



WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

Parcel Map Review Committee Members

Thursday, November 14, 2019
2:00 p.m.

Larry Chesney, Planning Commission
James English, Health District
Tim Simpson, Environmental Engineer
Wayne Handrock, Engineering
Charles Moore, Truckee Meadows Fire Protection District
Eric Young, Planning and Building

Washoe County Administration Complex
Building A, Room 265
Mt. Rose Conference Room
1001 East Ninth Street
Reno, NV

The Washoe County Parcel Map Review Committee met in regular session on Thursday, November 14, 2019, at 2:00 p.m., in the Washoe County Mt. Rose Conference Room, 1001 East Ninth Street, Reno, Nevada.

1. *Determination of Quorum

Eric Young called the meeting to order at 2:04 p.m. The following members and staff were present:

Departments represented: Community Services Department (CSD)
Wayne Handrock, Engineering
Eric Young, Planning and Building
Health District
James English
Planning Commission
Larry Chesney
Truckee Meadows Fire Protection District
Charles Moore

Members Absent: Community Services Department (CSD)
Tim Simpson, Engineering

Staff present: Chris Bronczyk, Planner, Planning and Building
Julee Olander, Planner, Planning and Building
Dan Cahalane, Planner, Planning and Building
Katy Stark, Recording Secretary
Michael Large, Deputy District Attorney, District Attorney's Office

2. *Ethics Law Announcement

Deputy District Attorney Michael Large recited the Ethics Law standards.

3. *Appeal Procedure

Mr. Young recited the appeal procedure for items heard before the Parcel Map Review Committee.

4. *General Public Comment

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

5. Possible action to approve Agenda

In accordance with the Open Meeting Law, Larry Chesney moved to approve the agenda of November 14, 2019, as written. The motion, seconded by James English, passed unanimously.

6. Possible action to approve October 10, 2019 Draft Minutes

James English moved to approve the October 10, 2019 draft minutes, as written. The motion was seconded by Wayne Handrock and passed unanimously.

7. Project Review Items

A. Tentative Parcel Map Case Number WTPM19-0014 (Rivard) – For possible action, hearing, and discussion to approve a tentative parcel map dividing a ± 10.48-acre lot into four parcels; three parcels will be ± 1.0 acres and the fourth will be ± 7.48 acres in size.

- Applicant/Property Owner: Mitchell & Tiffany Rivard
- Location: 964 E. Golden Valley Rd.
- APN: 088-202-13
- Parcel Size: 10.48 acres
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS- 1 unit per acre)
- Area Plan: North Valleys
- Citizen Advisory Board: North Valleys
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 5 – Commissioner Herman
- Staff: Julee Olander, Planner
Washoe County Community Services Department
Planning and Building Division

- Phone: 775-328-3627
- E-mail: jolander@washoecounty.us

Eric Young opened the public hearing. Julee Olander reviewed his staff report dated October 21, 2019.

Charles Moore asked Ms. Olander if this parcel could be residential or commercial. Ms. Olander said it is LDS, residential.

Wes Rubio, Health District, said they would require test trenches parcels A2 and A3 even though it states they will be connecting to sewer. Regulations do not require them to connect to sewer because it is beyond 200 feet. According to county records, parcel A4 is currently served by domestic well and septic so the existing septic system will need to be identified for primary and repair along with the well location to ensure the parcel boundaries meet the required setbacks.

Mitch Rivard, the applicant said the Health District requirements were new to him. He received the conditions of approval and indicated item 3 is troubling to him. He's creating a parcel map not a subdivision. Also, condition 2(c) requests a hydrology report; his understanding of how that works is there is a study done before construction and after construction they decide if the drainage is impacting how the water moves through the property. Mr. Rivard said he is not building any structures so the water would percolate into the soil the same way it does today. The only difference is there would be different lots created. He feels it is ownerous to him. Wayne Handrock stated the

thought behind it is they want to make buildable lots out of all the parcels. Without the hydrology report and engineering study it is hard to know, for sure, if they will be buildable pad sites. Mr. Rivard said he would understand that with a subdivision but the cost alone makes it nearly impossible. He lives there and is trying to sell three lots. He would prefer that condition be removed. He thinks part of the conditions is asking for a roadside ditch but is concerned there is more to it given the condition language. Mr. Handrock said the reason behind the condition is to protect the interest of the people who buy the lots making sure they are buildable. While, if there is a problem, the applicant can still rearrange the parcels and make something work. Mr. Rivard said someone previously put in drains at the north end of the lot and they know how the water flows. He believes the county built them and asked if there is a record of that. Eric Young asked if this is a standard engineering condition or created for this particular tentative parcel map. Mr. Handrock said it was a condition of Walt West. He indicated since this parcel is near Swan Lake, they are being extra cautious. Mr. Young indicated the county's position is; not to create unbuildable lots. He opined Mr. Rivard's concern seems to be the determination of being buildable and how to build it should come at the time of building permits or development of the parcel. Mr. Rivard asked for health to elaborate on what a test trench is. Mr. Rubio said it requires a permit from the Health District. You have an excavator go out and dig a trench down to 13 feet, benched at 5 feet and between 3 and 2 feet. It would be evaluated by the Health District staff and utilized to determine whether or not the sol piping would be suitable for sewage on-site disposal system. Since these parcels are outside the distance requiring to connect to sewer, that is a requirement on a parcel map. Jedidiah Olsen, Farr West Engineering, the applicant's representative, said along with the submittal they provided the QL1 lidar from 2017 and asked if that would be sufficient enough for the hydrology report or is the county requiring a full blown topo of the entire site. Mr. Handrock said he thinks they would need an actual hydrology report, not just the topographic features of it. Walt West entered the meeting to discuss the condition in question. Mr. West said there is an off-site drainage crossing the south end of the property and comes flowing towards Golden Valley, traversing through the property. It's not good practice to leave that on the individual property owners to try and deal with. It probably needs a coordinated design to have that perpetuated affectively through the property. Leaving it in the hands of individual property owners to improve that is not good practice and leads to issues on down the road. That is why Mr. West felt it important to address it up front. Mr. Young said, Mr. West is asking for the ditch to perpetuate the drainage but the hydrology report is required. Mr. West said he needs an understanding of how much flow is coming to the ditch and coming out of the headwall and pipe structure on the south end of the property that contributes to this. There needs to be a study to at least determine what size ditch needs to be provided. Mr. Young said, so by allowing each homeowner to do it, the sequence of development, the location of which lot is developed first, and the timing could have significant impacts on the remaining lots that aren't developed yet. So, the county's concern is; perpetuating this drainage is done in a coincident with the creation of the three new parcels. Mr. West said yes. Mr. Rivard asked, if Mr. West is asking for a 400 foot ditch that would have the capacity to maintain the water through the...to make sure the water doesn't cut diagonally across them. Mr. West said the applicant has to address the drainage coming into the property. There is a pipe that is discharging and you have to perpetuate that. There are drainages that go right through the middle of the property. Mr. Rivard asked, the natural flow of things is no longer okay. Mr. West said Mr. Rivard will be developing. Someone will be putting a house....Mr. Rivard said I am not developing. Whoever is developing has to modify the drainage. Mr. Rivard asked if the roadside drainage ditch, indicated in the condition, sufficient. Mr. West said, it probably is. He will have to get it over there and size it. Mr. Young indicated, one of the applicant's concerns is the cost of the hydrology report. Is there another way to satisfy the need without the high cost? Mr. West said the QL1 lidar should be quite decent for the hydrology study. From that you can generate contours. Mr. Olsen asked, in regard to the roadside drainage ditch, would Mr. West require something more accurate. Mr. West said they will probably end up with a ditch 2 – 3 feet deep and as wide as you need to go to convey it. Julee Olander, planner, wanted to clarify with health that the conditions presented earlier be added. Mr. Rubio said yes.

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

Larry Chesney 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 WTPM19-0014 for Mitchell & Tiffany Rivard, subject to the conditions of approval included as Exhibit A with the staff report along with the conditions submitted by the Health District, and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30. Amy Ray seconded the motion which carried unanimously. James English seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

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

B. Tentative Parcel Map Case Number WTPM19-0017 (Skaggs PM2) – For possible action, hearing, and discussion to approve second consecutive tentative parcel map. A previous parcel map (WTPM18-0006) has been approved that divided a 40.5 acre parcel into three (3) 5.07 acre parcels and one (1) 25.36 acre parcel. This proposed parcel map is to divide one (1) 25.36 acre parcel further into three (3), five (5) acre parcels and one (1) remaining 9.64 acre parcel. The parcel is currently vacant and located at 0 Eastlake Blvd.

- Applicant/Property Owner: Skaggs Family Trust
15630 Minnetonka Circle
Reno, NV 89521
- Location: 0 Eastlake Blvd
Washoe County, NV 89704
- APN: 050-470-05
- Parcel Size: 40.52 Acres
- Master Plan: Rural Residential (RR)
- Regulatory Zone: High Density Residential (HDR)
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows / Washoe Valley
- Development Code: Authorized in Article 606, Parcel Maps

- Commission District: 2 – Commissioner Lucey
- Staff: Chris Bronczyk, Planner
Washoe County Community Service Department
Planning and Building Division
- Phone: 775.328.3612
- Email: cbronczyk@washoecounty.us

Eric Young opened the public hearing. Chris Bronczyk reviewed his staff report dated October 21, 2019.

Mr. Bronczyk noted previous parcel map WTPM18-0006 was approved but has not been recorded and at that time there were some concerns regarding a 10 foot equestrian access easement. That easement has been maintained on this parcel.

Mr. Young asked, if the previous parcel map has not been recorded, is this application considered a “second/subsequent” parcel map. Mr. Bronczyk indicated, Planning Management said it didn’t matter which map was recorded first so he did not create a condition indicating the previous parcel map be recorded first. DDA Large suggested a condition be added to indicate the first parcel map must be recorded before this current parcel map is recorded.

Jeff Skaggs, the applicant indicated the first map was not recorded because of issues with the previous engineer on the project. He said between the first map and this one, county engineering has changed the requirements on the road so the first map did not get recorded.

Margo Markle said the Skaggs have been very cooperative to the neighbors in the area. Her property backs up to the Washoe State Park. They all have access from their properties to the Washoe State Park to ride. There are also people who haul their horses in. She said the Skaggs have been kind enough to put a 10 foot easement on the property so folks can continue to ride on the trail. She supports the bridal path easement.

Mr. Skaggs had additional concerns about conditions that have been put on this tentative parcel map. They are a hydrology study and an LLR. He said the property has already been deemed a luvial fan flood zone. Mr. Skaggs also said when he bought the lot is was recorded as 40.5 acres now he finds out some of the lots show East Lake Blvd as being privately owned and some show having been transferred to the county. So, apparently, the county is taking 50 feet off of his lots now he is short of having eight – 5 acre lots. After further discussion, Mr. Bronczyk suggested the applicant continue this case to work through the issues of lot size. If there is a decision made today, the applicant would have to appeal it, if he didn’t agree.

3:08 – 3:13 Recess

DDA Large said, during the recess there was an agreement to continue this case to the December 12, 2019 meeting to allow the applicant to meet with planning staff and iron out some of the details they worked out after speaking with the head of planning and the case will be readdressed at the December meeting. The applicant agreed.

C. Tentative Parcel Map Case Number WTPM19-0016 (Dodge Flat Solar) – For possible action, hearing, and discussion to approve a tentative parcel map dividing a ±611.8 acre parcel into two parcels, of ±592.2 acres and ±19.6 acres.

- Applicant/Property Owner: Dodge Flat Solar, LLC
Attn: Jesse Marshall
- Location: 2505 State Route 447
- APN: 079-150-29
- Parcel Size: ±611.8
- Master Plan: Rural (R)
- Regulatory Zone: General Rural (GR)
- Area Plan: Truckee Canyon
- Citizen Advisory Board: East Truckee Canyon

- Development Code: Authorized in Article 606, Parcel Maps and Article 404, Lot Standards
- Commission District: 4 – Commissioner Hartung
- Staff: Dan Cahalane, Planner
Washoe County Community Service Department
Planning and Building Division
775.328.3628
- Phone: 775.328.3628
- Email: dcahalane@washoecounty.us

Eric Young opened the public hearing. Dan Cahalane reviewed his staff report dated October 18, 2019.

Charles Moore, TMFPD asked what was driving the subdivision of the property. Mr. Cahalane said it is for NVEnergy to install a switch yard.

James English indicated Health has no requirements as there will be no water or sewage disposal on the property.

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

Larry Chesney 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 WTPM19-0016 for Dodge Flat Solar, LLC., 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. Charles Moore seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

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

8. *Reports and Future Agenda Items

A. *Legal Information and Updates

None

9. *General Public Comment

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

10. Adjournment

Eric Young made the motion to adjourn at 3:23 p.m.

Respectfully submitted,

Donna Fagan, Recording Secretary

Approved by Committee in session on _____, 2019

Eric Young, Chair
Senior Planner

DRAFT