



# Parcel Map Review Committee Staff Report

Meeting Date: October 10, 2024

Agenda Item: 7B

TENTATIVE PARCEL MAP CASE NUMBER:	WTPM24-0003 (Balkenbush)
BRIEF SUMMARY OF REQUEST:	Division of a parcel of land into two parcels of land
STAFF PLANNER:	Tim Evans, Planner Phone Number: 775.328.2314 E-mail: TEvans@washoecounty.gov

### CASE DESCRIPTION

For hearing, discussion, and possible action to approve a tentative parcel map dividing a 1.13-acre parcel into two (2) parcels of 0.68 acres and 0.45 acres.

Applicant / Property Owner: Joseph & Shanel Balkenbush  
 Location: 1145 Ron Way  
 APN: 017-441-03  
 Parcel Size: 1.13 acres  
 Master Plan: Suburban Residential  
 Regulatory Zone: Medium Density Suburban (MDS)  
 Planning Area: Southeast Truckee Meadows  
 Development Code: Authorized in Article 606, Parcel Maps  
 Commission District: 2 – Commissioner Clark



**Vicinity Map**

### STAFF RECOMMENDATION

APPROVE

**APPROVE WITH CONDITIONS**

DENY

### POSSIBLE MOTION

I move 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 WTPM24-0003 for Joseph & Shanel Balkenbush, subject to the conditions of approval included as Exhibit A with the staff report, and make the determination that the required criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30(e).

*(Motion with Findings on Page 12)*

**Staff Report Contents**

Proposed Parcel Map.....4

Site Plan.....5

Tentative Parcel Map Evaluation.....6

Development Information .....6

Southeast Truckee Meadows Planning Area Modifiers .....7

Master Plan Evaluation .....8

Reviewing Agencies..... 10

Recommendation..... 12

Motion..... 12

Appeal Process..... 13

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**Exhibits Contents**

Conditions of Approval ..... Exhibit A

Agency Comments..... Exhibit B

Project Application..... Exhibit C

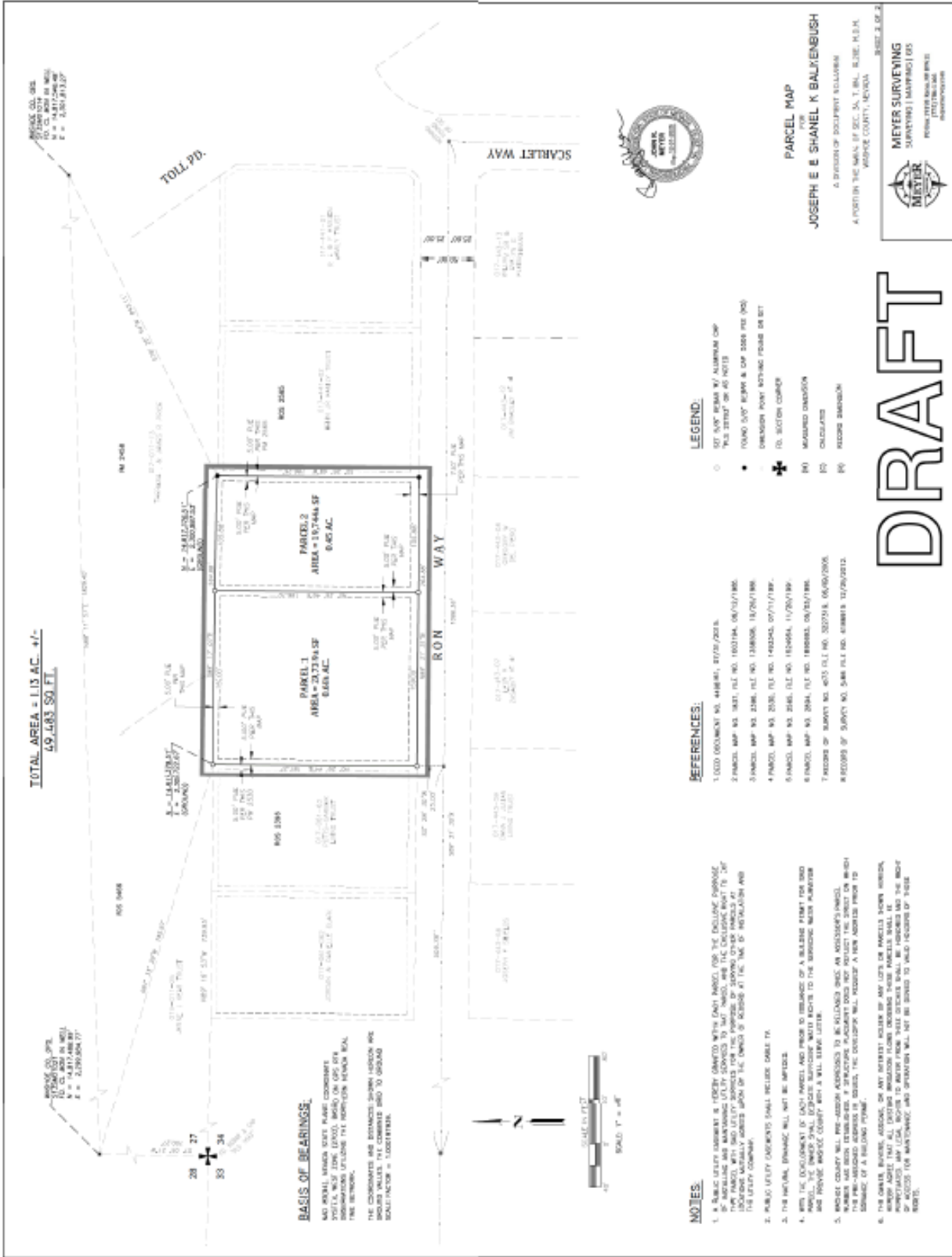
## **Parcel Map**

The purpose of a parcel map is to allow for divisions of land into four lots or less, merger and re-division of existing lots, and common-interest communities consisting of four or fewer parcels pursuant to Washoe County Code Chapter 110, Article 606, Parcel Maps. A tentative parcel map must be submitted to the Planning and Building Division for the purpose of review prior to or concurrent with the final parcel map. Every tentative parcel map must be prepared by a professional land surveyor. The parcel map process exists to establish reasonable standards of design and procedures for dividing land in order to further the orderly layout and use of land and ensure proper legal descriptions and monumenting of divided land. Additionally, the process helps to safeguard the public health, safety and general welfare by establishing minimum standards of design and development for any land division platted in the unincorporated area of Washoe County. If the Washoe County Parcel Map Review Committee grants an approval of the tentative parcel map, that approval is subject to conditions of approval. Conditions of approval are requirements that may need to be completed during different stages of the proposed project. Those stages are typically:

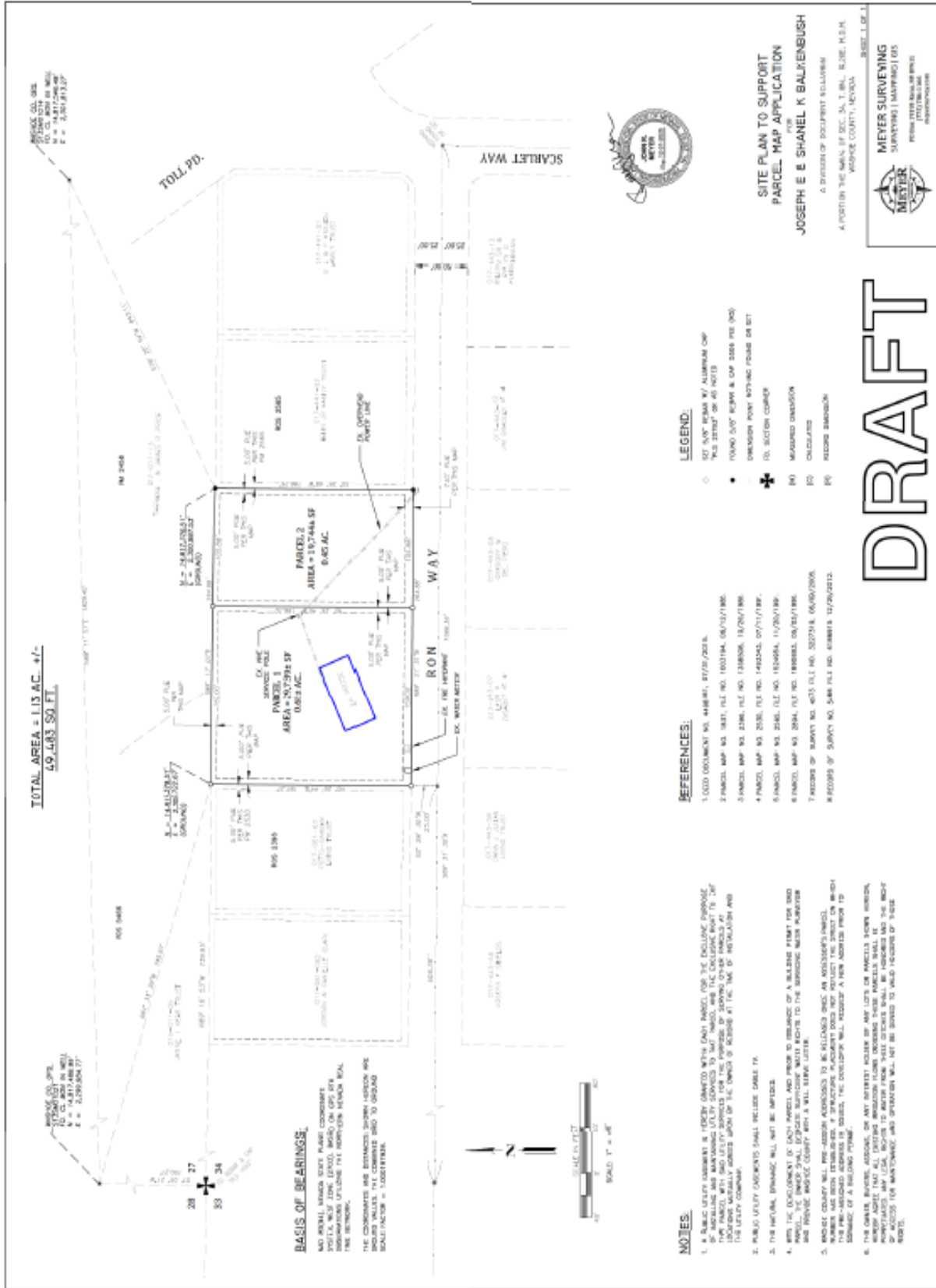
- Prior to recordation of a final map.
- Prior to obtaining a final inspection and/or a certificate of occupancy on a structure.
- Prior to the issuance of a business license or other permits/licenses.
- Some conditions of approval are referred to as “operational conditions.” These conditions must be continually complied with for the life of the project.

Within 22 months from the date of approval of the tentative parcel map, the applicant must file a final parcel map along with any required supporting materials with the Planning and Building Division and the County Engineer showing that all conditions imposed by the Washoe County Parcel Map Review Committee have been met. Approval or conditional approval of a tentative parcel map imposes no obligation on the part of the Director of the Planning and Building Division or the Washoe County Board of County Commissioners to approve the final parcel map or to accept any public dedication shown on the tentative or final parcel map. Failure to submit a complete final parcel map and pay the required fees within 22 months from the date of approval and record the map within the two-year time period shall cease any further action on the map and shall render the tentative parcel map as expired.

The conditions of approval for Tentative Parcel Map Case Number WTPM24-0003 are attached to this staff report and will be included with the action order if approved by the Parcel Map Review Committee.



**Proposed Parcel Map**



Site Plan

**Tentative Parcel Map Evaluation**

Requirement	Evaluation
Planning Area	Southeast Truckee Meadows
Truckee Meadows Service Area (TMSA)	Inside TMSA
Regulatory Zone	Medium Density Suburban (MDS)
Maximum Lot Potential	Two (2)
Number of Lots on Parcel Map	Two (2)
Minimum Lot Size Required	14,375 square feet (approx. 0.33 acres)
Minimum Lot Size on Parcel Map	19,744 square feet; (approx. 0.45 acres)
Minimum Lot Width Required	80 feet
Minimum Lot Width on Parcel Map	105.88 feet
Development Suitability Map	No development constraints
Hydrographic Basin	Truckee Meadows Hydrographic Basin

The tentative parcel map meets all minimum requirements for the Medium Density Suburban (MDS) regulatory zone.

The proposed division of land is not a second or subsequent division of a parcel map approved within the last five years.

**Development Information**

The subject parcel is developed with a single-family dwelling, and is relatively flat with minimal portions of the parcel containing slopes between 5% and 15% as indicated in the figure below.



**Topography Map**

There is a single-family dwelling built in 1974 on proposed Parcel 1, as shown on the site plan on page 4. The required setbacks for the MDS regulatory zone are twenty (20) feet from the front

and rear yard property lines and eight (8) feet from the side yard property lines. The single-family dwelling will meet the above-mentioned setbacks.

### **Southeast Truckee Meadows Planning Area Modifiers**

The subject parcel is located within the Southeast Truckee Meadows Planning Area. The following is the pertinent policy from the Development Code's modifiers:

*Section 110.212.05 Medium Density Suburban Area Modifier. In addition to the regulations of the regulatory zones described in Article 106, Regulatory Zones, in any area designated Medium Density Suburban in the Southeast Truckee Meadows planning area, the following regulations shall apply.*

*(a) Density. The maximum number of dwelling units that may be located in the Medium Density Suburban Regulatory Zone in the Southeast Truckee Meadows planning area is two (2) units per acre.*

*(b) Minimum Lot Area. The minimum lot area allowed in the Medium Density Suburban Regulatory Zone in the Southeast Truckee Meadows planning area is fourteen thousand three hundred seventy-five (14,375) square feet, with the following exceptions:*

*(1) When abutting a developed Medium Density Suburban area with one half (1/2) acre or greater lot sizes, the minimum lot area shall be one-half (1/2) acre for all exterior, abutting lots (roads or Open Space regulatory zone do not create non-abutting parcels), and*

*(2) Exterior lots may have a minimum lot area of fourteen thousand three hundred seventy-five (14,375) square feet when abutting a developed higher intensity land use designation or a ten (10) acre or larger undeveloped Medium Density Suburban development.*

The subject parcel is zoned MDS, which, pursuant to WCC Section 110.406.05, *General*, Table 110.406.05.1, *Standards*, Part One: Density/Intensity Standards, sets forth the allowed density as three (3) dwelling units per acre, and Part Two: Lot Size, sets forth the minimum acreage for the MDS zoning as 12,000 square feet. WCC Section 110.212.05, Medium Density Suburban Area Modifier, decreases the density and increases the minimum lot size in the MDS regulatory zone within the Southeast Truckee Meadows Planning Area to two (2) dwelling units per acre and 14,375 square feet.

The subject parcel, as detailed in the table above in the Tentative Parcel Map Evaluation section, has taken into account the density and lot size requirements of WCC Section 110.212.05, Medium Density Suburban Area Modifier. The proposed parcels meet the minimum requirements for the Medium Density Suburban regulatory zone.



**Master Plan Evaluation**

The proposed parcel map aligns with applicable Priority Principles & Policies of the Washoe County Master Plan as described in following sections:

**Table 1: Master Plan Conformance**

Vision Statement	Explanation of Conformance with Vision Statement
<p><i>“The Southeast Truckee Meadows is characterized by scenic areas, such as the nearby Virginia Range and its residential communities, setting it apart from other planning areas. SETM’s residential areas tell the story of a region defined by gold rush settlers and travelers, wild horses, regionally treasured night skies, and large lot homes.”</i></p>	<p>The proposal will promote the desired pattern for the orderly physical growth of the County by creating two (2) residential parcels that are consistent with the lot sizes throughout the community, as is intended by the Southeast Truckee Meadows Planning Area.</p>

The project is consistent with the applicable Envision Washoe 2040 Priority Principles & Policies as described in Table 2.

**Table 2: Master Plan Element Conformance Priority Principles & Policies**

Master Plan Element	Priority Principles & Policies	Explanation of Conformance with Priority Principles & Policies
<p><b>Land Use Principle 1.</b> Facilitate partnerships to ensure land use decisions are based on the best available information.</p>		
<p><b>LU1.3</b> - Continue to coordinate land use policies and decisions with the public health goals of the Northern Nevada Public Health (NNPH).</p>		<p>Northern Nevada Public Health received a notice of the application and provided comments stating that the subject parcel shall be served by the readily available water and sewer services. The existing dwelling on proposed Parcel 1 is served by Truckee Meadows Water Authority (TMWA) for water service and a septic system serves for wastewater disposal. Conditions of approval (Exhibit A) serve to address water service being provided to the proposed parcels, abandoning the existing septic system, and sewer services being provided to the proposed parcels by Washoe County.</p>
<p><b>Public Facilities and Services Principle 2.</b> Provide sufficient water to meet the current and future needs of County residents.</p>		
<p><b>PFS Policy 2.1</b> Balance new water supply commitments with existing commitments at or below perennial yield to achieve a long-term sustainable water supply.</p>		<p>The subject parcel is within range to be served by municipal water and sewer. The Washoe County Water Rights Manager, Northern Nevada Public Health, and Washoe County Engineering reviewed the application and provided conditions addressing water and sewer services being provided to the proposed parcels (See Exhibit A). The existing dwelling on proposed Parcel 1 is</p>



	<p>served by TMWA for water service, and a septic system for wastewater disposal. Conditions of approval (Exhibit A) serve to address water service being provided to the proposed parcels, abandoning the existing septic system, and sewer services being provided to the proposed parcels by Washoe County.</p>
<p><b>PFS Policy 2.3</b> Ensure new suburban– and urban-level development is served by a community water supply system.</p>	<p>The existing dwelling on proposed Parcel 1 is served by TMWA for water service. A condition of approval (Exhibit A) serves to address water service being provided to the proposed parcels by TMWA.</p>

The project is consistent with the applicable Envision Washoe 2040 Priority Principles & Policies for the Southeast Truckee Meadows Planning Area, as described in Table 4.

**Table 3: Master Plan Conformance with Southeast Truckee Meadows Priority Principles & Policies**

<p><b>Priority Principles &amp; Policies</b></p>	<p><b>Explanation of Conformance with Priority Principles &amp; Policies</b></p>
<p><b>Land Use Principle 3. Support development that respects natural resources.</b></p>	
<p><b>LU Policy 3.1</b> - Collaborate with other agencies to develop methods for assessing all developments individually and cumulatively for potential impact upon the natural resources of Washoe County.</p>	<p>Project information was provided to all necessary agencies for review. No recommendations of denial were provided and no comments or concerns were provided in relation to natural resources.</p>

**Reviewing Agencies**

The following agencies/individuals received a copy of the project application for review and evaluation.

Agencies	Sent to Review	Responded	Provided Conditions	Contact
Environmental Protection	X			
NDOT (Transportation)	X			
NDOW (Wildlife)	X			
NV Water Resources	X			
Washoe County Building & Safety	X			
Washoe County Parks & Open Space	X			
Washoe County Sewer	X			
Washoe County Traffic	X			
Washoe County Water Rights Manager (All Apps)	X	X	X	Timber Weiss, tweiss@washoecounty.gov
WCSO Law Enforcement	X			
Washoe County Engineering (Land Development) (All Apps)	X	X	X	Rob Wimer, rwimer@washoecounty.gov; Janelle Thomas, jkthomas@washoecounty.gov
Washoe County Engineering & Capital Projects Director (All Apps)	X			
NNPH Air Quality	X			
NNPH EMS	X	X		
NNPH Environmental Health	X	X	X	Jim English, jenglish@washoecounty.gov; Wes Rubio, wrubio@washoecounty.gov; David Kelly,
TMFPD	X	X	X	Dale Way, dway@tmfpd.us; Brittany Lemon,
NV Energy	X			
Truckee Meadows Water Authority	X			

All conditions required by the contacted agencies can be found in Exhibit A, Conditions of Approval.

**Staff Comment on Required Findings**

WCC Section 110.606.30(e) requires that all of the following findings be made to the satisfaction of the Washoe County Parcel Map Review Committee before granting approval of the request. Staff has completed an analysis of the application and has determined that the proposal is in compliance with the required findings as follows.

- 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.

*Staff Comment: Compliance with 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 will be ensured, as appropriate, with the recordation of the map and/or upon development of the additional parcel of land. Washoe County Water Rights, Washoe County Health District - Environmental Health Division, and Washoe County Engineering were provided the project information for review, as well as other appropriate agencies, and no recommendation for denial was received.*

- (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.

*Staff Comment: The existing dwelling on the subject parcel is served by water service from Truckee Meadows Water Authority (TMWA) and wastewater disposal is provided by a septic system. As a conditions of approval (Exhibit A) for the proposed parcel map, water service shall be provided to the proposed parcels by TMWA, and the existing septic system shall be abandoned and the proposed parcels shall be served by sewer service from Washoe County. Washoe County Water Rights, Washoe County Health District - Environmental Health Division, and Washoe County Engineering were provided the project information for review. Washoe County Water Rights, Washoe County Health District - Environmental Health Division, and Washoe County Engineering provided conditions related to water and sewer supply. The conditions are included in Exhibit A.*

- (iii) The availability and accessibility of utilities.

*Staff Comment: Water service will be provided by Truckee Meadows Water Authority and sewer service will be provided by Washoe County. Washoe County Water Rights, Washoe County Health District - Environmental Health Division, and Washoe County Engineering were provided the project information for review. Washoe County Water Rights, Washoe County Health District - Environmental Health Division, and Washoe County Engineering provided conditions related to water and sewer supply. The conditions are included in Exhibit A. Power will be provided through NV Energy.*

- (iv) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks.

*Staff Comment: The proposed parcel map would create one additional lot, which is anticipated to have minimal impacts on local services. There are existing public services such as schools, police and fire protection, transportation, recreation and parks available to the Southeast Truckee Meadows Planning Area.*

- (v) Conformity with the zoning ordinances and master plan.

*Staff Comment: As discussed in the staff report, the proposed division of land conforms with the applicable provisions of the Washoe County Development Code, Master Plan, and the regulatory zoning on the property.*

- (vi) General conformity with the governing body's master plan of streets and highways.

*Staff Comment: The application was reviewed by the appropriate agencies and no recommendation for denial was received. The proposal is in conformance with the master plan for 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.

*Staff Comment: The application was reviewed by the appropriate agencies, including Washoe County Engineering and no recommendations for new streets or highways were received.*

- (viii) Physical characteristics of the land such as floodplain, slope and soil.

*Staff Comment: The subject parcel has no development concerns. It is relatively flat and is not within the FEMA flood zones.*

- (ix) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive.

*Staff Comment: These provisions of statute refer to the preparation of tentative maps. All recommended conditions of approval from the reviewing agencies have been included with the staff report.*

- (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.

*Staff Comment: The application was reviewed by the Truckee Meadows Fire Protection District, and no recommendation for denial was received.*

- (xi) Community antenna television (CATV) conduit and pull wire.

*Staff Comment: The application was reviewed by the appropriate agencies, and no recommendation for denial was received. All appropriate easements shall be provided prior to approval of the final map.*

- (xii) Recreation and trail easements.

*Staff Comment: The application was provided to Washoe County Regional Parks and Open Space staff, and no conditions or recommendation for denial was received.*

### **Recommendation**

After a thorough analysis and review, Parcel Map Case Number WTPM24-0003 is being recommended for approval with conditions. Staff offers the following motion for the Parcel Map Review Committee's consideration.

### **Motion**

I move 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 WTPM24-0003 for Joseph & Shanel Balkenbush, 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):

- 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.

**Appeal Process**

Parcel Map Review Committee action will be effective ten (10) calendar days after the written decision is filed with the Secretary to the Parcel Map Review Committee, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Board of County Commissioners. Any appeal must be filed in writing within ten (10) calendar days from the date the written decision is filed with and signed by the Secretary of the Parcel Map Review Committee and mailed to the applicant.

Applicant/Owner: Joseph Balkenbush; [joebalkenbush@gmail.com](mailto:joebalkenbush@gmail.com)

Consultant: Meyer Surveying, ATTN: John Meyer  
[rmeyer@meyersurvey.com](mailto:rmeyer@meyersurvey.com)



# Conditions of Approval

Tentative Parcel Map Case Number WTPM24-0003

The tentative parcel map approved under Parcel Map Case Number WTPM24-0003 shall be carried out in accordance with the conditions of approval granted by the Washoe County Parcel Map Review Committee on October 10, 2024. Conditions of approval are requirements placed on a permit or development by each reviewing agency. These conditions of approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act or to abide by all other generally applicable codes, and neither these conditions nor the approval by the County of this project/use override or negate any other applicable restrictions on uses or development on the property.

**Unless otherwise specified**, all conditions related to the approval of this tentative parcel map shall be met or financial assurance must be provided to satisfy the conditions of approval prior to the recordation of a final parcel map. The agency responsible for determining compliance with a specific condition shall determine whether the condition must be fully completed or whether the applicant shall be offered the option of providing financial assurance. All agreements, easements, or other documentation required by these conditions shall have a copy filed with the County Engineer and the Planning and Building Division.

Compliance with the conditions of approval related to this tentative parcel map is the responsibility of the applicant, his/her successor in interest, and all owners, assignees, and occupants of the property and their successors in interest. Failure to comply with any of the conditions imposed in the approval of the tentative parcel map may result in the institution of revocation procedures.

Washoe County reserves the right to review and revise the conditions of approval related to this tentative parcel map should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

For the purpose of conditions imposed by Washoe County, “may” is permissive and “shall” or “must” is mandatory.

Conditions of approval are usually complied with at different stages of the proposed project. Those stages are typically:

- Prior to recordation of a final map.
- Prior to obtaining a final inspection and/or a certificate of occupancy.
- Prior to the issuance of a business license or other permits/licenses.
- Some “conditions of approval” are referred to as “operational conditions.” These conditions must be continually complied with for the life of the project.

**The Washoe County Commission oversees many of the reviewing agencies/departments with the exception of the following agencies.**

- **The DISTRICT BOARD OF HEALTH, through Northern Nevada Public Health (NNPH), has jurisdiction over public health matters. Any conditions set by NNPH must be appealed to the District Board of Health.**

FOLLOWING ARE CONDITIONS OF APPROVAL REQUIRED BY THE REVIEWING AGENCIES. EACH CONDITION MUST BE MET TO THE SATISFACTION OF THE ISSUING AGENCY.

**Washoe County Planning and Building Division**

1. The following conditions are requirements of the Planning and Building Division, which shall be responsible for determining compliance with these conditions.

**Contact Name – Tim Evans, Planner, 775.328.2314, TEvans@washoecounty.gov**

- a. The applicant shall attach a copy of the action order approving this project to all permits and applications (including building permits) applied for as part of this tentative parcel map.
- b. The final map shall be in substantial compliance with all plans and documents submitted as part of this tentative parcel map application, and with any amendments imposed by the Parcel Map Review Committee. All documentation necessary to satisfy the conditions noted below shall accompany the final map when submitted to the County Engineer and the Planning and Building Division.
- c. The applicant shall comply with all the conditions of approval and shall submit a final map for signature by the Director of the Planning and Building Division within 22 months from the date of approval by the Parcel Map Review Committee. Each agency responsible for imposing conditions may determine whether its conditions must be fully completed or whether the applicant shall be offered the option of providing financial assurances as a means of assuring compliance.
- d. The final map shall contain the following jurat:

**DIRECTOR OF PLANNING AND BUILDING CERTIFICATE**

THE FINAL PARCEL MAP CASE NO. WTPM24-0003 MEETS ALL APPLICABLE STATUTES, ORDINANCES AND CODE PROVISIONS; IS IN SUBSTANTIAL CONFORMANCE WITH THE TENTATIVE MAP AND ITS CONDITIONS, WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE, AND THOSE CONDITIONS HAVE BEEN SATISFIED FOR RECORDATION OF THIS MAP. THE OFFER(S) OF DEDICATION IS (ARE) REJECTED AT THIS TIME, BUT WILL REMAIN OPEN IN ACCORDANCE WITH NEVADA REVISED STATUTES CHAPTER 278.

THIS FINAL MAP IS APPROVED AND ACCEPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_, BY THE DIRECTOR OF PLANNING AND BUILDING OF WASHOE COUNTY, NEVADA, IN ACCORDANCE WITH NEVADA REVISED STATUTES 278.471 THROUGH 278.475.

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KELLY MULLIN, DIRECTOR, PLANNING AND BUILDING DIVISION

- e. The applicant has indicated that the proposed improvements will not exceed the major grading thresholds that require a special use permit. If the final construction drawings for the map include grading that exceeds the *Major Grading Permit Thresholds* listed in Article 438 Grading Standards, the applicant shall apply for a special use permit for grading; this approval may take up to three months to process. In addition, all related standards within the Washoe County Development Code shall be met on the construction drawings.
- f. The approval for this tentative parcel map does not include improvements for driveways to building pads. Grading for access to building pads, if they exceed the criteria stated in the previous condition, shall require a special use permit.



### **Washoe County Engineering and Capital Projects**

2. The following conditions are requirements of the Engineering and Capital Projects, which shall be responsible for determining compliance with these conditions.

**Contact Name – Rob Wimer, P.E., 775.328.2059, [RWimer@washoecounty.gov](mailto:RWimer@washoecounty.gov)**

- a. Comply with the conditions of the Washoe County technical check for this map.
- b. All boundary corners must be set.
- c. Add a note to the map stating: No habitable structures shall be located on a fault that was active during the Holocene Epoch of geological time.
- d. Add a Security Interest Holder's Certificate to the map if applicable.
- e. Connection to community sewer may be required for each of these parcels as approved by Northern Nevada Public Health.
- f. Add the following note to the map; "All properties, regardless of if they are located within or outside of a FEMA designated flood zone, may be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties."

### **Washoe County Water Rights**

3. The following conditions are requirements of the Engineering and Capital Projects, which shall be responsible for determining compliance with these conditions.

**Contact Name – Timber Weiss, P.E., 775.954.4626, [TWeiss@washoecounty.gov](mailto:TWeiss@washoecounty.gov)**

- a. The Parcel Map shall contain TMWA's note regarding all conditions necessary for provision of water service to the parcels. TMWA's note requires that all water rights and water service conditions be met prior to approval of building permits on the resulting parcels. Or a valid water will serve letter from TMWA for the resulting parcels is also acceptable at any time before or after the approval of the Parcel Map but prior to the granting of any Building Permits. Please submit a copy of the will-serve to [tweiss@washoecounty.gov](mailto:tweiss@washoecounty.gov) prior to approval of any building permits on these parcels.

### **Washoe County Health District**

4. The following conditions are requirements of Environment Health Services, which shall be responsible for determining compliance with these conditions.

**Contact Name – James English, 775.328.2610, [jenglish@washoecounty.gov](mailto:jenglish@washoecounty.gov)**

- a. EHS has reviewed the application as submitted and will require the following for the application to be approved:
  - i. Existing onsite sewage disposal (septic) system will have to be abandoned for the existing house.
  - ii. Both newly created parcels will have to connect to a community water system (Truckee Meadows Water Authority).
- b. If the project is approved the applicant must obtain an abandonment permit from EHS for the removal of the onsite sewage disposal system.

**Truckee Meadows Fire Protection District**

5. The following condition is a requirement of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with this condition.

**Contact Name – Brittany Lemon, Fire Captain, 775.326.6079, BLeMon@tmfpd.us**

- a. This project shall meet and comply with all requirements of currently adopted TMFPD fire codes, ordinances, and standards at the time of construction to include infrastructure for fire apparatus access roads and water supply. <https://tmfpd.us/fire-code/>

\*\*\* End of Conditions \*\*\*

**From:** [Program, EMS](#)  
**To:** [Evans, Timothy](#)  
**Cc:** [Program, EMS](#)  
**Subject:** **FW: August Agency Review Memo I**  
**Date:** **Thursday, August 22, 2024 1:51:07 PM**  
**Attachments:** [August Agency Memo 1.pdf](#)  
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Good Afternoon,

The EMS Program has reviewed the August Agency Review Memo I -Tentative Parcel Map Case Number WTPM24-0003 (Balkenbush) - and has no concerns or questions at this time based on the information provided.

Thank you,

**Sarah C. Smith** (*She/Her/Hers*)  
*EMS Coordinator*  
*Epidemiology and Public Health Preparedness*



O: [775-326-6043](tel:775-326-6043)  
1001 E Ninth St. Bldg. B Reno, NV 89512

[NNPH.org](https://www.nnp.org) |



**From:** [Lemon, Brittany](#)  
**To:** [Evans, Timothy](#)  
**Subject:** WTPM24-0003 (Balkenbush)  
**Date:** Friday, August 23, 2024 7:59:57 AM  
**Attachments:** [image001.png](#)

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Hi Tim,

When the parcels are developed on, they will be required to meet our standard requirements.

For the subdivision, we have no specific comments.

“This project shall meet and comply with all requirements of currently adopted TMFPD fire codes, ordinances, and standards at the time of construction to include infrastructure for fire apparatus access roads and water supply.”

<https://tmfpd.us/fire-code/>.

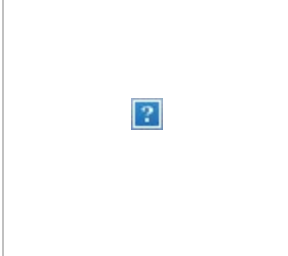
## **Brittany Lemon**

**Fire Captain - Fire Prevention | Truckee Meadows Fire & Rescue**

[blemon@tmfpd.us](mailto:blemon@tmfpd.us) | Office: 775.326.6079 | Cell: 775.379.0584

3663 Barron Way, Reno, NV 89511

tmfpd\_final\_sunset\_logo



*“Committed to excellence, service, and the protection of life and property in our community”*

Date: August 30, 2024

To: Tim Evans, Planner

From: Katherine Hyde, Geomatics Technician  
Janelle K. Thomas, P.E., C.F.M., Senior Licensed Engineer  
Robert Wimer, P.E., Licensed Engineer

Re: **WTPM24-0003 Balkenbush**  
APN: 017-441-03

---

The Engineering and Capital Projects Division has reviewed the subject parcel map, and the following conditions must be successfully completed prior to final approval of this application by the Division.

1. Comply with the conditions of the Washoe County technical check for this map.
2. All boundary corners must be set.
3. Add a note to the map stating: No habitable structures shall be located on a fault that was active during the Holocene Epoch of geological time.
4. Add a Security Interest Holder's Certificate to the map if applicable.
5. Connection to community sewer may be required for each of these parcels as approved by Northern Nevada Public Health.
6. Add the following note to the map; "All properties, regardless of if they are located within or outside of a FEMA designated flood zone, may be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties."

Date: August 30, 2024

To: Tim Evans, Planner

From: Timber Weiss, P.E., Licensed Engineer

Re: Tentative Parcel Map Case Number WTPM24-0003 (Balkenbush)

## **GENERAL PROJECT DISCUSSION**

For hearing, discussion, and possible action to approve a tentative parcel map dividing a 1.13-acre parcel into two (2) parcels of 0.68 acres and 0.45 acres.

***The Community Services Department (CSD) recommends approval of this project with the following Water Rights conditions:***

The Parcel Map shall contain TMWA's note regarding all conditions necessary for provision of water service to the parcels. TMWA's note requires that all water rights and water service conditions be met prior to approval of building permits on the resulting parcels. Or a valid water will serve letter from TMWA for the resulting parcels is also acceptable at any time before or after the approval of the Parcel Map but prior to the granting of any Building Permits. Please submit a copy of the will-serve to [tweiss@washoecounty.gov](mailto:tweiss@washoecounty.gov) prior to approval of any building permits on these parcels.

September 5, 2024

Washoe County Community Services  
Planning and Development Division

RE: Balkenbush; 017-441-03  
Tentative Parcel Map; WTPM24-0003

Dear Washoe County Staff:

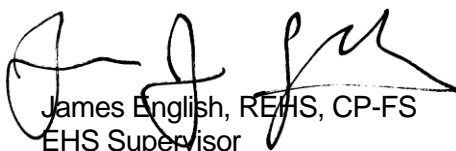
The following conditions are requirements of Northern Nevada Public Health (NNPH), Environmental Health Division, (EHS) which shall be responsible for determining compliance with these conditions.

**Contact Name – James English - [jenglish@washoecounty.us](mailto:jenglish@washoecounty.us)**

- a) Condition #1: EHS has reviewed the application as submitted and will required the following for the application to be approved:
  - 1) Existing onsite sewage disposal system will have to be abandoned for the existing house.
  - 2) Both newly created parcels will have to connect to a community water system.
- b) Condition #2: The project is proposed on a parcel served by community water and community sewerage system is available.
- c) Condition #3: If the project is approved the applicant must obtain an abandonment permit from EHS for the removal of the onsite sewage disposal system.

If you have any questions or would like clarification regarding the foregoing, please contact James English, EHS Supervisor at [jenglish@washoecounty.us](mailto:jenglish@washoecounty.us) regarding all NNPH comments.

Sincerely,



James English, REHS, CP-FS  
EHS Supervisor  
Environmental Health Services  
Northern Nevada Public Health



## Tentative Parcel Map

Washoe County Code (WCC) Chapter 110, Article 606, Tentative Parcel Map, prescribes the requirements for and waiver of, parcel maps. A parcel map shall be required for all subdivisions, merger, and re-subdivision of existing lots, and common-interest communities consisting of four (4) or fewer units. The Parcel Map Review Committee shall approve, conditionally approve, or deny the tentative parcel map within sixty (60) days of the date that the application is determined to be complete. See WCC 110.606, for further information.

### Development Application Submittal Requirements

Applications are accepted on the 8<sup>th</sup> of each month. If the 8<sup>th</sup> falls on a non-business day, applications will be accepted on the next business day.

If you are submitting your application online, you may do so at [OneNV.us](https://www.onenv.us)

**This sheet must accompany the original application and be signed by the Professional Land Surveyor.**

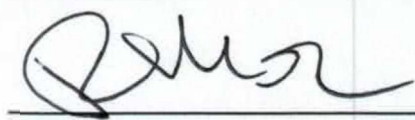
1. **Fees:** See Master Fee Schedule. **Most payments can be made directly through the OneNV.us portal.** If you would like to pay by check, please make the check payable to Washoe County and bring your application and payment to the Community Services Department (CSD). There may also be a fee due to Engineering and Capital Projects for Technical Plan Check.
2. **Development Application:** A completed Washoe County Development Application form.
3. **Owner Affidavit:** The Owner Affidavit must be signed and notarized by all owners of the property subject to the application request.
4. **Proof of Property Tax Payment:** The applicant must provide a written statement from the Washoe County Treasurer's Office indicating all property taxes for the current quarter of the fiscal year on the land have been paid.
5. **Application Materials:** The completed Tentative Parcel Map Application materials.
6. **Title Report:** A preliminary title report, with an effective date of no more than one hundred twenty (120) days of the submittal date, by a title company which provides the following information:
  - Name and address of property owners.
  - Legal description of property.
  - Description of all easements and/or deed restrictions.
  - Description of all liens against property.
  - Any covenants, conditions and restrictions (CC&Rs) that apply.
7. **Development Plan Specifications:** (If the requirement is "Not Applicable," please check the box preceding the requirement.)
  - a. Map to be drawn using engineering scales (e.g. scale 1" = 100', 1" = 200', or 1" = 500' unless a prior approval is granted by the County Surveyor) showing all streets and ingress/egress to the property and must meet NRS standards as specified in NRS 278.466.
  - b. Property boundary lines, distances and bearings.
  - c. Contours at five (5) foot intervals or two (2) foot intervals where, in the opinion of the County Engineer, topography is a major factor in the development.
  - d. The cross sections of all right-of-ways, streets, alleys or private access ways within the proposed development, proposed name and approximate grade of each, and approximate radius of all curves and diameter of each cul-de-sac.
  - e. The width and approximate location of all existing or proposed easements, whether public or private, for roads, drainage, sewers, irrigation, or public utility purposes.

- f. If any portion of the land within the boundary of the development is subject to inundation or storm water overflow, as shown on the adopted Federal Emergency Management Agency's Flood Boundary and Floodway Maps, that fact and the land so affected shall be clearly shown on the map by a prominent note on each sheet, as well as width and direction of flow of each water course within the boundaries of the development.
  - g. The location and outline to scale of each existing building or structure that is not to be moved in the development.
  - h. Existing roads, trails or rights-of-way within the development shall be designated on the map.
  - i. Vicinity map showing the proposed development in relation to the surrounding area.
  - j. Date, north arrow, scale, and number of each sheet in relation to the total number of sheets.
  - k. Location of snow storage areas sufficient to handle snow removed from public and private streets, if applicable.
  - l. All known areas of potential hazard including, but not limited to, earth slide areas, avalanche areas or otherwise hazardous slopes, shall be clearly designated on the map. Additionally, active fault lines (post-Holocene) shall be delineated on the map.
8. **Street Names:** A completed "Request to Reserve New Street Name(s)" form (included in application packet). Please print all street names on the Tentative Map. Note whether they are existing or proposed.
9. **Submission Packets:** One (1) packet and a flash drive. Any digital documents need to have a resolution of 300 dpi. If materials are unreadable, you will be asked to provide a higher quality copy. The packet shall include one (1) 8.5" x 11" reduction of any applicable site plan, development plan, and/or application map. Labeling on these reproductions should be no smaller than 8 point on the 8.5" x 11" display. Large format sheets should be included in a slide pocket(s). Any specialized reports identified above shall be included as attachments or appendices and be annotated as such.

**Notes:**

- (i) Application and map submittals must comply with all specific criteria as established in the Washoe County Development Code and/or the Nevada Revised Statutes.
- (ii) Appropriate map engineering and building architectural scales are subject to the approval of the Planning and Building and/or Engineering and Capital Projects.
- (iii) All oversized maps and plans must be folded to a 9" x 12" size.
- (iv) Based on the specific nature of the development request, Washoe County reserves the right to specify additional submittal packets, additional information and/or specialized studies that clarify the potential impacts and potential conditions of development in order to minimize or mitigate impacts resulting from the project. No application shall be processed until the information necessary to review and evaluate the proposed project is deemed complete by the Director of Planning and Building.
- (v) The Title Report should only be included in the one (1) original packet.

I hereby certify, to the best of my knowledge, all information contained in this application is correct and meets all Washoe County Development Code requirements.



Professional Land Surveyor



## Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Building staff at 775.328.6100.

<b>Project Information</b>		<b>Staff Assigned Case No.:</b> _____	
Project Name: <b>BALKENBUSH PARCEL MAP</b>			
Project Description: A DIVISION OF THE PARCEL OF LAND DESCRIBED IN DEED DOC. 4498161 (APN: 017-441-03)			
Project Address: 1145 RON WAY			
Project Area (acres or square feet): 49,483 SF / 1.13 AC.			
Project Location (with point of reference to major cross streets AND area locator): <b>350' +/- WEST OF THE INTERSECTION OF TOLL RD AND SCARLET WAY</b>			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
017-441-03			
Indicate any previous Washoe County approvals associated with this application: Case No.(s).			
<b>Applicant Information</b> (attach additional sheets if necessary)			
<b>Property Owner:</b>		<b>Professional Consultant:</b>	
Name: JOSEPH BALKENBUSH		Name: MEYER SURVEYING	
Address: 1145 RON WAY		Address: PO BOX 19193	
RENO	Zip: 89521	RENO	Zip: 89521
Phone: (775) 722-4829	Fax:	Phone: (775) 786-1166	Fax:
Email: joebalkenbush@gmail.com		Email: rmeyer@meyersurvey.com	
Cell: (775) 722-4829	Other:	Cell: (775) 830-3690	Other:
Contact Person: JOSEPH BALKENBUSH		Contact Person: JOHN "RANDY" MEYER	
<b>Applicant/Developer:</b>		<b>Other Persons to be Contacted:</b>	
Name: JOSEPH BALKENBUSH		Name:	
Address: 1145 RON WAY		Address:	
RENO	Zip: 89521		Zip:
Phone: (775) 722-4829	Fax:	Phone:	Fax:
Email: joebalkenbush@gmail.com		Email:	
Cell: (775) 722-4829	Other:	Cell:	Other:
Contact Person: JOSEPH BALKENBUSH		Contact Person:	
<b>For Office Use Only</b>			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

## Tentative Parcel Map Application Supplemental Information

(All required information may be separately attached)

1. What is the location (address or distance and direction from nearest intersection)?

350' +/- WEST OF THE INTERSECTION OF TOLL RD AND SCARLET WAY

a. Please list the following:

APN of Parcel	Land Use Designation	Existing Acres
017-441-03	200	46,081 sf 1.13

2. Please describe the existing conditions, structures, and uses located at the site:

3. What are the proposed lot standards?

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Proposed Minimum Lot Area	29,739 sf	19,744 sf		
Proposed Minimum Lot Width	159	105.88		

4. For parcel with split zoning what is the acreage/square footage of each zoning in the new parcels?

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Proposed Zoning Area	n/a			
Proposed Zoning Area	n/a			

5. Was the parcel or lot that is proposed for division created (recorded) within the last 5 years? (If yes, public review of the parcel map will be required. See Planning and Building staff for additional materials that are required to be submitted.)

Yes
  No

6. Utilities:

a. Sewer Service	existing septic, Muni available for the proposed lots
b. Electrical Service/Generator	NVE - existing service
c. Water Service	TMWA

7. Please describe the source of the water facilities necessary to serve the proposed tentative parcel map:

a. Water System Type:

<input type="checkbox"/> Individual wells		
<input type="checkbox"/> Private water	Provider:	
<input checked="" type="checkbox"/> Public water	Provider:	TMWA

b. Available:

<input checked="" type="checkbox"/> Now	<input type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
---	------------------------------------	------------------------------------	-----------------------------------

c. Washoe County Capital Improvements Program project?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

8. What sewer services are necessary to accommodate the proposed tentative parcel map?

a. Sewage System Type:

<input type="checkbox"/> Individual septic			
<input checked="" type="checkbox"/> Public system	Provider:	WASHOE CO.	

b. Available:

<input checked="" type="checkbox"/> Now	<input type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
---	------------------------------------	------------------------------------	-----------------------------------

c. Washoe County Capital Improvements Program project?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

9. For most uses, the Washoe County Code, Chapter 110, Article 422, Water and Sewer Resource Requirements, requires the dedication of water rights to Washoe County when creating new parcels. Please indicate the type and quantity of water rights you have available should dedication be required:

a. Permit #	TO BE ACQUIRED	acre-feet per year	
b. Certificate #		acre-feet per year	
c. Surface Claim #		acre-feet per year	
d. Other, #		acre-feet per year	

a. Title of those rights (as filed with the State Engineer in the Division of Water Resources of the Department of Conservation and Natural Resources):

TO BE ACQUIRED
----------------

10. Does the property contain wetlands? (If yes, please attach a preliminary delineation map and describe the impact the proposal will have on the wetlands. Impacts to the wetlands may require a permit issued from the U.S. Army Corps of Engineers.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
------------------------------	--	---

11. Does property contain slopes or hillsides in excess of 15 percent and/or significant ridgelines? (If yes, and this is the second parcel map dividing this property, Article 424, Hillside Development of the Washoe County Development Code will apply.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
------------------------------	--	---



12. Does property contain geologic hazards such as active faults; hillside or mountainous areas; is it subject to avalanches, landslides, or flash floods; is it near a water body, stream, Significant Hydrologic Resource as defined in Article 418, or riparian area such as the Truckee River, and/or an area of groundwater recharge

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
------------------------------	--	---

13. Does the tentative parcel map involve common open space as defined in Article 408 of the Washoe County Development Code? (If so, please identify all proposed non-residential uses and all the open space parcels.)?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
------------------------------	--	---

14. If private roads are proposed, will the community be gated? If so, is a public trail system easement provided through the subdivision?

N/A
-----

15. Are there any applicable policies of the adopted area plan in which the project is located that require compliance? If so, which policies and how does the project comply.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
------------------------------	--	---

16. Are there any applicable area plan modifiers in the Development Code in which the project is located that require compliance? If so, which modifiers and how does the project comply?

N/A
-----

17. Is the project subject to Article 418, Significant Hydrologic Resources? If yes, please address Special Review Considerations within Section 110.418.30 in a separate attachment.

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, include a separate set of attachments and maps.
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## Grading

Please complete the following additional questions if the project anticipates grading that involves: (1) Disturbed area exceeding twenty-five thousand (25,000) square feet not covered by streets, buildings and landscaping; (2) More than one thousand (1,000) cubic yards of earth to be imported and placed as fill in a special flood hazard area; (3) More than five thousand (5,000) cubic yards of earth to be imported and placed as fill; (4) More than one thousand (1,000) cubic yards to be excavated, whether or not the earth will be exported from the property; or (5) If a permanent earthen structure will be established over four and one-half (4.5) feet high. If your project exceeds any of the above criteria, you shall either provide a preliminary grading and roadway design plan for review OR if these criteria are exceeded with the final construction drawings and not disclosed at the Tentative Parcel Map Application, you shall be required to apply for a special use permit for grading and you will be delayed up to three months, if approved.

18. How many cubic yards of material are you proposing to excavate on site?

NO PROPOSED GRADING, EXISITNG LOT IS LEVEL
--

19. How many cubic yards of material are you exporting or importing? If exporting of material is anticipated, where will the material be sent? If the disposal site is within unincorporated Washoe County, what measures will be taken for erosion control and revegetation at the site? If none, how are you balancing the work on-site?

NONE

20. Can the disturbed area be seen from off-site? If yes, from which directions, and which properties or roadways? What measures will be taken to mitigate their impacts?

N/A

21. What is the slope (Horizontal/Vertical) of the cut and fill areas proposed to be? What methods will be used to prevent erosion until the revegetation is established?

NO PROPOSED CUT/FILL

22. Are you planning any berms and, if so, how tall is the berm at its highest? How will it be stabilized and/or revegetated?

23. Are retaining walls going to be required? If so, how high will the walls be, will there be multiple walls with intervening terracing, and what is the wall construction (i.e. rockery, concrete, timber, manufactured block)? How will the visual impacts be mitigated?

NO RETAINING WALLS WILL BE REQUIRED

24. Will the grading proposed require removal of any trees? If so, what species, how many, and of what size?

NO

25. What type of revegetation seed mix are you planning to use and how many pounds per acre do you intend to broadcast? Will you use mulch and, if so, what type?

N/A



26. How are you providing temporary irrigation to the disturbed area?

N/A
-----

27. Have you reviewed the revegetation plan with the Washoe Storey Conservation District? If yes, have you incorporated their suggestions?

N/A
-----

28. Surveyor:

Name	JOHN RANDOLPH MEYER
Address	PO BOX 19193 RENO, NV 89521
Phone	1 (775) 786-1166
Cell	1 (775) 830-3690
E-mail	rmeyer@meyersurvey.com
Fax	
Nevada PLS #	20793



## Parcel Map Waiver Application Supplemental Information

(All required information may be separately attached)

1. Identify the public agency or utility for which the parcel is being created:

--

a. If a utility, is it Public Utility Commission (PUC) regulated?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

2. What is the location (address or distance and direction from nearest intersection)?

--

a. Please list the following:

APN of Parcel	Land Use Designation	Existing Acres

3. Please describe:

a. The existing conditions and uses located at the site:

--

b. The existing conditions and uses in the vicinity to the north, south, east and west (i.e. vacant land, roadways, buildings, etc.):

North	
South	
East	
West	

4. What are the proposed lot standards?

	Parcel 1	Parcel 2	Parcel 3	Parcel 4
Proposed Minimum Lot Area				
Proposed Minimum Lot Width				

5. Utilities:

a. Sewer Service	
b. Electrical Service/Generator	
c. Water Service	

6. Please describe the source and timing of the water facilities necessary to serve the proposed waiver.

a. Water System Type:

<input type="checkbox"/> Individual wells		
<input type="checkbox"/> Private water	Provider:	
<input checked="" type="checkbox"/> Public water	Provider:	

b. Available:

<input checked="" type="checkbox"/> Now	<input type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
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c. If a public facility is proposed and is currently not listed in the Washoe County Capital Improvements Program and not available, please describe the funding mechanism for ensuring availability of water service:

7. What is the nature and timing of sewer services necessary to accommodate the proposed waiver?

a. Sewage System Type:

<input checked="" type="checkbox"/> Individual septic		
<input checked="" type="checkbox"/> Public system	Provider:	

b. Available:

<input type="checkbox"/> Now	<input checked="" type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
------------------------------	---	------------------------------------	-----------------------------------

c. Washoe County Capital Improvements Program project?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

d. If a public facility is proposed and is currently not listed in the Washoe County Capital Improvements Program and not available, please describe the funding mechanism for ensuring availability of sewer service. If a private system is proposed, please describe the system and the recommended location(s) for the proposed facility:

8. Please describe whether any of the following natural resources are related to the proposed waiver:

a. Property located in the FEMA 100-year floodplain?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	-----------------------------

Explanation:

b. Does property contain wetlands? (If yes, please attach a preliminary delineation map and describe the impact the proposal will have on the wetlands. Impacts to the wetlands may require a permit issued from the U.S. Army Corps of Engineers.)

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

Explanation:

--

- c. Does property contain slopes or hillsides in excess of 15 percent and/or significant ridgelines? (If yes, and this is the second parcel map dividing this property, Article 424, Hillside Development of the Washoe County Development Code will apply.)

<input type="checkbox"/> Yes, the Hillside Ordinance applies.	<input type="checkbox"/> No, it does not.
---	---

Explanation:

--

9. Surveyor:

Name	
Address	
Phone	
Fax	
Nevada PLS #	

Original  
**PRELIMINARY REPORT**

**Our Order No.:** 2319239 **Sales Price:**  
**Proposed Buyer/Borrower:** Joseph E. Balkenbush and Shanel K. Balkenbush **Loan Amount:**  
**Seller:**

**Property Address:** 1145 Ron Way, Reno, NV 89521

**Proposed Lender:**

Today's Date: May 10, 2024

In response to the above referenced application for a policy of title insurance, Stewart Title Guaranty Company hereby reports that it is prepared to issue, or cause to be issued, as of the date hereof, a Policy or Policies of Title Insurance describing the land and the estate or interest therein hereinafter set forth, insuring against loss which may be sustained by reason of any defect, lien or encumbrance not shown or referred to as an Exception below or not excluded from coverage pursuant to the printed Schedules, Conditions and Stipulations of said Policy forms.

The printed Exceptions and Exclusions from the coverage of said Policy or Policies are set forth in Exhibit A attached. Copies of the Policy forms should be read. They are available from the office which issued this report.

Please read the exceptions shown or referred to below and the exceptions and exclusions set forth in Exhibit A of this report carefully. The exceptions and exclusions are meant to provide you with notice of matters which are not covered under the terms of the title insurance policy and should be carefully considered.

It is important to note that this preliminary report is not a written representation as to the condition of title and may not list all liens, defects, and encumbrances affecting title to the land.

This report (and any supplements or amendments thereto) is issued solely for the purpose of facilitating the issuance of a policy of title insurance and no liability is assumed hereby. If it is desired that liability be assumed prior to the issuance of a policy of title insurance, a Binder or Commitment should be requested.

  
\_\_\_\_\_  
Authorized Countersignature  
Jared Wiss, Title Officer

Dated as of May 3, 2024 at 8:00AM

**When replying, please contact:**  
Colleen Felix, Escrow Officer  
(775) 626-8590 Fax: (417) 242-7772  
Email: colleen.felix@stewart.com

## PRELIMINARY REPORT

The form of Policy of Title Insurance contemplated by this report is:

- 2006 ALTA Owner's Policy - Standard
- 2006 ALTA Owner's Policy - Extended
- 2021 ALTA Owner's Policy - Standard
- 2021 ALTA Owner's Policy - Extended
- 2013 ALTA Homeowners Policy
- 2021 ALTA Homeowners Policy
  
- ALTA Short Form Residential Loan Policy 12-3-12
- ALTA Short Form Residential Loan Policy - Current Assessments 7-1-21
- ALTA Short Form Residential Loan Policy - Assessments Priority 7-1-21
- ALTA Short Form Expanded Coverage Residential Loan Policy - Current Assessments 7-1-21
- ALTA Short Form Expanded Coverage Residential Loan Policy - Assessments Priority 7-1-21
  
- 2006 ALTA Loan Policy - Standard
- 2006 ALTA Loan Policy - Extended
- 2021 ALTA Loan Policy - Standard
- 2021 ALTA Loan Policy - Extended
  
- ALTA Expanded Coverage Residential Loan Policy - Current Assessments 7-1-21
- ALTA Expanded Coverage Residential Loan Policy - Assessments Priority 7-1-21
- Preliminary Report Only
- 

## SCHEDULE A

The estate or interest in the land hereinafter described or referred to covered by this report is:

FEE SIMPLE

Title to said estate or interest at the date hereof is vested in:

Joseph E. Balkenbush and Shanel K. Balkenbush, husband and wife as joint tenants

## LEGAL DESCRIPTION

The land referred to herein is situated in the State of Nevada, County of Washoe, described as follows:

All that certain real property situate in the County of Washoe, State of Nevada, described as follows:

A portion of the NW1/4 of Section 34, Township 18 North, Range 20 East, M.D.B. & M., described as follows:

Commencing at the Northwest corner of said Section 34; thence along the North line of said Section 34, North 89°58'40" East 505.17 feet to the true point of beginning; thence continuing along said North line, North 89°58'40" East 500.561 feet; thence South 00°15'49" East 186.200 feet; thence South 89°44'11" West 500.00 feet to a line drawn South 00°15'49" East from the true point of beginning; thence North 00°15'49" West 188.31 feet to the true point of beginning.

EXCEPTING THEREFROM the following described parcel:

A portion of the NW1/4 of Section 34, Township 18 North, Range 20 East, M.D.B. & M., described as follows:

Commencing at the Northwest corner of said Section 34; thence along the North line of said Section 34, North 89°58'40" East 505.17 feet to the true point of beginning; thence continuing along said North line, North 89°58'40" East 235 feet; thence South 00°15'51" East 187.32 feet; thence South 89°44'11" West 235 feet to a line drawn South 00°15'49" East from the true point of beginning; thence North 00°15'49" West 188.31 feet to the true point of beginning.



## SCHEDULE B

At the date hereof, exceptions to coverage in addition to the printed exceptions and exclusions contained in said policy or policies would be as follows:

1. Taxes or assessments which are not now payable or which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
2. (a) Unpatented mining claims, (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water; whether or not the matters excepted under (a), (b) or (c) are shown by the public records, (d) Indian tribal codes or regulations, Indian Treaty or Aboriginal Rights, including easements or equitable servitudes.
3. Minerals of whatsoever kind, subsurface and surface substances, including but not limited to coal, lignite, oil, gas, uranium, clay, rock, sand and gravel in, on, under and that may be produced from the Land, together with all rights, privileges, and immunities relating thereto, whether or not appearing in the Public Records or listed in Schedule B. The Company makes no representation as to the present ownership of any such interests. There may be leases, grants, exceptions or reservations of interests that are not listed.
4. Any facts, rights, interests or claims which are not shown by the public records but which could be ascertained by an inspection of the land or which may be asserted by persons in possession thereof.
5. Easements, liens or encumbrances, or claims thereof, which are not shown by the public records.
6. Discrepancies, conflicts in boundary lines, shortage in area, encroachments, or any other facts which a correct survey would disclose, and which are not shown by the public records.
7. Any lien or right to a lien for services, labor, equipment or material not shown by the Public Records.
8. The lien, if any, of supplemental taxes, assessed pursuant to the provision of the Nevada Revised Statutes.
9. Any liens that may be created for Delinquent Sewer Charges by reason of said premises lying within the City of Reno/Sparks, the County of Washoe (Sewer). Contact the following for Sewer/Water, and/or Tax Assessment information: City of Reno Sewer at (775) 334-2095; City of Sparks Sewer at (775) 353-2360; County of Washoe Sewer at (775) 954-4601; Washoe County Treasurer at (775) 328-2510. Delinquent amounts may be added to and collected through the secured real property tax roll of the Washoe County Assessor's Office and included in the tax installments referenced above.
10. Any liens that may be created for delinquent waste management charges pursuant to NRS 444.520.
11. Any additional liens which may be levied by reason of said premises being within the South Truckee Meadows General Improvement District.
12. Rights of way for any existing roads, trails, canals, streams, ditches, drain ditches, pipe, pole or transmission lines traversing said premises.
13. Water rights, claims or title to water, whether or not recorded.



14. Provisions, Reservations, Easements and the effect thereof, contained in the Patent from the State of Nevada, recorded on October 6, 1927, in Book D, page 438, Land Patent Records of Washoe County, Nevada.
15. Easement to construct, operate and maintain electric facilities, and incidental purposes, granted to Truckee River General Electric Company, by Instrument, recorded on , in Book 29, page 204, Deed Records of Washoe County, Nevada.
16. An Agreement regarding construction and maintenance of a well and easements pertaining thereto, executed by and between the parties named therein, subject to the terms, covenants and conditions therein provided, dated October 19, 1949, by and between William Drake and A.R. Schindler and Anna D. Schindler, recorded in Book S, page 498 as Document No. 178256, Bond and Agreement Records of Washoe County, Nevada.
17. Easement to construct, operate and maintain communication and electric facilities, and incidental purposes, granted to Sierra Pacific Power Company and Bell Telephone Company of Nevada, by Instrument, recorded on July 30, 1973, in Book 751, page 281 as Document No. 295709, Official Records of Washoe County, Nevada
18. Easement to construct, operate and maintain electric facilities, and incidental purposes, granted to Sierra Pacific Power Company, by Grant of Easement, recorded on March 2, 1987, in Book 2505, page 591 as Document No. 1144009, Official Records of Washoe County, Nevada
19. Easement to construct, operate and maintain electric facilities, and incidental purposes, granted to Sierra Pacific Power Company, by Grant of Aerial Easement, recorded on January 17, 1992, in Book 3399, page 726 as Document No. 1538350, Official Records of Washoe County, Nevada.
20. A Deed of Trust to secure an indebtedness in the amount of \$209,000.00, dated November 4, 2021, executed by Joseph E. Balkenbush and Shanel K. Balkenbush, husband and wife as joint tenants, as Trustor, to Stewart Title Company, as Trustee, in favor of Mortgage Electronic Registration Systems, Inc. as nominee for All Western Mortgage, Inc., as Beneficiary, recorded on November 15, 2021 as Document No. 5248580, Official Records of Washoe County, Nevada.

NOTE: Taxes for the fiscal year 2023-2024, in the amount of \$1,899.92 have been paid in full. (APN 017-441-03)

NOTE: This report is being issued for information purposes only, no liability assumed.

THE FOLLOWING NOTES ARE FOR INFORMATION PURPOSES ONLY:

Stewart Title Company RESERVES THE RIGHT TO AMEND THIS COMMITMENT/REPORT AT ANY TIME.

\*\*\*\*\*ATTENTION LENDERS\*\*\*\*\*

THE 100 ENDORSEMENT IS NO LONGER BEING OFFERED. THE REPLACEMENT ALTERNATIVE IS THE ALTA 9.10-06 AND IS NOW REFLECTED IN THE ALTA SUPPLEMENT IN THE COMMITMENT/REPORT.

NOTE: Any notes following the legal description (if any) referencing NRS 111.312 are required for recording purposes only and will not be insured in any policy of title insurance.

ALTA SUPPLEMENT: This commitment/report is preparatory to the issuance of a 2006 ALTA Extended Coverage Lenders Policy of Title Insurance. We have no knowledge of any fact which would preclude the issuance of said ALTA Policy with an ALTA 9.10-06 and a CLTA 116.01-06/ALTA 22-06 attached. The CLTA 116.01-06/ALTA 22-06 Endorsement will read as follows: There is located on said land a Single Family Residence known as 1145 Ron Way, Reno, NV 89521.

NOTE: A search of the Official Records for the county referenced in the above order number, for

the 24 months immediately preceding the date above discloses the following instruments purporting to convey the title to said land: NONE

NOTE: If any current work of improvements have been made on the herein described real property (within the last 90 days) and this Commitment/Report is issued in contemplation of a Policy of Title Insurance which affords mechanic lien priority coverage (i.e. ALTA POLICY); the following information must be supplied for review and approval prior to the closing and issuance of said Policy: (a) Copy of Indemnity Agreement; (b) Financial Statements; (c) Construction Loan Agreement; (d) If any current work of improvements have been made on the herein described real property Building Construction Contract between borrower and contractor; (e) Cost breakdown of construction; (f) Appraisal; (g) Copy of Voucher or Disbursement Control Statement (if project is complete).

NOTE: This commitment/report makes no representations as to water, water rights, minerals or mineral rights and no reliance can be made upon this commitment/report or a resulting title policy for such rights or ownership.

NOTE: Notwithstanding anything to the contrary in this commitment/report, if the policy to be issued is other than an ALTA Owner's Policy (6/17/06) or ALTA Loan Policy (6/17/06), the policy may not contain an arbitration clause, or the terms of the arbitration clause may be different from those set forth in this commitment/report. If the policy does contain an arbitration clause, and the Amount of Insurance is less than the amount, if any, set forth in the arbitration clause, all arbitrable matters shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties.

NOTE: The map, if any, attached hereto is subject to the following disclaimer:

Stewart Title Company does not represent this plat as a survey of the land indicated hereon, although believed to be correct, no liability is assumed as to the accuracy thereof.

**END OF EXCEPTIONS**

## REQUIREMENTS AND NOTES

1. Show that restrictions or restrictive covenants have not been violated.
2. Payment to or for the account of the grantors or mortgagors of the full consideration for the estate or interest, mortgage or lien to be issued.
3. Furnish proof of payment of all bills for labor and material furnished or to be furnished in connection with improvements erected or to be erected.
4. Pay the premiums, fees and charges for the policy.
5. Pay all taxes, charges, and assessments affecting the land that are due and payable.
6. Documents satisfactory to us creating the interest in the land and the mortgage to be insured must be signed delivered and recorded.
7. Tell us in writing the name of any one not referred to in this Prelim who will get an interest in the land or who will make a loan on the land. We may then make additional requirements or exceptions.
8. Record instrument(s) conveying or encumbering the estate or interest to be insured, briefly described:

### **Documents necessary to close the within transaction**

9. After the review of all the required documents, the Company reserves the right to add additional items and/or make additional requirements prior to the issuances of any policy of title insurance.
10. Show that restrictions or restrictive covenants have not been violated.
11. Furnish proof of payment of all bills for labor and material furnished or to be furnished in connection with improvements erected or to be erected.
12. Pay all taxes, charges, and assessments affecting the land that are due and payable.
13. After the review of all the required documents, the Company reserves the right to add additional items and/or make additional requirements prior to the issuances of any policy of title insurance.

## END OF REQUIREMENTS AND NOTES

**STEWART INFORMATION SERVICES CORPORATION  
GRAMM-LEACH BLILEY PRIVACY NOTICE**

This Stewart Information Services Corporation Privacy Notice (“Notice”) explains how we and our affiliates and majority-owned subsidiary companies (collectively, “Stewart,” “our,” or “we”) collect, use, and protect personal information, when and to whom we disclose such information, and the choices you have about the use and disclosure of your information. Pursuant to Title V of the Gramm-Leach Bliley Act (“GLBA”) and other Federal and state laws and regulations applicable to financial institutions, consumers have the right to limit some, but not all sharing of their personal information. Please read this Notice carefully to understand how Stewart uses your personal information.

The types of personal information Stewart collects, and shares depends on the product or service you have requested.

**Stewart may collect the following categories of personal and financial information from you throughout your transaction:**

1. Identifiers: Real name, alias, online IP address if accessing company websites, email address, account name, unique online identifier, or other similar identifiers.
2. Demographic Information: Marital status, gender, date of birth.
3. Personal Information and Personal Financial Information: Full name, signature, social security number, address, driver’s license number, passport number, telephone number, insurance policy number, education, employment, employment history, bank account number, credit card number, debit card number, credit reports, or any other information necessary to complete the transaction.

**Stewart may collect personal information about you from:**

1. Publicly available information from government records.
2. Information we receive directly from you or your agent(s), such as your lender or real estate broker.
3. Information we receive from consumer reporting agencies and/or governmental entities, either directly from these entities or through others.

**Stewart may use your personal information for the following purposes:**

1. To provide products and services to you in connection with a transaction.
2. To improve our products and services.
3. To communicate with you about our affiliates’, and others’ products and services, jointly or independently.

**Stewart may use or disclose the personal information we collect for one or more of the following purposes:**

- To fulfill or meet the reason for which the information is provided.
- To provide, support, personalize, and develop our website, products, and services.
- To create, maintain, customize, and secure your account with Stewart.
- To process your requests, purchases, transactions, and payments and prevent transactional fraud.
- To prevent and/or process claims.
- To assist third party vendors/service providers who complete transactions or perform services on Stewart’s behalf pursuant to valid service provider agreements.
- As necessary or appropriate to protect the rights, property or safety of Stewart, our customers, or others.
- To provide you with support and to respond to your inquiries, including to investigate and address your concerns and monitor and improve our responses.
- To help maintain the safety, security, and integrity of our website, products and services, databases and other technology-based assets, and business.
- To respond to law enforcement or regulator requests as required by applicable law, court order, or governmental regulations.
- Auditing for compliance with federal and state laws, rules, and regulations.
- Performing services including maintaining or servicing accounts, providing customer service, processing, or fulfilling orders and transactions, verifying customer information, processing payments.
- To evaluate or conduct a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all our assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which personal information held by us is among the assets transferred.

Stewart will not collect additional categories of personal information or use the personal information we collected for materially different, unrelated, or incompatible purposes without providing you notice.

### **Disclosure of Personal Information to Affiliated Companies and Nonaffiliated Third Parties**

Stewart does not sell your personal information to nonaffiliated third parties. Stewart may share your information with those you have designated as your agent throughout the course of your transaction (for example, your realtor, broker, or a lender). Stewart may disclose your personal information to non-affiliated third-party service providers and vendors to render services to complete your transaction.

We share your personal information with the following categories of third parties:

- Non-affiliated service providers and vendors we contract with to render specific services (For example, search companies, mobile notaries, and companies providing credit/debit card processing, billing, shipping, repair, customer service, auditing, marketing, etc.)
- To enable Stewart to prevent criminal activity, fraud, material misrepresentation, or nondisclosure.
- Stewart's affiliated and subsidiary companies.
- Parties involved in litigation and attorneys, as required by law.
- Financial rating organizations, rating bureaus and trade associations, taxing authorities, if required in the transaction.
- Federal and State Regulators, law enforcement and other government entities to law enforcement or authorities in connection with an investigation, or in response to a subpoena or court order.

The law does not require your prior authorization or consent and does not allow you to restrict the disclosures described above. Additionally, we may disclose your information to third parties for whom you have given us authorization or consent to make such disclosure. We do not otherwise share your Personal Information or browsing information with non-affiliated third parties, except as required or permitted by law.

### **Right to Limit Use of Your Personal Information**

You have the right to opt-out of sharing of your personal information among our affiliates to directly market to you. To opt-out of sharing your information with affiliates for direct marketing, you may send an "opt out" request to [OptOut@stewart.com](mailto:OptOut@stewart.com), or contact us through other available methods provided under "Contact Information" in this Notice. We do not share your Personal Information with nonaffiliates for their use to directly market to you without your consent.

### **How Stewart Protects Your Personal Information**

Stewart maintains physical, technical, and administrative safeguards and policies to protect your personal information.

### **Contact Information**

If you have specific questions or comments about this Notice, the ways in which Stewart collects and uses your information described herein, or your choices and rights regarding such use, please do not hesitate to contact us at:

**Phone:** Toll Free at 1-866-571-9270

**Email:** [Privacyrequest@stewart.com](mailto:Privacyrequest@stewart.com)

**Postal Address:** Stewart Information Services Corporation  
Attn: Mary Thomas, Chief Compliance and Regulatory Officer  
1360 Post Oak Blvd., Ste. 100, MC #14-1  
Houston, TX 77056

## STEWART INFORMATION SERVICES CORPORATION PRIVACY NOTICE FOR CALIFORNIA RESIDENTS

Stewart Information Services Corporation and its affiliates and majority-owned subsidiary companies (collectively, “Stewart,” “our,” or “we”) respect and are committed to protecting your privacy. Pursuant to the California Consumer Privacy Act of 2018 (“CCPA”) and the California Privacy Rights Act of 2020 (“CPRA”), we are providing this **Privacy Notice** (“CCPA Notice”). This CCPA Notice explains how we collect, use, and disclose personal information, when and to whom we disclose such information, and the rights you, as a California resident have regarding your Personal Information. This CCPA Notice supplements the information contained in Stewart’s existing privacy notice and applies solely to all visitors, users, consumers, and others who reside in the State of California or are considered California Residents as defined in the CCPA (“consumers” or “you”). All terms defined in the CCPA & CPRA have the same meaning when used in this Notice.

### Personal and Sensitive Personal Information Stewart Collects

Stewart has collected the following categories of personal and sensitive personal information from consumers within the last twelve (12) months:

**A. Identifiers.** A real name, alias, postal address, unique personal identifier, online identifier, Internet Protocol address, email address, account name, Social Security number, driver’s license number, passport number, or other similar identifiers.

**B. Personal information categories listed in the California Customer Records statute (Cal. Civ. Code § 1798.80(e)).** A name, signature, Social Security number, address, telephone number, passport number, driver’s license or state identification card number, insurance policy number, education, employment, employment history, bank account number, credit card number, debit card number, or any other financial information.

**C. Protected classification characteristics under California or federal law.** Age, race, color, ancestry, national origin, citizenship, marital status, sex (including gender, gender identity, gender expression), veteran or military status.

**D. Commercial information.** Records of personal property, products or services purchased, obtained, or considered, or other purchasing or consuming histories or tendencies.

**E. Internet or other similar network activity.** Browsing history, search history, information on a consumer’s interaction with a website, application, or advertisement.

### **F. Geolocation data**

Stewart obtains the categories of personal and sensitive information listed above from the following categories of sources:

- Directly and indirectly from customers, their designees, or their agents (For example, realtors, lenders, attorneys, brokers, etc.)
- Directly and indirectly from activity on Stewart’s website or other applications.
- From third parties that interact with Stewart in connection with the services we provide.

### Use of Personal and Sensitive Personal Information

Stewart may use or disclose the personal or sensitive information we collect for one or more of the following purposes:

- To fulfill or meet the reason for which the information is provided.
- To provide, support, personalize, and develop our website, products, and services.
- To create, maintain, customize, and secure your account with Stewart.
- To process your requests, purchases, transactions, and payments and prevent transactional fraud.
- To prevent and/or process claims.
- To assist third party vendors/service providers who complete transactions or perform services on Stewart’s behalf pursuant to valid service provider agreements.
- As necessary or appropriate to protect the rights, property or safety of Stewart, our customers, or others.
- To provide you with support and to respond to your inquiries, including to investigate and address your concerns and monitor and improve our responses.
- To personalize your website experience and to deliver content and product and service offerings relevant to your interests, including targeted offers and ads through our website, third-party sites, and via email or text message (with your consent, where required by law).
- To help maintain the safety, security, and integrity of our website, products and services, databases and other technology-based assets, and business.
- To respond to law enforcement or regulator requests as required by applicable law, court order, or governmental regulations.
- Auditing for compliance with federal and state laws, rules, and regulations.
- Performing services including maintaining or servicing accounts, providing customer service, processing, or fulfilling orders and transactions, verifying customer information, processing payments, providing advertising or marketing services or other similar services.
- To evaluate or conduct a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all our assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which personal information held by us is among the assets transferred.



Stewart will not collect additional categories of personal or sensitive information or use the personal or sensitive information we collected for materially different, unrelated, or incompatible purposes without providing you notice.

#### **Disclosure of Personal Information to Affiliated Companies and Nonaffiliated Third Parties**

Stewart does not sell your personal information to nonaffiliated third parties. Stewart may share your information with those you have designated as your agent throughout the course of your transaction (for example, a realtor, broker, or a lender).

We share your personal information with the following categories of third parties:

- a. Service providers and vendors we contract with to render specific services (For example, search companies, mobile notaries, and companies providing credit/debit card processing, billing, shipping, repair, customer service, auditing, marketing, etc.)
- b. Affiliated Companies.
- c. Parties involved in litigation and attorneys, as required by law.
- d. Financial rating organizations, rating bureaus and trade associations.
- e. Federal and State Regulators, law enforcement and other government entities

In the preceding twelve (12) months, Stewart has disclosed the following categories of personal information:

Category A: Identifiers

Category B: California Customer Records personal information categories

Category C: Protected classification characteristics under California or federal law

Category D: Commercial Information

Category E: Internet or other similar network activity

Category F: Non-public education information

#### **A. Your Consumer Rights and Choices Under CCPA and CPRA**

The CCPA and CPRA provide consumers (California residents as defined in the CCPA) with specific rights regarding their personal information. This section describes your rights and explains how to exercise those rights.

##### **i. Access to Specific Information and Data Portability Rights**

You have the right to request that Stewart disclose certain information to you about our collection and use of your personal information over the past 12 months. Once we receive and confirm your verifiable consumer request, Stewart will disclose to you:

- The categories of personal information Stewart collected about you.
- The categories of sources for the personal information Stewart collected about you.
- Stewart's business or commercial purpose for collecting that personal information.
- The categories of third parties with whom Stewart shares that personal information.
- The specific pieces of personal information Stewart collected about you (also called a data portability request).
- If Stewart disclosed your personal data for a business purpose, a listing identifying the personal information categories that each category of recipient obtained.

##### **ii. Deletion Request Rights**

You have the right to request that Stewart delete any personal information we collected from you and retained, subject to certain exceptions. Once we receive and confirm your verifiable consumer request, Stewart will delete (and direct our service providers to delete) your personal information from our records, unless an exception applies.

Stewart may deny your deletion request if retaining the information is necessary for us or our service providers to:

1. Complete the transaction for which we collected the personal information, provide a good or service that you requested, take actions reasonably anticipated within the context of our ongoing business relationship with you, or otherwise perform our contract with you.
2. Detect security incidents, protect against malicious, deceptive, fraudulent, or illegal activity, or prosecute those responsible for such activities.
3. Debug products to identify and repair errors that impair existing intended functionality.
4. Exercise free speech, ensure the right of another consumer to exercise their free speech rights, or exercise another right provided for by law.
5. Comply with the California Electronic Communications Privacy Act (Cal. Penal Code § 1546 seq.).
6. Engage in public or peer-reviewed scientific, historical, or statistical research in the public interest that adheres to all other applicable ethics and privacy laws, when the information's deletion may likely render impossible or seriously impair the research's achievement, if you previously provided informed consent.
7. Enable solely internal uses that are reasonably aligned with consumer expectations based on your relationship with us.
8. Comply with a legal obligation.
9. Make other internal and lawful uses of that information that are compatible with the context in which you provided it.

##### **iii. Opt-Out of Information Sharing and Selling**

Stewart does not share or sell information to third parties, as the terms are defined under the CCPA and CPRA. Stewart only shares your personal information as commercially necessary and in accordance with this CCPA Notice.

##### **iv. Correction of Inaccurate Information**

You have the right to request that Stewart correct any inaccurate information maintained about.

**v. Limit the Use of Sensitive Personal Information**

You have the right to limit how your sensitive personal information, as defined in the CCPA and CPRA is disclosed or shared with third parties.

**Exercising Your Rights Under CCPA and CPRA**

If you have questions or comments about this notice, the ways in which Stewart collects and uses your information described herein, your choices and rights regarding such use, or wish to exercise your rights under California law, please submit a verifiable consumer request to us by the available means provided below:

1. Emailing us at [OptOut@stewart.com](mailto:OptOut@stewart.com); or
2. Visiting <https://www.stewart.com/en/quick-links/ccpa-request.html>

Only you, or someone legally authorized to act on your behalf, may make a verifiable consumer request related to your personal information. You may also make a verifiable consumer request on behalf of your minor child, if applicable.

To designate an authorized agent, please contact Stewart through one of the methods mentioned above.

You may only make a verifiable consumer request for access or data portability twice within a 12-month period. The verifiable consumer request must:

- Provide sufficient information that allows us to reasonably verify you are the person about whom we collected personal information or an authorized representative.
- Describe your request with sufficient detail that allows us to properly understand, evaluate, and respond to it.

Stewart cannot respond to your request or provide you with personal information if we cannot verify your identity or authority to make the request and confirm the personal information relates to you.

Making a verifiable consumer request does not require you to create an account with Stewart.

**Response Timing and Format**

We endeavor to respond to a verifiable consumer request within forty-five (45) days of its receipt. If we require more time (up to an additional 45 days), we will inform you of the reason and extension period in writing.

A written response will be delivered by mail or electronically, at your option.

Any disclosures we provide will only cover the 12-month period preceding the verifiable consumer request's receipt. The response we provide will also explain the reasons we cannot comply with a request, if applicable.

Stewart does not charge a fee to process or respond to your verifiable consumer request unless it is excessive, repetitive, or manifestly unfounded. If we determine that the request warrants a fee, we will tell you why we made that decision and provide you with a cost estimate before completing your request.

**Non-Discrimination**

Stewart will not discriminate against you for exercising any of your CCPA rights. Unless permitted by the CCPA, we will not:

- Deny you goods or services.
- Charge you a different prices or rates for goods or services, including through granting discounts or other benefits, or imposing penalties.
- Provide you a different level or quality of goods or services.
- Suggest that you may receive a different price or rate for goods or services or a different level or quality of goods or services.

**Record Retention**

Your personal information will not be kept for longer than is necessary for the business purpose for which it is collected and processed. We will retain your personal information and records based on established record retention policies pursuant to California law and in compliance with all federal and state retention obligations. Additionally, we will retain your personal information to comply with applicable laws, regulations, and legal processes (such as responding to subpoenas or court orders), and to respond to legal claims, resolve disputes, and comply with legal or regulatory recordkeeping requirements.

**Changes to This CCPA Notice**

Stewart reserves the right to amend this CCPA Notice at our discretion and at any time. When we make changes to this CCPA Notice, we will post the updated Notice on Stewart's website and update the Notice's effective date.

**Link to Privacy Notice**

<https://www.stewart.com/en/privacy.html>

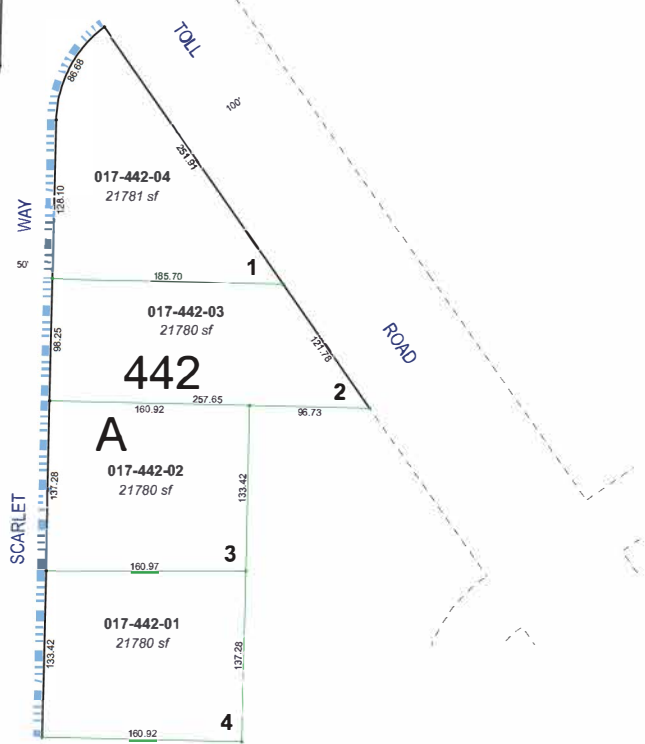
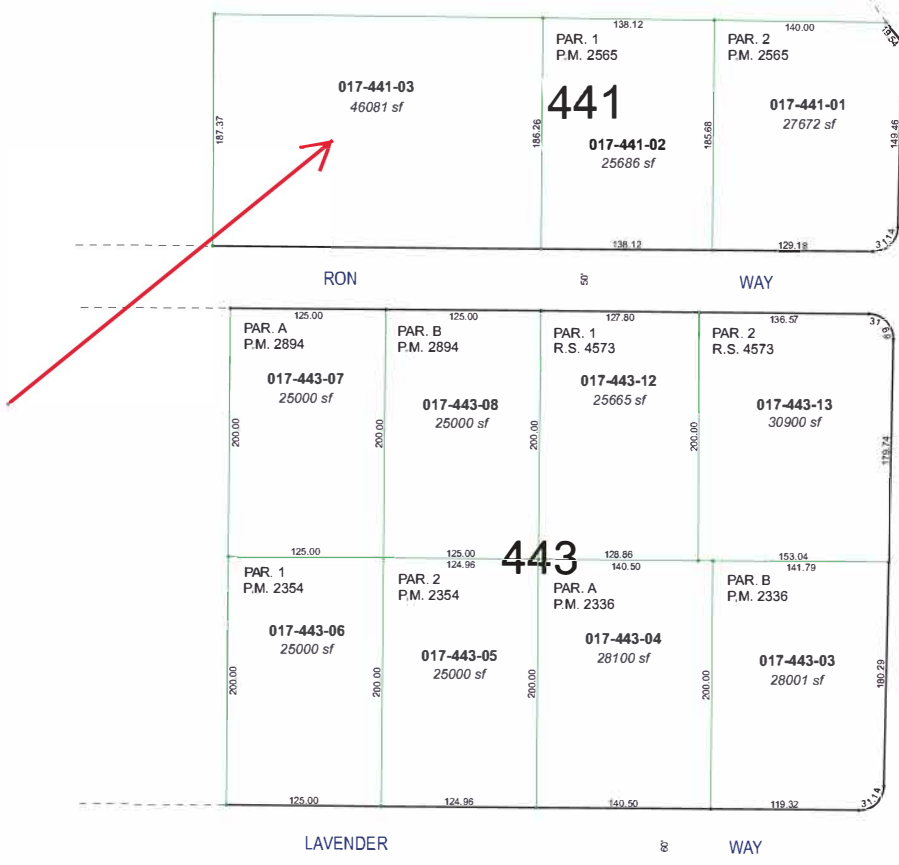
**Contact Information**

Stewart Information Services Corporation  
Attn: Mary Thomas, Chief Compliance and Regulatory Officer  
1360 Post Oak Blvd., Ste. 100, MC #14-1  
Houston, TX 77056



# (#3001) MEADOWGATE ESTATES SUBDIVISION UNIT NO. 3

POR. OF THE NW 1/4 OF SEC. 34  
T18N - R20E

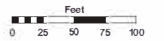


Assessor's Map Number

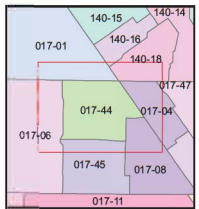
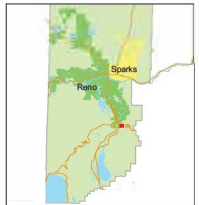
**017-44**

STATE OF NEVADA  
**WASHOE COUNTY  
ASSESSOR'S OFFICE**  
Joshua G. Wilson, Assessor

1001 East Ninth Street  
Building D  
Reno, Nevada 89512  
(775) 328-2231



1 inch = 100 feet



created by: TWT 7/11/2014

last updated: \_\_\_\_\_

area previously shown on map(s)

017-06

NOTE: This map was prepared for the use of the Washoe County Assessor for assessment and illustrative purposes only. It does not represent a survey of the premises. No liability is assumed as to the sufficiency or accuracy of the data delineated hereon.

**OWNERS CERTIFICATE:**

THIS IS TO CERTIFY THAT THE UNDERSIGNED, ARE THE OWNERS OF THE TRACT OF LAND REPRESENTED ON THIS PLAT AND HAVE CONSENTED TO THE PREPARATION AND RECORDATION OF THIS PLAT AND THAT THE SAME IS EXECUTED IN COMPLIANCE WITH AND SUBJECT TO THE PROVISIONS OF NRS CHAPTER 278. THE PUBLIC UTILITY & DRAINAGE EASEMENTS SHOWN HEREON ARE HEREBY GRANTED. THE SNOW STORAGE AND SIGNAGE EASEMENTS SHOWN HEREON ARE HEREBY GRANTED.

JOSEPH E BALKENBUSH \_\_\_\_\_ DATE

SHANEL K BALKENBUSH \_\_\_\_\_ DATE

**NOTARY PUBLIC CERTIFICATE:**

STATE OF NEVADA }  
COUNTY OF WASHOE } S.S.

ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024, JOSEPH E BALKENBUSH PERSONALLY APPEAR BEFORE ME AND UPON OATH DID DEPOSE AND SAY THAT HE EXECUTED THE ABOVE INSTRUMENT, IN WITNESS WHEREOF, I HEREBY SET MY HAND AND AFFIX MY OFFICIAL SEAL ON THE DATE AND YEAR FIRST ABOVE WRITTEN.

NOTARY'S SIGNATURE

**NOTARY PUBLIC CERTIFICATE:**

STATE OF NEVADA }  
COUNTY OF WASHOE } S.S.

ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024, SHANEL K BALKENBUSH DID PERSONALLY APPEAR BEFORE ME AND UPON OATH DID DEPOSE AND SAY THAT HE EXECUTED THE ABOVE INSTRUMENT, IN WITNESS WHEREOF, I HEREBY SET MY HAND AND AFFIX MY OFFICIAL SEAL ON THE DATE AND YEAR FIRST ABOVE WRITTEN.

NOTARY'S SIGNATURE

**DIRECTOR OF PLANNING & DEVELOPMENT CERTIFICATE:**

THE FINAL PARCEL MAP CASE NO. WTPM 24-XXXXXX MEETS ALL APPLICABLE STATUTES, ORDINANCES AND CODE PROVISIONS, IS IN SUBSTANTIAL CONFORMANCE WITH THE TENTATIVE MAP AND ITS CONDITIONS, WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE, AND THOSE CONDITIONS HAVE BEEN SATISFIED FOR RECORDATION OF THIS MAP. THE OFFER(S) OF DEDICATION IS (ARE) REJECTED AT THIS TIME, BUT WILL REMAIN OPEN IN ACCORDANCE WITH NEVADA REVISED STATUTES CHAPTER 278.

THE FINAL MAP IS APPROVED AND ACCEPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024, BY THE DIRECTOR OF PLANNING AND DEVELOPMENT OF WASHOE COUNTY, NEVADA, IN ACCORDANCE WITH NEVADA REVISED STATUTES 278.471 THROUGH 278.472S.

XXXXX \_\_\_\_\_ DATE

**WATER & SEWER RESOURCE REQUIREMENTS:**

THE PROJECT / DEVELOPMENT DEPICTED ON THIS MAP IS IN CONFORMANCE WITH THE PROVISIONS OF ARTICLE 422 OF WASHOE COUNTY CHAPTER 110 (DEVELOPMENT CODE)

WASHOE COUNTY DEPT. \_\_\_\_\_ DATE  
OF WATER RESOURCES

**TAX CERTIFICATE:**

THE UNDERSIGNED HEREBY CERTIFIES THAT ALL PROPERTY TAXES ON THIS LAND HAVE BEEN PAID FOR AND THAT THE FULL AMOUNT OF ANY DEFERRED PROPERTY TAXES FOR THE CONVERSION OF THE PROPERTY FROM AGRICULTURAL USE HAS BEEN PAID PURSUANT TO N.R.S. 361A.265

APN 017-441-03

WASHOE COUNTY TREASURER \_\_\_\_\_ DATE

TITLE: \_\_\_\_\_

**TITLE COMPANY CERTIFICATE:**

THE UNDERSIGNED HEREBY CERTIFIES THAT THIS PLAT HAS BEEN EXAMINED AND THAT JOSEPH E AND SHANEL K BALKENBUSH OWNS OF RECORD AN INTEREST IN THE LANDS DELINEATED HEREON AND THAT THEY ARE THE ONLY OWNER OF RECORD OF SAID LAND, THAT ALL THE OWNERS OF RECORD OF THE LAND HAVE SIGNED THE FINAL MAP AND THAT THERE ARE NO LIENS OF RECORD FOR DELINQUENT STATE, COUNTY, MUNICIPAL, FEDERAL OR LOCAL TAXES OR SPECIAL ASSESSMENTS.

FIRST AMERICAN TITLE CO.

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

TITLE: \_\_\_\_\_

**UTILITY COMPANIES' CERTIFICATE:**

THE UTILITY EASEMENTS SHOWN ON THIS PLAT HAVE BEEN CHECKED, ACCEPTED AND APPROVED BY THE UNDERSIGNED UTILITY COMPANIES, THE EXISTING PUBLIC UTILITY EASEMENTS THAT ARE SHOWN AS ABANDONED PER THIS MAP ARE HEREBY RELINQUISHED AND RELOCATED AS SHOWN HEREON.

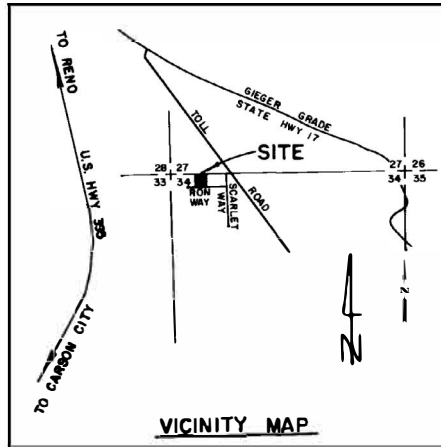
SIERRA PACIFIC POWER COMPANY \_\_\_\_\_ DATE  
D.B.A. NV ENERGY

NV BELL TELEPHONE CO. \_\_\_\_\_ DATE  
D.B.A. AT&T NEVADA

CHARTER COMMUNICATIONS \_\_\_\_\_ DATE

TRUCKEE MEADOWS WATER AUTHORITY \_\_\_\_\_ DATE

**VICINITY**  
N.T.S.



**SURVEYOR'S CERTIFICATE:**

I, JOHN RANDOLPH MEYER, A PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE OF NEVADA DO HEREBY CERTIFY:

1. THIS PLAT REPRESENTS THE RESULTS OF A SURVEY CONDUCTED UNDER MY DIRECT SUPERVISION AT THE INSTANCE OF:

JOSEPH E & SHANEL K BALKENBUSH

2. THE LANDS SURVEYED LIES WITHIN A PORTION OF THE NW1/4 OF SEC. 34, T.18N., R.20E., M.D.M., WASHOE COUNTY, NEVADA, AND THE SURVEY WAS COMPLETED ON MAY 31, 2024.

3. THIS PLAT COMPLIES WITH APPLICABLE STATE STATUTES OF THIS STATE AND ANY LOCAL ORDINANCES IN EFFECT ON THE DATE THAT THE GOVERNING BODY GAVE ITS FINAL APPROVAL.

4. THE MONUMENTS DEPICTED ON THE PLAT ARE OF THE CHARACTER SHOWN, OCCUPY THE POSITIONS INDICATED, AND ARE OF SUFFICIENT NUMBER AND DURABILITY.

JOHN RANDOLPH MEYER



PLS 20793

PARCEL MAP  
FOR  
JOSEPH E & SHANEL K BALKENBUSH

A DIVISION OF DOCUMENT N04498161

A PORTION OF THE NW1/4 OF SEC. 34, T.18N., R.20E., M.D.M., WASHOE COUNTY, NEVADA

SHEET 1 OF 2

**DISTRICT BOARD OF HEALTH CERTIFICATE:**

THIS MAP IS APPROVED BY THE WASHOE COUNTY DISTRICT BOARD OF HEALTH. THIS APPROVAL CONCERNS SEWAGE DISPOSAL, WATER POLLUTION, WATER QUALITY, AND WATER SUPPLY FACILITIES. THIS MAP HAS BEEN FOUND TO MEET ALL APPLICABLE REQUIREMENTS AND PROVISIONS OF THE ENVIRONMENTAL HEALTH SERVICES DIVISION OF THE WASHOE COUNTY HEALTH DISTRICT.

FOR THE 'DISTRICT BOARD OF HEALTH

DATE

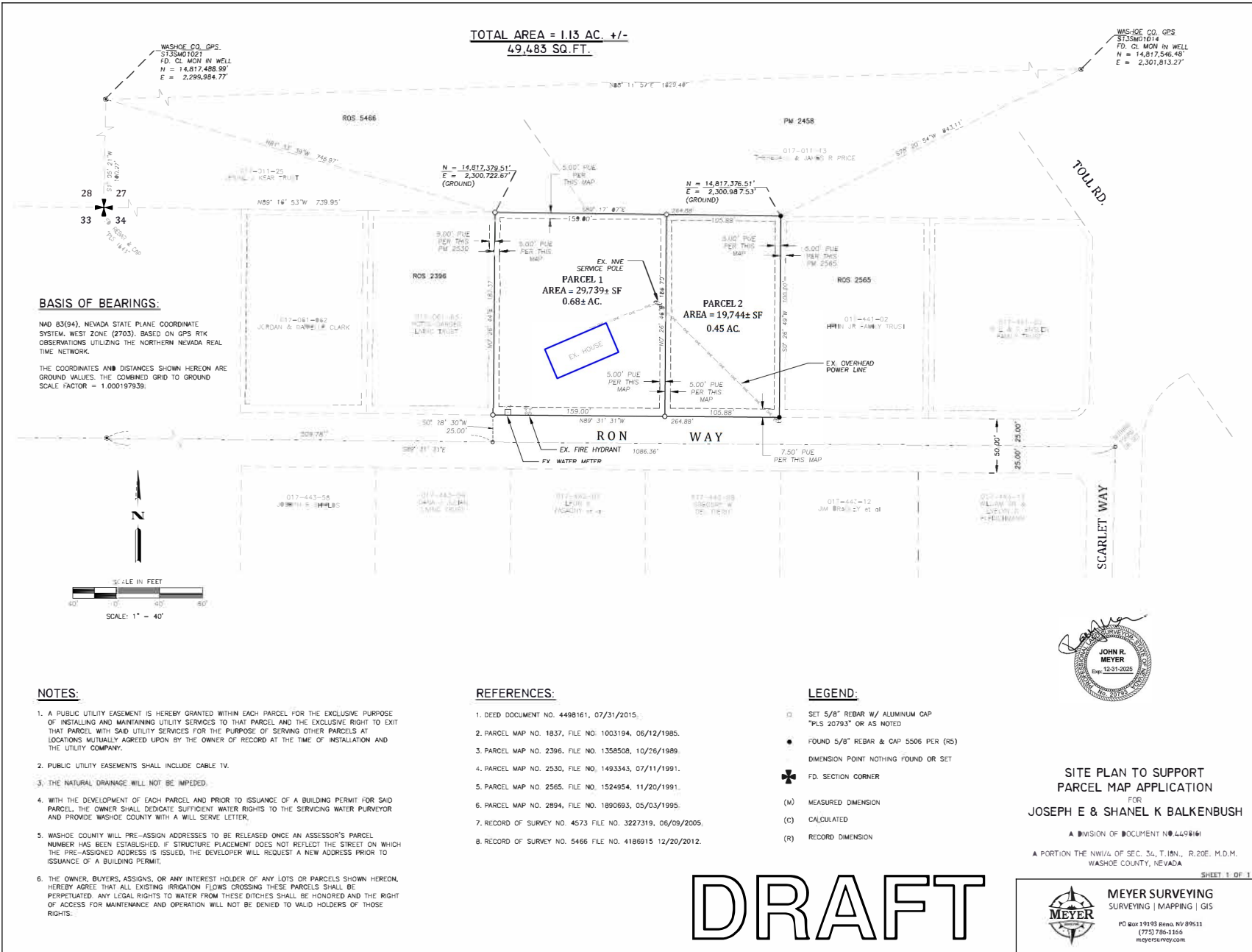
**DRAFT**



MEYER SURVEYING  
SURVEYING | MAPPING | GIS

PO BOX 19193 Reno, NV 89511  
(775) 786-1166  
meyersurvey.com

TOTAL AREA = 1.13 AC. +/-  
49,483 SQ. FT.



**BASIS OF BEARINGS:**

NAD 83(94), NEVADA STATE PLANE COORDINATE SYSTEM, WEST ZONE (2703), BASED ON GPS RTK OBSERVATIONS UTILIZING THE NORTHERN NEVADA REAL TIME NETWORK.  
THE COORDINATES AND DISTANCES SHOWN HEREON ARE GROUND VALUES. THE COMBINED GRID TO GROUND SCALE FACTOR = 1.000197939.

**NOTES:**

- A PUBLIC UTILITY EASEMENT IS HEREBY GRANTED WITHIN EACH PARCEL FOR THE EXCLUSIVE PURPOSE OF INSTALLING AND MAINTAINING UTILITY SERVICES TO THAT PARCEL AND THE EXCLUSIVE RIGHT TO EXIT THAT PARCEL WITH SAID UTILITY SERVICES FOR THE PURPOSE OF SERVING OTHER PARCELS AT LOCATIONS MUTUALLY AGREED UPON BY THE OWNER OF RECORD AT THE TIME OF INSTALLATION AND THE UTILITY COMPANY.
- PUBLIC UTILITY EASEMENTS SHALL INCLUDE CABLE TV.
- THE NATURAL DRAINAGE WILL NOT BE IMPEDED.
- WITH THE DEVELOPMENT OF EACH PARCEL AND PRIOR TO ISSUANCE OF A BUILDING PERMIT FOR SAID PARCEL, THE OWNER SHALL DEDICATE SUFFICIENT WATER RIGHTS TO THE SERVING WATER PURVEYOR AND PROVIDE WASHOE COUNTY WITH A WILL SERVE LETTER.
- WASHOE COUNTY WILL PRE-ASSIGN ADDRESSES TO BE RELEASED ONCE AN ASSESSOR'S PARCEL NUMBER HAS BEEN ESTABLISHED. IF STRUCTURE PLACEMENT DOES NOT REFLECT THE STREET ON WHICH THE PRE-ASSIGNED ADDRESS IS ISSUED, THE DEVELOPER WILL REQUEST A NEW ADDRESS PRIOR TO ISSUANCE OF A BUILDING PERMIT.
- THE OWNER, BUYERS, ASSIGNS, OR ANY INTEREST HOLDER OF ANY LOTS OR PARCELS SHOWN HEREON, HEREBY AGREE THAT ALL EXISTING IRRIGATION FLOWS CROSSING THESE PARCELS SHALL BE PERPETUATED. ANY LEGAL RIGHTS TO WATER FROM THESE DITCHES SHALL BE HONORED AND THE RIGHT OF ACCESS FOR MAINTENANCE AND OPERATION WILL NOT BE DENIED TO VALID HOLDERS OF THOSE RIGHTS.

**REFERENCES:**

- DEED DOCUMENT NO. 4498161, 07/31/2015.
- PARCEL MAP NO. 1837, FILE NO. 1003194, 06/12/1985.
- PARCEL MAP NO. 2396, FILE NO. 1358508, 10/26/1989.
- PARCEL MAP NO. 2530, FILE NO. 1493343, 07/11/1991.
- PARCEL MAP NO. 2565, FILE NO. 1524954, 11/20/1991.
- PARCEL MAP NO. 2894, FILE NO. 1890693, 05/03/1995.
- RECORD OF SURVEY NO. 4573 FILE NO. 3227319, 06/09/2005.
- RECORD OF SURVEY NO. 5466 FILE NO. 4186915 12/20/2012.

**LEGEND:**

- SET 5/8" REBAR W/ ALUMINUM CAP "PLUS 20793" OR AS NOTED
- FOUND 5/8" REBAR & CAP 5506 PER (RS)
- ⊕ DIMENSION POINT NOTHING FOUND OR SET
- ⊕ FD. SECTION CORNER
- (M) MEASURED DIMENSION
- (C) CALCULATED
- (R) RECORD DIMENSION

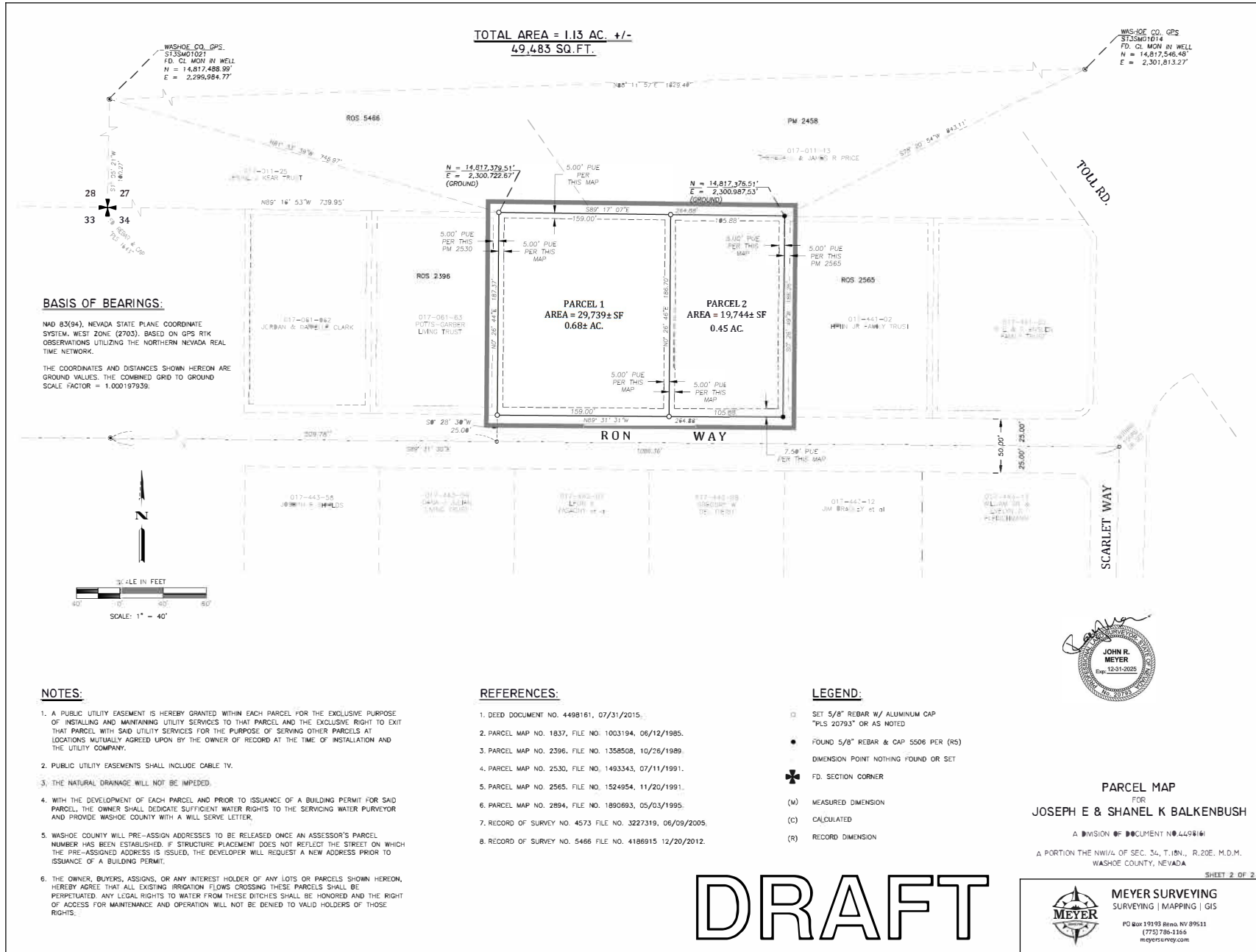
**JOHN R. MEYER**  
 Exp. 12-31-2025  
 License No. 20715

**SITE PLAN TO SUPPORT  
 PARCEL MAP APPLICATION**  
 FOR  
**JOSEPH E & SHANEL K BALKENBUSH**  
 A DIVISION OF DOCUMENT NO. 4498161  
 A PORTION OF THE NW1/4 OF SEC. 34, T.18N., R.20E., M.D.M.  
 WASHOE COUNTY, NEVADA

DRAFT

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 PO Box 19193 Reno, NV 89511  
 (775) 786-1166  
 meyersurvey.com

SHEET 1 OF 1



**BASIS OF BEARINGS:**

NAD 83(04), NEVADA STATE PLANE COORDINATE SYSTEM, WEST ZONE (2703), BASED ON GPS RTK OBSERVATIONS UTILIZING THE NORTHERN NEVADA REAL TIME NETWORK.

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