



WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

Parcel Map Review Committee Members

Thursday, May 10, 2018
2:00 p.m.

Larry Chesney, Planning Commission
James English, Health District
Tim Simpson, Environmental Engineer
Mike Gump, Engineering
Vacant, Truckee Meadows Fire Protection District
Eric Young, Planning and Building

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

The Washoe County Parcel Map Review Committee met in regular session on Thursday, May 10, 2018, at 2:00 p.m., in the Washoe County Mt. Rose Conference Room, 1001 East Ninth Street, Reno, Nevada.

1. *Determination of Quorum

Eric Young called the meeting to order at 2:00 p.m. The following members and staff were present:

Departments represented: Community Services Department (CSD)
Mike Gump, Engineering
Tim Simpson, Environmental Engineer
Eric Young, Planning and Building
Health District
James English
Planning Commission
Larry Chesney

Members Absent: Truckee Meadows Fire Protection District
Lisa Beaver

Staff present: Chris Bronczyk, Planner, Planning and Building
Donna Fagan, Recording Secretary, Planning and Building
Nathan Edwards, Deputy District Attorney, District Attorney's Office

2. *Ethics Law Announcement

Deputy District Attorney Nathan Edwards recited the Ethics Law standards.

3. *Appeal Procedure

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

4. *General Public Comment

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

5. Possible action to approve Agenda

In accordance with the Open Meeting Law, Larry Chesney moved to approve the agenda of May 10, 2018, as written. The motion, seconded by James English, passed unanimously.

6. Possible action to approve April 12, 2018 Draft Minutes

James English moved to approve the April 12, 2018 draft minutes, as written. The motion was seconded by Mike Gump and passed unanimously.

7. Project Review Items

A. Tentative Parcel Map Case Number WTPM18-0005 (Hogan Court) – For possible action, hearing, and discussion to approve a tentative parcel map to create four condominium units from one existing parcel of .418 acres. The change will not result in a change of density to the property. The property is currently developed as a single four-plex rental unit and is located at 701 Hogan Court, Incline Village, Nevada.

- Owner/Applicant: Poker Brown, LLC
- Location: 701 Hogan Court
Incline Village, NV
129-022-07
- APN: ±.418 Acres (18,191 sq. ft.)
- Parcel Size: Urban Residential (UR)
- Master Plan: Low Density Urban (LDU)
- Regulatory Zone: Tahoe
- Area Plan: Incline Village/Crystal Bay
- Citizen Advisory Board: Authorized in Article 606, Parcel Maps
- Development Code: 1 – Commissioner Berkbigler
- Commission District: Chris Bronczyk, Planner
- Staff: Washoe County Community Services
Department
Planning and Building Division
775-328-3612
- Phone: cbronczyk@washoecounty.us
- Email:

Eric Young opened the public hearing. Chris Bronczyk reviewed his staff report dated April 17, 2018.

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

Tim Simpson asked how many parcels were being created. Mike Gump answered; four parcels and a common area. Mr. Simpson asked, if the common area wouldn't be a parcel. Mr. Gump said it was common practice because all the parcels will have common ownership of it. Mr. Bronczyk noted, IVGID is requiring CC&R's along with the water being put into IVGID's control. He also noted there are many lots in the area that have already been parceled in the same way. Mr. Young inquired, if we used the electronic map and clicked on the open space, for information, what would it tell us. Mr. Gump said it would show common ownership and the parcel would have its own APN, just like on a parcel map where a cutout piece of property has been offered for dedication as a roadway will sometimes be given a name. Mr. Young asked if there was a policy that this division qualifies as a tentative parcel map, four parcels, and not a tentative subdivision, five parcels, because adding the extra, common space parcel, would be a tentative subdivision. Nate Edwards said the open space parcel is a parcel for assessment purposes but doesn't qualify in the five versus four cut-off. Mr.

Edwards referred to NRS 278.461. He noted the first subsection provides; a person who proposes to divide any land for transfer or development into four lots or less. The four lots that are being subdivided for transfer (sale) or development (the four condominium units) the open space unit isn't necessarily being proposed for development, it's already developed. It's not being proposed for transfer, nobody's proposing to put it on the market and sell it so someone can own the open space in the condominium unit. It's only pertinent to that and incidental to that particular condominium. If it were an ordinary subdivision or a parcel map situation where you have vacant land and someone is dividing it into four lots with an open space are common to all four of the lots, that open space area on the map is not going to be developed and offered for sale, it's the four lots that are being developed for someone to put a house on, that are of concern to the map. DDA Edwards believes for purposes of assessment there is one way of counting lots and for purposes of deciding whether it's a subdivision or a parcel map there is a different way of counting lots based on the statutory language. Mr. Edwards believes, in his opinion, it is okay and worth putting something on the record. Mr. Simpson asked when this common area gets deed restricted, is it after this map has been recorded. Mr. Young said it is part of the recording as the CC&R's have to be recorded simultaneously. Mr. Young wants to make sure the open space is restricted. Condition 1(a)3 specifically addresses this.

Tim Simpson 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 WTPM18-0005 for 701 Hogan Court, 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. Mike Gump seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

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

8. *Reports and Future Agenda Items

A. *Legal Information and Updates

Mr. Young stated Lisa Beaver with Truckee Meadows Fire Protection District has been appointed to the Parcel Map Review Committee.

9. *General Public Comment

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

10. Adjournment

Eric Young made the motion to adjourn at 2:16 p.m.

Respectfully submitted,

Donna Fagan, Recording Secretary

Approved by Committee in session on June 14, 2018

Eric Young, Chair
Senior Planner

DRAFT