



Planning Commission Staff Report

Meeting Date: July 5, 2022

Agenda Item: 8B

BRIEF SUMMARY OF REQUEST: Planning Commission appointment to Parcel Map Review Committee

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ITEM DESCRIPTION

Recommendation that the Chair of the Washoe County Planning Commission appoint a member of the Planning Commission to serve on the Parcel Map Review Committee with a term to expire on June 30, 2024; and if desired, appoint a member of the Planning Commission to act as an alternate in the event the regular member is absent with a term to expire on June 30, 2024.

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Background

The Parcel Map Review Committee (PMRC) is a subcommittee of the Planning Commission as described in Section 110.916.05(a) of the Washoe County Development Code (WCC). The purpose of the Parcel Map Review Committee is to review, apply conditions of approval, and approve or deny parcel map applications.

WCC 110.916.05(b) establishes the departments and agencies from which the PMRC membership is to be drawn. A total of five members are to be appointed for two years terms as follows: a member of the Planning Commission; a staff member of the Community Services Department, Planning and Building Division; a staff member of Community Services Department, Engineering and Capital Projects Division; a staff member of the District Health Department; and a staff member of the Truckee Meadows Fire Protection District. There are no term limits established for PMRC membership.

WCC 110.916.05(d) provides that the Chair of the Planning Commission shall appoint a member of the Planning Commission to the Parcel Map Review Committee during a public meeting. Further, WCC 110.916.05(e) provides that the Chair of the Planning Commission may also appoint one alternate member to serve on the PMRC in the event the regular Planning Commission member is absent. All appointments to the PMRC shall be for a term of two years. WCC 110.916.05(g).

Current Membership

On September 7, 2021, Commissioner Larry Chesney was re-appointed to the PMRC as the Planning Commission member and Commissioner Sarah Chvilicek was appointed as the alternate member. Both of their terms expired June 30, 2022. Accordingly, new appointments are necessary.

Recommendation for Appointment

Staff recommend that the Chair appoint a member of the Planning Commission to the Parcel Map Review Committee, with a term to expire on June 30, 2024. Staff further recommend that, if desired, the Chair select another member of the Planning Commission to serve as the alternate in the event the regular member is absent, with a term to expire contemporaneously on June 30, 2024, as authorized pursuant to WCC 110.916.05(d), (e) and (g).

Action

I hereby appoint _____ to the Parcel Map Review Committee, with a term to expire on June 30, 2024...

...(optional) I further hereby appoint _____, to serve as the Planning Commission alternate to the Parcel Map Review Committee, with a term to expire on June 30, 2024, as authorized pursuant to WCC 110.916.05(d), (e) and (g).