



WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE Meeting Minutes

Parcel Map Review Committee Members

Rob Pierce, Planning Commission

James English, Health District

Wayne Handrock, Engineering

Christopher Bronczyk, Planning and Building

Dale Way, Truckee Meadows Fire Protection District

Thursday, December 12, 2024

2:00 p.m.

REMOTE TECHNOLOGY MEETING ONLY

The Washoe County Parcel Map Review Committee met in a schedule session on Thursday, December 12, 2024. This meeting was held via Zoom teleconference.

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

1. Call to Order and Determination of Quorum [Non-action item]

Eric Young called the meeting to order at 2:01 p.m. The following Committee members and staff were present:

Departments represented: Community Services Department (CSD)

Wayne Handrock, Engineering

Eric Young, Planning and Building

Health District

James English

Planning Commission

Rob Pierce

Truckee Meadows Fire Protection District

Dale Way

Members Absent: None

Staff present: Adriana Albarran, Recording Secretary
Julee Olander, Planner, Planning and Building Division
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office

2. Ethics Law Announcement and Instructions for Providing Public Comment via Zoom/Telephone [Non-action item]

Deputy District Attorney Jennifer Gustafson recited the Ethics Law standards and the instructions for providing public comment via Zoom/Telephone.

3. Appeal Procedure [Non-action item]

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

4. Public Comment [Non-action item]

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

5. Approval of December 12, 2024 Agenda [For possible action]

James English moved to approve the December 12, 2024 agenda with a correction to item 7B, it should read WTPM24-0006 not WTPM22-0006. The motion, seconded by Dale Way, passed unanimously with a vote of 5 to 0.

6. Approval of November 14, 2024 Draft Minutes [For possible action]

James English moved to approve the minutes for the November 14, 2024 Parcel Map Review Committee meeting as written. The motion, seconded by Rob Pierce, passed unanimously with a vote of 5 to 0.

7. Project Review Items [For possible action]

A. Tentative Parcel Map Case Number WTPM24-0005 (Bocks PM) – For hearing, discussion, and possible action to approve a tentative parcel map dividing a 2.2-acre parcel (APN: 150-212-03) into 2 parcels of 64,841 SF and 43,567 SF.

- Applicant/Property Owner: Michael Bocks
- Location: 4955 Mount Rose Highway
- APN: 150-212-03
- Parcel Size: 2.49 acres
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: Forest
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Clark
- Staff: Julee Olander, Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.3627
- Email: jolander@washoecounty.gov

Julee Olander provided a presentation.

Rob Pierce asked if the applicant had secured water rights.

Dean Neubauer, applicant representative, confirmed the applicant has purchased and secured water rights.

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

Rob Pierce moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee approve Parcel Map Case Number WTPM24-0005 for Michael Bocks, subject to the conditions of approval included as Exhibit A with the staff report, and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30. Wayne Handrock seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
 - a) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal;

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

B. Tentative Parcel Map Case Number WTPM24-0006 (Pinion Drive) – For hearing, discussion, and possible action to approve a tentative parcel map dividing a ±2 -acre parcel (APN: 017-122-13) into 2 one-acre parcels.

- Applicant/Property Owner: Marlon R. Lopez
- Location: 15330 Pinion Drive
- APN: 017-122-13
- Parcel Size: ±2 acres
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Southeast Truckee Meadows
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Clark
- Staff: Julee Olander, Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.3627
- Email: jolander@washoecounty.gov

Julee Olander provided a presentation.

Wayne Handrock stated there was an incorrect Exhibit included in the staff report. Exhibit C was for an incorrect case.

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

Wayne Handrock moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee approve Parcel Map Case Number WTPM24-0006 for Marlon R. Lopez, 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. Rob Pierce seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:

December 12, 2024 Washoe County Parcel Map Review Committee Meeting Minutes

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

8. Reports and Future Agenda Items [Non-action item]

A. Future Agenda Items – Eric Young mentioned using this item on the agenda to give the committee a tentative update on upcoming PMRC cases.

James English had received a notice of public workshops for final maps and asked if this would affect the parcel map process in the future. Jen Gustafson clarified this is for final subdivision maps that do not relate to this committee's duties.

B. Legal Information and Updates - None

9. Public Comment [Non-action item]

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

10. Adjournment

Eric Young made the motion to adjourn at 2:34 p.m.

Respectfully submitted,

Adriana Albarran

Adriana Albarran, Recording Secretary

Approved by Committee in session on January 9, 2025

Christopher Bronczyk

Chris Bronczyk, Chair
Senior Planner