



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: July 20, 2021

DATE: June 18, 2021

TO: Board of County Commissioners

FROM: Roger Pelham, MPA, Senior Planner, Planning and Building Division, Community Services Department, 328-3622, rpelham@washoecounty.us

THROUGH: Mojra Hauenstein, Architect, AICP Planner, LEED AP, Director of Planning and Building, 328-3619, mhauenstein@washoecounty.us

SUBJECT: Public Hearing: Second reading and possible adoption of an ordinance amending Washoe County Code Chapter 110 (Development Code), Article 606, Parcel Maps. The amendment updates references to the current name of the Community Services Department, Planning and Building Division; clarifies language by removing the term “subdivision”; requires approval of a Tentative Subdivision Map in accordance with WCC 110.608, for division of a lot or lots created within five (5) years of the recording of a map creating the original parcel; and removes noticing requirements for tentative parcel maps; and other matters necessarily connected therewith and pertaining thereto.

AND

Amending Washoe County Code Chapter 110 (Development Code), Article 916, Establishment of Committees, Section 110.916.05 Parcel Map Review Committee. The amendment clarifies the members of the Parcel Map Review Committee; defines the process of appointment of those members; provides for the appointment of alternate members; and sets the terms for members of that committee; and other matters necessarily connected therewith and pertaining thereto. (All Commission Districts.)

SUMMARY

The Washoe County Commission conduct the second reading of, and possibly adopt, an ordinance amending the Washoe County Code at Chapter 110:

Article 606, Parcel Maps. The amendment updates references to the current name of the Community Services Department, Planning and Building Division; clarifies language by removing the term “subdivision;” requires approval of a Tentative Subdivision Map, in accordance with WCC 110.608, for division of a lot or lots created within five (5) years of the recording of a map creating the original parcel; and removes noticing requirements for subsequent tentative parcel maps; and other matters necessarily connected therewith and pertaining thereto;

AND

AGENDA ITEM # _____

Article 916, Establishment of Committees, Section 110.916.05 Parcel Map Review Committee. The amendment clarifies the members of the Parcel Map Review Committee; defines the process of appointment of those members; provides for the appointment of alternate members and sets the terms for the members of that committee.

Washoe County Strategic Objective supported by this item: Stewardship of Our Community.

PREVIOUS ACTION

On June 22, 2021, the Washoe County Commission introduced and conducted a first reading of the proposed amendments.

The Washoe County Commission last adopted minor amendments to Washoe County Code (WCC) Chapter 110 (Development Code), Section 916.05, Parcel Map Review Committee on November 20, 2008. In the intervening 13 years, there have been substantial changes to the organizational structure of Washoe County. Organizational changes include the combination of several previous departments to form the Community Services Department and changes to the fire protection organizations throughout the Truckee Meadows.

The Washoe County Commission last adopted minor amendments to Washoe County Code (WCC) Chapter 110 (the Development Code) Article 606, Parcel Maps, of on May 8, 2015. Since that time changes to the organizational structure of Washoe County have been made and a perception has been expressed that the use of serial parcel maps, rather than a tentative subdivision map, circumvents the intent of the Development Code.

The Washoe County Planning Commission conducted a public hearing and recommended adoption of the proposed changes to Articles 606 and 916 by means of Resolution Number 21-03 on May 4, 2021.

BACKGROUND

To a very large extent, the changes proposed simply reflect the current organizational structure of Washoe County, and allow for the members of the Parcel Map Review Committee (PMRC) to be appointed from the relevant programs and departments. Likewise, the process for appointment, the use of alternate members, and the term of appointment to that committee is defined. Some language is clarified to minimize the use of the term “subdivision” when the Code is actually referring to a division of land by means of the parcel map process. A greater substantive change is the requirement that subsequent divisions of land within 5 years, be by means of a tentative subdivision map, rather than by a subsequent parcel map. While approval of a subsequent parcel map allowed the imposition of standards equal to those required for a subdivision, those standards were not required. Staff has observed substantial criticism from the public in any number of cases, where subsequent parcels maps were perceived to circumvent the intent of the Code, as a tentative subdivision map was not required. Staff agrees that in most cases, the more appropriate process would be the tentative subdivision map, as approvals are granted by the Planning Commission (PC) rather than by the PMRC. The PC is appointed by the Board of County Commissioners, rather than by the heads of the various divisions as are the members of the PMRC. The PC represents a higher level of review.

FISCAL IMPACT

No fiscal impact.

RECOMMENDATION

It is recommended that the Board of County Commissioners conduct the second reading of, and adopt an ordinance amending Washoe County Code Chapter 110 (Development Code), Article 606, Parcel Maps. The amendment updates references to the current name of the Community Services Department, Planning and Building Division; clarifies language by removing the term “subdivision”; requires approval of a Tentative Subdivision Map in accordance with WCC 110.608, for division of a lot or lots created within five (5) years of the recording of a map creating the original parcel; and removes noticing requirements for tentative parcel maps; and other matters necessarily connected therewith and pertaining thereto.

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POSSIBLE MOTION

Staff offers the following motion for the Board’s consideration:

“I move to adopt Ordinance Number (*insert ordinance number as provided by the County Clerk*) with the findings of fact as approved by the Washoe County Planning Commission on May 4, 2021.”

- Attachments:
- A. Draft BCC Ordinance (Working Copy)
 - B. PC Resolution of 5/4/2021
 - C. PC Staff Report and Exhibits
 - D. Draft BCC Ordinance (Clean Copy)