



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE DRAFT Meeting Minutes

## Parcel Map Review Committee Members

Larry Chesney, Planning Commission  
James English, Health District  
Wayne Handrock, Engineering  
Dale Way, Truckee Meadows Fire Protection District  
Roger Pelham, Planning and Building

Thursday, June 9, 2022  
2:00 p.m.

**REMOTE TECHNOLOGY MEETING ONLY**

---

The Washoe County Parcel Map Review Committee met in a scheduled session on Thursday, June 9, 2022. 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]

Chair Pelham called the meeting to order at 2:07 p.m. The following Committee members and staff were present:

Departments represented:

- Community Services Department (CSD)  
Wayne Handrock, Engineering  
Roger Pelham, Planning and Building
- Health District  
Wes Rubio
- Planning Commission  
Larry Chesney
- Truckee Meadows Fire Protection District  
Brittany Lemon

Members Absent: Dale Way

Staff present: Adriana Albarran, Recording Secretary  
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office

### 2. Ethics Law Announcement [Non-action item]

Deputy District Attorney Jennifer Gustafson recited the Ethics Law standards.

### 3. Appeal Procedure [Non-action item]

Roger Pelham 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 Agenda [For possible action]**

Wes Rubio moved to approve the agenda for the June 9, 2022 meeting as written. The motion, seconded by Wayne Handrock, passed unanimously with a vote of 5 to 0.

**6. Approval of May 12, 2022 Draft Minutes [For possible action]**

Wes Rubio moved to approve the minutes for the May 12, 2022 Parcel Map Review Committee meeting as written. The motion, seconded by Wayne Handrock, passed unanimously with a vote of 5 to 0.

**7. Project Review Items [For possible action]**

**A. Tentative Parcel Map Case Number WTPM22-0005 (The Vector Account, LLC) [For possible action]** – For hearing, discussion, and possible action to approve a tentative parcel map dividing a 10.21-acre parcel into 4 parcels of 1.25 acres, 2.98 acres, 2.98 acres and 2.98 acres.

- Applicant: Axion Engineering
- Property Owner: The Vector Account, LLC
- Location: 395 Stampmill Drive, Washoe County, NV 89442
- APN: 084-291-11
- Parcel Size: 10.21 acres
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Truckee Canyon
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 5 – Commissioner Herman
- Staff: Courtney Weiche, Senior Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775-328-3608
- E-mail: [cweiche@washoecounty.gov](mailto:cweiche@washoecounty.gov)

Senior Planner Weiche reviewed her staff report.

Applicant, Gary Guzelis did not have a presentation but was available to answer any questions.

There were no questions for staff or the applicant.

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

There was no discussion by the committee.

Wes Rubio 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 WTPM22-0005 for Vector Account, LLC, subject to the conditions of approval included as Exhibit A with the staff report, and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30(e). Larry Chesney 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 parcels of land being created;
- 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 parcels of land being created;
- 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 WTPM22-0006 (Nichols) [For possible action]** – For hearing, discussion, and possible action to approve a tentative parcel map dividing a 20.73-acre parcel into 3 parcels of – 10.73 acres, 5 acres, and 5 acres.

- Applicant: DK Survey, Inc.
- Property Owner: Tom Nichols 2008 Trust
- Location: 0 Shellbourne St.
- APN: 041-140-22
- Parcel Size: 20.73 acres
- Master Plan: Rural Residential (RR)
- Regulatory Zone: 73% Medium Density Rural (MDR) and 27% General Rural (GR)
- Area Plan: Southwest Truckee Meadows
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Lucey
- Staff: Katy Stark, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775-328-3618
- E-mail: [krstark@washoecounty.gov](mailto:krstark@washoecounty.gov)

Planner Stark reviewed her staff report.

Applicant, Dan Kelsoe did not have a presentation but was available to answer any questions.

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

There were no questions for staff or the applicant. There was no discussion by the committee.

Larry Chesney moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee approve Parcel Map Case Number WTPM22-0006 for Tom Nichols 2008 Trust, 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). Wes Rubio 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 parcels of land being created;
  - 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 parcels of land being created;
  - 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. Recognition of Service for Larry Chesney [Non-action item]**

Committee members shared their appreciation and gratitude for Larry Chesney's work and dedication to the Parcel Map Review Committee (PMRC).

#### **9. Reports and Future Agenda Items [Non-action item]**

**A.** Future Agenda Items - None

**B.** Legal Information and Updates – DDA Gustafson recognized and thanked Larry Chesney for his time served on the Parcel Map Committee. DDA Gustafson also shared that Commissioner Chesney's contributions to the PMRC would be formally recognized at the July Planning Commission meeting.

#### **10. Public Comment [Non-action item]**

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

#### **11. Adjournment**

Larry Chesney made the motion to adjourn at 2:31 p.m.

Respectfully submitted,

Adriana Albarran  
Adriana Albarran, Recording Secretary

Approved by Committee in session on July 14, 2022

\_\_\_\_\_  
Roger Pelham, Chair  
Senior Planner