

### **Engineering and Capital Projects**

#### **AGENDA**

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

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

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

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

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

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

https://www.washoecounty.us/csd/planning\_and\_development/board\_commission/regional\_street\_naming\_committee/index.php.

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

Public comments for all matters, whether listed on the agenda or not, are welcomed during the "Public comment," and are limited to three minutes per person. Persons may not allocate unused time to other speakers. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive conduct may or may not be given before removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

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

- 2. PUBLIC COMMENT [Non-action] No action will be taken on a matter raised under this portion of the agenda until the matter has been included on an agenda as an item on which action may be taken. The Committee may ask that a matter be listed on a future agenda during the PUBLIC COMMENT periods or during the following item:
  MISCELLANEOUS/ANNOUNCEMENTS. Comments shall be limited to no more than three minutes. Persons may not allocate unused time to other speakers. Anyone may speak pertaining to any matter either on or off the agenda.
- **3.** APPROVAL OF MINUTES FROM JANUARY 19, 2016 MEETING [For possible action].
- **4. APPROVAL OF AGENDA** [For possible action]



### **Engineering and Capital Projects**

- **5. NEW BUSINESS** [For possible action]
  - **a.** Discussion and possible action on request to rename a named street from MYERS AVE (off HEINDEL RD) to MEYERS AVE.
  - **b.** Discussion and possible action to send a letter of request to property owner(s) to rename a named street from MEYERS AVE (off HOGE RD) to HOGE RD.
  - **c.** Discussion and possible action regarding a process for appealing certain Regional Street Naming Committee decisions to the Board of County Commissioners, including the types of decisions that are or will be appealable and how to appeal such decisions.

https://www.washoecounty.us/csd/planning\_and\_development/applications/files-planning-development/application\_files/ax\_bcc\_app\_2016.pdf

- **6. OLD BUISNESS** [For possible action]
  - a. Change name of existing Washoe County public street currently known as the eastern leg of WILDERNESS CT to WILDERNESS LN. Location: Approximately, ½ of a mile northeast of the Tahoe Blvd/Country Club Dr intersection in Incline Village.
    - Posted street sign replacement has been scheduled by Erik Olsen (Roads).
  - **b.** Change name of existing Washoe County private street currently known as THEOBALD RD to THEOBALD LN. Location: Approximately, 1/3<sup>rd</sup> of a mile southeast of the S Virginia St/Andrew Ln intersection below Steamboat.
    - Per RSNC Agenda and Agenda Item 1 of October, 2014, a Certificate of Amendment is not required for a street name change within unincorporated Washoe County.
- **7. MISCELLANEOUS / ANNOUNCEMENTS** [Non-action] Comments by the Committee or staff members, limited to announcements, topics, or issues for future agendas. No discussion among committee members will take place on this item. The next regular meeting is scheduled at 2:30 p.m., July 20<sup>th</sup>, 2017.
- 8. PUBLIC COMMENT [Non-action] No action will be taken on a matter raised under this portion of the agenda until the matter has been included on an agenda as an item on which action may be taken. The Committee may ask that a matter be listed on a future agenda during the PUBLIC COMMENT periods or during the following item:

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



### **WASHOE COUNTY**

### **Engineering & Capital Projects**

INTEGRITY COMMUNICATION SERVICE

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

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

### **Regional Street Naming Committee**

### **Meeting Minutes**

January 19th 2017, 2:30 p.m.

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

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

### **Members Present:**

Jon Walker, City of Sparks, Chair
Dave Erickson, Washoe County, Vice-Chair
Brad Kaneyuki, Washoe County, Coordinator
Rebecca Reid, NV Energy
Jessica Calia, City of Reno
Heather Edmunson, Truckee Meadows Water Authority
Teresa Parkhurst, City of Sparks
Sean Chambers, City of Sparks Police Department

### Legal Counsel

Stephan Hollandsworth, Washoe County District Attorney's Office

### Alternate Member Present:

Nicholas Connolly, City of Sparks Pennie Foster-Ortiz, City of Reno Dixie Rudebusch, Washoe County

#### Non-Members Present:

Evelyn Weir, Washoe County Community Services Department Tania Ewing, Washoe County Community Services Department

#### **Apologies**

Randy Baxley, Washoe County School District Karren Little, USPS Elaina Hooper, Reno Public Safety Jennifer Felter, Washoe County Public Safety

Quorum Established

### Approval of Minutes from October 20th, 2016 Meeting

Motion by Teresa Parkhurst, second by Brad Kaneyuki to approve the minutes from the October 20th meeting as corrected. Motion carried. The spelling of Jon Walker's name as corrected to fix the misspelling of a committee member's name.

Regional Street Naming Committee Meeting Minutes - January 19th, 2:30 p.m. Page 2 of 2

### **New Business**

### Change of Name Wilderness Court

Clara Lawson, Licensed Engineer, Engineering and Capital Projects, Community Services requested a street name change. Change the eastern leg of Wilderness Court to Wilderness Lane; this is within a Washoe County Right of Way. GIS performed due diligence by checking the street name against the Master Street Directory for any existing street name duplicates or similar phonetically-sounding street names for the purposes of Emergency Management. No addresses exist off the eastern leg of the street. There will be no changes to addressing, new sign will be required.

Motion by Dave Erickson, second by Brad Kaneyuki to accept change of the eastern leg of Wilderness Court to Wilderness Lane. Motion carried.

### Change of Suffix Theobald Road

Bradley Kaneyuki of GIS/Tech Services proposed change of the recorded street name from Theobald Road to Theobald Lane. The street name recorded with Parcel Map 5267 was Theobald Road. The street name suffix type is in direct conflict with Theobald Lane, the full street name used by the Assessor's parcels and Master Street Directory. GIS performed due diligence by field checking and verifying the posted street sign as Theobald Lane. This street resides on private property outside of any jurisdictional right-of-way. USPS has this address as Theobald Street and will be changing it to Theobald Lane. On behalf of the Committee, Brad will reach out to the engineer/Landmark Survey and request a Certificate of Amendment.

Motion by Teresa Parkhurst, second by Heather Edmunson to accept the change Theobald Road to Theobald Lane and to request a Change of Amendment from Landmark Survey. Motion carried.

### **Old Business**

#### Meyers Avenue

The Myers Avenue name occurs in two different regions (a. Meyers Avenue (off HEINDEL Road) and b. Meyers Avenue (off HOGE Road). Problems arise with school district and zoning. Brad will further research on this in preparation for the next meeting. This item to be placed on the agenda for the April meeting.

### **Misc. Announcements**

Next meeting will be April 20th, 2017 at 2:30 p.m.

### Adjournment

Jon Walker adjourned the meeting at 2:52 p.m.

**Engineering and Capital Projects Division** 

### **AGENDA**

### MEETING OF THE REGIONAL STREET NAMING COMMITTEE October 16, 2014, 2:30 pm

Department of Community Development Conference Room A255 1001 East Ninth Street, Reno, Nevada

**CALL TO ORDER** 

APPROVAL OF MINUTES FROM JULY 31 MEETING

APPROVAL OF AGENDA

**NEW BUSINESS** 

### **Authority of RSNC**

1. The RSNC has been given authority to issue new street names to un-named access easements and re-name existing streets within unincorporated Washoe County. This, upon the completion of the usual due diligence, research and consideration conducted by the RSNC and a majority committee vote to approve such items.

### Request to rename an existing street

2. Rename existing privately owned street currently named of Pomerol Drive and Court, PARC FORET DR and PARC FORET CT.

Location: The street begins at its intersection with Bordeaux Drive, approximately 2.1 miles from the beginning of Bordeaux Drive, at its intersection with Mount Rose Highway.

Background: The 31 lots are currently addressed off of Pomerol Drive and Court. There are 3 separate owners of these lots and all are in favor of the change. In addition approval of the HOA has been secured.

### **MISCELLANEOUS**

- 3. 3<sup>rd</sup> Street vs. W 3<sup>rd</sup> Street Reno
- 4. Park Street Reno
- 5. Other
- 6. Next scheduled meeting will be January 15, 2015.

### **ADJOURNMENT**



### **Engineering and Capital Projects**

**Agenda Item 1** 

April 20, 2017

TO: Regional Street Naming Committee

FROM: Bradley Kaneyuki, Technology Services / GIS

SUBJECT: Request a Street Name Change

### **BACKGROUND:**

On Thursday, October 20<sup>th</sup>, 2016, during the Miscellaneous Items session of the Regional Street Naming Committee, Randy Baxley of the Washoe County School District voiced his concerns of two separate streets named MYERS RD. GIS has performed its due diligence by checking the street name against the Master Street Directory for any existing street name duplicates or similar phonetically-sounding street names for the purposes of Emergency Management. The Master Street Directory supports MEYERS AVE east and west off HEINDEL RD. However, Record of Survey Maps S138 and S4009 recorded with the street name of MYERS AVE (off HEINDEL RD). The Assessors parcels, USPS and field check supports MEYERS AVE (off HEINDEL RD). Bradley Kaneyuki of GIS/Tech Services recommends to the Regional Street Naming Committee to change the recorded street name from MYERS AVE (off HEINDEL RD) to MEYERS AVE.



### **Engineering and Capital Projects Division**

Agenda Item 1

October 3, 2014

TO: Regional Street Naming Committee

FROM: Marty Easter

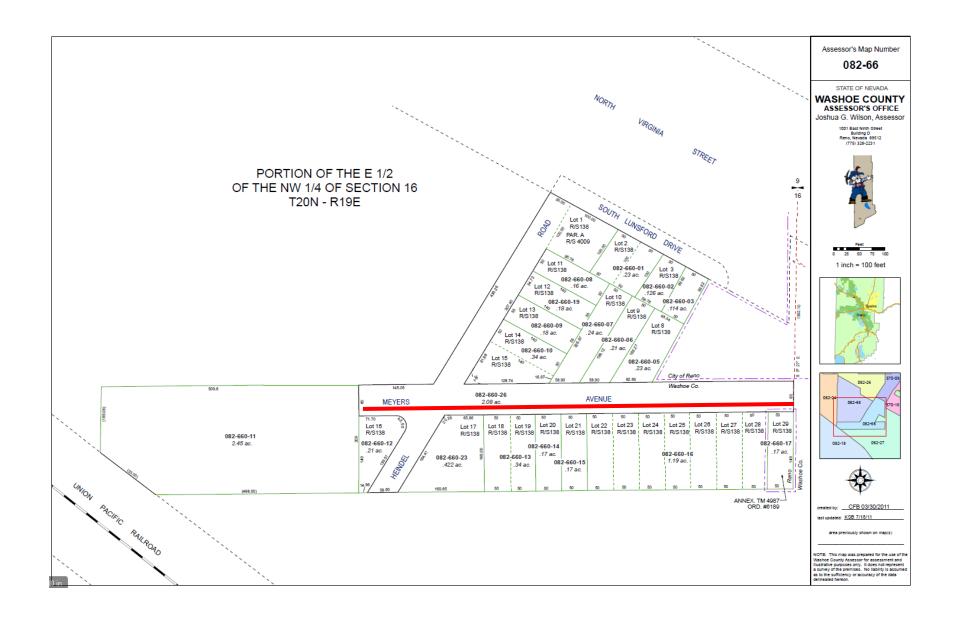
SUBJECT: Authority of Regional Street Naming Committee (RSNC).

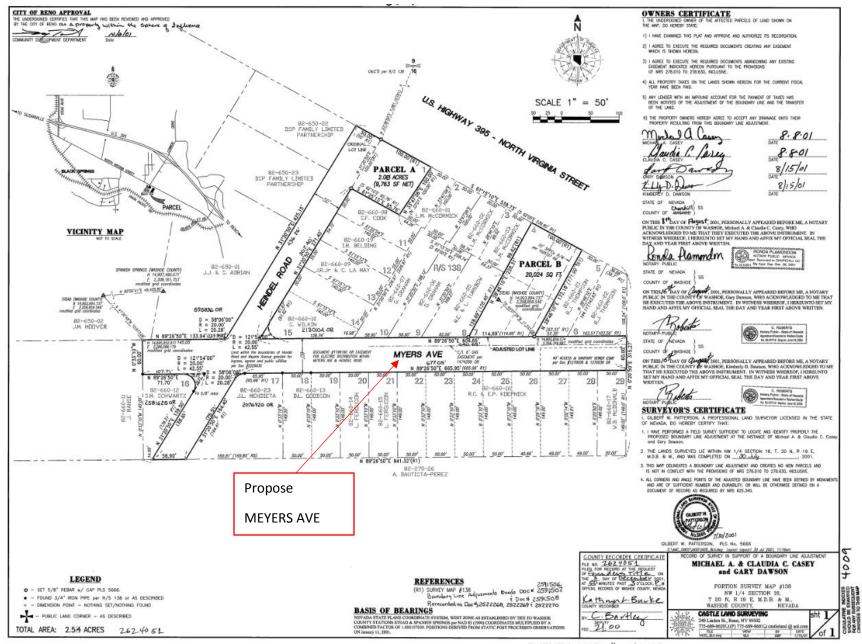
### **BACKGROUND:**

Recently Washoe County division directors were charged with identifying items being routinely brought before the Board of County Commissioners (BCC) that could be more efficiently managed as staff items. Among some that were identified were RSNC recommendations to issue new street names, or change existing ones.

It was determined the RSNC exercises due diligence in researching requests to issue new street names, or change existing ones. A vote is then taken as to whether the RSNC should recommend the BCC take action on the request. In addition to public input if any, the BCC uses the research of the RSNC to make that decision.

Washoe County Engineering and Capital Projects Division bring these RSNC recommendations to the BCC. The division director has determined the RSNC recommendations can be more efficiently handled at the staff level, and that the RSNC is now the approving body for street name issues within unincorporated Washoe County. This elevates the BCC to the appellate body, in the event such an action warrants an appeal.









### **Engineering and Capital Projects**

Agenda Item 2

April 20, 2017

TO: Regional Street Naming Committee

FROM: Bradley Kaneyuki, Technology Services / GIS

SUBJECT: Request a Street Name Change

### **BACKGROUND:**

On Thursday, October 20<sup>th</sup>, 2016, during the Miscellaneous Items session of the Regional Street Naming Committee, Randy Baxley of the Washoe County School District voiced his concerns of two separate streets named MYERS RD. GIS has performed its due diligence by checking the street name against the Master Street Directory for any existing street name duplicates or similar phonetically-sounding street names for the purposes of Emergency Management. The Master Street Directory supports MEYERS AVE east and west off HEINDEL RD. The Assessors parcels, USPS and field check supports MEYERS AVE (off HEINDEL RD). However, the Assessors parcels and USPS also support MEYERS AVE (off HOGE RD). A field check only revealed a Waste Management disposal container addressed to HOGE RD. Bradley Kaneyuki of GIS/Tech Services recommends to the Regional Street Naming Committee to approve a letter drafted as a proposal to rename MEYERS AVE (off HOGE RD) to HOGE RD for delivery to the property owners.



## Washoe County TECHNOLOGY SERVICES DEPARTMENT

Regional Services / Geographic Information System

To: Interested Residents and Property Owners

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

Date: April 16, 2017

Dear Property Owner,

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

- 1. Separate duplicate street names have hindered efficient response times for E-911 calls.
- 2. Problems have arisen with the school district and zoning.

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

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

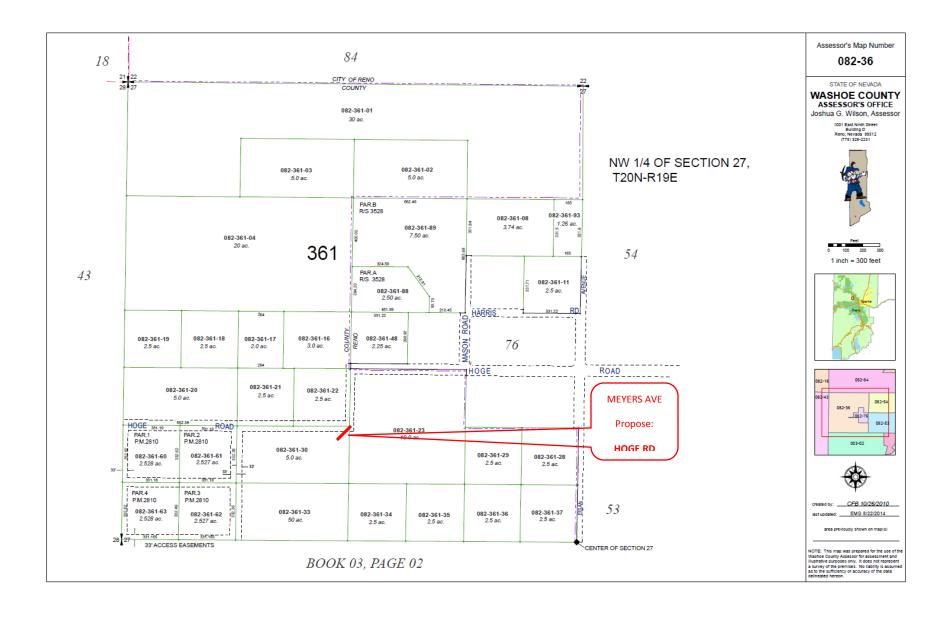
Please return this letter with your comments no later than April 13<sup>th</sup>, 2017. You may respond by email, phone or fax. However you choose to respond, please include your name, address and parcel number(s). Your participation is greatly encouraged. Be advised, failure to respond to this mailing,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

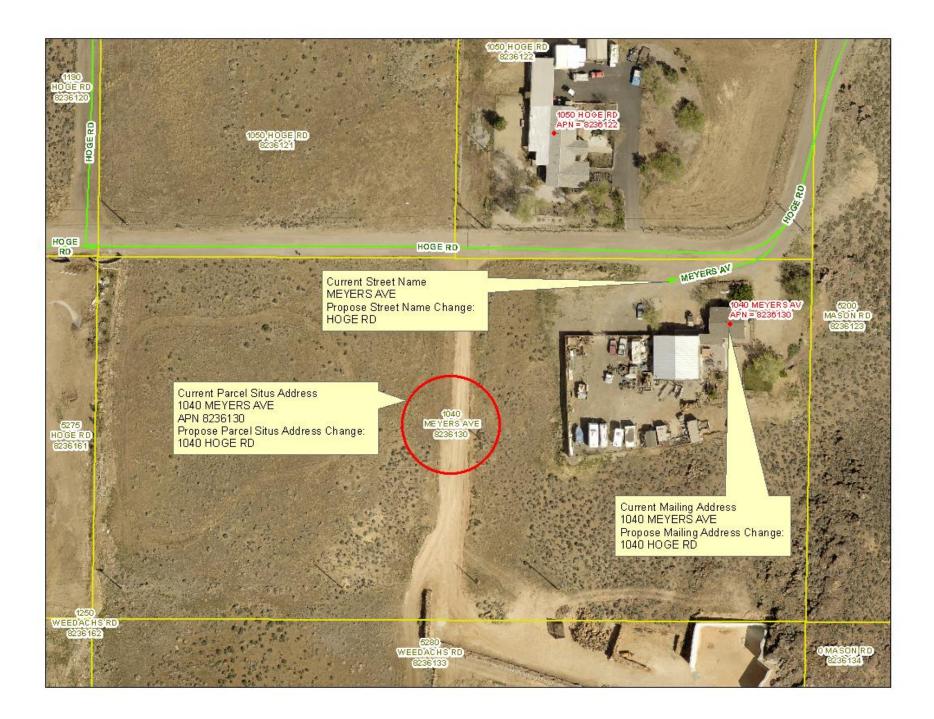
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Owner: LISA & MATT FAMILY TRUST

APN: 082-361-30

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







### **Engineering and Capital Projects**

**Agenda Item 3** 

April 20, 2017

TO: Regional Street Naming Committee

FROM: Bradley Kaneyuki, Technology Services / GIS

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

### BACKGROUND:

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