



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE **DRAFT** Meeting Minutes

## Parcel Map Review Committee Members

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

Thursday, October 13, 2022  
2:00 p.m.

**REMOTE TECHNOLOGY MEETING ONLY**

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The Washoe County Parcel Map Review Committee met in a schedule session on Thursday, October 13, 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>.

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

Chair Pelham called the meeting to order at 2:00 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  
Rob Pierce
- Truckee Meadows Fire Protection District  
Brittany Lemon (alternate)

Members Absent: Truckee Meadows Fire Protection District  
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 Gustafson recited the Ethics Law standards.

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

Chair 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 October 13, 2022 Agenda [For possible action]**

Wes Rubio moved to approve the agenda for the October 13, 2022 meeting as written. The motion, seconded by Rob Pierce, passed unanimously with a vote of 5 to 0.

**6. Approval of September 8, 2022 Draft Minutes [For possible action]**

Wes Rubio moved to approve the minutes for the September 8, 2022 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. Amendment of Conditions Case Number WAC22-0009 (Longview Lane) [For possible action]** – For hearing, discussion, and possible action to amend the approved tentative parcel map for Parcel Map Case Number WTPM21-0018 in order to create a fourth parcel from a portion of APN: 081-031-50 that was not identified in the approved WTPM21-0018 map.

- Applicant: Panattoni Development
- Property Owner: Peavine Investor LLC
- Location: 23,686 SF of Longview Ln. east of intersection with Copperfield Dr.
- APN: 081-031-50
- Parcel Size: 23,686 SF of a 9.43-acre parcel
- Master Plan: Open Space (OS)
- Regulatory Zone: Public & Semi-Public Facility (PSP)
- Area Plan: North Valleys
- Development Code: Authorized in Article 804
- Commission District: 5 – Commissioner Herman
- Staff: Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775-328-3627
- E-mail: jolander@washoecounty.gov

Planner Olander reviewed her staff report.

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

Chair Pelham asked Planner Olander if all the parcels proposed to be created met the minimum lot size for the applicable regulatory zones. Planner Olander responded that the challenge is the area is on a road and a portion of the roadway is PSP, public, semi-public facility and the width allowed is 100 ft. However, the applicant did receive approval to minimize the width from 100 ft. to 60 ft.

Chair Pelham asked for clarification on whether the use would continue to be for access to the parcels of land. Planner Olander confirmed.

There were no further questions or discussion from the committee.

Wes Rubio moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Parcel Map Review Committee approve Amendment of Conditions Case Number WAC22-0009 for Panattoni Development, with the conditions 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): Wayne Handrock seconded the motion.

The motion carried unanimously and considered the following criteria:

- 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; and
- xii. Recreation and trail easements.

**B. Tentative Parcel Map Case Number WTPM22-0017 (Spanish Springs PM) [For possible action]** – For hearing, discussion, and possible action to approve a tentative parcel map dividing an 11.08-acre parcel into 2 parcels of 10.26 acres and 35,648 sq. ft.

- Applicant/ Property Owner: Spanish Springs Associates LP
- Location: Across from 401 Neighborhood Way
- APN: 532-032-16
- Parcel Size: 11.08 acres
- Master Plan: 20% (2.2 acres) Open Space (OS) & 80% (8.86 acres) Commercial (C)
- Regulatory Zone: 20% (2.2 acres) Open Space (OS) & 80% (8.86 acres) Neighborhood Commercial (NC)
- Area Plan: Spanish Springs
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 4 – Commissioner Hartung
- Staff: Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3627
- Email: jolander@washoecounty.gov

Chair Pelham asked if there were any disclosures from the committee, there were none.

Planner Olander reviewed her staff report.

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

Wes Rubio asked if the proposed lots would eventually go to sewer. Planner Olander responded that the parcel would be integrated with the development across from it, a continuum of care facility. Planner Olander's understanding was that the parcel was proposed to be a recreational area for the

facility for example, a pickleball area. Planner Olander did not foresee a need for sewer, possibly water, for irrigation.

Rob Pierce asked Planner Olander about the sewage system type mentioned on page 23 of the staff report and page 28. Wes Rubio added that he was comfortable stating that there would be no septic only a sewer system. Chair Pelham added that most of the parcels in that Eagle Canyon area are on a sewer system.

There were no further questions or discussion from the committee.

Wes Rubio moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Parcel Map Review Committee approve Tentative Parcel Map Case Number WTPM22-0017 for Spanish Springs Associates LP, 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): Rob Pierce seconded the motion.

The motion carried unanimously and considered the following criteria:

- 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; and
  - xii. Recreation and trail easements.

**C. Tentative Parcel Map Case Number WTPM22-0014 (Sparks Mustang) [For possible action]**

– For hearing, discussion, and possible action to approve a tentative parcel map merging seven parcels into a single 36.57-acre parcel.

- Applicant / Owner: Sparks Mustang, LLC
- Location: 11998 Interstate 80 East
- APN: 084-090-12, 084-090-13, 084-090-16, 084-090-05, 084-090-04, 084-090-03, 084-060-32
- Parcel Size: 36.57 Acres
- Master Plan: Industrial (I)
- Regulatory Zone: Industrial (I)

- Area Plan: Truckee Canyon Area Plan
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 4 – Commissioner Hartung
- Staff: Mitch Markey, Planner  
Washoe County Community Services  
Department  
Planning and Building Division
- Phone: 775.328.2722
- Email: mmarkey@washoecounty.gov

Planner Olander reviewed her staff report. Applicant representative, Dan Bigrigg was available via Zoom to answer any questions.

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

Wes Rubio asked if Mr. Bigrigg was aware and comfortable of the sewer requirements as stated in the conditions of approval. Wes Rubio also asked for clarification on the application which stated there were wells and TMWA service.

Mr. Bigrigg stated that the parcels to the east were served by wells and the parcels to the west were on TMWA service, he also understood from Wes Rubio that the wells would have to be abandoned before obtaining any permits for the site.

Wes Rubio informed Mr. Bigrigg that most likely the parcels would need to be converted to commercial septic systems for approval through NDEP.

There were no further questions or discussion from the committee.

Wes Rubio moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Parcel Map Review Committee approve Tentative Parcel Map Case Number WTPM22-0014 for Sparks Mustang, 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): Wayne Handrock seconded the motion.

The motion carried unanimously and considered the following criteria:

- 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; and
- xii. Recreation and trail easements.

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

- A. Future Agenda Items - None
- 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**

Chair Pelham made the motion to adjourn at 2:34 p.m.

Respectfully submitted,

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Adriana Albarran, Recording Secretary

Approved by Committee in session on November 10, 2022

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Roger Pelham, Chair  
Senior Planner