



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

## Parcel Map Review Committee Members

Rob Pierce, Planning Commission  
James English, Health District  
Wayne Handrock, Engineering  
Roger Pelham, Planning and Building  
Dale Way, Truckee Meadows Fire Protection District

Thursday, November 10, 2022  
2:00 p.m.

**REMOTE TECHNOLOGY MEETING ONLY**

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The Washoe County Parcel Map Review Committee met in a schedule session on Thursday, November 10, 2022. This meeting was held via Zoom teleconference.

The meeting was televised live and replayed on the Washoe Channel at: <https://www.washoecounty.gov/mgrsoff/Communications/wctv-live.php>, and can also be found on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>.

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### 1. Call to Order and Determination of Quorum

Chair Pelham called the meeting to order at 2:00 p.m. The following Committee members and staff were present:

Departments represented: Community Services Department (CSD)  
Wayne Handrock, Engineering  
Roger Pelham, Planning and Building  
Planning Commission  
Rob Pierce  
Truckee Meadows Fire Protection District  
Dale Way

Members Absent: Health District  
Wes Rubio

Staff present: Adriana Albarran, Recording Secretary  
Brandon Roman, Office Support Specialist (Training)  
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office

### 2. Ethics Law Announcement

Deputy District Attorney Jennifer Gustafson recited the Ethics Law standards.

### 3. Appeal Procedure

Roger Pelham 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 November 10, 2022 Agenda

Rob Pierce moved to approve the agenda for the November 10, 2022 meeting as written. The motion, seconded by Wayne Handrock, passed unanimously with a vote of four for, none against, Wes Rubio absent.

## 6. Approval of October 13, 2022 Draft Minutes

Wayne Handrock moved to approve the minutes for the October 13, 2022 Parcel Map Review Committee meeting as written. The motion, seconded by Rob Pierce, passed unanimously with a vote of four for, none against, Wes Rubio absent.

## 7. Project Review Items

A. Tentative Parcel Map Case Number WTPM22-0018 (Tolbert & Scheeler) – For hearing, discussion, and possible action to approve a tentative parcel map to merge and re-divide three existing parcels of 40,927sf, 43,971sf, and 53,474sf into two parcels of 75,461sf and 62,913sf.

- Applicant/Property Owner: Jack Scheeler
- Location: 5410 & 5465 Granite Bay Ct & 10,000 Donalisha Ln
- APN: 049-221-15, 049-221-16, & 049-221-22
- Parcel Size: 53,474sf, 43,971sf, & 40,927sf (3.176 acres in aggregate)
- Master Plan: Suburban Residential
- Regulatory Zone: Low Density Suburban
- Area Plan: Forest
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Lucey
- Staff: Kat Oakley, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3628
- Email: koakley@washoecounty.gov

Planner Oakley reviewed her staff report.

Applicant representative, Jim Bailey was available and asked if adding a water rights dedication certificate for the map was required. Chair Pelham referred the question to Wayne Handrock for engineering. Wayne responded to Mr. Bailey that the map should not require one since he is losing a parcel. Mr. Bailey noted Wayne's comment and added that at this time they are waiting on TMWA to abandon the water meter for the middle parcel that is being divided. Once that's done TMWA will sign off on the map. There were no further questions.

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

There were no further comments from the committee members.

Chair Pelham asked if Wayne Handrock would prefer to remove the condition regarding the water rights dedication certificate. Wayne responded that the condition could be removed. Planner Oakley clarified that it was condition 2.c that would be removed.

Wayne Handrock 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 WTPM22-0018 for Jack Scheeler, subject to the conditions of approval included as Exhibit A with the staff report, and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30(e): with the removal of condition 2. C, the water rights dedication. Dale Way seconded the motion which passed unanimously with a vote of four for, none against, Wes Rubio absent.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
  - (i) 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.
  - (ii) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the parcels of land being created.
  - (iii) The availability and accessibility of utilities.
  - (iv) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks.
  - (v) Conformity with the zoning ordinances and master plan.
  - (vi) General conformity with the governing body's master plan of streets and highways.
  - (vii) The effect of the proposed division of land on existing public streets and the need for new streets or highways to serve the parcels of land being created.
  - (viii) Physical characteristics of the land such as floodplain, slope and soil.
  - (ix) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive.
  - (x) 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.
  - (xi) Community antenna television (CATV) conduit and pull wire.
  - (xii) Recreation and trail easements.

## **8. Reports and Future Agenda Items**

**A.** Future Agenda Items - None

**B.** Legal Information and Updates - None

## **9. Public Comment**

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

## **10. Adjournment**

Chair Pelham made the motion to adjourn at 2:13 p.m.

Respectfully submitted,

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Adriana Albarran, Recording Secretary

Approved by Committee in session on December 08, 2022

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Roger Pelham, Chair  
Senior Planner