The Washoe County Parcel Map Review Committee met in regular session on Thursday, February 11, 2016 at 1:30 p.m., in the Washoe County Mt. Rose Conference Room, 1001 East Ninth Street, Reno, Nevada.

1. *Determination of Quorum

Lora R. Robb called the meeting to order at 1:31 p.m. The following members and staff were present:

Departments represented:
- Community Services Department (CSD)
  - Mike Gump, Engineering
  - John Cella, Utility Services
  - Lora R. Robb, Planning and Development

- Truckee Meadows Fire Protection District
  - Amy Ray, Fire Marshal

Absent:
- Planning Commission
  - James Barnes

- Health District
  - James English

Staff present:
- Roger Pelham, Senior Planner, Planning and Development
- John Cella, CSD, Engineering
- Nathan Edwards, Deputy District Attorney, District Attorney's Office
- Katy Stark, Planning and Development
- Donna Fagan, Recording Secretary

2. *Ethics Law Announcement

Deputy District Attorney, Nathan Edwards, recited the Ethics Law standards.
3. **Appeal Procedure**

   Ms. Robb 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. **Approval of Agenda**

   In accordance with the Open Meeting Law, Mike Gump moved to approve the agenda of February 11, 2016, as written. The motion, seconded by Amy Ray, passed unanimously.

6. **Approval of December 10, 2015 Draft Minutes**

   Mike Gump moved to approve the December 10, 2015 draft minutes, as written. The motion, seconded by John Cella, passed unanimously.

7. **Project Review Items**

   **A. Parcel Map Case Number PM16-001 (Ramsdell Family Revocable Trust Parcel Map Waiver)** – Hearing, discussion, and possible action to approve the division of one parcel of 13.38 acres into two parcels of 11.31 acres and 2.07 acres. The 2.07 acre parcel is for public utility purposes.

   | Applicant:          | Truckee Meadows Water Authority |
   | Attn:               | Heather Edmunson                |
   | 1355 Capital Blvd   | Reno, NV 89502                  |
   | Property Owner:     | Ramsdell Family Trust           |
   | Attn:               | Robert Ramsdell                 |
   | 7299 Franktown Road  | Washoe Valley, NV 89704         |
   | Location:           | Approximately 1800 feet south of the intersection of Franktown Road and Pine Canyon Road |
   | Assessor’s Parcel Number: | 055-210-15    |
   | Parcel Size:        | 13.38                            |
   | Master Plan Categories: | Rural (R) and Rural Residential (RR) |
   | Regulatory Zone:    | General Rural (GR) and Medium Density Rural (MDR) |
   | Area Plan:          | South Valleys                    |
   | Citizen Advisory Board: | South Truckee Meadows/Washoe Valley |
   | Development Code:   | Authorized in Article 606, Parcel Maps |
   | Commission District:| 2 – Commissioner Lucey           |
   | Staff:              | Roger Pelham, MPA, Senior Planner |
   |                     | Washoe County Community Services Department Planning and Development Division |
   | Phone:              | 775.328.3622                     |
   | E-Mail:             | rpelham@washoecounty.us          |


Angela Fuss, with CSA representing TMWA, requested to modify condition 1(c) so the parcel map will move forward and at the same time the Regulatory Zone Amendment (RZA) will be processed. The issue with this is; a long time ago when this was under Washoe County Department of Water Resources' (DWR) jurisdiction there was a different owner of this parcel and that owner worked with WCWR and were going to record a deed that would make this fall under DWR so it wasn’t a well on
private property. The document was signed but never recorded. Today the property is owned by a different family and the well is owned by TMWA due to the DWR/TMWA consolidation. With the history, it would be cleaner and easier if this could record as a parcel and get it under TMWA's ownership as a separate parcel. TMWA plans on moving forward with the zone change in a timely manner they just need to get the parcel map recorded as fast as possible.

Mr. Pelham responded he didn’t disagree with anything Angela had to say, unfortunately, per the development code, the ±2 acre portion is zoned general rural (GR) which is already smaller than the minimum lot size of 40 acres which is allowed in GR and per the development code we can’t create a sub-standard or non-conforming parcel. It’s already smaller than 40 acres and we can’t make it any smaller.

Ms. Fuss asked if they could apply for a Director’s Modification. Mr. Pelham said no, a Director’s Modification is limited to Article 412, Landscaping and Article 410, Parking and Loading.

Ms. Fuss inquired, if TMWA was to appeal this would it go to the Board of County Commissioner’s (BCC). Mr. Pelham said yes. Ms. Fuss asked if that was an option; for the BCC to appeal PMRC’s decision. Mr. Pelham said an appeal was a possibility but by operation of the code we still have something smaller than 40 acres they would still have to follow code.

DDA Nathan Edwards agreed that conceptually the project makes sense but legally speaking the County can’t create a lot that doesn’t meet the minimum lot size. He and Mr. Pelham came up with the conditioning for a zone change, in the future. If an appeal went to the BCC the advice would be the same.

Heather Edmunson, with TMWA, said the taxes are going to move to a new method where they need to be paid up front and the property owners pay quarterly.

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

Timothy 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 Waiver Case Number PM16-001 for Truckee Meadows Water Authority, subject to the conditions of approval as listed in the staff report, and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Development Code, Section 110.606.75. Mike Gump seconded the motion which carried unanimously.

The motion carried and considered the following criteria:

(a) Conformity with Laws. That the proposed minor subdivision conforms with Chapter 278 of NRS and this Development Code;

(b) Conformity with Regulations. That the proposed minor subdivision conforms to state and County requirements as to area, improvement and design, and flood water drainage control;

(c) Environmental Effects. That the proposed minor subdivision will not have an adverse effect on the environment;

(d) Conformity with Master Plan. That the proposed minor subdivision conforms to the Washoe County Master Plan, including the area plans and any specific plans adopted by the County;

(e) Change in Nonconformity. That no existing nonconformity with the other divisions in this Development Code will be increased;

(f) Conformity with Other Ordinances. That the proposed minor subdivision conforms with all other County ordinances;

(g) Lack of Need. That unusual circumstances exist so that a parcel map is not necessary to insure proper legal description of property, location of property lines and monumenting of property lines; and

(h) Facilities. That appropriate improved public roads, adequate sanitary disposal facilities, and adequate water supplies are available.

February 11, 2016 Washoe County Parcel Map Review Committee Meeting Minutes
Page 3 of 4
8. *Reports and Future Agenda Items
   A. *Legal Information and Updates
      None

9. *Public Comment
   With no response to the call for public comment, the period was closed.

10. Adjournment
    Ms. Ray made the motion to adjourn at 2:16 p.m. Mike Gump seconded the motion.

Respectfully submitted,

[Signature]
Donna Fagan, Recording Secretary

Approved by Committee in session on April 14, 2016.

[Signature]
William H. Whitney
Secretary to the Parcel Map Review Committee