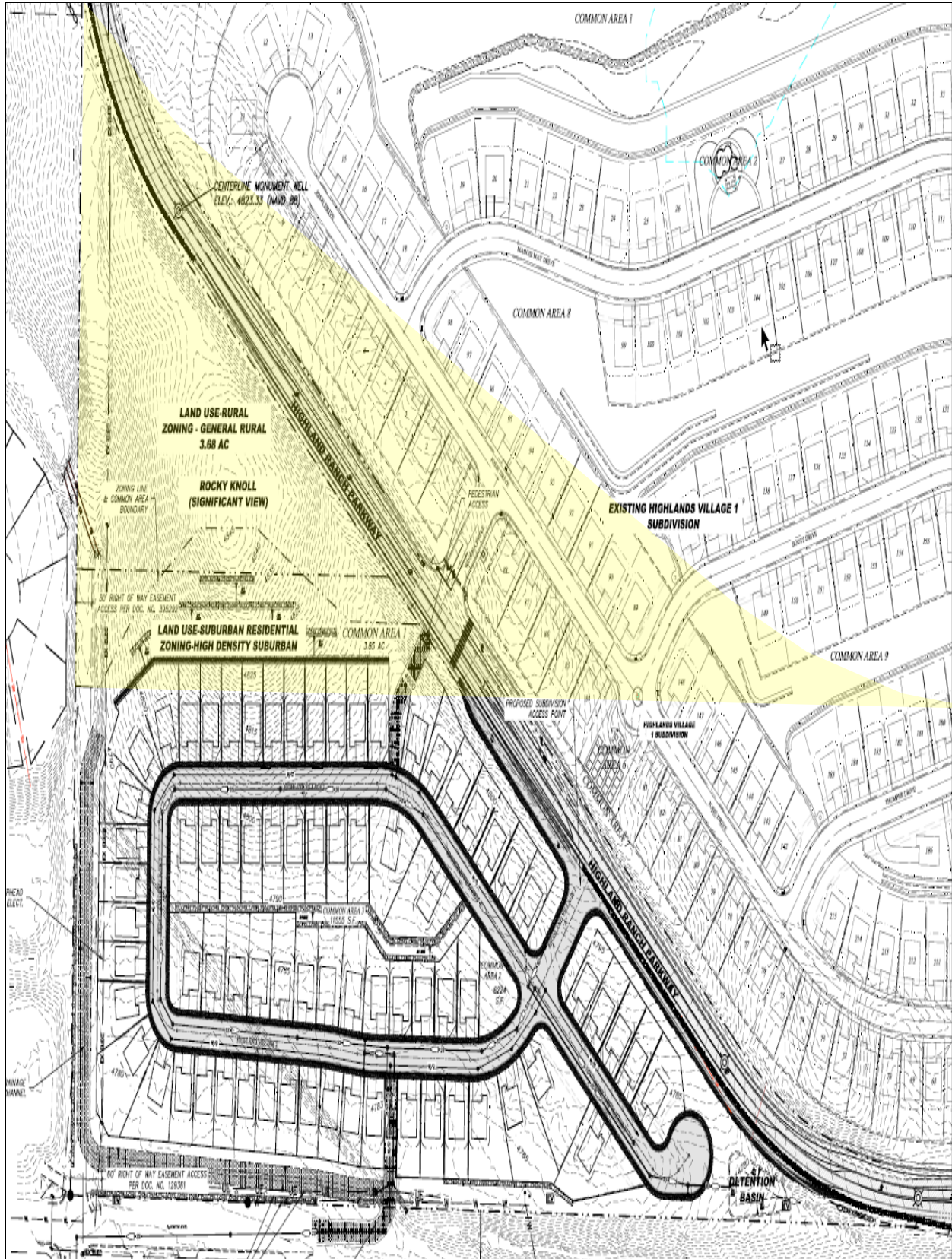
### **Variance Definition**

The purpose of a variance is to provide a means of altering the requirements in specific instances where the strict application of those requirements would deprive a property of privileges enjoyed by other properties with the identical regulatory zone because of special features or constraints unique to the property involved; and to provide for a procedure whereby such alterations might be permitted by further restricting or conditioning the project so as to mitigate or eliminate possible adverse impacts. If the Board of Adjustment grants an approval of the variance, that approval is subject to conditions of approval. Conditions of approval are requirements that need to be completed during different stages of the proposed project. Those stages are typically:

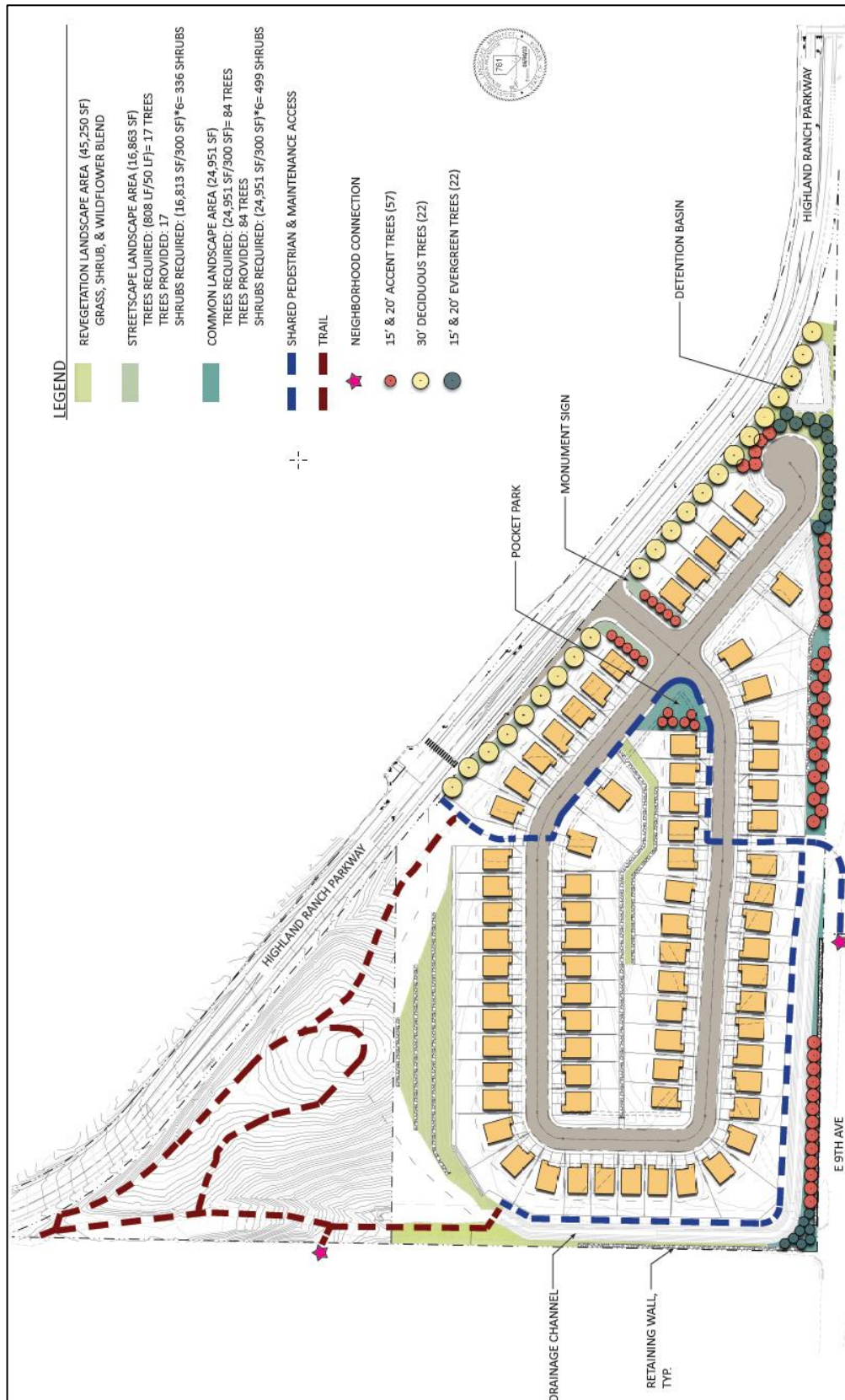
- Prior to permit issuance (i.e., a grading permit, a building permit, etc.).
- Prior to obtaining a final inspection and/or a certificate of occupancy on a structure.
- Prior to the issuance of a business license or other permits/licenses.
- Some conditions of approval are referred to as “Operational Conditions.” These conditions must be continually complied with for the life of the business or project.

The conditions of approval for Variance Case Number WPVAR22-0003 are attached to this staff report and if granted approval, will be included with the action order.

The applicant is requesting to vary 3:1 slopes as required by WCC 110.438.45(a) and allow 2:1 slopes instead.



**Site Plan**



**Landscape Plan**

## **Background**

The applicant had previously applied for a master plan and regulatory zone amendment (WMPA21-0008 & WRZA21-0005). The request was to reconfigure the boundaries of the master plan designation of suburban residential (SR) and rural (R) and regulatory zoning of low density suburban (LDS) and general rural (GR) on three adjacent parcels (APNs 508-020-04, 42 & 44) totaling 18.4 acres. The request included changing the regulatory zoning from LDS to high density suburban (HDS).

The Planning Commission approved this request on December 7, 2021. The Board of County Commissioners (BCC) heard the request on April 12, 2022 and instructed staff and the applicant to come back to the BCC with a development agreement, limiting the number of lots.

The master plan and regulatory zone amendments were conditionally approved by the BCC on August 16, 2022. Additionally, on August 16, 2022, the BCC held the first reading of a development agreement (DA) which limited the gross density to 4.5 dwelling units per acre for the 18.4-acre project area for a maximum of 82 total dwelling units. The 2<sup>nd</sup> reading for the development agreement was heard and approved by the BCC on September 13, 2022. The master plan amendment was heard by the Truckee Meadows Regional Planning Agency (TRMPA) on November 21, 2022 and determined to be in conformance with the regional plan.

## **Project Evaluation**

The applicant is requesting a tentative subdivision map to develop two parcels totaling 18.4 acres as a common open space development with 73 single family lots. The application also includes a request to vary Article 438, Grading. The request is to modify section 110.438.45(a), to allow for finished grades steeper than 3:1 slope.

Article 408, Common Open Space Developments, states “the purpose of this Article is to set forth regulations to permit variations of lot size, including density transfer subdivisions, in order to preserve or provide open space, protect natural and scenic resources, achieve a more efficient use of land, minimize road building, and encourage a sense of community.” The applicant indicates that there will be 4.26 acres of common open space. The open space will include a pocket park, which will provide a community space. The pocket park will include a children’s play structure and a shade structure with table and benches. A public trail will be constructed throughout the site. The trail will be located around the rocky knoll and to Highland Ranch Parkway (see Landscape Plan on page 6). The trail will connect to the Highland Village subdivision to the east, Stone Creek subdivision to the west and Palmer Elementary School to the south. The trail will be open to the public and maintained by the homeowner’s association (HOA).

A development agreement (DA) has been approved for the site. Per Article 814, the purpose of a DA is to provide a mechanism for the development of a site by a property owner. The DA ensures that the site will be developed as specified in the agreement. The approved DA limits the gross density to 4.5 dwelling units per acre for the 18.4-acre project area, with for a maximum of 82 total dwelling units. The applicant is proposing 73 units. The site’s regulatory zoning is high density suburban (HDS) and allows 7 units per acre.

The lots will range in size from 3,533 SF to 10,469 SF, with an average lot size of 4,922 SF. The average lot size is consistent with the standard minimum lot size area for the High Density Suburban (HDS) regulatory zone, which is 5,000 square feet. The applicant is requesting special setbacks to include 15-foot front yard setbacks, with 20-foot setbacks to the garage, 15-foot rear yard setbacks, and 5-foot side yard setbacks. The standard setback requirements for the HDS regulatory zone are 20 feet from the front and rear property lines and 5 feet from the side yard property lines. Staff supports the proposed setback reductions, which are appropriate for the

smaller lot sizes and will enable more common area to be preserved. The proposed minimum lot width is 47 feet while HDS requires 60 feet. The applicant is not changing the HDS regulatory zone maximum allowable height of 35 feet. The homes are planned to be two-story.

<b>Requirement</b>	<b>Highland Village 2</b>	<b>High Density Suburban (HDS)</b>
Front setback	15/20*ft.	20 ft.
Rear setback	15 ft.	20 ft.
Side setback	5 ft.	5 ft.
Average lot size	5,218 sf (average)	Not required
Minimum lot size	Not required	5,000 sf
Minimum width	47 ft.	60 ft.
Height	35 ft.	35 ft.

\* 20 feet to garage

Washoe County Code section 110.438.95 allows grading plans to be submitted and reviewed with the of a tentative subdivision map application. However, varying grading requirements does require a separate variance permit. The applicant is requesting a variance for Article 438, grading section 110.438.45(a). This section requires that grading “shall not result in slopes in excess of, or steeper than, three horizontals to one vertical (3:1)”. The applicant is proposing slopes of 2:1 in the northern section of the development (see Slope Map on page 10). The applicant has requested the variance to meet Sun Valley Area Plan, Policy SUN.4.2. The policy states, "Hillside development shall disturb the minimum area required for construction and conserve steep slopes in their natural state." The proposed 2:1 slopes will disturb less area and reduce grading impacts, meeting this policy. According to the applicant this will also allow a greater portion of the rocky knoll area in the northern part of the site to be maintained and preserved.

**Site Characteristics**

The property is currently vacant and is identified as “most suitable” for development throughout, except for the area at the northwest corner of the property according to the Sun Valley Area Plan Development Suitability Map. The northwest corner of the property contains 2:1 slopes, however no houses are proposed in this area. This area is part of the open space area and will include trails (see Landscape Plan on page 6).





### **View of the site Looking South**

The parcels to the west have a regulatory zone of medium density suburban (MDS) and open space (OS); to the south the parcels have a regulatory zone of public and semi- public facilities (PSP) and MDS; to the east the parcels have a regulatory zone of HDS. The Stone Canyon subdivision is located to the south along Highland Ranch Pkwy. and E. 9<sup>th</sup> Avenue. The Stone Creek subdivision is located to the west. Palmer Elementary school is located to the south. The subject parcels are within the Suburban Character Management Area (SCMA) of the Sun Valley Area Plan, which has been identified as an area for residential growth.

### **Grading**

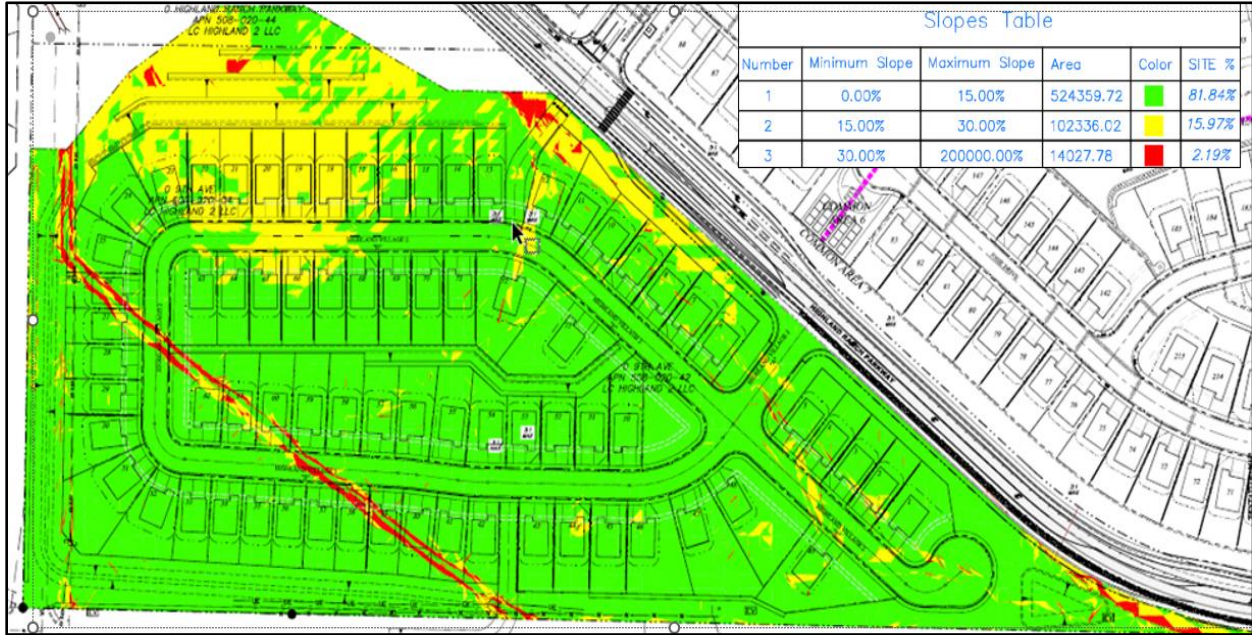
The proposed development will result in approximately 56,345 cubic yards of cuts and 60,973 cubic yards of fill with all earthen material to be balanced on site. A special use permit for grading is not required per 110.438.95 for major grading. This section of code allows for grading plans submitted with a tentative map application to be reviewed as part of the tentative map application and no other permit is required.

Rockery walls are planned with a maximum of 10-feet high, as allowed by Washoe County Code. There will be 3:1 slopes adjacent to E. 9<sup>th</sup> Avenue. The area will be landscaped to minimize any visual impacts. There are proposed to be 2:1 slopes in the northern section of the site where the rocky knoll is located.

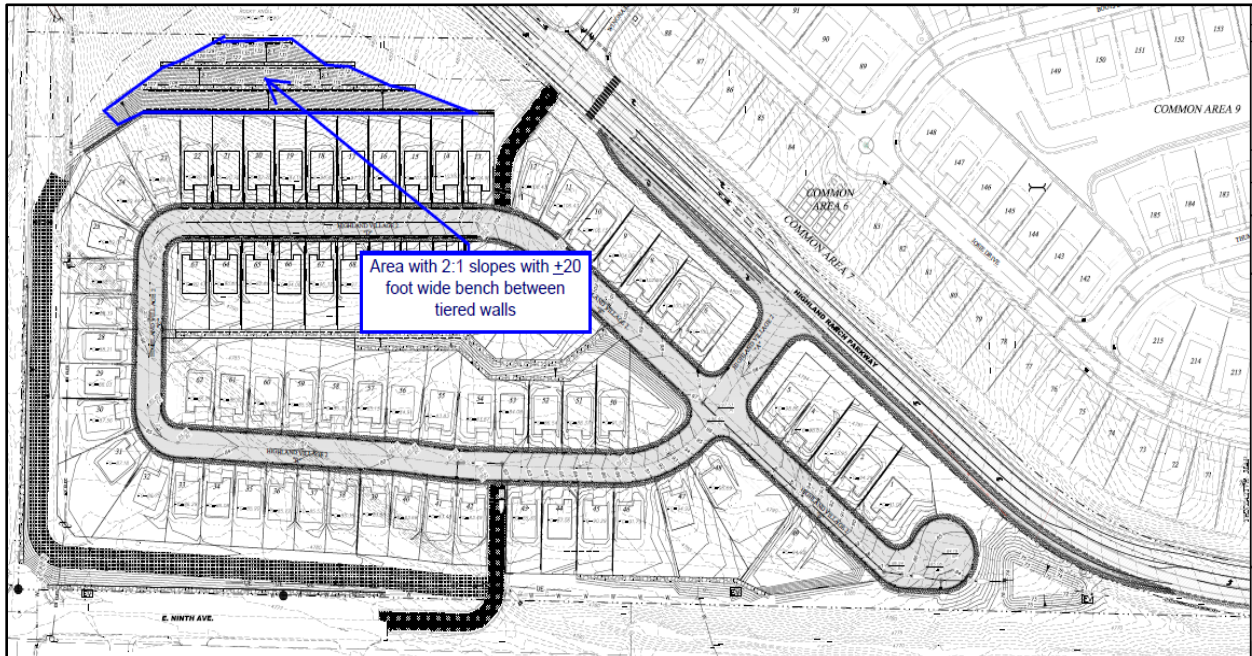
The request includes varying 110.438.45(a) to allow 2:1 slopes. The applicant is requesting to vary this development code standard in order to comply with the Sun Valley Area Plan, Policy SUN.4.2, "Hillside development shall disturb the minimum area required for construction and conserve steep slopes in their natural state." The applicant indicates that to reduce the grading quantities and to retain a greater portion of the rocky knoll located in the northern section of the site, then 2:1 slopes are needed. The 2:1 slopes will also allow the "natural state" to be maintained. The applicant is proposing to install terrace walls in the section between the proposed home sites and the northern open space area (see the Slope Map on page 10).

The development does not trigger Article 424, Hillside Development. Article 424 is required for "Properties containing slopes in excess of fifteen (15) percent or greater on 20 percent or more

of the site.” The applicant states: “18.16% (2.67 acres) of the site has slopes exceeding 30%, which is less than 20%”, as required by Article 424.



**Slope Map**



**2:1 Slope Map**

**Water and Sewer**

The parcels are located in the Spanish Springs Hydrographic Basin and within the Sun Valley General Improvement District (SVGID) service area. Water and sewer service will be provided by SVGID. The applicant will need to acquire water rights from Truckee Meadows Water Authority (TMWA) to fulfill the required amount needed by SVGID. SVGID has stated that the parcels will

need to be annexed into the SVGID service area. SVGID has indicated that there is water and sewer capacity to service the increased density. SVGID sewer does go to Truckee Meadows Water Reclamation Facility (TMWRF) in Sparks.

**Traffic**

There is one proposed access point from the development to Highland Ranch Parkway. The traffic analysis, by Headway Transportation, indicates that the 73 houses are anticipated to generate 661 average daily trips with 52 AM peak hour and 69 PM peak hour trips. The traffic analysis recommends a westbound left-turn lane at the project access to Highland Ranch Parkway, with 315 feet of storage/declaration length. The analysis does not recommend an eastbound right-turn lane. The right-turns do not meet the Regional Transportation Commission (RTC) thresholds. The traffic study indicates level of service (LOS) C will be maintained for the intersection to the site. Washoe County Engineering has provided further conditions to address the traffic improvements (see Exhibit A).

The applicant indicates that Klondike Drive will be abandoned, prior to final map approval. Klondike Drive is an undeveloped roadway located along the western boundary of the site. The applicant plans to construct a pedestrian trail and drainageway in this area. The applicant is also working with Washoe County School District for the possible abandonment of E. 9th Avenue. The applicant will have to apply for an abandonment permit to abandon these roadways.

**Washoe County School District (WCSD)**

The proposed development is zoned for Palmer Elementary School, Desert Skies Middle School and Hug High School. The development will generate approximately 14 elementary school students, 7 middle school students, and 9 high school students. The WCSD indicates that it does not anticipate “conflicts with its ability to accommodate pupils at these schools.”

The following table details current and future projected school capacities.

School	2022/23	2027/28	2032/33
Palmer ES	86%	79%	85%
Desert Skies MS	74%	78%	68%
Hug HS	109%	90%	82%

**Neighborhood Meeting**

A neighborhood meeting was held on November 16, 2022 at 5:30 pm at the Sun Valley Neighborhood Center. The meeting was held after the staff report was due. Accordingly, the comments made at the meeting will be reported at the Planning Commission meeting.

**Area Plan Evaluation**

The subject parcel is located within the Sun Valley Area Plan. The following is/are the pertinent policies from the Area Plan:

**Relevant Area Plan Policies Reviewed**

Policy	Brief Policy Description	Complies	Condition of Approval
LUT.3.1	Responsible growth that is directed to existing suburban character management areas (SCMAs)	Yes	

Housing 7.4	Promote homeownership	Yes	
SUN.1.3	Permitted regulatory zones	Yes	
SUN.1.7	SVGID review of water resources	yes	
SUN.1.12	School District review	Yes	
SUN.2.10	Implement traffic/pedestrian safety improvements	Yes	
SUN.4.2	Conserve steep slopes in their natural state	Yes	
SUN.5.3	New trial design	Yes	
SUN.10.1	Connection to community water	Yes	

### Reviewing Agencies

The following agencies/individuals received a copy of the project application for review and evaluation.

Agencies	Sent to Review	Responded	Provided Conditions	Contact
BLM - NV State Office	X			
Environmental Protection	X			
NDOT (Transportation)	X			
NDOW (Wildlife)	X			
NV Water Resources	X	X		Steve Shell, sshell@water.nv.gov
Washoe County Building & Safety	X			
Washoe County Engineering & Capital Projects	X	X	X	Robert Wimer, rwimer@washoecounty.gov
Washoe County Land Development (All Apps)	X			
Washoe County Parks & Open Space	X	X	X	Joanne Lowden, jlowden@washoecounty.gov
Washoe County Sewer	X			
Washoe County Traffic	X	X	X	Mitch Fink, MFink@washoecounty.gov
Washoe County Water Rights Manager (All Apps)	X	X	X	Timber Weiss, tweiss@washoecounty.gov
WCHD Air Quality	X			
WCHD EMS	X			
WCHD Environmental Health	X	X	X	James English, jenglish@washoecounty.gov
TMFPD	X	X	X	Dale Way, dway@tmfpd.us; Brittany Lemon, BLemon@tmfpd.us
Regional Transportation Commission (All Apps)	X			
Washoe County School District (All TMs)	X	X		Kyle Chisholm, Kyle.Chisholm@WashoeSchools.Net
Washoe-Storey Conservation District (All Apps)	X	X		shafferjam@gmail.com
Sun Valley GID	X	X		Chris Melton, cmelton@svgid.com

All conditions required by the contacted agencies can be found in Exhibit A, Conditions of Approval.

### **Tentative Subdivision Map Staff Comment on Required Findings**

WCC Section 110.608.25 of Article 608, *Tentative Subdivision Maps*, requires that all of the following findings be made to the satisfaction of the Washoe County Planning Commission before granting approval of a tentative map request. Staff has completed an analysis of the application and has determined that the proposal is in compliance with the required findings as follows.

- (a) Plan Consistency. That the proposed map is consistent with the Master Plan and any specific plan.

*Staff Comment: The proposed tentative map is consistent with and does not violate any of the goals and policies of the Master Plan and the Sun Valley Area Plan.*

- (b) Design or Improvement. That the design or improvement of the proposed subdivision is consistent with the Master Plan and any specific plan.

*Staff Comment: The proposed tentative map meets all of the density, lot size and common open space criteria of the Master Plan and the Sun Valley Area Plan. The approved development agreement limits the gross density to 4.5 dwelling units per acre for the 18.4-acre project area for a maximum of 82 total dwelling units.*

- (c) Type of Development. That the site is physically suited for the type of development proposed.

*Staff Comment: The site is physically suited for the residential development and the site can accommodate the proposed open space development. The conditions of approval further provide the requirements to develop the site appropriately. There are other housing developments in the area.*

- (d) Availability of Services. That the subdivision will meet the requirements of Article 702, Adequate Public Facilities Management System.

*Staff Comment: The necessary utilities have been identified and are available and adequate in the area. The Sun Valley General Improvement District (SVGID) is the provider of sewer and water service for the site. The SVGID indicates that there is capacity for the proposed development. The proposed subdivision will meet the requirements of Article 702, Adequate Public Facilities Management System. Impacts associated with the proposed subdivision will be appropriately mitigated, based upon the imposition of appropriate conditions of approval as included at Exhibit A to this report.*

- (e) Fish or Wildlife. That neither the design of the subdivision nor any proposed improvements is likely to cause substantial environmental damage, or substantial and avoidable injury to any endangered plant, wildlife or their habitat.

*Staff Comment: The proposed improvements are not likely to cause substantial environmental damage or harm to endangered plants, wildlife, or their habitat. No rare or endangered animals or plants have been identified by the applicant. NDEP and NDOW were sent the tentative subdivision map for review, however, no comments were received from these agencies.*

- (f) Public Health. That the design of the subdivision or type of improvement is not likely to cause significant public health problems.

*Staff Comment: Due to the location and design of the subdivision and type of improvements, this development is not likely to cause significant public health problems. The development will have a park and trails that will provide outdoor access for recreation purposes.*

- (g) Easements. That the design of the subdivision or the type of improvements will not conflict with easements acquired by the public at large for access through, or use of property within, the proposed subdivision.

*Staff Comment: The proposed development has taken all easements into consideration and will not conflict with the easements in regard to utilities or public access, etc. The applicant indicates that Klondike Drive from Highland Ranch Pkwy. and E. 9<sup>th</sup> Avenue will be abandoned prior to final map approval. The proposed pedestrian trail and drainageway will be located in this area.*

- (h) Access. That the design of the subdivision provides any necessary access to surrounding, adjacent lands and provides appropriate secondary access for emergency vehicles.

*Staff Comment: The design of the subdivision has been reviewed by several agencies to confirm that all necessary access is available. The access to Highland Ranch Parkway will be designed to provide appropriate access. The applicant will make the necessary improvements as explained in the staff report. A secondary gated emergency access will access to E. 9th Avenue. The access will be designed to provide appropriate access for emergency vehicles. Pedestrian access will be provided to surrounding adjacent properties, including the Palmer Elementary school.*

- (i) Dedications. That any land or improvements to be dedicated to the County is consistent with the Master Plan.

*Staff Comment: All streets will be dedicated to Washoe County and built to County standards and will be consistent with the master plan. The common areas will be under the ownership of the Homeowner's Association (HOA). All sewer and water improvement will be dedicated to Sun Valley Improvement District.*

- (j) Energy. That the design of the subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision.

*Staff Comment: To the extent feasible, the development will include building materials to allow for passive or natural heating and cooling opportunities. The topographic conditions will govern the layout of the homes and when possible, homes will be oriented in such a way to take advantage of passive/natural heating and cooling opportunities.*

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

Washoe County Development Code Section 110.804.25, Article 804, *Variances*, requires that all of the following findings be made to the satisfaction of the Washoe County Planning Commission before granting approval of the request. Staff has completed an analysis of the variance application and has determined that the proposal is in compliance with the required findings as follows.

- a. Special Circumstances. Because of the special circumstances applicable to the property, including exceptional narrowness, shallowness or shape of the specific piece of property; exceptional topographic conditions; extraordinary and exceptional situation or condition of the property and/or location of surroundings; the strict application of the regulation results in exceptional and undue hardships upon the owner of the property.

*Staff Comment: The property is not exceptionally narrow, shallow or limited by the shape of the property and has no extraordinary and exceptional situation or condition of the property and/or location of surroundings. However, the property has exceptional topographic conditions. The Sun Valley Area Plan, Policy SUN.4.2 states, "Hillside development shall disturb the minimum area required for construction and conserve steep*

*slopes in their natural state." The applicant is proposing 2:1 slope on the site to meet this policy. The variance will reduce grading impacts, as explained in the staff report.*

- b. No Detriment. The relief will not create a substantial detriment to the public good, substantially impair affected natural resources or impair the intent and purpose of the Development Code or applicable policies under which the variance is granted.

*Staff Comment: The request to vary will allow compliance with Sun Valley Area Plan. The location of the 2:1 slopes will not create a substantial detriment to the public good. The 2:1 slopes will preserve the natural state of the area.*

- c. No Special Privileges. The granting of the variance will not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and the identical regulatory zone in which the property is situated.

*Staff Comment: The variance is to allow 2:1 slopes. The area where the 2:1 slopes are located will not impact the surrounding properties. The variance will allow the Sun Valley Area Plan policy to be met.*

- d. Use Authorized. The variance will not authorize a use or activity which is not otherwise expressly authorized by the regulation governing the parcel of property.

*Staff Comment: The variance will allow the property owner to have 2:1 slopes. The variance will allow the Sun Valley Area Plan policy to be met.*

- e. Effect on a Military Installation. The variance will not have a detrimental effect on the location, purpose and mission of the military installation.

*Staff Comment: There are no military installations within the required noticing area; therefore, the board is not required to make this finding.*

### **Tentative Subdivision Map and Variance Recommendation**

After a thorough analysis and review, Tentative Subdivision Map Case Number WTM22-004 and Variance Case Number WPVAR22-0003 are being recommended for approval with conditions. Staff offers the following motion for the Board's consideration.

### **Tentative Subdivision Map Motion**

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission approve Tentative Subdivision Map Case Number WTM22-004 for Highland Village II, with the conditions included as Exhibit A to this matter, having made all ten findings in accordance with Washoe County Code Section 110.608.25:

- (a) Plan Consistency. That the proposed map is consistent with the Master Plan and any specific plan;
- (b) Design or Improvement. That the design or improvement of the proposed subdivision is consistent with the Master Plan and any specific plan;
- (c) Type of Development. That the site is physically suited for the type of development proposed;
- (d) Availability of Services. That the subdivision will meet the requirements of Article 702, Adequate Public Facilities Management System;
- (e) Fish or Wildlife. That neither the design of the subdivision nor any proposed improvements is likely to cause substantial environmental damage, or substantial and avoidable injury to any endangered plant, wildlife or their habitat;

- (f) Public Health. That the design of the subdivision or type of improvement is not likely to cause significant public health problems;
- (g) Easements. That the design of the subdivision or the type of improvements will not conflict with easements acquired by the public at large for access through, or use of property within, the proposed subdivision;
- (h) Access. That the design of the subdivision provides any necessary access to surrounding, adjacent lands and provides appropriate secondary access for emergency vehicles;
- (i) Dedications. That any land or improvements to be dedicated to the County is consistent with the Master Plan; and
- (j) Energy. That the design of the subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision.

### **Variance Motion**

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission approve Variance Case Number WPVAR22-0003 for Highland Village II, with the conditions of approval included as Exhibit A for this matter, having made all four required findings in accordance with Washoe County Development Code Section 110.804.25:

- (a) Special Circumstances. Because of the special circumstances applicable to the property, including exceptional narrowness, shallowness or shape of the specific piece of property; exceptional topographic conditions; extraordinary and exceptional situation or condition of the property and/or location of surroundings; the strict application of the regulation results in exceptional and undue hardships upon the owner of the property;
- (b) No Detriment. The relief will not create a substantial detriment to the public good, substantially impair affected natural resources or impair the intent and purpose of the Development Code or applicable policies under which the variance is granted;
- (c) No Special Privileges. The granting of the variance will not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and the identical regulatory zone in which the property is situated;
- (d) Use Authorized. The variance will not authorize a use or activity which is not otherwise expressly authorized by the regulation governing the parcel of property; and
- (e) Effect on a Military Installation. The variance will not have a detrimental effect on the location, purpose and mission of the military installation.

### **Appeal Process**

Planning Commission action will be effective 10 calendar days after the written decision is filed with the Secretary to the Planning Commission, 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 Washoe County Board of County Commissioners. Any appeal must be filed in writing with the Planning and Building Division within 10 calendar days from the date the written decision is filed with the Secretary to the Planning Commission and mailed to the applicant.



Applicant: Krater Consulting Group, PC;  
ken@kraterconsultinggroup.com

Property Owner: LC Highland 2, LLC;  
jholbrook@landcapip.cm



# Conditions of Approval

Tentative Subdivision Map Case Number WTM22-004 & WPVAR22-0003

The project approved under Tentative Subdivision Map Case Number WTM22-004 and Variance Case Number WPVAR22-0003 shall be carried out in accordance with the conditions of approval granted by the Planning Commission on December 6, 2022. 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.

**Unless otherwise specified**, all conditions related to the approval of this tentative subdivision map shall be met or financial assurance must be provided to satisfy the conditions of approval prior to the recordation of a final subdivision 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 subdivision 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 subdivision 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 subdivision 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.**

**STANDARD CONSIDERATIONS FOR SUBDIVISIONS**  
**Nevada Revised Statutes 278.349**

Pursuant to NRS 278.349, when contemplating action on a tentative subdivision map, the governing body, or the planning commission if it is authorized to take final action on a tentative map, shall consider:

- (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, except that if any existing zoning ordinance is inconsistent with the master plan, the zoning ordinance takes precedence;
- (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 and 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 map pursuant to NRS 278.330 and 278.335; and
- (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.

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 Name – Julee Olander, Planner, 775.328.3627, [jolander@washoecounty.gov](mailto:jolander@washoecounty.gov)**

- a. The applicant shall demonstrate substantial conformance to the plans approved as part of this tentative subdivision map.
- b. The subdivision shall be in substantial conformance with the provisions of Washoe County Development Code Article 604, Design Requirements, and Article 608, Tentative Subdivision Maps.
- c. In accordance with NRS 278.360, the sub-divider shall present to Washoe County a final map, prepared in accordance with the tentative map, for the entire area for which a tentative map has been approved, or one of a series of final maps, each covering a portion of the approved tentative map, within four years after the date of approval of the tentative map or within two years of the date of approval for subsequent final maps. Washoe

County Code may have timelines within which to record the final map once it's been presented to the County, and the sub-divider must comply with all code provisions regarding the deadlines to record final maps. On subsequent final maps, that date may be extended by two years if the extension request is received prior to the expiration date.

- d. Final maps shall be in substantial compliance with all plans and documents submitted with and made part of this tentative map request, as may be amended by action of the final approving authority.
- e. All final maps shall contain the applicable portions of the following jurat:

THE TENTATIVE MAP FOR **WTM case number for map name** WAS APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION ON **DATE**.

THIS FINAL MAP, **MAP NAME AND UNIT/PHASE #**, MEETS ALL APPLICABLE STATUTES, ORDINANCES AND CODE PROVISIONS, IS IN SUBSTANTIAL CONFORMANCE WITH THE TENTATIVE MAP, AND ALL CONDITIONS HAVE BEEN MET.

[Omit the following paragraph if this is the first and last (only) final map.]

THE NEXT FINAL MAP FOR **<WTM CASE NUMBER>** MUST BE APPROVED AND ACCEPTED FOR RECORDATION BY THE PLANNING AND BUILDING DIRECTOR ON OR BEFORE THE EXPIRATION DATE, THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, OR AN EXTENSION OF TIME FOR THE TENTATIVE MAP MUST BE APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION ON OR BEFORE SAID DATE.

THIS FINAL MAP IS APPROVED AND ACCEPTED FOR RECORDATION **THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_** BY THE PLANNING AND BUILDING DIRECTOR. THE OFFER OF DEDICATION FOR **STREETS, SEWERS, ETC.** IS REJECTED AT THIS TIME, BUT WILL REMAIN OPEN IN ACCORDANCE WITH NRS CHAPTER 278.

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KELLY MULLIN, DIRECTOR  
PLANNING AND BUILDING

**Jurat for ALL SUBSEQUENT FINAL MAPS**

THE TENTATIVE MAP for **<TM CASE NUMBER>** APPROVED **<denied>** BY THE WASHOE COUNTY PLANNING COMMISSION ON **<date>**. [If the TM had been appealed to the BCC --- Add:] THE WASHOE COUNTY COMMISSION APPROVED THE TENTATIVE MAP ON APPEAL ON **<date>**.

THE FIRST FINAL MAP FOR THIS TENTATIVE MAP WAS APPROVED AND ACCEPTED FOR RECORDATION ON **<date of Planning and Building Director's signature on first final map>**. [Omit the following if second map.] THE MOST RECENTLY RECORDED FINAL MAP,

*<subdivision name and prior unit/phase #>* FOR THIS TENTATIVE MAP WAS APPROVED AND ACCEPTED FOR RECORDATION ON *<date of Planning and Building Director's signature on most recent final map>* *[If an extension has been granted after that date – add the following]:* A TWO YEAR EXTENSION OF TIME FOR THE TENTATIVE MAP WAS APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION ON *<date of last Planning Commission action to extend the tentative map>*.

THIS FINAL MAP, *<subdivision name and unit/phase #>*, MEETS ALL APPLICABLE STATUTES, ORDINANCES AND CODE PROVISIONS; IS IN SUBSTANTIAL CONFORMANCE WITH THE TENTATIVE MAP; AND ALL CONDITIONS HAVE BEEN MET.

*[Omit the following paragraph if this is the last final map.]*

THE NEXT FINAL MAP FOR *<TM CASE NUMBER>* MUST BE APPROVED AND ACCEPTED FOR RECORDATION BY THE PLANNING AND BUILDING DIRECTOR ON OR BEFORE THE EXPIRATION DATE, THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, *<add two years to the current expiration date unless that date is more than two years away>* OR AN EXTENSION OF TIME FOR THE TENTATIVE MAP MUST BE APPROVED BY THE WASHOE COUNTY PLANNING COMMISSION ON OR BEFORE SAID DATE.

*<Insert Merger and Re-subdivision option as applicable>*

THIS FINAL MAP IS APPROVED AND ACCEPTED FOR RECORDATION THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ BY THE WASHOE COUNTY PLANNING AND BUILDING DIRECTOR. THE OFFER OF DEDICATION FOR *<streets, sewers>* IS REJECTED AT THIS TIME, BUT WILL REMAIN OPEN IN ACCORDANCE WITH NRS CHAPTER 278.

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KELLY MULLIN, DIRECTOR,  
PLANNING AND BUILDING DIVISION

- f. A note shall be placed on all grading plans and construction drawings stating:

NOTE

Should any cairn or grave of a Native American be discovered during site development, work shall temporarily be halted at the specific site and the Sheriff's Office as well as the State Historic Preservation Office of the Department of Conservation and Natural Resources shall be immediately notified per NRS 383.170.

- g. The final map shall designate faults that have been active during the Holocene epoch of geological time, and the final map shall contain the following note:

NOTE

No habitable structures shall be located on a fault that has been active during the Holocene epoch of geological time.

- h. The developer shall be required to participate in any applicable General Improvement District or Special Assessment District formed by Washoe County.
- i. The developer and all successors shall direct any potential purchaser of the site to meet with the Planning and Building Division to review conditions of approval prior to the final sale of the site. Any subsequent purchasers of the site shall notify the Planning and Building Division of the name, address, telephone number and contact person of the new purchaser within thirty (30) days of the final sale.
- m. Construction hours are 7am to 7pm Monday through Saturday.
- n. All landscaping shall be maintained in accordance with the provisions found in Section 110.412.75, Maintenance. A three-year maintenance plan shall be submitted by a licensed landscape architect registered in the State of Nevada to the Planning and Building Division, prior to a Certificate of Occupancy. The plan shall be wet stamped and submitted along with the CC&RS.
- o. Any riprap that is not allowed per WCC 110.438 will be covered by dirt and vegetation as required per WCC 110.438.50(b).
- p. Rockery walls will require the voids in the face of the entire height of the rockery wall filled with smaller rock to eliminate any undermining by small animals.
- q. Neighborhood park area will be constructed with amenities including picnic tables and playground equipment, which will be maintained by the homeowner's association (HOA).
- r. Failure to comply with the conditions of approval shall render this approval null and void.
- s. Conditions, covenants, and restrictions (CC&Rs), including any supplemental CC&Rs, shall be submitted to Planning and Building staff for review and subsequent forwarding to the District Attorney for review. The final CC&Rs shall be signed and notarized by the owner(s) and submitted to Planning and Building with the recordation fee prior to the recordation of the final map. The CC&Rs shall require all phases and units of the subdivision approved under this tentative map to be subject to the same CC&Rs. Washoe County shall be made a party to the applicable provisions of the CC&Rs to the satisfaction of the District Attorney's Office. Said CC&Rs shall specifically address the potential for liens against the properties and the individual property owners' responsibilities for the funding of maintenance, replacement, and perpetuation of the following items, at a minimum:
  - 1. Maintenance of public access easements, common areas, and common open spaces. Provisions shall be made to monitor and maintain, for a period of three (3) years regardless of ownership, a maintenance plan for the common open space area. The maintenance plan for the common open space area shall, as a minimum, address the following:
    - a. Vegetation management;
    - b. Watershed management;
    - c. Debris and litter removal;
    - d. Fire access and suppression; and

- e. Maintenance of public access and/or maintenance of limitations to public access.
2. All drainage facilities and roadways not maintained by Washoe County shall be privately maintained and perpetually funded by the homeowners association.
3. All open space identified as common area on the final map shall be privately maintained and perpetually funded by the homeowners association. The deed to the open space and common area shall reflect perpetual dedication for that purpose. The maintenance of the common areas and related improvements shall be addressed in the CC&Rs to the satisfaction of the District Attorney's Office.
4. The project, if adjacent to undeveloped land shall maintain a fire fuel break of a minimum 30 feet in width until such time as the adjacent land is developed.
5. Locating habitable structures on potentially active (Holocene) fault lines, whether noted on the recorded map or disclosed during site preparation, is prohibited.
6. All outdoor lighting on buildings and streets within the subdivision shall be down-shielded.
7. No motorized vehicles shall be allowed on the platted common area.
8. Washoe County will not assume responsibility for maintenance of the private street system of the development nor will Washoe County accept the streets for dedication to Washoe County unless the streets meet those Washoe County standards in effect at the time of offer for dedication.
9. Mandatory solid waste collection.
10. Fence material (if any), height, and location limitations, and re-fencing standards. Replacement fence must be compatible in materials, finish and location of existing fence.
- t. The common open space owned by the homeowners association shall be noted on the final map as "common open space" and the related deed of conveyance shall specifically provide for the preservation of the common open space in perpetuity. The deed to the open space and common area shall reflect perpetual dedication for that purpose.

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

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

**Contact Name – Robert Wimer, P.E. 775.328.2059, [rwomer@washoecounty.gov](mailto:rwomer@washoecounty.gov)**

- a. Final maps and final construction drawings shall comply with all applicable statutes, ordinances, rules, regulations, and policies in effect at the time of submittal of the tentative map or, if requested by the developer and approved by the applicable agency, those in effect at the time of approval of the final map.
- b. Prior to acceptance of public improvements and release of any financial assurances, the developer shall provide as-built construction drawings in an acceptable digital format prepared by a civil engineer licensed in the State of Nevada.
- c. The developer shall provide written approval from the U.S. Postal Service (USPS) concerning the installation and type of mail delivery facilities. The system, other than individual mailboxes, must be shown on the project construction plans and installed as part of the onsite improvements.

- d. A complete set of construction improvement drawings, including an onsite grading plan, shall be submitted to the County Engineer for approval prior to finalization of any portion of the tentative map. Grading shall comply with best management practices (BMPs) and shall include detailed plans for grading and drainage on each lot, erosion control (including BMP locations and installation details), slope stabilization and mosquito abatement. Placement or disposal of any excavated material shall be indicated on the grading plan.
- e. All open space shall be identified as common area on the final map. A note on the final map shall indicate that all common areas shall be privately maintained and perpetually funded by the Homeowners Association. The maintenance of the common areas shall also be addressed in the CC&Rs to the satisfaction of the District Attorney's Office.
- f. Any existing easements, facilities or utilities that conflict with the development shall be relocated, quitclaimed, and/or abandoned, as appropriate.
- g. Any easement documents recorded for the project shall include an exhibit map that shows the location and limits of the easement in relationship to the project.
- h. All existing overhead utility lines shall be placed underground, except electric transmission lines greater than 100 kilovolts, which can remain above ground.
- i. With each affected final map, provide written approval from all utility provider(s) for any improvements located within their easement or under or over their facilities.
- j. Appropriate easements shall be granted for any existing or new utilities, with each affected final map.
- k. A 10-foot public utility easement (PUE), a 10-foot Washoe County easement for traffic control signage, plowed snow storage and sidewalks, and a 10-foot United States Postal Service facilities easement shall be granted adjacent to all rights-of-way.
- l. A design level geotechnical investigation with fault study shall be provided with the submittal of each final map.
- m. Cut slopes, fill slopes, and berms shall be setback from parcel lines and access easements in accordance with Washoe County Code Article 438.
- n. Prior to recordation of the affected final map, an ASTM E1527-13 Phase I Environmental Site Assessment shall be submitted for all parcels or right-of-way dedicated to Washoe County.

**Washoe County Engineering and Capital Projects – Flood Hazards (County Code 110.416), Storm Drainage Standards (County Code 110.420), and Storm Water Discharge Program (County Code 110.421)**

**Contact Name: Robert Wimer, P.E. 775.328.2059, [rwomer@washoecounty.gov](mailto:rwomer@washoecounty.gov)**

- o. The conditional approval of this tentative map shall not be construed as final approval of the drainage facilities shown on the tentative map. Final approval of the drainage facilities will occur during the final map review.
- p. Prior to finalization of the first final map, a master hydrology/hydraulic report and a master storm drainage plan shall be submitted for approval.
- q. Prior to finalization of any portion of the tentative map, a final, detailed hydrology/hydraulic report for that unit shall be submitted.
- r. Any increase in storm water runoff flow rate resulting from the development and based on the 5-year and 100-year storm(s) shall be detained onsite.



- s. Prior to the finalization of the first final map, an operation and maintenance plan for the maintenance of the project's storm water basin(s) and drainage channel(s) shall be developed in accordance with the Washoe County Code Article 421. The Operation and Maintenance Plan shall be incorporated into the project CC&Rs.
- t. The following note shall be added to each final map; "All properties, regardless if they are located within or outside of a FEMA Special Flood Hazard Area, 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."
- u. The developer shall provide pretreatment for petrochemicals and silt for all storm drainage leaving the site.
- v. The Truckee Meadows Regional Storm Water Quality Management Program Construction Permit Submittal Checklist and Inspection Fee shall be submitted with each final map.
- w. Drainage swales that drain more than two lots are not allowed to flow over the curb into the street; these flows shall be intercepted by an acceptable storm drain inlet and routed into the storm drain system.
- x. A note on the final map shall indicate that all drainage facilities not maintained by Washoe County shall be perpetually maintained by a homeowner's association. The maintenance and funding of private drainage facilities shall also be addressed in the CC&Rs to the satisfaction of the District Attorney's Office.
- y. Maintenance access and drainage easements shall be provided for all existing and proposed drainage facilities. All drainage facilities located within Common Area shall be constructed with an adjoining minimum 12-foot wide all-weather access road. Maintenance access road(s) shall be provided to the bottom of proposed storm water basins as well as over County owned and maintained storm drainage facilities.
- z. Offsite drainage and common area drainage draining onto residential lots shall be perpetuated around the residential lots and drainage facilities capable of passing a 100-year storm shall be constructed with the subdivision improvements to perpetuate the storm water runoff to improved or natural drainage facilities. The maintenance of these drainage facilities shall be addressed in the CC&Rs to the satisfaction of the District Attorney's Office.

**Washoe County Engineering and Capital Projects – Street Design Standards (County Code 110.436)**

**Contact Information: Mitchell Fink, P.E. 775.328.2050, mfink@washoecounty.gov**

- aa. All roadway improvements necessary to serve the project shall be designed and constructed to County standards and specifications and/or financial assurances in an appropriate form and amount shall be submitted.
- bb. Street names shall be reviewed and approved by the Regional Street Naming Coordinator.
- cc. Proposed landscaping and/or fencing along street rights-of-way and within median islands shall be designed to meet American Association of State Highway and Transportation Officials (AASHTO) sight distances and safety guidelines. No tree shall overhang the curb line of any public street.
- dd. An Encroachment and Excavation Permit shall be obtained from Washoe County Engineering and Capital Projects Division for any utilities or other encroachments/excavations constructed within existing County roadways/right-of-ways.

- ee. Streetlights shall be constructed to Washoe County standards at locations to be determined at the final design stage.
- ff. AASHTO clear zones shall be determined for all streets adjacent to retaining walls or slopes steeper than 3:1. If a recoverable or traversable clear zone cannot be provided, an analysis to determine if barriers are warranted shall be submitted for approval.
- gg. All retaining walls that are adjacent to, provide support for or retain soil from the County right-of-way shall be constructed of reinforced masonry block or reinforced concrete and designed by an engineer licensed in the State of Nevada.
- hh. All retaining walls that are within the slope failure wedge from Washoe County right-of-way shall be constructed of reinforced masonry block or reinforced concrete and designed by an engineer licensed in the State of Nevada. Retaining walls shall not be located within Washoe County right-of-way. The maintenance of the retaining walls shall be by Homeowners Association and the CCR's shall clearly identify the HOA's maintenance responsibilities of retaining walls.
- ii. No retaining walls that retain soil from the County right-of-way shall be located within a plowed snow storage easement.
- jj. Sidewalks shall be constructed on both sides of all streets within the development.
- kk. Appropriate curve warning signs and/or a lower speed limit shall be determined and posted on all horizontal roadway curves that do not meet the standard Washoe County 25-mile per hour design speed.
- ll. Appropriate transitions shall be provided between the existing and proposed improvements at all proposed street connections. This may include removal of existing pavement.
- mm. Any streetlights that do not meet Washoe County standards shall be placed outside Washoe County right-of-way. These streetlights shall be private, and the CC&Rs shall indicate operation and maintenance of the streetlights shall be the responsibility of the Homeowners Association. The County Engineer and the District Attorney's Office shall determine compliance with this condition.
- nn. A 20' setback is required between the back of the sidewalk and the front of the garage.
- oo. Traffic calming measures over project roadways within the project boundary shall be constructed every 500 to 600 feet to the satisfaction of the County Engineer. Acceptable traffic calming measures include speed cushions, bulb outs, neck downs, chicanes and traffic circles.
- pp. The access easement for Klondike located within the project boundaries shall be abandoned prior to recordation of the effective final map.
- qq. The traffic mitigation recommendations noted in the project traffic analysis prepared by Headway Transportation shall be designed and incorporated with the construction of the project and any other traffic mitigations required by the County Engineer.
- rr. A Safe Routes to School program shall be provided and approved by the County Engineer and the Washoe County School District.
- ss. Washoe County, in conjunction with the Washoe County School District, will provide evaluation and review of 9th Avenue and Highland Ranch Parkway to determine the need for school zone safety improvements. Those school zone safety improvements required shall be constructed to the satisfaction of the County Engineer.

**Washoe County Health District**

- 3. The following conditions are requirements of the Health District, which shall be responsible for determining compliance with these conditions. The District Board of Health 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.

**Contact Name – James English, EHS Supervisor, 775.328.2434, [jenglish@washoecounty.gov](mailto:jenglish@washoecounty.gov)**

- a. Prior to any final grading or other civil site improvements, a complete water system plan and Water Project submittal for the referenced proposal must be submitted to the WCHD. The plan must show that the water system will conform to the State of Nevada Design, Construction, Operation and Maintenance Regulations for Public Water Systems, NAC Chapter 445A, and the State of Nevada Regulations Governing Review of Plans for Subdivisions, Condominiums, and Planned Unit Developments, NAC 278.400 and 278.410.
  - a. The application for a Water Project shall conform to the requirements of NAC 445A.66695.
  - b. Two copies of complete construction plans are required for review. All plans must include an overall site plan, additional phases that will eventually be built to indicate that the water system will be looped, all proposed final grading, utilities, and improvements for the proposed application.
    - i. Water Projects must be submitted directly to WCHD for review.
    - ii. Review of the Water Project may be concurrent with other reviews.
- b. Mass grading may proceed after approval of the Tentative Map and after a favorable review by the WCHD of a grading permit application.
  - a. The final map submittal shall include the Permitted Public Water System annexation and discovery with the mass grading permit.
- c. Improvement plans for the water system may be constructed prior to final map submittal only after Water Project approval by the WCHD.
  - a. For improvement plans approved prior to final map submittal, the Developer shall provide certification by the Professional Engineer of record that the improvement plans were not altered subsequent to final map submittal.
  - b. Any changes to previously approved improvement plans made prior to final map submittal shall be resubmitted to the WCHD for approval per NAC 278.290 and NAC 445A.66715.

**The WCHD requires the following to be submitted with the final map application for review and approval:**

- d. Construction plans for the development must be submitted to the WCHD for approval. The construction drawings must conform to the State of Nevada Regulations Concerning Review of Plans for Subdivisions, Condominiums and Planned Unit Developments, and any applicable requirements of the WCHD.
- e. Prior to approval of a final map for the referenced project and pursuant to NAC 278.370, the developer must have the design engineer or a third person submit to the satisfaction the WCHD an inspection plan for periodic inspection of the construction of the systems for water supply and community sewerage. The inspection plan must address the following and be included with the final map submittal:

1. The inspection plan must indicate if an authorized agency, city or county is performing inspection of the construction of the systems for water supply and community sewerage;
  2. The design engineer or third person shall, pursuant to the approved inspection plan, periodically certify in writing to the WCHD that the improvements are being installed in accordance with the approved plans and recognized practices of the trade;
  3. The developer must bear the cost of the inspections; and
  4. The developer may select a third-person inspector but the selection must be approved by the WCHD or local agency. A third-person inspector must be a disinterested person who is not an employee of the developer.
- f. Prior to final map approval, a “Commitment for Service” letter from the sewage purveyor committing sewer service for the entire proposed development shall be submitted to the WCHD. The letter must indicate that the community facility for treatment will not be caused to exceed its capacity and the discharge permit requirements by this added service, or the facility will be expanded to provide for the added service.
1. A copy of this letter must be included with the final map submittal.
- g. Prior to final map approval, a “Commitment for Water Service” letter from the water purveyor committing adequate water service for the entire proposed development must be submitted to the WCHD.
1. A copy of this letter must be included with the final map submittal.
- h. The final map submittal must include a letter from Nevada Division of Environmental Protection to the WCHD certifying their approval of the final map.
- i. The final map application packet must include a letter from Division of Water Resources certifying their approval of the final map.
- j. Pursuant to NAC 278.360 of the State of Nevada Regulations Governing Review of plans for Subdivision, Condominiums, and Planned Unit Developments, the development of the subdivision must be carried on in a manner which will minimize water pollution.
1. Construction plans shall clearly show how the subdivision will comply with NAC 278.360.
- k. Prior to approval of the final map, the applicant must submit to the WCHD the final map fee.
- l. All grading and development activities must be in compliance with the DBOH Regulations Governing the Prevention of Vector-Borne Diseases.

**Washoe County Water Management Planner Coordinator**

4. The following conditions are requirements of Washoe County Water Management Planner Coordinator, who shall be responsible for determining compliance with these conditions.  
**Contact Name – Timber Weiss, 775.328.3699, tweiss@washoecounty.gov**
  - a. There are no water rights conditions for approval of this tentative map. Following the possible approval of the tentative subdivision map, the potential future project will require water supply and sewer service which in turn will require the expansion of water and sewer services and annexation to SVGID service area.

- b. Valid water and sewer will serve letters will be required prior to approval of the final map proposed by this tentative map.

**Truckee Meadows Fire Protection District**

- 5. The following condition is a requirement of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with this condition.

**Contact Name – Contact Name – Brittany Lemon, Title, 775.326.6079, [blemon@tmfpd.us](mailto:blemon@tmfpd.us)**

- a. This project shall meet and comply with all requirements of currently adopted TMFPD fire codes, ordinances, and standards at the time of construction to include infrastructure for fire apparatus access roads and water supply. <https://tmfpd.us/fire-code/>

**Washoe County Regional Parks and Open Space**

- 6. The following conditions are requirements of parks, which shall be responsible for determining compliance with these conditions.

**Contact: Joanne Lowden, Natural Resource Planner, 775.328.2047, [jlowden@washoecounty.us](mailto:jlowden@washoecounty.us)**

- a. The final map shall include the trail plan as proposed that identifies non-motorized, public trails to be built as part of the project. The proposed trail plan shows a potential connection on the north side of the subject site across Highland Ranch Parkway to the Highland Village 1 subdivision trails, which in turn provide access to surrounding public lands. The trails shall be 3-ft-wide, native surface trails and shall be built utilizing sustainable trail design standards, as outlined in the United States Department of Agriculture’s Trail Construction and Maintenance Notebook, 2007 edition.
- b. The applicant shall offer to dedicate a public trail easement to Washoe County over all trails built as part of the project.
- c. The applicant is encouraged to provide a crosswalk connecting the public access trails on the north side of the subject site from Highland Village 2 across Highland Ranch Parkway to Highland Village 1, if feasible per Washoe County and Regional Transportation Commission standards.
- d. All fill dirt imported as part of the project is required to be “certified weed free.”
- e. . Best management practices will be used to prevent the spread of noxious and invasive weeds during construction activities. At minimum, the highlighted portion in Attachment 1 (Measures to Prevent the Spread of Noxious and Invasive Weeds During Construction Activities) shall be included in construction plans and specifications.

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

Date: October 27, 2022

To: Julee Olander, Planner

From: Robert Wimer, P.E., Licensed Engineer

Re: **Highland Village Phase 2 WTM22-004 & WPVAR 22-0003** (72 Lots)

#### GENERAL PROJECT DISCUSSION

Washoe County Engineering staff has reviewed the above referenced application. The proposed project consists of a 72-lot subdivision and is located on approximately 18.408 acres between Highland Ranch Parkway and 9<sup>th</sup> Street, east of Klondike Drive. The parcel numbers include the following: 508-020-04, 508-020-44, and 508-020-42. The Engineering and Capital Projects Division recommends approval subject to the following comments and conditions of approval, which supplement applicable County Code and are based upon our review of the site and the tentative map application prepared by Krater Consulting Group, PC.

Sanitary sewer service will not be provided by Washoe County.

For questions related to sections below, please see the contact name provided.

#### Washoe County Engineering and Capital Projects – General Land Development and Grading Standards (County Code 110.438)

1. The following conditions are requirements of the Washoe County Engineering and Capital Projects Division which shall be responsible for determining compliance with these conditions.

**Contact Name:** Robert Wimer, P.E. (775) 328-2059

- a. Final maps and final construction drawings shall comply with all applicable statutes, ordinances, rules, regulations, and policies in effect at the time of submittal of the tentative map or, if requested by the developer and approved by the applicable agency, those in effect at the time of approval of the final map.
- b. Prior to acceptance of public improvements and release of any financial assurances, the developer shall provide as-built construction drawings in an acceptable digital format prepared by a civil engineer licensed in the State of Nevada.
- c. The developer shall provide written approval from the U.S. Postal Service (USPS) concerning the installation and type of mail delivery facilities. The system, other than individual mailboxes, must be shown on the project construction plans and installed as part of the onsite improvements.

- d. A complete set of construction improvement drawings, including an onsite grading plan, shall be submitted to the County Engineer for approval prior to finalization of any portion of the tentative map. Grading shall comply with best management practices (BMPs) and shall include detailed plans for grading and drainage on each lot, erosion control (including BMP locations and installation details), slope stabilization and mosquito abatement. Placement or disposal of any excavated material shall be indicated on the grading plan.
- e. All open space shall be identified as common area on the final map. A note on the final map shall indicate that all common areas shall be privately maintained and perpetually funded by the Homeowners Association. The maintenance of the common areas shall also be addressed in the CC&Rs to the satisfaction of the District Attorney's Office.
- f. Any existing easements, facilities or utilities that conflict with the development shall be relocated, quitclaimed, and/or abandoned, as appropriate.
- g. Any easement documents recorded for the project shall include an exhibit map that shows the location and limits of the easement in relationship to the project.
- h. All existing overhead utility lines shall be placed underground, except electric transmission lines greater than 100 kilovolts, which can remain above ground.
- i. With each affected final map, provide written approval from all utility provider(s) for any improvements located within their easement or under or over their facilities.
- j. Appropriate easements shall be granted for any existing or new utilities, with each affected final map.
- k. A 10-foot public utility easement (PUE), a 10-foot Washoe County easement for traffic control signage, plowed snow storage and sidewalks, and a 10-foot United States Postal Service facilities easement shall be granted adjacent to all rights-of-way.
- l. A design level geotechnical investigation with fault study shall be provided with the submittal of each final map.
- m. Cut slopes, fill slopes, and berms shall be setback from parcel lines and access easements in accordance with Washoe County Code Article 438.
- n. Prior to recordation of the affected final map, an ASTM E1527-13 Phase I Environmental Site Assessment shall be submitted for all parcels or right-of-way dedicated to Washoe County.

**Washoe County Engineering and Capital Projects – Flood Hazards (County Code 110.416), Storm Drainage Standards (County Code 110.420), and Storm Water Discharge Program (County Code 110.421)**

2. The following conditions are requirements of the Washoe County Engineering and Capital Projects Division which shall be responsible for determining compliance with these conditions.

**Contact Name:** Robert Wimer, P.E. (775) 328-2059

- a. The conditional approval of this tentative map shall not be construed as final approval of the drainage facilities shown on the tentative map. Final approval of the drainage facilities will occur during the final map review.
- b. Prior to finalization of the first final map, a master hydrology/hydraulic report and a master storm drainage plan shall be submitted for approval.
- c. Prior to finalization of any portion of the tentative map, a final, detailed hydrology/hydraulic report for that unit shall be submitted.
- d. Any increase in storm water runoff flow rate resulting from the development and based on the 5-year and 100-year storm(s) shall be detained onsite.
- e. Prior to the finalization of the first final map, an operation and maintenance plan for the maintenance of the project's storm water basin(s) and drainage channel(s) shall be developed in accordance with the Washoe County Code Article 421. The Operation and Maintenance Plan shall be incorporated into the project CC&Rs.
- f. The following note shall be added to each final map; "All properties, regardless if they are located within or outside of a FEMA Special Flood Hazard Area, 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."
- g. The developer shall provide pretreatment for petrochemicals and silt for all storm drainage leaving the site.
- h. The Truckee Meadows Regional Storm Water Quality Management Program Construction Permit Submittal Checklist and Inspection Fee shall be submitted with each final map.
- i. Drainage swales that drain more than two lots are not allowed to flow over the curb into the street; these flows shall be intercepted by an acceptable storm drain inlet and routed into the storm drain system.
- j. A note on the final map shall indicate that all drainage facilities not maintained by Washoe County shall be perpetually maintained by a homeowner's association. The maintenance and funding of private drainage facilities shall also be addressed in the CC&Rs to the satisfaction of the District Attorney's Office.
- k. Maintenance access and drainage easements shall be provided for all existing and proposed drainage facilities. All drainage facilities located within Common Area shall be constructed with an adjoining minimum 12-foot wide all-weather access road. Maintenance access road(s) shall be provided to the bottom of proposed storm water basins as well as over County owned and maintained storm drainage facilities.
- l. Offsite drainage and common area drainage draining onto residential lots shall be perpetuated around the residential lots and drainage facilities capable of passing a 100-year storm shall be constructed with the subdivision improvements to perpetuate the storm water runoff to improved or natural drainage facilities. The maintenance of these drainage facilities shall be addressed in the CC&Rs to the satisfaction of the District Attorney's Office.

**Washoe County Engineering and Capital Projects – Street Design Standards (County Code 110.436)**



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

**Contact Information:** Mitchell Fink, P.E. (775) 328-2050

- a. All roadway improvements necessary to serve the project shall be designed and constructed to County standards and specifications and/or financial assurances in an appropriate form and amount shall be submitted.
- b. Street names shall be reviewed and approved by the Regional Street Naming Coordinator.
- c. Proposed landscaping and/or fencing along street rights-of-way and within median islands shall be designed to meet American Association of State Highway and Transportation Officials (AASHTO) sight distances and safety guidelines. No tree shall overhang the curb line of any public street.
- d. An Encroachment and Excavation Permit shall be obtained from Washoe County Engineering and Capital Projects Division for any utilities or other encroachments/excavations constructed within existing County roadways/right-of-ways.
- e. Streetlights shall be constructed to Washoe County standards at locations to be determined at the final design stage.
- f. AASHTO clear zones shall be determined for all streets adjacent to retaining walls or slopes steeper than 3:1. If a recoverable or traversable clear zone cannot be provided, an analysis to determine if barriers are warranted shall be submitted for approval.
- g. All retaining walls that are adjacent to, provide support for or retain soil from the County right-of-way shall be constructed of reinforced masonry block or reinforced concrete and designed by an engineer licensed in the State of Nevada.
- h. All retaining walls that are within the slope failure wedge from Washoe County right-of-way shall be constructed of reinforced masonry block or reinforced concrete and designed by an engineer licensed in the State of Nevada. Retaining walls shall not be located within Washoe County right-of-way. The maintenance of the retaining walls shall be by Homeowners Association and the CCR's shall clearly identify the HOA's maintenance responsibilities of retaining walls.
- i. No retaining walls that retain soil from the County right-of-way shall be located within a plowed snow storage easement.
- j. Sidewalks shall be constructed on both sides of all streets within the development.
- k. Appropriate curve warning signs and/or a lower speed limit shall be determined and posted on all horizontal roadway curves that do not meet the standard Washoe County 25-mile per hour design speed.
- l. Appropriate transitions shall be provided between the existing and proposed improvements at all proposed street connections. This may include removal of existing pavement.
- m. Any streetlights that do not meet Washoe County standards shall be placed outside Washoe County right-of-way. These streetlights shall be private, and the

CC&Rs shall indicate operation and maintenance of the streetlights shall be the responsibility of the Homeowners Association. The County Engineer and the District Attorney's Office shall determine compliance with this condition.

- n. A 20' setback is required between the back of the sidewalk and the front of the garage.
- o. Traffic calming measures over project roadways within the project boundary shall be constructed every 500 to 600 feet to the satisfaction of the County Engineer. Acceptable traffic calming measures include speed cushions, bulb outs, neck downs, chicanes and traffic circles.
- p. The access easement for Klondike located within the project boundaries shall be abandoned prior to recordation of the effective final map.
- q. The traffic mitigation recommendations noted in the project traffic analysis prepared by Headway Transportation shall be designed and incorporated with the construction of the project and any other traffic mitigations required by the County Engineer.
- r. A Safe Routes to School program shall be provided and approved by the County Engineer and the Washoe County School District.
- s. Washoe County, in conjunction with the Washoe County School District, will provide evaluation and review of 9<sup>th</sup> Avenue and Highland Ranch Parkway to determine the need for school zone safety improvements. Those school zone safety improvements required shall be constructed to the satisfaction of the County Engineer.

**Washoe County Engineering and Capital Projects – Utilities (County Code 422 & Sewer Ordinance)**

- 4. The following utility conditions are requirements of Washoe County Engineering and Capital Projects Division, which shall be responsible for determining compliance with these conditions.

**Contact Information:** Tim Simpson, P.E. (775) 954-4648

- a. No utilities related comments.

**From:** [Lemon, Brittany](#)  
**To:** [Olander, Julee](#)  
**Cc:** [Way, Dale](#)  
**Subject:** WTM22-004 and WPVAR22-0003 (Highland Village 2)  
**Date:** Monday, October 24, 2022 12:51:52 PM  
**Attachments:** [image001.png](#)

---

Hi Julee,

“This project shall meet and comply with all requirements of currently adopted TMFPD fire codes, ordinances, and standards at the time of construction to include infrastructure for fire apparatus access roads and water supply.”

<https://tmfpd.us/fire-code/>.

Specifically, this proposal will need to meet the fire apparatus access and water supply requirements of the 2018 IFC.

Thank you,

**Brittany Lemon**

**Fire Captain - Fire Prevention | Truckee Meadows Fire & Rescue**

[blemon@tmfpd.us](mailto:blemon@tmfpd.us) | Office: 775.326.6079 | Cell: 775.379.0584

3663 Barron Way, Reno, NV 89511



*"Committed to excellence, service, and the protection of life and property in our community"*

October 26, 2022

Washoe County Community Services  
Planning and Development Division

RE: Highland Village 2; 508-020-04, 42 & 44  
Tentative Subdivision Map and Variance Case; WTM22-004 & WPVAR22-0003

Dear Washoe County Planning Staff:

The Washoe County Health District, Environmental Health Services Division (WCHD) has reviewed the above referenced project. Approval by the WCHD is subject to the following conditions:

**Tentative Map Review and Final Map Conditions per NAC 278**

**The WCHD requires the following conditions to be completed prior to review and approval of any final map:**

1. Prior to any final grading or other civil site improvements, a complete water system plan and Water Project submittal for the referenced proposal must be submitted to the WCHD. The plan must show that the water system will conform to the State of Nevada Design, Construction, Operation and Maintenance Regulations for Public Water Systems, NAC Chapter 445A, and the State of Nevada Regulations Governing Review of Plans for Subdivisions, Condominiums, and Planned Unit Developments, NAC 278.400 and 278.410.
  - a. The application for a Water Project shall conform to the requirements of NAC 445A.66695.
  - b. Two copies of complete construction plans are required for review. All plans must include an overall site plan, additional phases that will eventually be built to indicate that the water system will be looped, all proposed final grading, utilities, and improvements for the proposed application.
    - i. Water Projects must be submitted directly to WCHD for review.
    - ii. Review of the Water Project may be concurrent with other reviews.
2. Mass grading may proceed after approval of the Tentative Map and after a favorable review by the WCHD of a grading permit application.
  - a. The final map submittal shall include the Permitted Public Water System annexation and discovery with the mass grading permit.
3. Improvement plans for the water system may be constructed prior to final map submittal only after Water Project approval by the WCHD.
  - a. For improvement plans approved prior to final map submittal, the Developer shall provide certification by the Professional Engineer of record that the improvement plans were not altered subsequent to final map submittal.
  - b. Any changes to previously approved improvement plans made prior to final map submittal shall be resubmitted to the WCHD for approval per NAC 278.290 and NAC 445A.66715.



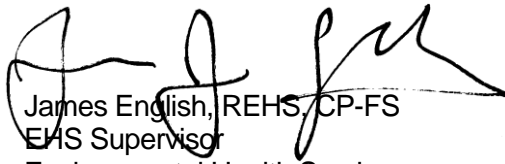
**The WCHD requires the following to be submitted with the final map application for review and approval:**

1. Construction plans for the development must be submitted to the WCHD for approval. The construction drawings must conform to the State of Nevada Regulations Concerning Review of Plans for Subdivisions, Condominiums and Planned Unit Developments, and any applicable requirements of the WCHD.
2. Prior to approval of a final map for the referenced project and pursuant to NAC 278.370, the developer must have the design engineer or a third person submit to the satisfaction the WCHD an inspection plan for periodic inspection of the construction of the systems for water supply and community sewerage. The inspection plan must address the following and be included with the final map submittal:
  - a. The inspection plan must indicate if an authorized agency, city or county is performing inspection of the construction of the systems for water supply and community sewerage;
  - b. The design engineer or third person shall, pursuant to the approved inspection plan, periodically certify in writing to the WCHD that the improvements are being installed in accordance with the approved plans and recognized practices of the trade;
  - c. The developer must bear the cost of the inspections; and
  - d. The developer may select a third-person inspector but the selection must be approved by the WCHD or local agency. A third-person inspector must be a disinterested person who is not an employee of the developer.
3. Prior to final map approval, a "Commitment for Service" letter from the sewage purveyor committing sewer service for the entire proposed development shall be submitted to the WCHD. The letter must indicate that the community facility for treatment will not be caused to exceed its capacity and the discharge permit requirements by this added service, or the facility will be expanded to provide for the added service.
  - a. A copy of this letter must be included with the final map submittal.
4. Prior to final map approval, a "Commitment for Water Service" letter from the water purveyor committing adequate water service for the entire proposed development must be submitted to the WCHD.
  - a. A copy of this letter must be included with the final map submittal.
5. The final map submittal must include a letter from Nevada Division of Environmental Protection to the WCHD certifying their approval of the final map.
6. The final map application packet must include a letter from Division of Water Resources certifying their approval of the final map.
7. Pursuant to NAC 278.360 of the State of Nevada Regulations Governing Review of plans for Subdivision, Condominiums, and Planned Unit Developments, the development of the subdivision must be carried on in a manner which will minimize water pollution.
  - a. Construction plans shall clearly show how the subdivision will comply with NAC 278.360.
8. Prior to approval of the final map, the applicant must submit to the WCHD the final map fee.
9. All grading and development activities must be in compliance with the DBOH Regulations Governing the Prevention of Vector-Borne Diseases.

WCHD has no concerns related to the variance request associated with this application and WPVAR22-0003.

If you have any questions or would like clarification regarding the foregoing, please contact Jim English, EHS Supervisor at [jenglish@washoecounty.us](mailto:jenglish@washoecounty.us) regarding all Health District comments.

Sincerely,



James English, REHS, CP-FS  
EHS Supervisor  
Environmental Health Services  
Washoe County Health District

**From:** [Steve Shell](#)  
**To:** [Olander, Julee](#)  
**Subject:** WTM2022-004  
**Date:** Friday, October 21, 2022 10:09:53 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image006.png](#)  
[image008.png](#)

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[**NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

The subject property lies within the Sun Valley General Improvement District service area. Municipal water service is subject to Sun Valley General Improvement District rules and regulations and approval by the Office of the State Engineer regarding water quantity and availability. A Will Serve from Sun Valley General Improvement District and mylar map of the proposed project must be presented to the State Engineer for approval and signed through his office prior to development.

No water is committed at this time.

As of June 1, 2021, the Office of the State Engineer is open to the public. Please call 684-2800 upon arrival and a representative will come down to escort you to our office.

Steve Shell  
Water Rights Specialist II  
Department of Conservation and Natural Resources  
Nevada Division of Water Resources  
901 S. Stewart St., Suite 2002  
Carson City, NV 89701  
[sshell@water.nv.gov](mailto:sshell@water.nv.gov)  
(O) 775-684-2836 | (F) 775-684-2811

---

**TO:** Julee Olander, Planner

**FROM:** Joanne Lowden, Natural Resource Planner

**DATE:** October 26, 2022

**SUBJECT:** Tentative Subdivision Map Case Number WTM22-004 & Variance Case Number WPVAR22-0003 (Highland Village 2)

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I have reviewed the application for case number WTM22-004 & WPVAR22-0003 on behalf of the Washoe County Regional Parks and Open Space Program (Parks Program) and prepared the following comments:

If approved, this tentative map would allow for the development of a 72-lot, common open space subdivision between Highland Ranch Parkway and 9<sup>th</sup> Street in Sun Valley and vary the grading standards in Article 438 to allow 2:1 slope. The site is located in close proximity to Palmer Elementary School and Highland Ranch Park, which is managed and maintained by the Sun Valley General Improvement District. Additionally, the proposed Sun Valley Rim Trail will be located on Bureau of Land Management (BLM) lands to the east with connecting trails through the Highland Village 1 subdivision.

As consistent with Washoe County Master Plan Conservation Element Policy C.8.2.2 and Washoe County Open Space and Natural Resource Management Plan Recreational Resource Policy 6.2, development projects adjacent to public lands are required to provide well-designed public access to those lands. The development of sustainable trails through the subdivision would provide access to BLM land and connect into the future Sun Valley Rim Trail by tying into the connecting trails of the Highland Village 1 subdivision. Given these considerations, the Parks Program requires the following conditions of approval:

1. The final map shall include the trail plan as proposed that identifies non-motorized, public trails to be built as part of the project. The proposed trail plan shows a potential connection on the north side of the subject site across Highland Ranch Parkway to the Highland Village 1 subdivision trails, which in turn provide access to surrounding public lands. The trails shall be 3-ft-wide, native surface trails and shall be built utilizing sustainable trail design standards, as outlined in the United States Department of Agriculture's *Trail Construction and Maintenance Notebook*, 2007 edition.
2. The applicant shall offer to dedicate a public trail easement to Washoe County over all trails built as part of the project.



3. The applicant is encouraged to provide a crosswalk connecting the public access trails on the north side of the subject site from Highland Village 2 across Highland Ranch Parkway to Highland Village 1, if feasible per Washoe County and Regional Transportation Commission standards.
4. All fill dirt imported as part of the project is required to be “certified weed free.”
5. Best management practices will be used to prevent the spread of noxious and invasive weeds during construction activities. At minimum, the highlighted portion in Attachment 1 (*Measures to Prevent the Spread of Noxious and Invasive Weeds During Construction Activities*) shall be included in construction plans and specifications.

**From:** [Chisholm, Kyle W](#)  
**To:** [Olander, Julee](#)  
**Cc:** [Rodela, Brett A](#); [Poulsen, Teresa](#); [Zimmerman, Tami](#)  
**Subject:** WTM22-004 (Highland Village Phase II)  
**Date:** Thursday, November 3, 2022 11:24:19 AM  
**Attachments:** [Washoe County School District Facilities Plan 2020-2039.pdf](#)

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**[NOTICE: This message originated outside of Washoe County -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]**

Dear Ms. Olander,

In regards to the above referenced development review, the Washoe County School District(WCSD) has the following comments/concerns:

The WCSD has been working directly with the developer on the direct impacts related to this development in relation to it's proximity to the existing Palmer Elementary School, which is located directly south and adjacent to the proposed development. Specifically, the WCSD anticipates a possible abandonment request of the section of E. 9<sup>th</sup> Street between the school and the development site. Coordination and planning is in process regarding potential improvements to E. 9<sup>th</sup> Street that will mitigate WCSD impacts related to: bus and school access, pupil pick-up and drop-off, pedestrian access, and parking. As such, WCSD requests that the developer include a site exhibit of the mutually agreed to improvements prior to any public hearing.

In regards to school capacity, WCSD provides the following information:

**Highland Village Phase 2** is proposing a 72-lot single-family residential subdivision, which is currently zoned for Palmer Elementary, Desert Skies Middle, and Hug High Schools. The project is calculated to generate 14, 7, and 9 pupils at each respective school level.

The following table outlines current and future projected student enrollment capacity percentages for each impacted school:

School	2022/23	2027/28	2032/33
<b>Palmer ES</b>	86%	79%	85%
<b>Desert Skies MS</b>	74%	78%	68%
<b>Hug HS</b>	109%	90%	82%

The WCSD anticipates no conflicts with its ability to accommodate pupils at these schools.

For further information as to the school district's 20 year facilities plans, please feel free to refer to the attached facilities plan that has been approved for conformance with the 2020 Truckee Meadows Regional Planning Agency's 20 Year Plan.

Please contact me should you have any questions.

**Kyle Chisholm**

School Property Planning Manager  
Washoe County School District, Capital Projects

Office: (775) 789-3810

Email: [Kyle.Chisholm@WashoeSchools.Net](mailto:Kyle.Chisholm@WashoeSchools.Net)





## Washoe-Storey Conservation District

Bret Tyler Chairmen  
Jim Shaffer Treasurer  
Cathy Canfield Storey app  
Jean Herman Washoe app

1365 Corporate Blvd.  
Reno NV 89502  
775 857-8500 ext. 131  
nevadaconservation.com

October 25, 2022

Washoe County Community Services Department

C/O Julee Olander, Planner

1001 E Ninth Street, Bldg. A

Reno, NV 89512

R: WTM22-004 & WPVAR22-0003 Highland Village 2

Dear Julee,

In reviewing the tentative map for a 70-lot development, the Conservation District has the following comments.

The applicant states the Conservation District does not need to review their revegetation plan for the 2:1 slope with their substantial knowledge of seeding. Regardless of their knowledge, the Districts review will not pose delays to their project.

To prevent the spread of noxious weeds with the import of fill material and topsoil, the applicant develops an onsite weeds management plan to ensure weed seeds do not impact other areas utilizing certified weed free material.

The District supports lining the open channel with rip rap that reduces sediment runoff flows impacting downstream tributaries.

With rockery walls proposed, the District requires the voids in the face of the rockery walls entire height filled with smaller rock to prevent the undermining by small animals.

The District supports LID technologies in the use of typical front lots and pocket parks that utilizes xeriscape front yards. If turf is utilized for the typical front lot and the proposed park, we recommend as a condition of approval a minimum 2-foot setback from the back face of sidewalks and or curbs which supports LID standards for onsite infiltration.

We recommend as a condition the homes exterior color palette be earth tone colors including the roofing material.

The District supports the proposed subdivision trail connection to the rocky knoll, nearby subdivisions and Palmer elementary school that benefits the community to public areas.

Thank you for providing us the opportunity to review the project that may have impacts on our natural resources and any questions call us 775-750-8272.

Sincerely,

Jim Shaffer

October 26, 2022

TO: Julee Olander, Planner, CSD, Planning & Development Division

FROM: Timber Weiss, Licensed Engineer, CSD

SUBJECT: Tentative Subdivision Map Case Number WTM20-004 (Highland Village)

**Project description:**

The applicant is proposing to approve a tentative map to allow the subdivision of three contiguous parcels totaling 18.4 acres into a 72 lot common open space development; and to vary the grading standards in Article 438 to allow 2:1 slopes.

The site is located between Highland Ranch Parkway and 9th Street, east of Klondike Drive. Assessor's Parcel Numbers: 508-020-04, 42 & 44.

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

Comments:

The application indicates that Municipal water service will be provided by the Sun Valley General Improvement District (SVGID).

Conditions:

There are no water rights conditions for approval of this tentative map. Following the possible approval of the tentative subdivision map, the potential future project will require water supply and sewer service which in turn will require the expansion of water and sewer services and annexation to SVGID service area.

Valid water and sewer will serve letters will be required prior to approval of the final map proposed by this tentative map.



Sun Valley General Improvement District  
5000 Sun Valley Boulevard  
Sun Valley, NV 89433-8229  
Phone: (775) 673-2220  
Fax: (775) 673-1835

February 8, 2022

Krater Consulting Group, PC  
Attn: Kenneth Krater  
901 Dartmouth Drive  
Reno, NV 89509

RE: Highland Village 2

Dear Mr. Krater

The Sun Valley General Improvement District is the owner/operator of the water and wastewater facilities in the Sun Valley Hydro Basin. This Hydro Basin includes the acre site of Highland Village 2 subdivision, 72 lot common open space subdivision that is proposed at the northeast end of Highland Ranch Drive. APN: 508-020-04,508-020-42 & 508-020-44.

Water:

At the writing of this letter there is currently enough capacity to serve this proposed subdivision. This capacity is being utilized on a first come, first serve basis.

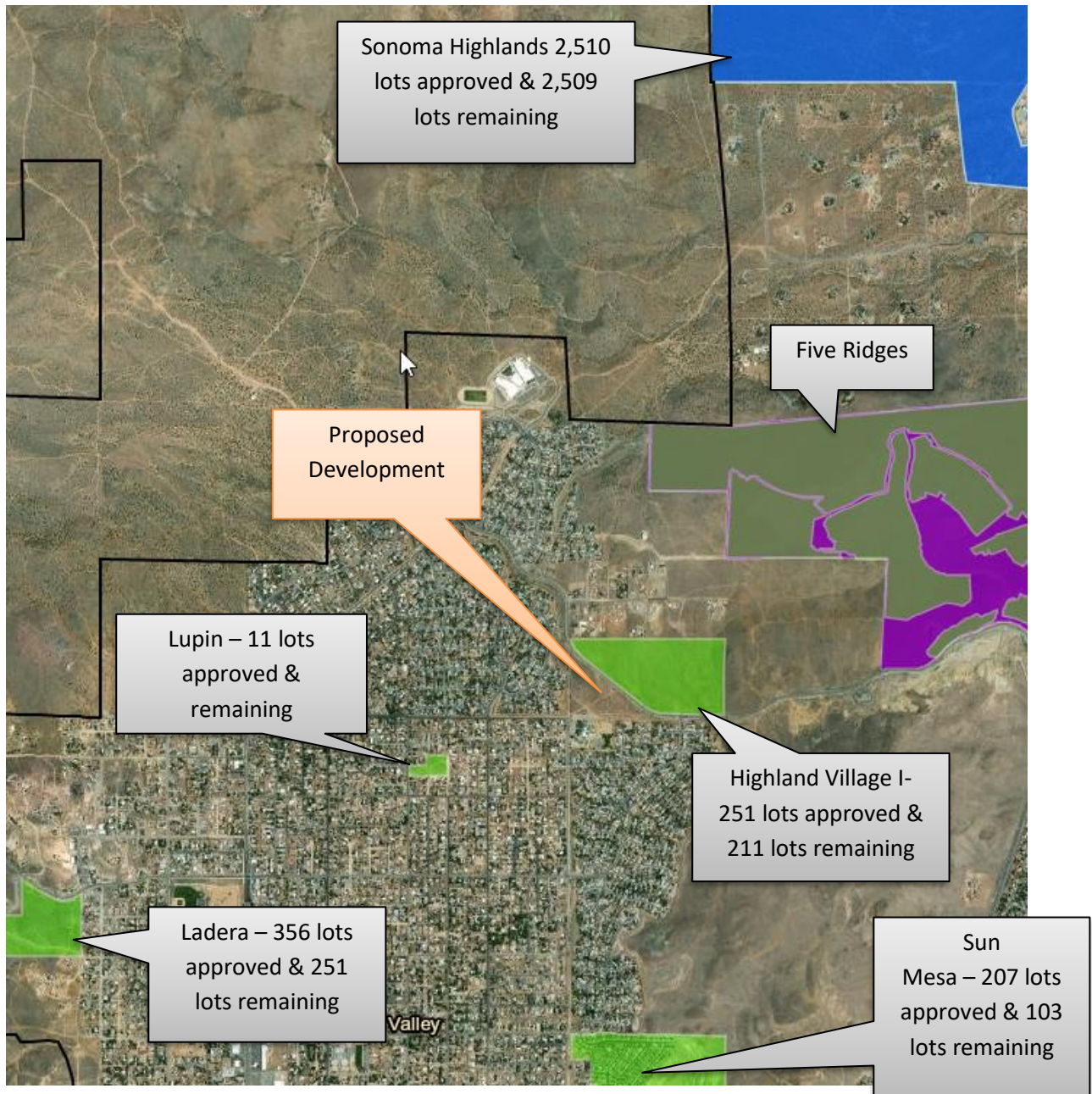
Wastewater:

At the writing of this letter there is currently enough capacity to serve this proposed subdivision. This capacity is being utilized on a first come, first serve basis

Sincerely,

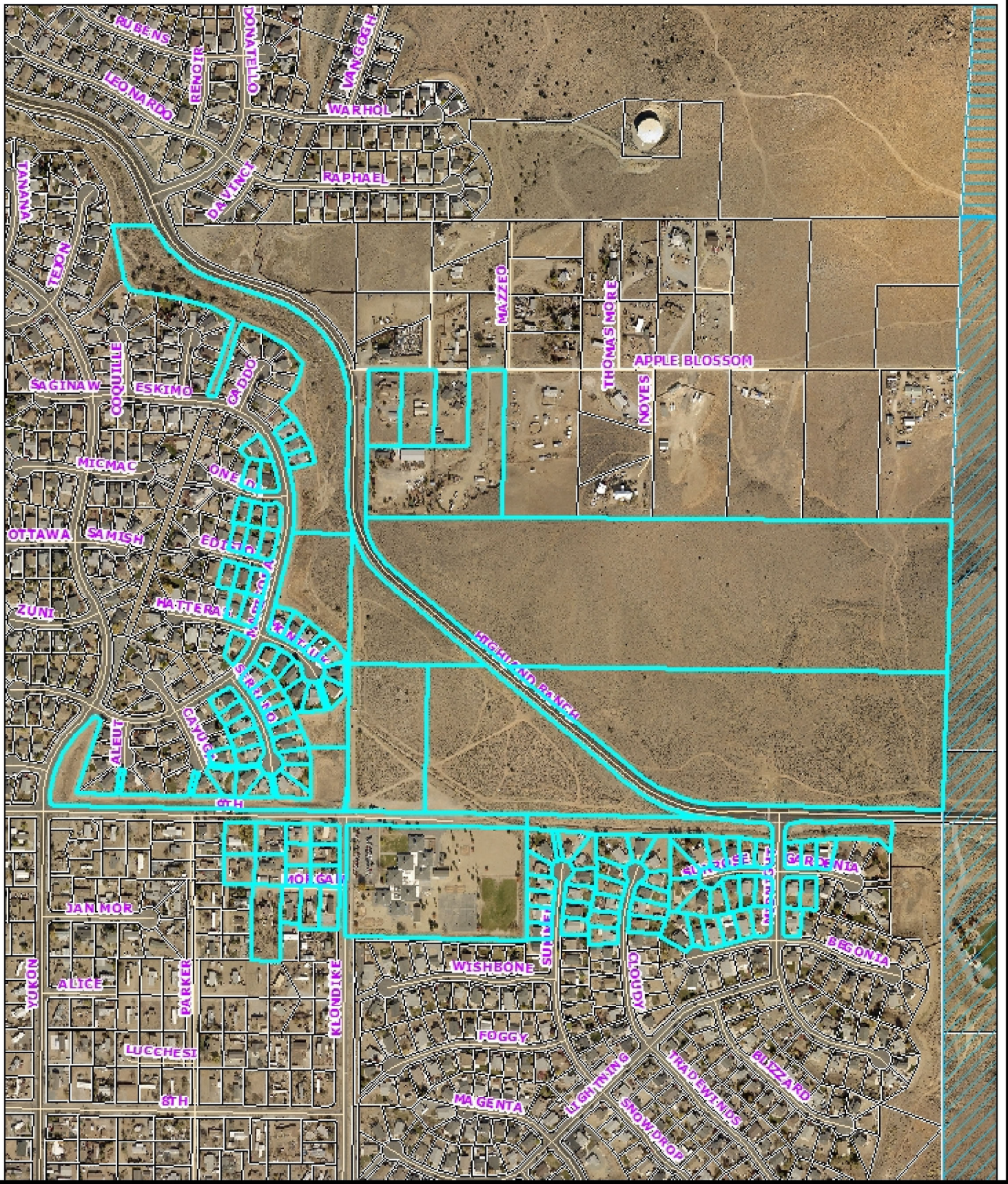
Sun Valley General Improvement District

Chris Melton  
Public Works Director



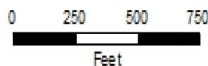
**Approved Unbuilt Map**





WTM22-004 Highland Village II

Noticing Map- 500 feet



Community Services  
Department



1001 E Ninth St  
Reno, Nevada 89512 (775) 328-3600

**TENTATIVE MAP & VARIANCE**  
**FOR**  
**HIGHLAND VILLAGE PHASE 2**



**PHOTO OF SITE LOOKING SOUTHWEST  
FROM THE TOP OF THE ROCKY KNOLL**

**SUBMITTED MARCH 8, 2022**

# Application for a Tentative Map & Variance

For

## Highland Village – Phase 2

Prepared For:  
LC Highland 2, LLC  
325 Harbour Cove Dr. Suite 219  
Sparks, NV 89434

Prepared By:  
**KRATER CONSULTING Group, PC**  
A Nevada professional corporation  
901 Dartmouth Drive  
Reno, Nevada 89509  
(775) 815-9561

**March 8, 2022**

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- VII. Variance – Findings
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- IX. Opportunities & Constraints Analysis in Support of WC Code 110.408.30
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- XI. Slope Map Exhibit, Disturbed Subdivision Boundary
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- XIII. Washoe County Assessor’s Parcel Map (508-020-04, 42 &44)
- XIV. Acknowledgement of Water Service Letter – Sun Valley GID
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Community Services Department  
Planning and Building

**TENTATIVE SUBDIVISION MAP**  
APPLICATION



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

Telephone: 775.328.6100

**HIGHLAND VILLAGE - PHASE 2**  
**COMMON OPEN SPACE DEVELOPMENT**

## 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.: _____	
Project Name: Highland Village - Phase 2			
Project Description: A tentative map for 72 detached lots, single family residential subdivision. A variance is also requested related to grading to allow a 2:1 slope in lieu of the code required 3:1 slope to comply with the Sun Valley Area Plan Policies further described in the application. This project is subject to Article 408, "Common Open Space Development".			
Project Address: 0 9th Avenue, Sun Valley			
Project Area (acres or square feet): 18.408 Acres Gross, 14.71 acres Disturbed (Rural Area NOT Disturbed)			
Project Location (with point of reference to major cross streets <b>AND</b> area locator): Located between Highland Ranch Parkway & 9th Street, & East of Klondike Dr.			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
508-020-04	4.940	508-020-42	10.138
508-020-44	3.330		
Indicate any previous Washoe County approvals associated with this application: Case No.(s). WMPA21-0008 and WRZA21-0005			
<b>Applicant Information</b> (attach additional sheets if necessary)			
<b>Property Owner:</b>		<b>Professional Consultant:</b>	
Name: LC Highland 2, LLC		Name: Krater Consulting Group, PC	
Address: 325 Harbour Cove Dr. Suite 219 Sparks, NV Zip: 89434		Address: 901 Dartmouth Drive Reno, NV Zip: 89509	
Phone: (949) 322-9959 Fax:		Phone: (775) 815-9561 Fax: (775) 786-2702	
Email: jholbrook@landcapip.com		Email: ken@kraterconsultinggroup.com	
Cell: (949) 322-9959 Other:		Cell: (775) 815-9561 Other:	
Contact Person: Jeffrey Holbrook		Contact Person: Kenneth Krater	
<b>Applicant/Developer:</b>		<b>Other Persons to be Contacted:</b>	
Name: Krater Consulting Group, PC		Name:	
Address: 901 Dartmouth Drive Reno, NV Zip: 89509		Address: Zip:	
Phone: (775) 815-9561 Fax: (775) 786-2702		Phone: Fax:	
Email: ken@kraterconsultinggroup.com		Email:	
Cell: (775) 815-9561 Other:		Cell: Other:	
Contact Person: Kenneth Krater		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):	

# Tentative Subdivision Map Application Supplemental Information

(All required information may be separately attached)

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

Located between Highland Ranch Parkway & 9th Street, & East of Klondike Dr.

2. What is the subdivision name (proposed name must not duplicate the name of any existing subdivision)?

Highland Village, Phase 2

3. Density and lot design:

a. Acreage of project site	18.408 Acres Gross, 14.71 Acres Disturbed
b. Total number of lots	73
c. Dwelling units per acre	3.93 Gross, 4.96 per Disturbed Area
d. Minimum and maximum area of proposed lots	3,533 to 10,460 sq. ft.
e. Minimum width of proposed lots	40 Feet.
f. Average lot size	4,992 sq. ft.

4. What utility company or organization will provide services to the development:

a. Sewer Service	Sun Valley GID
b. Electrical Service	NV Energy
c. Telephone Service	AT&T
d. LPG or Natural Gas Service	NV Energy
e. Solid Waste Disposal Service	Waste Management
f. Cable Television Service	Charter or AT&T
g. Water Service	Sun Valley GID

5. For common open space subdivisions (Article 408), please answer the following:

- a. Acreage of common open space:

4.26 Acres

- b. What development constraints are within the development and how many acres are designated slope, wetlands, faults, springs, and/or ridgelines:

2.67 Acres or 18.16% of the site has slopes exceeding 15%. No other development constraints. Note that the "Rural" area on the North Side of the site will be undisturbed. Note that most of the slopes exceeding 30% are due to prior disturbance from construction of Highland Ranch Parkway and the man made drainage channel.

- c. Range of lot sizes (include minimum and maximum lot size):

3,533 to 10,460 sq. ft in size.

d. Proposed yard setbacks if different from standard:

15' Front Yard to House but 20' to Garage with Min. 20' Driveway. 15' Rear Yards. The vast majority of Homes have 20' or greater Rear Yard Setbacks.

e. Justification for setback reduction or increase, if requested:

To allow rockery walls in rear yard to be part of the common area, maintained by HOA

f. Identify all proposed non-residential uses:

N/A

g. Improvements proposed for the common open space:

Mainly Open Space but Including a Pocket Neighborhood Park by Lot 50. A public trail system will be constructed along with open channel drainage feature, along the Klondike Drive ROW, up to and around the Rocky Knoll to the north, and with a connection to Highland Ranch Parkway.

h. Describe or show on the tentative map any public or private trail systems within common open space of the development:

See the attached Tentative Map and Preliminary Landscape Plan.

i. Describe the connectivity of the proposed trail system with existing trails or open space adjacent to or near the property:

The trail system will provide connectivity to Highland Village to the north, the adjacent common area to the west in the Stone Creek Subdivision, and Palmer Elementary School to the South.

j. If there are ridgelines on the property, how are they protected from development?

N/A

k. Will fencing be allowed on lot lines or restricted? If so, how?

Yes, rear yards will be fenced with a 6' tall wooden fence.

l. Identify the party responsible for maintenance of the common open space:

The Highland Village Phase 2 Homeowners Association.

6. Is the project adjacent to public lands or impacted by "Presumed Public Roads" as shown on the adopted April 27, 1999 Presumed Public Roads (see Washoe County Engineering website at <http://www.washoecounty.us/pubworks/engineering.htm>). If so, how is access to those features provided?

No

7. Is the parcel within the Truckee Meadows Service Area?

Yes  No



8. Is the parcel within the Cooperative Planning Area as defined by the Regional Plan?

Yes  No If yes, within what city?

9. Has an archeological survey been reviewed and approved by SHPO on the property? If yes, what were the findings?

No, N/A.

10. Indicate the type and quantity of water rights the application has or proposes to have available: None

a. Permit #		acre-feet per year	
b. Certificate #		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):

N/A

11. Describe the aspects of the tentative subdivision that contribute to energy conservation:

The grading and layout of the homes allows for significant solar orientation of the homes.

12. Is the subject property in an area identified by Planning and Building as potentially containing rare or endangered plants and/or animals, critical breeding habitat, migration routes or winter range? If so, please list the species and describe what mitigation measures will be taken to prevent adverse impacts to the species:

N/A

13. If private roads are proposed, will the community be gated? If so, is a public trail system easement provided through the subdivision?

Public streets are proposed that will comply with Washoe County roadway standards.

14. 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?

See the attached write up from the previous MPA and RZA Application.

15. 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?

No

16. Will the project be completed in one phase or is phasing planned? If so, please provide that phasing plan:

A single phase is planned.

17. Is the project subject to Article 424, Hillside Development? If yes, please address all requirements of the Hillside Ordinance in a separate set of attachments and maps.

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

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

56,345 cu. yds. Cut and 60,973 cu. yds Fill, not including trench excavation.
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20. 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?

The site will be balanced with no off-haul. Some structural fill material and top soil will be imported. The site was graded to achieve balance by using cut material from the north side to raise the southern most lots about 10' above 9th avenue.
---

21. 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?

The 3:1 fill slope along 9th avenue will be visible from Palmer Elementary School but the slope will be landscaped common area to minimize visual impacts.
--

22. 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?

With the exception of the 2:1 slope leading up towards the rocky knoll, all other slopes will be 3:1 or flatter. Using a 2:1 slope below the rocky knoll will allow compliance with the Sun Valley Area Plan.
---

23. 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.
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24. 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?

Yes, see grading plan and summary information. Rockery walls planned for the site with a maximum height of 10'.
---

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

N/A, Minimal Vegetation exists on site, mainly upland with a scattering of smaller scrub juniper trees.

26. 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?

See the preliminary Landscape Plans for detail on revegetation and the seed mix planned for the site.

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

No temporary irrigation is planned to avoid erosion issues. A proper seed mix and planting techniques will be used along with fall planting to take advantage of winter moisture to facilitate seed germination and rooting.

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

No. Our team has substantial experience with revegetation in the Washoe County area.

## **TENTATIVE MAP FINDINGS**

**Section 110.608.25 Findings.** Prior to approving an application for a tentative map, the Planning Commission shall find that all of the following are true:

(a) Plan Consistency. That the proposed map is consistent with the Master Plan and any specific plan;

**RESPONSE – This Tentative Map is consistent with the plan shown in the recently Approved Master Plan Amendment Application and thus consistent with the Master Plan including the Sun Valley area Plan.**

(b) Design or Improvement. That the design or improvement of the proposed subdivision is consistent with the Master Plan and any specific plan;

**RESPONSE – This Tentative Map and the subdivision design is consistent with the plan shown in the recently Approved Master Plan Amendment Application and thus consistent with the Master Plan including the Sun Valley area Plan.**

(c) Type of Development. That the site is physically suited for the type of development proposed;

**RESPONSE – This project is ideally situated on the property and preserves the rocky knoll with a planned public trail to allow Washoe County citizens to enjoy the spectacular view that the rocky knoll affords. Superior connectivity is provided to existing development with safe and convenient access to Palmer Elementary school for the families that are expected to live in the new homes.**

(d) Availability of Services. That the subdivision will meet the requirements of Article 702, Adequate Public Facilities Management System;

**RESPONSE – Per the following table, this project has adequate access to the Public Facilities Management System.**

13. Community Services (provided and nearest facility):

a. Fire Station	2 miles to Truckee Meadows Fire Station #45 on Sun Valley Blvd. 3 min. drive.
b. Health Care Facility	3.5 miles to St. Mary's and Renown Urgent Care on Los Altos.
c. Elementary School	Adjacent to Palmer Elementary School , 5 minute walk.
d. Middle School	1.2 miles to Desert Sky Middle School, 25 minute walk.
e. High School	6.2 miles to the new Wildcreek High School Under Construction
f. Parks	0.4 Miles to Highland Ranch Park, 10 minute walk.
g. Library	5.4 miles to the TMCC Library.
h. Citifare Bus Stop	0.6 miles to Route 5 Bus stop on Donatello Drive, 12 minute walk.

(e) Fish or Wildlife. That neither the design of the subdivision nor any proposed improvements are likely to cause substantial environmental damage, or substantial and avoidable injury to any endangered plant, wildlife or their habitat;

**RESPONSE – No endangered plant, wildlife or associated habitat exists on this site. 3.68 acres is now being preserved at and surrounding the Rocky Knoll, which will now be accessible to the public via a planned trail system.**

(f) Public Health. That the design of the subdivision or type of improvement is not likely to cause significant public health problems;

**RESPONSE – There are no Public Health Issues associated with this project. A Phase 1 Environmental Study was completed and no additional follow up work or testing was recommended by the author.**

*“Upon conclusion of our Phase I ESA, and based on the information reviewed, this assessment has revealed no evidence of recognized environmental conditions or controlled recognized environmental conditions in connection with the Subject Property. Based on the information reviewed for this assessment, McGinley is of the opinion that additional environmental investigations at the Subject Property are not warranted at this time.”*

(g) Easements. That the design of the subdivision or the type of improvements will not conflict with easements acquired by the public at large for access through, or use of property within, the proposed subdivision;

**RESPONSE – There are no easements affected by this project and although Klondike Drive will be abandoned prior to final map approval, a pedestrian trail will be provided to provide connectivity between 9<sup>th</sup> Avenue, Palmer Elementary School and Highland Ranch Parkway. The Klondike right-of-way does not meet minimum county requirements for street grades or intersection sight distance so abandonment will not be detrimental to the traveling public.**

(h) Access. That the design of the subdivision provides any necessary access to surrounding, adjacent lands and provides appropriate secondary access for emergency vehicles;

**RESPONSE – Per the attached traffic study, the proposed three leg intersection will provide safe and adequate access and the emergency/pedestrian only access to 9<sup>th</sup> avenue/Palmer Elementary School further supports this finding.**

(i) Dedications. That any land or improvements to be dedicated to the County is consistent with the Master Plan; and

**RESPONSE – The local streets that are proposed to be dedicated to Washoe County as Public Roadways will comply with all applicable county standards and be in compliance with the Master Plan**

(j) Energy. That the design of the subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision.

**RESPONSE – The grading and layout of the site will allow for significant solar heating of the vast majority of homes on the site.**

Community Services Department  
Planning and Building  
VARIANCE APPLICATION



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

Telephone: 775.328.6100

HIGHLAND VILLAGE PHASE 2  
COMMON OPEN SPACE DEVELOPMENT

# Variance Application Supplemental Information

(All required information may be separately attached)

1. What provisions of the Development Code (e.g. front yard setback, height, etc.) must be waived or varied to permit your request?

Section 110.438.45 Grading of Slopes. (a) Grading shall not result in slopes in excess of, or steeper than, three horizontal to one vertical (3:1)

**You must answer the following questions in detail. Failure to provide complete and accurate information will result in denial of the application.** See attached project summary for more detailed information.

2. What are the topographic conditions, extraordinary or exceptional circumstances, shape of the property or location of surroundings that are unique to your property and, therefore, prevent you from complying with the Development Code requirements?

To comply with the Sun Valley Area Plan, Policy SUN.4.2, "Hillside development shall disturb the minimum area required for construction and conserve steep slopes in their natural state."

3. What steps will be taken to prevent substantial negative impacts (e.g. blocking views, reducing privacy, decreasing pedestrian or traffic safety, etc.) to other properties or uses in the area?

No impacts. Homes will hide the view of the 2:1 slopes and a new trail system will be constructed off site to provide public access to the top of the Rocky Knoll to the north.

4. How will this variance enhance the scenic or environmental character of the neighborhood (e.g. eliminate encroachment onto slopes or wetlands, provide enclosed parking, eliminate clutter in view of neighbors, etc.)?

The 2:1 slope will allow compliance with the Sun Valley Area Plan, Reduce Grading Quantities, and Retain a Greater portion of the Rocky Knoll located to the north of the 2:1 slope.

5. What enjoyment or use of your property would be denied to you that is common to other properties in your neighborhood?

The ability to preserve land for open space for both homeowners and the general public, which is much desired in the Sun Valley area. A pulic trail wil provide said access.

6. Are there any restrictive covenants, recorded conditions or deed restrictions (CC&Rs) that apply to the area subject to the variance request?

Yes     No    If yes, please attach a copy.

7. How is your current water provided?

Water service will be provided by Sun Valley General Improvement District

8. How is your current sewer provided?

Sewer service will be provided by Sun Valley General Improvement District

## **VARIANCE FINDINGS**

**Section 110.804.25 Findings.** Prior to approving an application for a variance, the Board of Adjustment, the Planning Commission or hearing examiner shall find that findings (a) through (d) apply to the property and, if a military installation is required to be noticed, finding (e):

(a) Special Circumstances. Because of the special circumstances applicable to the property, including either the:

(1) Exceptional narrowness, shallowness or shape of the specific piece of property, or

(2) By reason of exceptional topographic conditions, or

(3) Other extraordinary and exceptional situation or condition of the property and/or location of surroundings, the strict application of the regulation results in exceptional and undue hardships upon the owner of the property;

***RESPONSE – The Rocky Knoll and all land to the north was recently placed in a Rural Land Use Designation as this is an Important Topographical Feature and worth preserving. The original Land Use for the site prior to the Master Plan Amendment had only 1.676 acres of Rural Land Use area that did not preserve the rocky knoll. With the recent Approval of a Master Plan amendment, there is now 3.68 acres of Rural Land Use and the rocky knoll will be preserved. In order to now minimize the amount of grading leading up to the Rocky Knoll and comply with the Sun Valley Area Plan, Policy 4.2 – “Hillside development shall disturb the minimum area required for construction and conserve steep slopes in their natural state,” a 2:1 slope is required. Note that rockery walls will be used to step up this section of hillside to further reduce grading impacts and two-story homes will largely screen this area from public view. The 2:1 slope will pull the top of slope further away from the Rocky Knoll in compliance with SUN 4.2. Note that a planned public trail system will allow public access to the top of the rocky knoll for Washoe County citizens to enjoy the spectacular views afforded. The EXHIBIT on the following page graphically shows the impact of the 2:1 slope in relationship to previous and current land use designations. Finally, per the included Geotechnical report, soil conditions are well suited for a 2:1 slope in this area.***

(b) No Detriment. The relief will not create a substantial detriment to the public good, substantially impair affected natural resources or impair the intent and purpose of the Development Code or applicable policies under which the variance is granted;

***RESPONSE – Granting of the Variance will allow compliance with SUN 4.2 and not cause negative impairments.***

(c) No Special Privileges. The granting of the variance will not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and the identical regulatory zone in which the property is situated; and

***RESPONSE – Granting of the Variance does not grant special privileges and the fact that the Landowner on his own increased the amount of rural land area from 1.676 acres to 3.68 acres was in fact a burden on the landowner to the benefit of the public.***



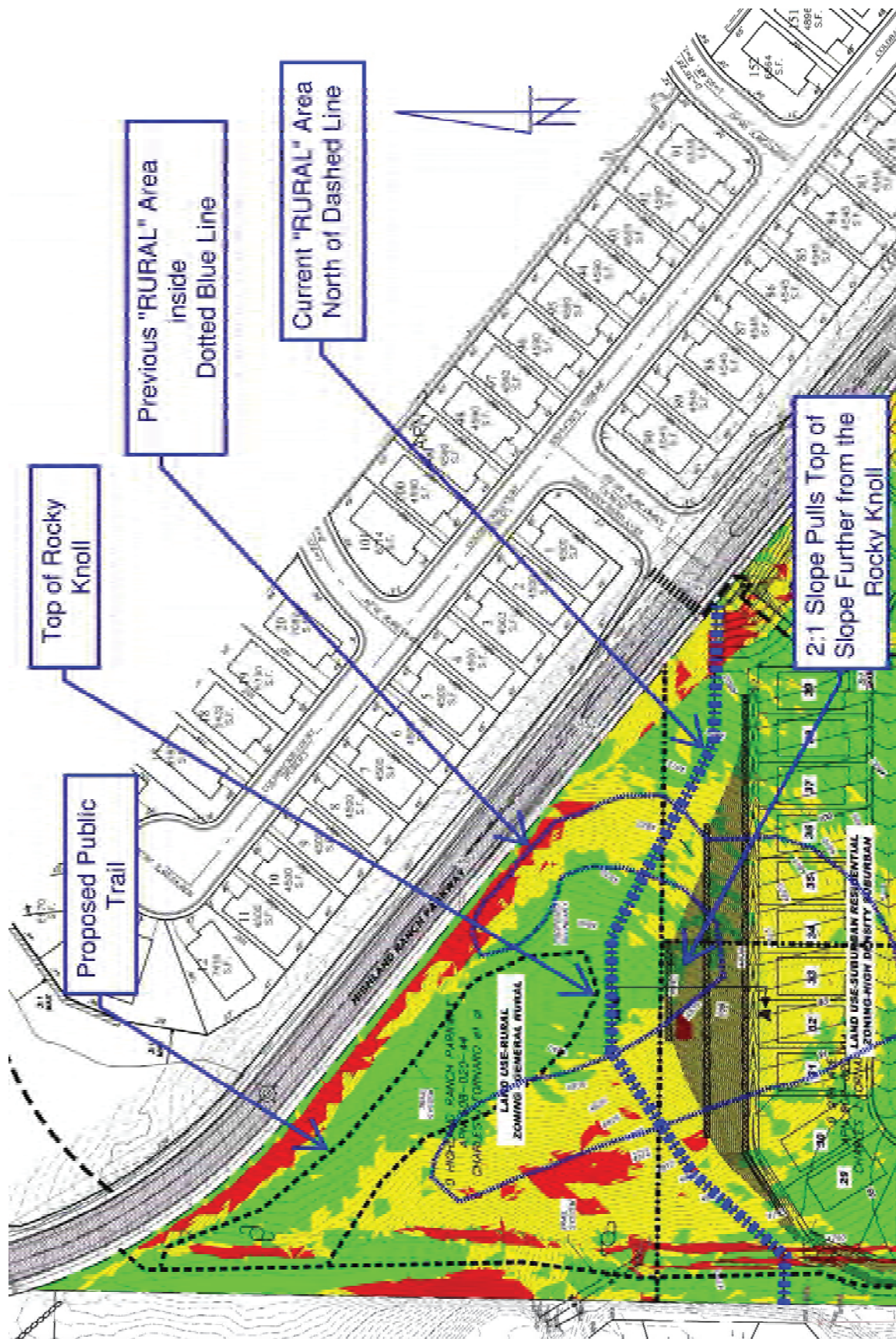
(d) Use Authorized. The variance will not authorize a use or activity which is not otherwise expressly authorized by the regulation governing the parcel of property.

***RESPONSE – Granting of the Variance will allow a residential use authorized under the regulations governing the property.***

(e) Effect on a Military Installation. The variance will not have a detrimental effect on the location, purpose and mission of the military installation.

***RESPONSE – There is no Military Installation anywhere near the site.***

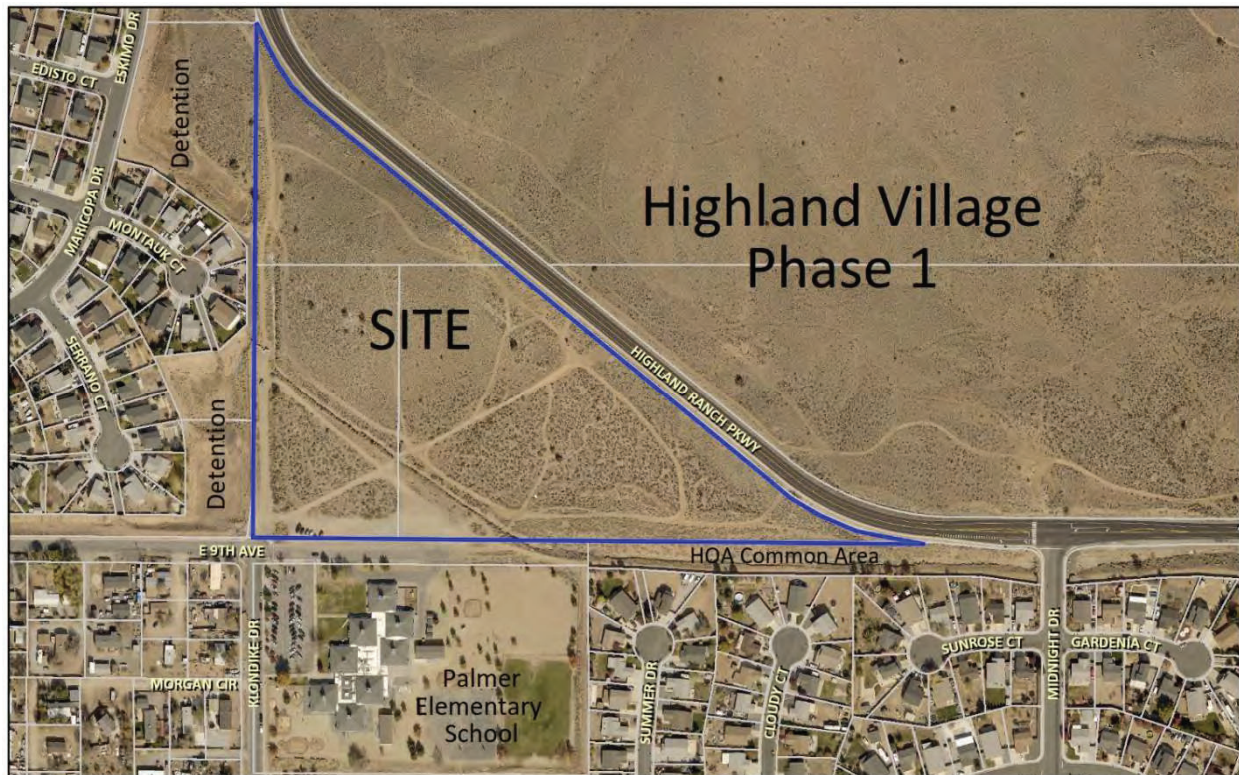
***The EXHIBIT referenced in (a) above is on the following page.***



## Opportunities and Constraints Analysis

**Section 110.408.30** Site Analysis to Determine Common Open Space and Lot Size Variations. A site analysis showing development opportunities and constraints shall be prepared as a key consideration, along with the project design objectives, to determine the total area covered by lots and roads, lot areas, and the total area to be designated as common open space. The site analysis shall include information and maps, including a site opportunities and constraints map, describing all significant physical and contextual features or factors which may affect the development of the property. The elements of the site analysis shall include, as a minimum, the following information:

- (a) Location Map. A general location map providing the context of location and vicinity of the site.  
**RESPONSE – See Below**



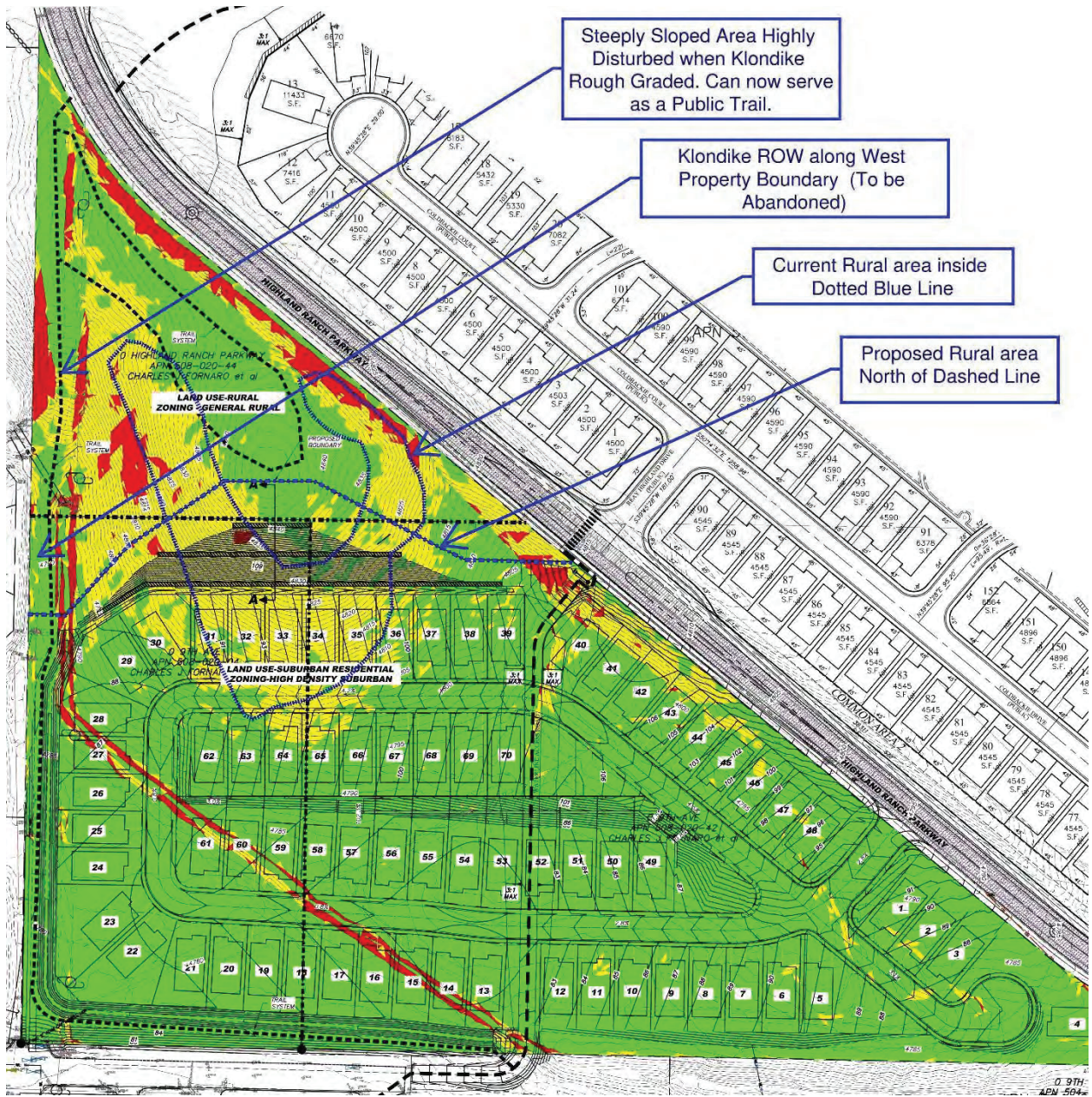
**LOCATION MAP**

- (b) Land Use. Current and planned land use on the site and adjacent current, planned and approved, but unbuilt land uses. **RESPONSE – A recent Master Plan Amendment added additional Rural Area to the site to better reflect the topography. There was previously 1.68 acres of Rural Area that more closely followed slopes between 15% and 30% rather than slopes exceeding 30% and the Rocky Knoll on the north side of the project was left in a Suburban Residential Zone. Upon approval of the Master Plan Amendment, there is now 3.68 acres of Rural Area more closely aligned with steep slopes and protecting the Rocky Knoll and surrounding areas to the west, north, and east. A proposed public trail system will allow Washoe County citizens to enjoy the**

spectacular views from atop the rocky knoll in perpetuity. A Regulatory Zone Amendment was also approved that changed the General Rural area in the same fashion and location from the previous 1.68 acres to the current 3.68 acres. The Low Density Suburban Area was changed to High Density Suburban, compatible with Highland Village to the northeast and buffered from adjoining Medium Density Suburban areas with Open Space Areas and the Rural Area on this site. The following exhibits show the previous zoning for the site and the new Land Use/Zoning configurations that demonstrate positive impacts of the proposed project.



**SURROUNDING ZONING**



**LAND USE EXHIBIT FROM THE MPA**

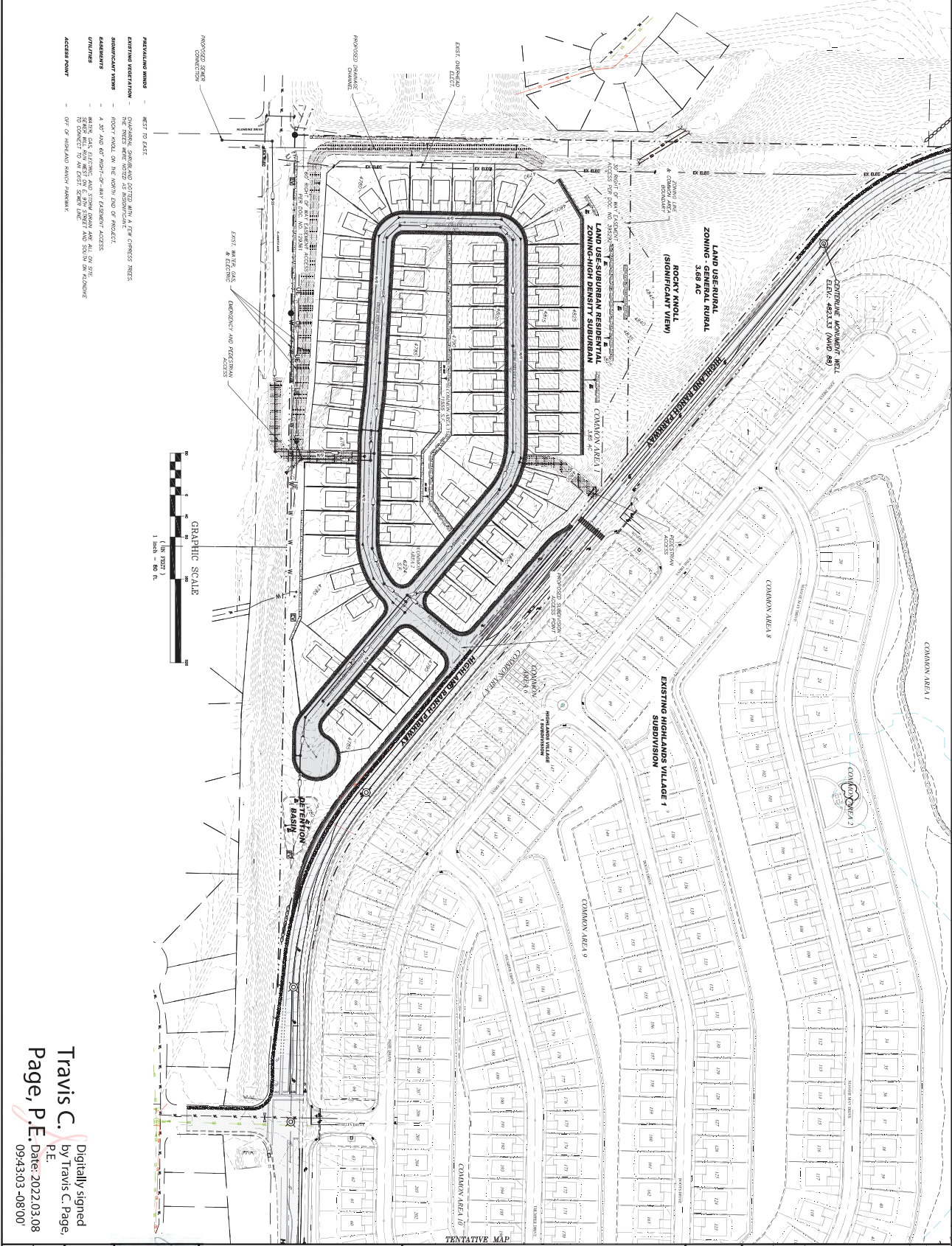
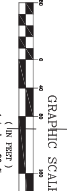
(c) Existing Structures. A description of the location, physical characteristics, condition and proposed use of any existing structures. **RESPONSE – There are no structures on the site.**

(d) Existing Vegetation. A description of existing vegetation, including limits of coverage, and major tree sizes and types. In the instance of heavily wooded sites, typical tree sizes, types and limits of tree coverage may be substituted. **RESPONSE – The site is characterized as Chaparral Shrubland with a few Cypress Trees. The Trees were noted as Insignificant.**

- (e) Prevailing Winds. An analysis of prevailing winds. **RESPONSE – Prevailing winds are from the West. The site will be buffered from North Winds by the fact that the rocky knoll will be left in place and homes below in cut and below the top of the rocky knoll.**
- (f) Topography. An analysis of slopes on the site using a contour interval of five (5) feet, or at a contour interval appropriate for the site and agreed to by the Director of Community Development. **RESPONSE – See Sheet C-4 of the Tentative Map, Grading Plan, with one foot contour intervals.**
- (g) Soil. An analysis of the soil characteristics of the site using Soil Conservation Service (SCS) information. **RESPONSE – See page 5. Of the Geotechnical Report, Section III. Subsurface soils and Groundwater conditions, A. Soils.**
- (h) Natural Drainageways. Identification of natural drainageways on and adjacent to the site. **RESPONSE – There is a man-made drainage ditch on the site that runs from the middle of the west side of the site and runs southeast towards the end of 9<sup>th</sup> Avenue. This ditch will be relocated with development. No natural drainage ways exist on the site.**
- (i) Wetlands and Water Bodies. Identification of existing or potential wetlands and water bodies on the site. **RESPONSE – N/A**
- (j) Flood Hazards. Identification of existing and potential flood hazards using Federal Emergency Management Agency (FEMA) information. **RESPONSE – N/A, the site lies in an unshaded Zone X, outside the 100 year and 500-year FEMA flood zones.**
- (k) Seismic Hazards. Identification of seismic hazards on or near the site, including location of any Holocene faults. **RESPONSE – N/A, See page 7. Of the Geotechnical Report, Section B. Faulting.**
- (l) Avalanche Hazards. An analysis of avalanche and other landslide hazards. **RESPONSE – N/A**
- (m) Sensitive Habitat and Migration Routes. An analysis of sensitive habitat areas and migration routes. **RESPONSE – N/A**
- (n) Significant Views. A description and analysis of all on and off-site significant views. **RESPONSE – There are spectacular views from atop the Rocky Knoll that will be forever preserved due to the previous MPA and RZA along with the proposed public trail system.**
- (o) Easements. A description of the type and location of any easements on the site. **RESPONSE – See Sheet C-2 of the Tentative Map, Site Plan.**
- (p) Utilities. A description of existing or available utilities, and an analysis of appropriate locations for water, power, sanitary sewer and storm water sewer facilities. **RESPONSE – See Sheet C-7 of the Tentative Map, Utility Plan. The full range of utilities are available adjacent to the site to serve the project. A discovery has already been completed with the Sun Valley GID.**
- (q) Appropriate Access Points. An analysis of appropriate access points based upon existing and proposed streets and highways and site opportunities and constraints. **RESPONSE – See the attached traffic study. The “T” intersection and proposed emergency access/pedestrian access will provide safe and adequate access to the site.**


(r) Other Information. All other information deemed appropriate and necessary by the Director of Community Development. ***RESPONSE – The project as proposed complies with all aspects of the Washoe County Master Plan, Sun Valley area Plan and Washoe county Development Code. See the attached Opportunities and Constraints Map.***

- PREVAILING WINDS - WEST TO EAST
- EXISTING VEGETATION - QUANTIFIED SHADING AND DOTTED WITH A FEW GREENS TREES.
- ADJACENT VIEWS - ROOFTOP PANEL ON THE NORTH END OF PROJECT.
- UTILITIES - 4" 30' AND 6" 30' NORTH-SOUTH ELEVATION ACCESS.
- ACCESS POINT - WATER, GAS, ELECTRIC AND STORM DRAINAGE ARE ALL ON SITE.
- ACCESS POINT - TRUCK TRAIL AND SERVICE TRAIL AND SOUTH ON PLANNING OFF OF HIGHWAY AND SERVICE DRIVEWAY.



Travis C. P.E.  
 Digitally signed by Travis C. Page, P.E.  
 Date: 2022.03.08 09:43:03 -08'00'

PROFESSIONAL SEAL  
 TRAVIS C. PAGE  
 CIVIL ENGINEER  
 STATE OF NEVADA  
 No. 46589

 895 ROBERTA LANE, SUITE 104, SPARKS, NV 89431  
 (775) 366-3300 FAX (775) 366-3329  
 ODYSSEYRENO.COM  
 ENGINEERING INCORPORATED

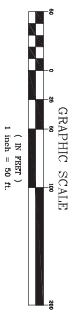
HIGHLAND VILLAGE PHASE 2  
 TENTATIVE MAP  
 OPPORTUNITIES AND CONSTRAINTS  
 WASHINGTON COUNTY NEVADA

DATE: 03-08-22  
 DRAWN BY: ACAD 22  
 DESIGNED BY: T.C.P.  
 CHECKED BY: T.C.P.

REV.	DATE	DESCRIPTION	BY	APP'D

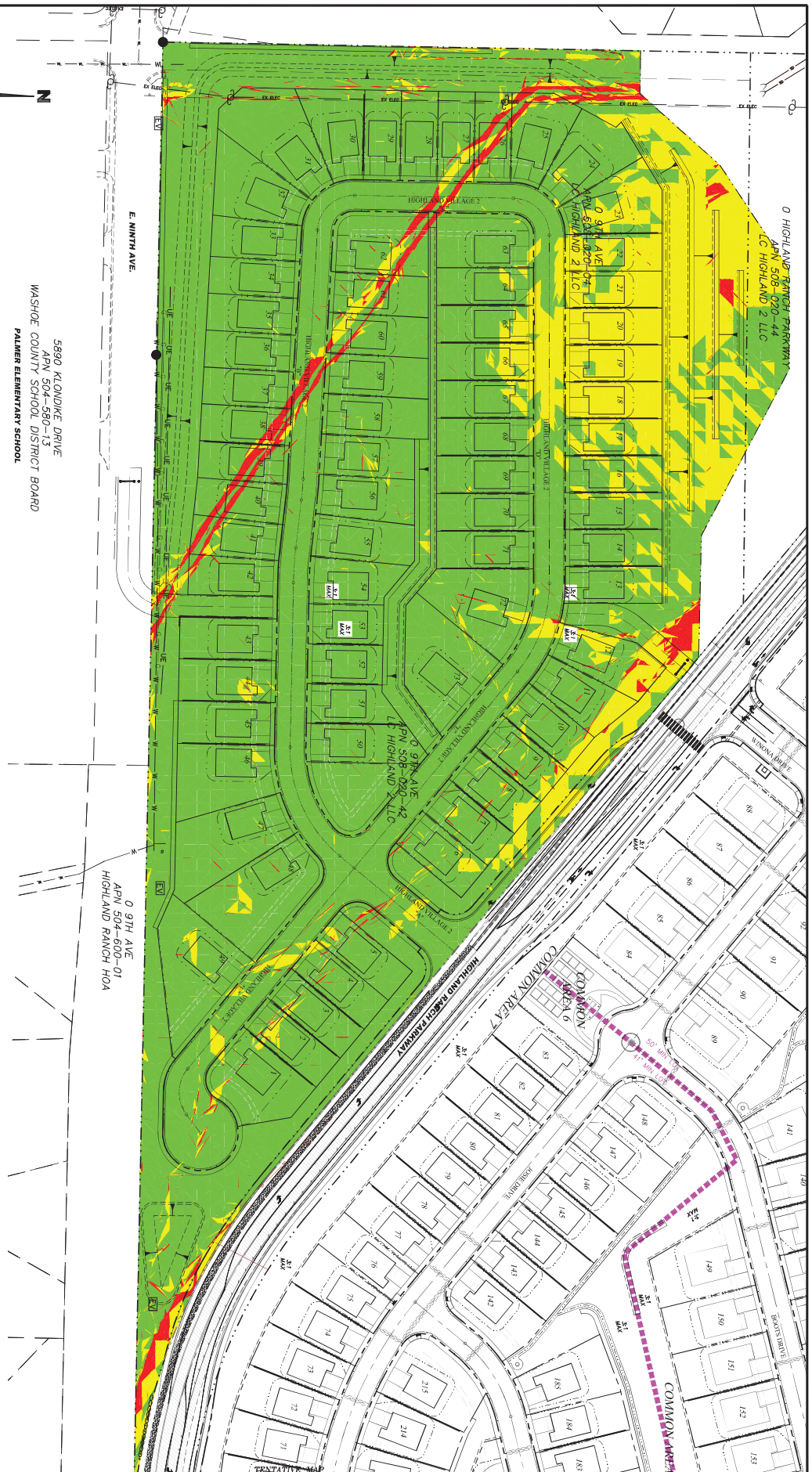
WTM22-004  
 AND WPVAR22-0003  
 EXHIBIT E





2.67 Acres or 18.16% of the Site has slopes Exceeding 30%, less than the 20% Required for the Hillside Development Ordinance to be Followed.

Slopes Table					
Number	Minimum Slope	Maximum Slope	Area	Color	Site %
1	0.00%	15.00%	524538.72	Green	81.84%
2	15.00%	30.00%	102316.02	Yellow	15.97%
3	30.00%	200000.00%	14027.78	Red	2.19%



5890 KLONDIKE DRIVE  
 WASHOE COUNTY SCHOOL DISTRICT BOARD  
 PALMER ELEMENTARY SCHOOL

O 9TH AVE  
 APN 504-600-01  
 HIGHLAND RANCH HOA

O HIGHLAND RANCH PARKWAY  
 APN 508-020-44  
 LC HIGHLAND 2 LLC

TRAVIS D. TREND  
 PROFESSIONAL ENGINEER  
 STATE OF NEVADA  
 LICENSE NO. 4589

895 ROBERTA LANE, SUITE 104, SPARKS, NV 89431  
 (775) 358-3505 FAX (775) 358-3329  
 ODYSSEY.TREND.COM  
 ODYSSEY ENGINEERING INCORPORATED

**HIGHLAND VILLAGE PHASE 2**  
**TENTATIVE MAP**  
**SLOPE MAP**  
 WASHOE COUNTY NEVADA

DATE: 03-08-22  
 DRAWN BY: ACAR 22  
 DESIGNED BY: TCP  
 CHECKED BY: TCP

REV.	DATE	DESCRIPTION	BY	APP'D

**WTM22-004**  
**AND WPVAR22-003**  
**EXHIBIT E**



Sun Valley General Improvement District  
5000 Sun Valley Boulevard  
Sun Valley, NV 89433-8229  
Phone: (775) 673-2220  
Fax: (775) 673-1835

February 8, 2022

Krater Consulting Group, PC  
Attn: Kenneth Krater  
901 Dartmouth Drive  
Reno, NV 89509

RE: Highland Village 2

Dear Mr. Krater

The Sun Valley General Improvement District is the owner/operator of the water and wastewater facilities in the Sun Valley Hydro Basin. This Hydro Basin includes the acre site of Highland Village 2 subdivision, 72 lot common open space subdivision that is proposed at the northeast end of Highland Ranch Drive. APN: 508-020-04,508-020-42 & 508-020-44.

Water:

At the writing of this letter there is currently enough capacity to serve this proposed subdivision. This capacity is being utilized on a first come, first serve basis.

Wastewater:

At the writing of this letter there is currently enough capacity to serve this proposed subdivision. This capacity is being utilized on a first come, first serve basis

Sincerely,

Sun Valley General Improvement District

Chris Melton  
Public Works Director



August 31, 2021

Jeffrey L. Holbrook  
LC Highland 2, LLC  
27132 B Paseo Espada, Suite 1226  
San Juan Capistrano, CA 92675

### **Traffic Analysis – Highland Ranch South**

Dear Mr. Holbrook,

This report presents the findings of a Traffic Analysis completed to assess the potential traffic impacts of the Highland Ranch South development on the project access intersection. The project consists of 70 single family residential units located on the south side of Highland Ranch Parkway in Washoe County, Nevada. This traffic study has been prepared to document existing traffic conditions at the project access intersection, quantify traffic volumes generated by the proposed project, document findings, and make recommendations, if any are needed. The location of the project is shown on **Figure 1** and the preliminary site plan is shown on **Figure 2**.

The following intersection is included in this study:

- ▶ Highland Ranch Parkway/Project Access

This study includes analysis of both the weekday AM and PM peak hours as these are the periods of time in which peak traffic is anticipated to occur. The evaluated development scenario is:

- ▶ Existing Plus Project Conditions

A qualitative assessment of existing conditions in the project area is provided. The study intersection does not exist without the project, therefore an existing conditions level of service analysis was not performed.

### **ANALYSIS METHODOLOGY**

Level of service (LOS) is a term commonly used by transportation practitioners to measure and describe the operational characteristics of intersections, roadway segments, and other facilities. This term equates seconds of delay per vehicle at intersections to letter grades "A" through "F" with "A" representing optimum conditions and "F" representing breakdown or over capacity flows.

**Intersections**

The complete methodology for intersection level of service analysis is established in the *Highway Capacity Manual (HCM) 6<sup>th</sup> Edition*, published by the Transportation Research Board (TRB). **Table 1** presents the delay thresholds for each level of service grade at signalized and unsignalized intersections.

**Table 1: Intersection Level of Service Definitions**

Level of Service	Brief Description	Average Delay (seconds per vehicle)	
		Signalized Intersections	Unsignalized Intersections
A	Free flow conditions.	< 10	< 10
B	Stable conditions with some affect from other vehicles.	10 to 20	10 to 15
C	Stable conditions with significant affect from other vehicles.	20 to 35	15 to 25
D	High density traffic conditions still with stable flow.	35 to 55	25 to 35
E	At or near capacity flows.	55 to 80	35 to 50
F	Over capacity conditions.	> 80	> 50

Source: *Highway Capacity Manual, 6<sup>th</sup> Edition*

Level of service calculations were performed for the study intersection using the Synchro 11 software package with analysis and results reported based on *HCM* methodology.

**Level of Service Policy**

Washoe County

The Regional Transportation Commission’s (RTC) *2050 Regional Transportation Plan (RTP)* establishes level of service criteria for regional roadway facilities in the City of Reno, City of Sparks, and Washoe County. The current Level of Service policy is:

*“All regional roadway facilities projected to carry less than 27,000 ADT at the latest RTP horizon – LOS D or better.”*

*“All regional roadway facilities projected to carry 27,000 or more ADT at the latest RTP horizon – LOS E or better.”*

*“All intersections shall be designed to provide a level of service consistent with maintaining the policy level of service of the intersecting corridors”.*

Highland Ranch Parkway is projected to carry less than 27,000 ADT.



Sun Valley Area Plan

The Sun Valley Area Plan (December 2018) includes the following transportation policy related to level of service:

*Level of service “C” or above is the desired level for all regional roads in the Sun Valley planning area.*

While LOS “C” is desired for the Sun Valley planning area, it is not required; therefore, LOS “D” was used as the threshold criteria for this analysis based on regional (2050 RTP) thresholds.

**EXISTING CONDITIONS**

**Roadway Facilities**

Highland Ranch Parkway within the study area is a two-lane east-west roadway with one lane in each direction. It has a posted speed limit of 35 mph in the study area and is classified as a Moderate Access Control (MAC) Arterial in the 2050 Regional Transportation Plan.

**Traffic Volumes**

Existing AM and PM peak hour traffic volumes on Highland Ranch Parkway were obtained from the recent Highland Village Traffic Study (Solaegui Engineers, 2020). Those traffic volumes were collected during construction and COVID restrictions and were therefore adjusted accordingly to represent typical weekday conditions. The full methodology can be found within the prior study. The existing traffic volumes (adjusted) are shown on **Figure 3**, attached.

**PROJECT CONDITIONS**

**Trip Generation**

Trip generation rates from Trip Generation Manual, 10<sup>th</sup> Edition published by the Institute of Transportation Engineers (ITE) were used to develop trip generation estimates for the proposed project. Trip rates for the Single-Family Detached Housing (210) use were used. **Table 2** shows the Daily, AM peak hour, and PM peak hour trip generation estimates based on number of dwelling units.

**Table 2: Trip Generation Estimates**

Land Use (ITE Code)	Size	Trips <sup>1</sup>				
		Daily	AM	AM In/Out	PM	PM In/Out
Single-Family Detached Housing (210)	70 du	661	52	13 / 39	69	43 / 26

Notes: du = dwelling units

1. Trips were calculated based on the following rates per du: Daily – 9.44; AM – 0.74 (25% in / 75% out); PM – 0.99 (63% in / 37% out)

Source: Headway Transportation, 2021



As shown in the table, the project is expected to generate 661 Daily, 52 AM peak hour, and 69 PM peak hour trips.

**Trip Distribution**

Project trips were distributed to the adjacent roadway network based on existing traffic volumes, the locations of complimentary land uses, and anticipated travel patterns. Project trips were distributed based on the following:

- ▶ 55% to/from the west via Highland Ranch Parkway
- ▶ 45% to/from the east via Highland Ranch Parkway

Figure 4 shows the project trip distribution and assignment.

**EXISTING PLUS PROJECT CONDITIONS**

**Traffic Volumes**

Project trips (Figure 4) were added to the existing traffic volumes on Highland Ranch Parkway (Figure 3) to develop the Existing Plus Project conditions traffic volumes, shown on Figure 5.

**Intersection Level of Service**

AM and PM peak hour intersection level of service analysis was performed for the study intersection based on the Existing Plus Project traffic volumes, lane configurations, and controls shown on Figure 5. Table 3 shows the level of service results and the technical calculations are provided in Attachment A.

**Table 3: Existing Plus Project Intersection Level of Service**

Intersection	Control	AM		PM	
		Delay <sup>1</sup>	LOS	Delay <sup>1</sup>	LOS
Highland Ranch Parkway/Project Access	Side Street Stop				
Northbound Approach		17.1	C	19.6	C
Westbound Left		8.5	A	8.8	A

Notes: 1. Delay is reported in seconds per vehicle for the worst approach/movement for side street stop controlled intersections.

Source: Headway Transportation, 2021

As shown in the table, the project access road intersection is expected to operate at LOS C (within policy level of service thresholds) during the AM and PM peak hours.

**ACCESS MANAGEMENT**

Based on the through movement volumes on Highland Ranch Parkway (more than 450 vehicles in each direction during the AM peak hour and more than 500 vehicles in each direction during the PM peak hour), the left-turn volumes into the project site, and the speed limit on Highland Ranch Parkway, a westbound



left-turn lane is recommended on Highland Ranch Parkway at the Project Access Road intersection. Additionally, a left-turn lane at the Project Access Road would provide consistency throughout the corridor with adjacent intersections. The left-turn lane should include 315 feet of storage/deceleration length (200 foot striped pocket plus 115 feet of taper). The proposed intersection spacing provides adequate separation which will allow for the turn pocket and taper.

An eastbound right-turn lane is not justified based on access standards provided in the 2050 RTP which state that a right-turn deceleration lane should be provided on Moderate Access Control Arterial roadway (Highland Ranch Parkway) "if there are more than 60 inbound, right-turn movements during the peak hour." As shown on **Figure 5**, the eastbound right-turn volumes are estimated to be only 7 and 24 during the AM and PM peak hours, respectively, which are significantly lower than the required volume.

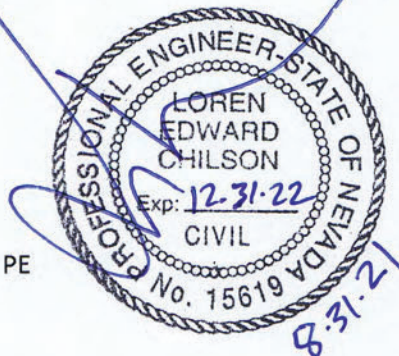
## CONCLUSIONS

The following is a list of our key findings and recommendations:

- ▶ The proposed project includes 70 single-family housing units located on the south side of Highland Ranch Parkway between Apple Blossom Drive and Midnight Drive.
- ▶ The project is anticipated to generate approximately 661 Daily, 52 AM peak hour, and 69 PM peak hour trips on the external roadway network.
- ▶ Under Existing Plus Project conditions, the Highland Ranch Parkway/Project Access intersection is expected to operate at LOS C during the AM and PM peak hours.
- ▶ A westbound left-turn lane is recommended on Highland Ranch Parkway at the Project Access Road based on traffic volumes, roadway speed, and adjacent intersection configurations. The left-turn lane should include 315 feet of storage/deceleration length (200 foot striped pocket plus 115 feet of taper).
- ▶ An eastbound right-turn lane is not justified on Highland Ranch Parkway at the Project Access Road as the right-turn volumes do not meet the RTC's threshold for a right-turn lane at this location.

Sincerely,  
Headway Transportation, LLC

Loren E. Chilson, PE  
Principal



### Attachments:

- Figure 1 – Project Location
- Figure 2 – Preliminary Site Plan
- Figure 3 – Existing Traffic Volumes, Lane Configurations, and Controls
- Figure 4 – Project Trips
- Figure 5 - Existing Plus Project Traffic Volumes, Lane Configurations, and Controls
- A – Existing Plus Project LOS Calculation Sheets

