



WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

Parcel Map Review Committee Members

Thursday, April 9, 2015
1:30 p.m.

James Barnes, Planning Commission
James English, Health District
John Cella, Utility Services
Mike Gump, Engineering
Sandra Monsalve, Planning and Development
Amy Ray, Truckee Meadows Fire Protection District
Grace Sannazzaro, Planning and Development

Washoe County Administration Complex
Building A, Room 275
Mt. Rose Conference Room
1001 East Ninth Street
Reno, NV

The Washoe County Parcel Map Review Committee met in regular session on Thursday, April 9, 2015, at 1:30 p.m., in the Washoe County Mt. Rose Conference Room, 1001 East Ninth Street, Reno, Nevada.

1. Determination of Quorum

Grace Sannazzaro called the meeting to order at 1:30 p.m. The following members and staff were present:

Departments represented:

Community Services Department (CSD)
John Cella, Utility Services
Mike Gump, Engineering
Grace Sannazzaro, Planning and Development
Truckee Meadows Fire Protection District
Amy Ray, Fire Marshal
Planning Commission
James Barnes
Health District
Chris Anderson, Alternate

Absent:

Community Services Department (CSD)
Sandra Monsalve, Planning and Development
Health District
James English

Staff present:

Kimble Corbridge, CSD, Engineering
Eva Krause, AICP, Planning and Development
Paul Lipparelli, Assistant District Attorney, District Attorney's Office
Trevor Lloyd, Senior Planner, Planning and Development
Donna Fagan, Recording Secretary

2. Ethics Law Announcement

Assistant District Attorney Paul Lipparelli recited the Ethics Law standards.

3. Appeal Procedure

Ms. Sannazzaro recited the appeal procedure for items heard before the Parcel Map Review Committee.

4. Public Comment

With no response to the call for public comment, the period was closed.

5. Approval of Agenda

In accordance with the Open Meeting Law, Mr. Gump moved to approve the agenda of April 9, 2015 as written. The motion, seconded by Ms. Ray, passed unanimously.

6. Project Review Items

Note: Item 6A was placed out of order; after Item 6C, as the presenter was not present.

Agenda Item 6B

PUBLIC HEARING: Parcel Map Case Number PM15-008 (First Parcel Map for Dynamic Diversified Development Enterprises, Inc.) - To divide one±5.344 acre parcel into four parcels consisting of ±1.158 acres, ±1.047 acres, ±1.047 acres and ±2.1 acres. This is first of two parcel maps to create a total of five parcels from a 5.344 acre parcel.

- Applicant/Property Owner: Dynamic Diversified Dev. Enterprises, Inc.
- Consultant: Melissa Lindell, Wood Rodgers
- Location: Along the east side of Callahan Ranch Road, north of Cross Creek Lane
- Assessor's Parcel Number: 045-712-18
- Parcel Size: ±5.344 acres
- Regulatory Zone: Low Density Suburban (LDS)
- Master Plan Land Use: Suburban Residential (SR)
- Area Plan: Forest Area Plan
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2– Commissioner Lucey
- Section/Township/Range: Within Section 2, T17N, R19E, MDM , Washoe County, NV
- Staff: Trevor Lloyd – Senior Planner
- Phone: 775.328.3620
- E-Mail: tlloyd@washoecounty.us

Ms. Sannazzaro opened the public hearing. Mr. Lloyd reviewed his staff reports for PM15-008, Item 6B, and PM15-009, Item 6C, both dated March 23, 2015. They are a two part request for the divisions of the same parcel. Mr. Lloyd recommended removal of Conditions 1(f) and 1(g), on both sets of conditions, as they are standard conditions and all the grading is shown on the plans. Mr. Lloyd requested the addition of a Condition 1(f), a requirement for landscaping since the plan abuts a collector on the property.

Mr. Cella asked for a signature block on the plans for the Washoe County Utility Division, for sewer, as he had neglected to request it.

Ms. Ray indicated the possible need for fire hydrants on Callahan Ranch Road depending on the square footage of the homes. This would be handled at time of plan review.

Ms. Sannazzaro opened public comment.

Rick Barbey lives in the neighborhood and wanted to see how the parcels were going to be divided. He asked what types of homes were going to be built on the property. The answer was they didn't know yet.

Dave Elizondo, a neighbor to the property, expressed concern about drainage as the plan shows a detention/retention basin at the bottom of the project property. He would like to know where the water goes after the detention/retention basin is full. There can be a lot of runoff in the area when there is a lot of rain. Mr. Corbridge said they would be looking at a detailed five year study of storm in and out to determine how large the detention/retention basin should be to hold all the water. Frank Bidart with Odyssey Engineering is concerned for a neighbor next to the property, Terrance Callahan, where the roadway could divert the runoff into his back yard. If there is a major event, it's going to all end up in Mr. Callahan's patio. Mr. Callahan said that he was born and raised there and said there will be a lot of water coming down the street. Mr. Elizondo indicated that with the runoff from roads, roofs, and drainage from the new development, he's afraid the water coming in his and Mr. Callahan's direction is going to be massive. Mr. Bidart said that in 1997 Callahan Ranch Road was a river. The drainage that was put in place for that area didn't handle hardly any of the runoff. Mr. Corbridge requested to add another Condition 2(g) which would require the applicant to provide a detailed hydrology and hydraulic analysis to County code and standards. Todd Gammill with Wood Rogers noted that at this time there is no provision for drainage. Their idea is to have a series of basins and a basin at the end to keep the flow down to existing conditions. Mr. Callahan expressed another concern about headlights from the proposed street coming straight into his master bedroom. Mr. Lloyd proposed a condition that would require the developer to build a wall or opaque fence so the light would not penetrate Mr. Callahan's residence. Gene Lepine, the developer, said he was concerned about having another condition placed on him. He said he was 99% sure the property owners would build fences around their homes. Mr. Lepine agreed to work with Mr. Callahan on a way to shield Mr. Callahan's home from headlights. He would install a fence or landscape. Mr. Lloyd added this as Condition 1(h), "The applicant shall provide a six foot tall fence, wall or landscaping along the eastern boundary of the property for the purpose of screening headlights from the access road". Mr. Lepine and Mr. Callahan will work together to decide what type of screening will be appropriate. Matt Carter, neighbor to Mr. Callahan requested that the dust be controlled during grading. Mr. Lloyd said there are strict requirements regarding dust when grading is taking place. Mr. Corbridge said there are many requirements in the Code that apply to dust and dirt when grading and building permits are issued. Dust and dirt is not an issue when applying for a division of the property.

Ms. Sannazzaro closed public comment.

Mr. Corbridge suggested that the screening condition not say, "completely opaque".

Mr. Lloyd read the following Condition, 1(f) into the record:

"Prior to any ground disturbing activity or finalization of a final map, the applicant shall submit a landscaping plan to the Planning and Development Division. Said plan shall comply with the requirements of Article 412, Landscaping, of the Washoe County Development Code and shall address, but not be limited to: landscaping material (if plant material: type, size at time of planting, maturation size at full growth, period of time between planting and full growth), landscaping location, landscaping irrigation system, and financial assurances that landscaping will be planted and maintained for a 3-year period."

With no further discussion Ms. Sannazzaro closed the public hearing. Mr. Gump moved to approve Parcel Map Case Number PM15-008 with the additions noted above. Mr. Anderson seconded the motion which carried unanimously and considered the following criteria:

- a) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal;
- b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
- c) The availability and accessibility of utilities;
- d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
- e) Conformity with the zoning ordinances and master plan;
- f) General conformity with the governing body's master plan of streets and highways;
- g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
- h) Physical characteristics of the land such as floodplain, slope and soil;
- i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
- j) The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands;
- k) Community antenna television (CATV) conduit and pull wire; and
- l) Recreation and trail easements.

Agenda Item 6C

PUBLIC HEARING: Parcel Map Case Number PM15-009 (Second Parcel Map for Dynamic Diversified Development Enterprises, Inc.) - To divide one ± 2.1 acre parcel into two parcels consisting of ± 1.05 acres each. This is second of two parcel maps to create a total of five parcels from a 5.344 acre parcel.

- Applicant/Property Owner: Dynamic Diversified Dev. Enterprises, Inc.
- Consultant: Melissa Lindell, Wood Rodgers
- Location: Along the east side of Callahan Ranch Road, north of Cross Creek Lane
- Assessor's Parcel Number: 045-712-18
- Parcel Size: ± 5.344 acres
- Regulatory Zone: Low Density Suburban (LDS)
- Master Plan Land Use: Suburban Residential (SR)
- Area Plan: Forest Area Plan
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2- Commissioner Lucey
- Section/Township/Range: Within Section 2, T17N, R19E, MDM, Washoe County, NV
- Staff: Trevor Lloyd – Senior Planner
- Phone: 775.328.3620
- E-Mail: tlloyd@washoecounty.us

Ms. Sannazzaro opened the public hearing. Mr. Lloyd gave a brief overview of the staff report as he'd reviewed it above. Mr. Lloyd recommended removal of Conditions 1(f) and 1(g), as above. Mr. Lloyd requested the addition of Condition 1(f), a requirement for landscaping along with Condition 1(h) the screening condition discussed during the public hearing of PM15-008.

Mr. Corbridge requested to add Condition 2(g) as discussed on PM15-008 and a correction on item 2(c), the Washoe County drawing that should have been referenced as W1.42. The other had curb and gutter as a requirement. This one would not have curb and gutter as a requirement.

Mr. Cella asked for a signature block on the plans for the Washoe County Utility Division, for sewer.

Ms. Ray indicated that there may be a need for a fire hydrant as indicated in Item 6B.

Ms. Sannazzaro opened public comment. As there was no request to speak, Ms. Sannazzaro closed public comment.

Mr. Cella moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee approve Parcel Map Case Number PM15-009 for Dynamic Diversified, which has determined that the following criteria is or will be adequately provided for pursuant to Washoe County Development Code, Section 110.606.30 with all the amended conditions. Ms. Ray seconded the motion which carried unanimously and considered the following criteria:

- a) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal;
- b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
- c) The availability and accessibility of utilities;
- d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
- e) Conformity with the zoning ordinances and master plan;
- f) General conformity with the governing body's master plan of streets and highways;
- g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
- h) Physical characteristics of the land such as floodplain, slope and soil;
- i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
- j) The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands;
- k) Community antenna television (CATV) conduit and pull wire; and
- l) Recreation and trail easements.

Agenda Item 6A

Public Hearing: Tentative Parcel Map Case Number PM15-007 (Second parcel map for Jauron Family) – Hearing, discussion and possible approval to divide one parcel of ±1.44 acres into four parcels of 14,788 square feet, 15,328 square feet, 15,870 square feet and 16,977 square feet. This is the second of two parcel maps to create a total of seven parcels from a 2.74 acre parcel.

- Applicant/Property Owner: Jauron Family, LLC
Attn: Ron Schnieder
8873 Creekstone Circle
Auburn, CA 95747
- Location: 5160 Carol Drive, approximately 350 feet south of its intersection with 2nd Avenue
- Assessor's Parcel Number: 085-852-14
- Parcel Size: ±1.44 acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Sun Valley
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 3 – Commissioner Jung
- Section/Township/Range: Section 19, T20N, R20E, MDM, Washoe County, NV
- Staff: Eva M. Krause - AICP, Planner
- Phone: 775.328.3796
- E-Mail: ekrause@washoecounty.us

Ms. Sannazzaro opened the public hearing. Ms. Krause reviewed her staff report dated March 20, 2015. Ms. Krause requested that the map be corrected to show Sun Valley General Improvement District to be the water and sewer provider instead of Washoe County.

Ms. Ray had concerns about the way the hammerheads were configured on the map. The hammerhead has to comply with the Code requirements. There will have to be a proper turn around for access and egress of the properties. She also indicated when the subdivision map is submitted, they will have to take a look at the fire hydrants required for the area.

Gil Patterson, Castle Land Surveying, asked Mr. Corbridge about bonding. He wanted to know if it could be constructed before the map is recorded. Mr. Corbridge said sure, it's always an option. Mr. Patterson also addressed the Water Rights Dedication Certificate. He said he spoke with Vahid and if the parcel is in the TMWA service area he, Vahid, doesn't need to be involved. Mr. Corbridge commented if Mr. Patterson builds the development before, he's going to have to apply for a grading permit and meet the building permit requirements. Mr. Patterson addressed Ms. Ray's concerns about the hammerhead saying he thought they'd met the 40 foot requirement. Ms. Ray said the requirements are between 45 – 50 feet and the map shows a Y-configuration instead of a hammerhead configuration. Mr. Patterson said they will make the adjustment before they record the map.

Ms. Sannazzaro opened public comment.

Max Harvey voiced his concern as he is "downstream" of the development. There is a ditch where people have thrown garbage, ie: tires, mattresses, sofas, for many years and he's tired of digging it out of the ditch. He's put a fence that stops the garbage from flowing into his yard when it's full of water. He is asking if there is a way to put a screen upstream from his property to slow the garbage down. Mr. Harvey is concerned if there are more people living up from him, it'll mean more people to throw garbage in the ditch which plugs up the ditch cause it to back up

onto his property. Mr. Corbridge said in talking to the applicant, he'd stressed a strong desire to make the area a better place and be an improvement to the area. The applicant has had to remove a lot of garbage out of the ditch, also. Mr. Corbridge said that dumping anything into the ditch was against the law but putting up a screen or fence would just cause further damage during a flood event. Mr. Harvey also voiced concern about flood water infiltrating his well and causing contamination as they are at the lowest point of the drainage ditch. Mr. Harvey had one other comment saying two properties to the south of his have dammed off the ditch bypassing it with an iron pipe underneath it. He said it was approved some time ago. Mr. Corbridge said he would be glad to speak with Mr. and Mrs. Harvey in his office regarding the ditch issues.

Ms. Sannazzaro closed public comment.

Mr. Anderson asked Mr. Harvey if there was still solid waste on the subject property. Mr. Harvey said no, just dead weeds and sticks. There is a condition for the developer to remove debris. Mr. Anderson requested to add Condition 3(d) "All existing solid waste on the property shall be disposed of in accordance with the Regulations of the Washoe County District Board of Health Governing Solid Waste".

Mr. Cella moved that after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee to accept amended and existing conditions for Parcel Map Case Number PM15-007 for Jauron Family, which has determined that the following criteria is or will be adequately provided for pursuant to Washoe County Development Code, Section 110.606.30. Mr. Gump seconded the motion which carried unanimously. General improvement considerations for all parcel maps including, but not limited to:

- a) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal;
- b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
- c) The availability and accessibility of utilities;
- d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
- e) Conformity with the zoning ordinances and master plan;
- f) General conformity with the governing body's master plan of streets and highways;
- g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
- h) Physical characteristics of the land such as floodplain, slope and soil;
- i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
- j) The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands;
- k) Community antenna television (CATV) conduit and pull wire; and
- l) Recreation and trail easements; and
- j) Subdivision improvement considerations for second or subsequent parcel maps pursuant to Section 110.606.30(d) and which are in addition to the criteria listed above.

7. Reports and Future Agenda Items

A. *Legal Information and Updates

None

8. Public Comment

As there was no response to the call for public comment, the comment period was closed.

9. Adjournment

Mr. Gump made the motion to adjourn at 2:33 p.m.

Respectfully submitted,

Donna Fagan, Recording Secretary

Approved by Committee in session on _____, 2015

William H. Whitney
Secretary to the Parcel Map Review Committee

DRAFT