



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

## Parcel Map Review Committee Members

Thursday, October 8, 2020  
2:00 p.m.

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

Washoe County Administration Complex  
Building A  
Commission Chambers  
1001 East Ninth Street  
Reno, NV

**Due to COVID-19:** No members of the public were allowed in the BCC Chambers due to concerns for public safety resulting from the COVID-19 emergency and pursuant to the Governor of Nevada's Declaration of Emergency Directive 006 Section 1 which suspended the requirement in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public would be permitted to attend and participate. This meeting was held by teleconference only.

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

Public comment was allowed as follows: As required by the Governor's Declaration of Emergency Directive 006 Section 2, members of the public were able to submit public comment by logging into the ZOOM webinar by accessing the following link: <https://us02web.zoom.us/j/84503345970> NOTE: This option would require a computer with audio and video capabilities. Additionally, public comment could be submitted via email to [washoe311@washoecounty.us](mailto:washoe311@washoecounty.us) or by leaving a voice message at: (775) 954-4664. Voice messages received were either broadcast into the Commission Chamber during the meeting or transcribed for entry into the record. The County made reasonable efforts to include all comments received for public comment by email and voicemail into the record.

The Washoe County Parcel Map Review Committee met in regular session on Thursday, October 8, 2020, at 2:00 p.m., in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada.

### 1. \*Determination of Quorum

Eric Young called the meeting to order at 2:03 p.m. The following members and staff were present:

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

Members Absent: Health District  
James English

Staff present: Roger Pelham, Senior Planner, Planning and Building  
Julee Olander, Planner, Planning and Building  
Dan Cahalane, Planner, Planning and Building  
Nathan Edwards, Deputy District Attorney, District Attorney's Office  
Donna Fagan, Recording Secretary, Planning and Building  
Katy Stark, Recording Secretary, Planning and Building

**2. \*Ethics Law Announcement**

Deputy District Attorney Nathan Edwards 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 October 8, 2020, as written. The motion, seconded by Wayne Handrock, passed unanimously.

**6. Possible action to approve June 11, 2020 Draft Minutes**

Larry Chesney moved to approve the June 11, 2020 draft minutes, as written. The motion seconded by Wayne Handrock, passed unanimously.

**7. Project Review Items**

**A. Tentative Parcel Map Case Number WTPM20-0006 (Bannockburn Parcel Map)** – For possible action, hearing, and discussion to approve a parcel map to allow the division of one parcel of approximately 10.56 acres into four parcels, three of which are proposed to be approximately 2.56 acres each and one which is proposed to be approximately 2.88 acres.

- Applicant/Owner: Todd Ganos
- Location: South of the southern terminus of Anies Road, approximately ½ mile south of its intersection with Yellow Pine Road
- APN: 047-130-35
- Parcel Size: ± 10.56
- Master Plan: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR)
- Area Plan: Forest Area
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Lucey
- Staff: Roger Pelham, Senior Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3622
- Email: [rpelham@washoecounty.us](mailto:rpelham@washoecounty.us)

Eric Young opened the public hearing. Roger Pelham reviewed his staff report dated September 15, 2020. Mr. Pelham noted he had not received conditions from engineering. Mr. Handrock submitted conditions at the meeting and read aloud.

Mr. Young asked if the establishment of building envelopes change the setbacks shown on the map. Mr. Pelham said a deed restriction is required to alert any developer or home builder that the building envelopes exist. Mr. Pelham said they will also be shown on the parcel map.

Mr. Simpson noted he did not see any comments from the Health District. Mr. Pelham said, generally, policy doesn't condition code. If it is in code there doesn't need to be a condition. The Health District will have a signature on the final map.

Robert LaRiviere, the applicant's representative, said he agreed with the comments Mr. Pelham has sent to him. He also understands the Health District will have requirements.

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 WTPM20-0006 for Todd Ganos, 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. Wayne Handrock 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 WTPM20-0008 (Fornaro/Pezonella Parcel Map)** – For possible action, hearing, and discussion to approve a parcel map to allow the division of one parcel consisting of approximately two acres into four parcels of approximately one-half acre each.

- Applicant: Ray Pezonella
- Property Owner: Charles Fornaro
- Location: Southeast Corner of Whittemore Way and West 2nd Avenue, in Sun Valley

- APN: 085-010-46
- Parcel Size: ± 2.08 Acres
- Master Plan: 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
- Staff: Roger Pelham, Senior Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3622
- Email: [rpelham@washoecounty.us](mailto:rpelham@washoecounty.us)

Eric Young opened the public hearing. Roger Pelham reviewed his staff report dated September 15, 2020. Mr. Pelham noted he had not received conditions from engineering. Mr. Handrock submitted conditions at the meeting and read aloud.

Ron Bath, representative for Mr. Pezonella, had nothing to add.

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 WTPM20-0008 for Ray Pezonella and Charles Fornaro, 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. Wayne Handrock 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.

**C. Tentative Parcel Map Case Number WTPM20-0007 (Comoda Holdings)** – For possible action, hearing, and discussion to approve a tentative parcel map dividing a one (1) acre parcel into two (2) separate parcels of 21,850 sq. ft. in size.

- Applicant/Property Owner: Comoda Holding LLC
- Location: 1640 Moon Ln.
- APN: 017-071-29
- Parcel Size: 1 acre
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Southeast Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Lucey
- Staff: Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building Division
  
- Phone: 775.328.3627
- Email: [jolander@washoecounty.us](mailto:jolander@washoecounty.us)

Eric Young opened the public hearing. Julee Olander reviewed her staff report dated September 15, 2020.

Mr. Chesney asked if there were utility connections to the properties. Ms. Olander said all water rights and service conditions would need to be met with TMWA. Sewer would need to be brought in.

Nick Heathman, the applicant, indicated he had spoken with the Health District regarding septic.

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 WTPM20-0007 for Comoda Holdings 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. Mr. Handrock 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.

**D. Tentative Parcel Map Case Number WTPM20-0009 (Lombardi)** – For possible action, hearing, and discussion to approve a tentative parcel map dividing a ±24.02-acre parcel into four parcels of ±4 acres, ±4 acres, ±8.83 acres, and ±7.19 acres respectively. This is not a second or subsequent parcel map.

- Applicant: Lombardi Lane Partners LLC
- Property Owner: Brady Family Trust
- Location: Approximately 2,680ft south of the intersection of Lone Tree Ln and Frost Ln, 0 Lombardi Ln
- APN: 041-190-11
- Parcel Size: 24.0230001 Acres
- Master Plan: Rural Residential/Rural
- Regulatory Zone: Medium Density Rural (22.34139 Acres) & General Rural (1.68161 Acres)
- Area Plan: Southwest Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 606
- Commission District: 2 – Commissioner Lucey
- Staff: Dan Cahalane, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3628
- Email: [dcahalane@washoecounty.us](mailto:dcahalane@washoecounty.us)

Eric Young opened the public hearing. Dan Cahalane reviewed his staff report.

Steve Ryckebosch, the applicant, had nothing to add. He felt confident everything was good.

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 WTPM20-0009 for Lombardi Lane Partners, 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. Wayne Handrock 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 2:34 p.m.

Respectfully submitted,

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Donna Fagan, Recording Secretary

Approved by Committee in session on \_\_\_\_\_, 2020

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Eric Young, Chair  
Senior Planner