



Planning Commission Staff Report

Meeting Date: February 4, 2025

Agenda Item: 8C

DEVELOPMENT CODE AMENDMENT CASE NUMBER:	WDCA24-0007 (Article 610 - Final Subdivision Maps)
BRIEF SUMMARY OF REQUEST:	Development code amendment to update Article 610 – Final Subdivision Maps.
STAFF PLANNERS:	Trevor Lloyd, Planning Manager Phone Number: 775.328.3617 Email: tlloyd@washoecounty.gov

CASE DESCRIPTION

For hearing, discussion and possible action to initiate an amendment to Washoe County Code Chapter 110 (Development Code), Article 610 Final Subdivision Maps, to modify various sections in order to clarify requirements related to final subdivision maps. These amendments include requiring each final map submission to contain a minimum of 5 lots and specifying what type of parcels count toward the 5 lot minimum; updating language to ensure compliance with the Nevada Revised Statutes; adding the requirement for a water supplier certificate on the final map when served by a general improvement district; providing that an acceptable financial assurance document may be utilized in lieu of a faithful performance bond; increasing the number of days for the initial final map submittal from 60 to 120 days prior to the final date to present the map to the Director of Planning and Building for signature; removing the requirement for a phasing plan; further clarifying the timing requirements for the presentation date for the first final map and all successive final maps; and updating the names or titles of public officers and agencies as well as the names or titles of certain reports/studies; and all matters necessarily connected therewith and pertaining thereto.

If the proposed amendments are initiated, the Planning Commission may recommend approval of the proposed ordinance as submitted, recommend approval with modifications based on input and discussion at the public hearing, or deny the amendments. If approval is recommended, the Planning Commission is asked to authorize the Chair to sign a resolution to that effect.

Development Code: Authorized in Article 818, Amendment of Development Code
Commission District: All Districts

STAFF RECOMMENDATION

INITIATE AND RECOMMEND APPROVAL

DENY

POSSIBLE MOTION

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission initiate amendments to the Washoe County Development Code and recommend approval of WDCA24-0007, to amend Washoe County Code Chapter 110 (Development Code), Article 610 Final Subdivision Maps, as reflected within the proposed ordinance contained in Exhibit A-1. I further move to authorize the Chair to sign the resolution contained in Exhibit A on behalf of the Washoe County Planning Commission and to direct staff to present a report of this Commission’s recommendation to the Washoe County Board of County Commissioners within 60 days of today’s date. This recommendation for approval is based on the ability to make all of the four findings set forth in Washoe County Code Section 110.818.15(e).

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Development Code Amendments

The Washoe County Development Code is Chapter 110 of the Washoe County Code (WCC). The development code broadly regulates allowable and permitted land uses, subdivision of land, planning permit requirements and procedures, signage, infrastructure availability, land use development standards, and other related matters. Because the development code covers so many varying aspects of land use and development standards, it is expected that from time to time it may be necessary to change or amend one or more portions of the Development Code to keep it up to date with the most current and desirable trends in planning and development.

The development code amendment process provides a method of review and analysis for such proposed changes. Development code amendments are initiated by resolution of the Washoe County Commission or the Planning Commission. Real property owners may also submit an application to initiate a development code amendment.

After initiation, the Planning Commission considers the proposed amendment in a public hearing. The Planning Commission may recommend approval, approval with modifications or may deny the proposed amendment. The Planning Commission records its recommendation by resolution.

The Washoe County Commission hears all amendments recommended for approval by the Planning Commission, and amendments denied by the Planning Commission upon appeal. The County Commission may hold a first reading and introduction of the ordinance (proposed amendment), followed by a second reading and possible ordinance adoption in a public hearing at a second meeting at least two weeks after the first reading. Unless otherwise specified, ordinances are effective 10 days after adoption.

Background and Proposed Amendments

Article 610, Final Subdivision Maps, of the Washoe County Development Code establishes the practices and procedures regarding the preparation, approval and recordation of final subdivision maps. In order for a final subdivision map to be recorded, the final map must be prepared in accordance with an approved tentative map and must comply with all requirements of Article 610 of the Washoe County Development Code and NRS Chapter 278. Article 610 has not been amended since 2010 and most of the provisions date back to the mid 1990's. Planning and Engineering staff are bringing forward proposed amendments to Article 610 that are needed to bring this article into compliance with state law (NRS) and to better align the code with current and preferred practices of the Community Services Department (CSD) relating to final subdivision map submission, staff review and recordation. Additionally, staff is proposing a number of cleanup amendments relating to current official and agency names and making changes that provide clarification to certain final map processes. Below is a discussion of the substantive changes proposed as part of this code amendment.

Minimum Requirements to Record Final Subdivision Map

Currently there is no minimum number of lots required for a final subdivision map either in Code or in NRS. Staff is proposing that each final subdivision map submission includes a minimum of five lots. Additionally, ancillary parcels such as common areas, common open space, roadways and utility parcels will not be counted toward the five-lot minimum requirement as a means of extending the life of a tentative subdivision map. The five lot minimum is consistent with the five-lot minimum requirement for tentative subdivision maps.

Water Supplier Certificate

Staff is proposing the addition of a new water supplier certificate on final subdivision maps when that water supplier is a general improvement district, as this certificate is now required by state law. The code currently requires certificates from the Nevada Division of Water Resources and the appropriate utility(ies). This new certificate will provide more certainty and require that the subject general improvement district confirms that there is available water which meets applicable health standards and is available in sufficient quantity for the reasonably foreseeable needs of the subdivision.

Preliminary Submittal of Final Maps

Currently, the code requires proposed final maps to be submitted 60 days prior to the presentation date (final signature before recordation). However, experience has shown that 60 days does not provide adequate time for County staff to review the submissions and for developers to provide the corrections, obtain all the required signatures, and receive approval for the recordation of the final map. For this reason, staff is recommending a change from 60 days to 120 days for the preliminary submission for proposed final subdivision maps. Staff is also proposing the removal of the requirement for three hard copy prints of the preliminary final map submissions as Washoe County is now requiring electronic submissions.

Presentation of Final Subdivision Maps

NRS Chapter 278 provides timelines by which a developer must present a final map for approval for both first final maps and subsequent final subdivision maps. These timelines must be adhered to in order to avoid the expiration of tentative subdivision map approvals. The language used in NRS for such approvals is the word “shall present” which has resulted in confusion by applicants. Currently, WCC 110.810.50(b) indicates that the presentation date is the date the Director of Community Development (now Director of Planning and Building) is presented with the final map for signature. This is not changing. However, in order to avoid confusion, staff is proposing to provide further clarification and definition for the presentation of final maps. For the purpose of meeting the timing requirements of NRS 278.360, staff proposes that the term “shall present” shall be defined as the date that the final map is presented to the Director of Planning and Building for the Director’s final approval and signature. At the time the Director of Planning and Building signs the map, the map is prepared on a mylar format and all other signatures (certificates) have been obtained. This ensures that all tentative map conditions and final map requirements have been completed before the Director signs the map. Also, in keeping with the provisions of NRS Chapter 278, staff proposes to clarify that the anniversary date for all subsequent final maps is the date of recordation of the first final map.

Additions and Corrections

In addition to the amendments discussed above, staff is also proposing a number of other amendments that are needed as clean up items for Article 610. Some of these changes include correcting official and agency names which have changed or no longer exist. These changes also include updating the names/titles of certain referenced studies or reports, such as the flood insurance rate maps (FIRMS), the Washoe County RTC’s latest regional transportation plan and the Washoe County Construction Manual in relation to addressing certain subdivision improvements that are required at the expense of the subdivider and providing clarity to the process for approval and recording of final maps. Additionally, staff is proposing the removal of the phasing plan within the content requirements for a final map submission. Finally, staff proposes language to include financial assurance documents as a means of guaranteeing the completion of work for the subdivision improvements or restoration of the project site to a safe and sustainable condition until development resumes on the project site.

Findings

Washoe County Code Section 110.818.15(e) requires the Planning Commission to make at least one of the following findings of fact in order to recommend approval of the proposed amendments. Staff provides the following evaluation for each of the findings of fact and recommends that the Planning Commission make all four findings in support of the proposed Development Code amendment.

1. Consistency with Master Plan. The proposed development code amendment is in substantial compliance with the policies and action programs of the Washoe County Master Plan.

Staff comment: The proposed amendments are being made, in part, to comply with the requirements of NRS and are not inconsistent with the policies of the Washoe County Master Plan.

2. Promotes the Purpose of the Development Code. The proposed development code amendment will not adversely impact the public health, safety or welfare, and will promote the original purposes for the development code as expressed in Article 918, Adoption of Development Code.

Staff comment: The proposed changes will not adversely impact public health, safety or welfare. The proposed changes are needed to bring this article into compliance with state law (NRS) and to better align the code with current and preferred practices of the Community Services Department (CSD) relating to final subdivision map submission, review, approval and recordation.

3. Response to Changed Conditions. The proposed development code amendment responds to changed conditions or further studies that have occurred since the Development Code was adopted by the Board of County Commissioners, and the requested amendment allow for a more desirable utilization of land within the regulatory zones.

Staff comment: The proposed changes are a direct response to changed conditions. Article 610 has not been amended for a long time and many of the changes are needed to bring this Article consistent with current official and agency names and current practices involving final map reviews and submissions.

4. No Adverse Affects. The proposed development code amendment will not adversely affect the implementation of the policies and action programs of the Conservation Element or the Population Element of the Washoe County Master Plan.

Staff comment: These changes will not adversely affect the implementation of the Conservation or Population elements of the master plan as there are no applicable policies within the Conservation or Population Elements of the Washoe County Master plan.

Community Meetings

A Community meeting was held via zoom on Wednesday, December 18, 2024. A total of 31 people attended. Concerns were raised regarding the change from 60 days to 120 days for the submission of a proposed final map prior to the date of presentation; however these concerns were greatly reduced after staff explained the rationale for the proposed change. Questions were raised regarding the consistency of some of the changes with the requirements of Article 424, Hillside Developments, and Article 608, Tentative Subdivision Maps, staff explained that the proposed changes are not inconsistent with these articles of the development code. Some concerns were also expressed regarding the removal of the 10' setback of habitable structures

from fault lines. Staff have since retained this setback language within the proposed draft ordinance.

Public Notice

Notice of this public hearing was accomplished as provided in Washoe County Code Section 110.818.20 and was published in the Reno Gazette Journal at least 10 days prior to this meeting.

Recommendation

It is recommended that the Washoe County Planning Commission recommend approval of WDCA24-0007, to amend Washoe County Chapter 110 (Development Code) within Article 610. The following motion is provided for your consideration.

Motion

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission initiate amendments to the Washoe County Development Code and recommend approval of WDCA24-0007, to amend Washoe County Code Chapter 110 (Development Code), Article 610 Final Subdivision Maps, as reflected within the proposed ordinance contained in Exhibit A-1. I further move to authorize the Chair to sign the resolution contained in Exhibit A on behalf of the Washoe County Planning Commission and to direct staff to present a report of this Commission's recommendation to the Washoe County Board of County Commissioners within 60 days of today's date. This recommendation for approval is based on the ability to make all of the four findings set forth in Washoe County Code Section 110.818.15(e):

1. Consistency with Master Plan. The proposed development code amendment is in substantial compliance with the policies and action programs of the Washoe County Master Plan;
2. Promotes the Purpose of the Development Code. The proposed Development Code amendment will not adversely impact the public health, safety or welfare, and will promote the original purposes for the Development Code as expressed in Article 918, Adoption of Development Code;
3. Response to Changed Conditions. The proposed development code amendment responds to changed conditions or further studies that have occurred since the Development Code was adopted by the Board of County Commissioners, and the requested amendment allows for a more desirable utilization of land within the regulatory zones; and
4. No Adverse Affects. The proposed development code amendment will not adversely affect the implementation of the policies and action programs of the Conservation Element or the Population Element of the Washoe County Master Plan.

Appeal Process

An appeal of the Planning Commission's denial of a development code amendment may be made to the Washoe County Board of County Commissioners within 10 calendar days from the date that the Planning Commission's decision is filed with the Secretary to the Planning Commission, pursuant to Washoe County Code Section 110.818.25 and Washoe County Code Section 110.912.20.



RESOLUTION OF THE WASHOE COUNTY PLANNING COMMISSION

Initiating and recommending approval of an ordinance amending Washoe County Code Chapter 110 (Development Code), Article 610 Final Subdivision Maps, to modify various sections in order to clarify requirements related to final subdivision maps. These amendments include requiring each final map submission to contain a minimum of 5 lots and specifying what type of parcels count toward the 5 lot minimum; updating language to ensure compliance with the Nevada Revised Statutes; adding the requirement for a water supplier certificate on the final map when served by a general improvement district; providing that an acceptable financial assurance document may be utilized in lieu of a faithful performance bond; increasing the number of days for the initial final map submittal from 60 to 120 days prior to the final date to present the map to the Director of Planning and Building for signature; removing the requirement for a phasing plan; further clarifying the timing requirements for the presentation date for the first final map and all successive final maps; and updating the names or titles of public officers and agencies as well as the names or titles of certain reports/studies; and all matters necessarily connected therewith and pertaining thereto.

Resolution Number 25-02

WHEREAS;

- A. Washoe County Code Section 110.818.05 requires that amendments to Washoe County Code Chapter 110 (Development Code) be initiated by resolution of the Washoe County Board of County Commissioners or the Washoe County Planning Commission; and
- B. The Washoe County Planning Commission conducted a duly noticed public hearing on WDCA24-0007, and initiated amendments to the Washoe County Code at Chapter 110 (Development Code) within Article 610 Final Subdivision Maps on February 4, 2025, as fully described in Exhibit A-1 to this resolution; and
- D. The Washoe County Planning Commission gave reasoned consideration to the information it received regarding the proposed development code amendment; and
- E. Whereas, pursuant to Washoe County Code Section 110.818.15(e), the Washoe County Planning Commission made the following findings to support its recommendation for adoption of the proposed Development Code Amendment Case Number WDCA24-0007:
 - 1. Consistency with Master Plan. The proposed amendment is in substantial compliance with the policies and action programs of the Washoe County Master Plan;
 - 2. Promotes the Purpose of the Development Code. The proposed development code amendment will not adversely impact the public health, safety or welfare, and will

promote the original purposes for the Development Code as expressed in Article 918, Adoption of Development Code;

3. Response to Changed Conditions. The proposed development code amendment responds to changed conditions or further studies that have occurred since the Development Code was adopted by the Board of County Commissioners, and the requested amendment allow for a more desirable utilization of land within the regulatory zones; and,
4. No Adverse Affects. The proposed development code amendment will not adversely affect the implementation of the policies and action programs of the Conservation Element or the Population Element of the Washoe County Master Plan.

NOW, THEREFORE, BE IT RESOLVED that the Washoe County Planning Commission recommends approval of the ordinance attached hereto as Exhibit A-1.

A report describing this amendment, discussion at this public hearing, this recommendation, and the vote on the recommendation will be forwarded to the Washoe County Board of County Commissioners within 60 days of this resolution's adoption date.

ADOPTED on February 4, 2025.

WASHOE COUNTY PLANNING COMMISSION

ATTEST:

Trevor Lloyd, Secretary

Rob Pierce, Chair

DRAFT: January 15, 2025

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REGULAR TEXT: NO CHANGE IN LANGUAGE

~~STRIKEOUT TEXT: DELETE LANGUAGE~~

BOLD TEXT: NEW LANGUAGE

Notice: Per NRS 239B.030, this document does not contain personal information as defined in NRS 603A.040

Summary: Amends Washoe County Code Chapter 110 by revising provisions related to final subdivision maps.

BILL NO. _____

ORDINANCE NO. _____

Title:

AN ORDINANCE AMENDING THE WASHOE COUNTY CODE AT CHAPTER 110 (DEVELOPMENT CODE), ARTICLE 610 FINAL SUBDIVISION MAPS, TO MODIFY VARIOUS SECTIONS IN ORDER TO CLARIFY REQUIREMENTS RELATED TO FINAL SUBDIVISION MAPS. THESE AMENDMENTS INCLUDE REQUIRING EACH FINAL MAP SUBMISSION TO CONTAIN A MINIMUM OF 5 LOTS AND SPECIFYING WHAT TYPE OF PARCELS COUNT TOWARD THE 5 LOT MINIMUM; UPDATING LANGUAGE TO ENSURE COMPLIANCE WITH THE NEVADA REVISED STATUTES; ADDING THE REQUIREMENT FOR A WATER SUPPLIER CERTIFICATE ON THE FINAL MAP WHEN SERVED BY A GENERAL IMPROVEMENT DISTRICT; PROVIDING THAT AN ACCEPTABLE FINANCIAL ASSURANCE DOCUMENT MAY BE UTILIZED IN LIEU OF A FAITHFUL PERFORMANCE BOND; INCREASING THE NUMBER OF DAYS FOR THE INITIAL FINAL MAP SUBMITTAL FROM 60 TO 120 DAYS PRIOR TO THE FINAL DATE TO PRESENT THE MAP TO THE DIRECTOR OF PLANNING AND BUILDING FOR SIGNATURE; REMOVING THE REQUIREMENT FOR A PHASING PLAN; FURTHER CLARIFYING THE TIMING REQUIREMENTS FOR THE PRESENTATION DATE FOR THE FIRST FINAL MAP AND ALL SUCCESSIVE FINAL MAPS; AND UPDATING THE NAMES OR TITLES OF PUBLIC OFFICERS AND AGENCIES AS WELL AS THE NAMES OR TITLES OF CERTAIN REFERENCED REPORTS/STUDIES AND ALL MATTERS NECESSARILY CONNECTED THEREWITH AND PERTAINING THERETO.

WHEREAS:

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- A. This Commission desires to amend Article 610 Final Subdivision Maps of the Washoe County Development Code (Chapter 110 of the Washoe County Code) in order to revise provisions related to final subdivision maps; and
- B. The Washoe County Planning Commission held a duly noticed public hearing for DCA24-0007 and initiated the proposed amendments to Washoe County Code Chapter 110, Article 610, by Resolution Number 25-02 on February 4, 2025; and
- C. The amendments and this ordinance were drafted in concert with the District Attorney; and
- D. Following a first reading and publication as required by NRS 244.100(1), and after a duly noticed public hearing, this Commission desires to adopt this Ordinance; and
- E. This Commission has determined that this ordinance is being adopted pursuant to requirements set forth in NRS Chapter 278; and therefore, it is not a "rule" as defined in NRS 237.060 requiring a business impact statement.

THE BOARD OF COUNTY COMMISSIONERS OF WASHOE COUNTY DOES HEREBY ORDAIN:

SECTION 1. Section 110.610.05 of the Washoe County Code is hereby amended to read as follows:

Section 110.610.05 Requirement of Final Map. A subdivider shall prepare a final map, in accordance with the tentative map, for the entire area for which a tentative map has been approved, or for a series of final maps, with each map in the series of final maps containing a minimum of 5 lots covering a portion of the approved tentative map. For the purpose of this section, the 5 lot calculation shall not include ancillary parcels such as those designated for common area, common open space, roadways, or parcels created for utility/sewer use.

SECTION 2. Section 110.610.10 of the Washoe County Code is hereby amended to read as follows:

Section 110.610.10 Form. The final map shall be clearly and legibly drawn in permanent black ink upon good tracing cloth or produced by the use of other materials of a permanent nature generally used for such purpose in the engineering profession, and but affidavits, certificates and acknowledgements must also be legibly stamped or printed upon the map with permanent black opaque ink. The size of each sheet shall be twenty-four (24) by thirty-two (32) inches. A marginal line must be drawn completely

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around each sheet, leaving an entirely blank margin of one (1) inch at the top, bottom and right edges, and of two (2) inches at the left edge along the twenty-four (24) inch dimension.

SECTION 3. Section 110.610.15 of the Washoe County Code is hereby amended to read as follows:

Section 110.610.15 Contents. Every final map shall show all data required for the tentative map except contour lines, position of buildings and prominent landmarks, relationship to streets and highways **not immediately adjacent to beyond** the area shown on the map and the proposed use of lots, ~~and~~ **The final map** shall contain the following additional data:

- (a) Street Monuments. Where the centerline has been established for any street, highway, alley or public way within an adjoining subdivision, all monuments along such street, highway, alley or public way within the proposed subdivision shall be located with reference to that centerline which is shown on the map;
- (b) Centerlines. The centerline of each highway, street, alley or public way within the proposed subdivision and the width on each side of the centerline and the width to be dedicated. There shall also appear the bearing, length of tangent, radius and central angle, and length of each curve for all centerlines;
- (c) Monuments. The location and description of monuments ~~or other evidence formed upon the ground and~~ used in determining the boundaries of the subdivision. If other subdivisions adjoin, the map shall show sufficient corners of such subdivisions sufficiently identified to locate precisely the limits of the proposed subdivision;
- (d) Block, Lot and Boundary Lines. The length and bearing of each block line, lot line and boundary line; the length, radius and central angle of each curve or the length of the curve and that portion of the central angle lying within each lot. Such data shall be shown in a manner satisfactory to the County Engineer;
- (e) Flooding Potential. If any portion of the land within the boundaries of a final map is subject to inundation or storm water overflow, as shown on the adopted **Flood Insurance Rate Federal Emergency Management Agency's Flood Boundary and Floodway Maps (FIRMs) or the Flood Insurance Study (FIS), or as shown in a hydrologic study accepted by the County Engineer** ~~or as shown by a Nevada registered engineer's hydrologic analysis for the 100-year storm~~, that fact and the land so affected shall be clearly shown on the final map by a prominent note on each sheet;
- (f) Seismic Hazard. If any portion of land within the boundaries of a final map is bisected by a ~~post-Holocene~~ **(active)** era fault line, any such fault line shall be clearly shown on the final map and a prominent note shall indicate the fact the fault line exists and that any habitable structure shall be set back a minimum of ten (10) feet from the fault line;
- (g) Lot and Total Area. The area of each lot and total area of the land in the subdivision. If the area is two (2) acres or more, the area shall be to the nearest one-hundredth of an acre. If the area is less than two (2) acres, it shall be in square feet; **and**
- (h) Easements. All easements approved on the tentative subdivision map, ~~and~~
- (i) ~~Phasing Plan. The phasing plan for the recordation of lots as approved by the Planning Commission or Board of County Commissioners.~~

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SECTION 4. Section 110.610.20 of the Washoe County Code is hereby amended to read as follows:

Section 110.610.20 Required Certificates and Statements. Language shall be provided on the final map that satisfies the intent of the following certificates. Other certificates and statements may be required in addition to those enumerated in this section. ~~Final subdivision maps which have been approved for recordation prior to July 31, 1993, but which have not been recorded, shall not be required to comply with this section.~~

- (a) Certificate of Owner. A certificate signed and acknowledged by all persons having any record title in the land subdivided, evidencing their grant of permanent easements for utility installations and access, as designated on the map.
- (b) Certificate of Professional Land Surveyor. A certificate of the surveyor responsible for the survey. The certificate must be in the following form:

SURVEYOR'S CERTIFICATE

I, (Name of Surveyor), a Professional Land Surveyor registered in the State of Nevada, certify that:

- 1. This plat represents the results of a survey conducted under my direct supervision at the instance of (Owner, Trustee, Etc.)
- 2. The lands surveyed lie within
(Section, Township, Range, Meridian and, if required by the governing body, a description by metes and bounds for any subdivision which is divided into lots containing 5 acres in area or less),
and the survey was completed on (Date)
- 3. This plat complies with the applicable state statutes and any local ordinances in effect on the date that the governing body gave its final approval.
- 4. The monuments depicted on the plat are of the character shown, occupy the positions indicated and are of sufficient number and durability.

(OR)

- 4. The monuments depicted on the plat will be of the character shown and occupy the positions indicated by (A day certain) and an appropriate financial guarantee will be posted with the governing body before recordation to assure the installation of the monuments.

..... **License Number and Stamp** ~~Registration Number~~
and Seal: (Name of Surveyor)

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- (c) County Engineer or Surveyor Certificate. A certificate by the County Engineer or the County Surveyor stating that he or she has examined the final map; and that the map is technically correct and that if the monuments have not been set, that a proper performance bond has been deposited guaranteeing their setting on or before a day certain.
- (d) District Board of Health Certificate. A certificate by the local District Board of Health indicating that the final map is approved concerning sewage disposal, water pollution, water quality and water supply facilities.
- (e) Division of Water Resources Certificate. A certificate by the Division of Water Resources of the State Department of Conservation and Natural Resources, showing that the final map is approved concerning water supply.
- (f) **Water Supplier Certificate. When the water service for a subdivision is provided by a general improvement district (GID), a certificate by the applicable water supplier indicating that the final map is approved concerning the availability of water which meets applicable health standards and is available in sufficient quantity for the reasonably foreseeable needs of the subdivision.**
- (g)(f) Certificate of Director of **Planning and Building** Community Development. A certificate by the Director of **Planning and Building** Community Development stating that the final map was approved.
- (h)(g) Statement from the County Treasurer. A statement from the County Treasurer indicating that all property taxes on the land have been paid for the period identified in NRS Chapter 278.
- (i)(h) Guarantee of Title. A subdivision guarantee of title, in a form acceptable to the County Engineer and the District Attorney, issued by a competent title company for the benefit and protection of the County. Said guarantee of title shall be continued complete up to the instant of filing the final map with the County Recorder, guaranteeing that the names of all persons whose consent is necessary to pass a clear title to the land being subdivided; the fact there are no encumbrances, liens, delinquent taxes or assessments; and all public easements being offered for dedication, and all acknowledgements thereto, appear on the proper statements and are correctly shown on the map, both as to contents as to the making thereof and affidavits of dedication where necessary. Said guarantee of title also shall guarantee that there are no encumbrances, liens, delinquent taxes or assessments on the property.
- (j)(i) Utility Companies' Certificate. A certificate by the appropriate public utility and (CATV) television companies that the shown utility easements have been checked and approved.
- (k)(j) Certificate of the **Water and Sewer Resources of Community Services** Department of ~~Water Resources, Engineering and Capital Projects Division. Utility Services Division, Concerning Water Right Dedications.~~ A certificate for execution by the **Community Services Department, Engineering and Capital Projects Division, Chief Sanitary Engineer** stating that the provisions of Article 422, Water and Sewer Resource Requirements, related to the dedication of water resources have been satisfied.
- (l)(k) Certificate of Director of **Planning and Building** Community Development or Board of County Commissioners. A certificate for execution by the Director of **Planning and Building** Community Development, or Board of County Commissioners if the tentative map was approved by that body, stating that the map conforms to all of the requirements

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of NRS 278.010 to NRS 278.630, inclusive, and any applicable Washoe County Code provisions **and conditions of approval**; and accepting or rejecting any or all offers of dedications offered to Washoe County by the subdivider. If the final map includes a merger of pre-existing lots and the re-subdivision of those lots, the certificate shall acknowledge that any public streets, easements or utility easements that will not remain were abandoned pursuant to Article 806.

SECTION 5. Section 110.610.25 of the Washoe County Code is hereby amended to read as follows:

Section 110.610.25 Dedications of Facilities and Water Rights. In addition to any land which is required to be dedicated pursuant to this Development Code **or a tentative subdivision map's conditions of approval**, a subdivider shall be required to offer for dedication those facilities and water rights prescribed in this section prior to final map approval. The form of the offer of dedication shall be to the satisfaction of the **County Engineer** ~~Water Resources Department~~.

- (a) Acceptance of Dedication. The **County Engineer** ~~Department of Water Resources~~ may accept a dedication pursuant to this section in a form acceptable to that department when the department has determined that the facilities conform to the requirements of this section and perform as designed.

SECTION 6. Section 110.610.30 of the Washoe County Code is hereby amended to read as follows:

Section 110.610.30 Improvements at the Expense of the Subdivider. The subdivider shall make the improvements prescribed in this section at **their** ~~his~~ own expense.

- (a) Required Improvements. The subdivider shall improve at **their** ~~his~~ own expense, within a stated time, all land **offered for dedication** ~~dedicated~~ on a final map for streets, highways, public ways and easement(s) with such improvements as the Planning Commission or Board of County Commissioners may determine to be necessary for the general use of lot owners in the subdivision and local neighborhood traffic, water distribution, sanitary sewer and drainage needs.
- (b) Utility Distribution System. The subdivider shall provide for utility distribution service and facilities to service each lot of a subdivision including gas, water, electricity and communication. The subdivider shall make the necessary arrangements with the utility company or companies involved for the installation of the facilities in accordance with such applicable tariffs, rules and regulations of the companies as may be on file with the Public **Utilities Services** ~~Commission~~ of the State of Nevada and in accordance with any pertinent franchise arrangements, agreements or contracts.
- (c) Improvements Not Normally Required. Storm drain trunk lines, channels for general flood control purposes, improvements not solely for the benefit of the subdivision and full improvement of those routes shown on the **Washoe County Regional Transportation Commission's latest Regional Transportation Plan** ~~Streets and Highways System Plan map for each of the area plans included within the Master Plan~~ are not required by this section, unless agreed to by the subdivider.
- (d) Street Lighting. Street lighting installation is the financial responsibility of the subdivider. The subdivider shall make all necessary arrangements with the utility company involved

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for the installation of such street lights as are approved and required by the County Engineer.

- (e) Street Improvement Standards. All street improvements shall be graded, drained and surfaced in accordance with improvement plans approved by the County Engineer. All streets shall be surfaced with asphaltic concrete paving meeting the requirements of the Standard Specifications for Public Works Construction ~~adopted sponsored~~ by Washoe County and be designed in accordance with **Washoe County Construction Standard Details** ~~the most recently adopted Washoe County Structural Pavement Section Design Manual unless an alternative method of street surfacing is approved by the Board of County Commissioners~~ at the time of approval of the tentative subdivision map.
- (f) Ditch or Watercourse Hazard. Where any ditch or natural watercourse constitutes or creates a hazard, whether within or contiguous to a development, the subdivider shall provide and install a six (6) foot chain link or equivalent fence, the location and construction of which shall be approved by the County Engineer.

SECTION 7. Section 110.610.35 of the Washoe County Code is hereby amended to read as follows:

Section 110.610.35 Provision of CATV. The subdivider shall provide for the installation of community antenna television (CATV) as prescribed in this section.

- (a) Installation. The subdivider shall provide, at ~~their~~ **his** own expense, for the installation of community antenna television (CATV) cable conduit and pull wire to serve each dwelling in the subdivision. The installation of the conduit and pull wire must be accomplished as follows:
 - (1) If a single CATV franchise exists to serve that area in which the subdivision is located, the subdivider shall install the conduit and pull wire in a manner which is compatible with and meets the standards of the franchise;
 - (2) If more than one CATV franchise exists to serve the area in which the subdivision is located, the subdivider shall select from among the franchisees and shall install the conduit and pull wire in a manner which is compatible with and meets the standards of the franchisee selected; or
 - (3) If no CATV franchise exists to serve the area in which the subdivision is located, the subdivider shall determine which CATV franchisee is closest geographically to the subdivision and shall install the conduit and pull wire in a manner which is compatible with and meets the standards of that franchisee.
- (b) Dedication. Upon completion of installation, ownership of the CATV cable conduit and pull wire shall be determined as follows:
 - (1) If the subdivider applies to the Board of County Commissioners for a franchise to operate and actually operates a CATV system within the subdivision, the conduit and pull wire remain the property of the subdivider until such time as **the subdivider** ~~he~~ determines not to operate or is unable to operate the system. At that time, the subdivider shall immediately offer for dedication all CATV cable, conduit and other appurtenant equipment **they have** ~~he has~~ installed to the franchisee; or

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- (2) If the subdivider does not operate a CATV system within the subdivision, he shall dedicate the conduit and pull wire to the franchisee immediately upon completion of installation.
- (c) Waiver/Modification. The Director of **Planning and Building** ~~Community Development~~ may recommend, and the Board of County Commissioners may grant, a waiver or modification of Subsection (a) if geographic, economic or other conditions make installation of CATV conduit and pull wire unreasonable or impractical. It is the responsibility of the subdivider to demonstrate, through adequate factual evidence, that the installation requirement is unreasonable or impractical.

SECTION 8. Section 110.610.40 of the Washoe County Code is hereby amended to read as follows:

Section 110.610.40 Guarantee of Completion. Each **subdivision improvement** agreement made by the subdivider shall be accompanied by a **an acceptable financial assurance document**, faithful performance bond or other satisfactory guarantee of completion insuring the faithful performance of all work. The penal sum of the **financial assurance document** ~~and~~ shall be in a sum which in the opinion of the County Engineer equals the cost, plus a contingency amount, of the improvements **necessary to return the project site to a safe and sustainable condition** to which the subdivider has agreed. If any subdivider fails to complete any improvement as agreed within the time specified, the Board of County Commissioners may cause the financial assurance to be forfeited in the amount necessary to **return the project site to a safe and sustainable condition until development resumes on the project site** ~~finish the uncompleted portion of the work~~. If a security was previously posted to guarantee completion of improvements for two or more contiguous parcels and those improvements will not be completed because of a merger and subsequent re-subdivision pursuant to this article, a credit on a pro-rata basis of the security posted by the owner shall be credited toward the financial assurance required for the map re-subdivision.

SECTION 9. Section 110.610.45 of the Washoe County Code is hereby amended to read as follows:

Section 110.610.45 Preliminary Submittal. The Preliminary Submittal procedures for the final map shall be as set forth in this section.

- (a) Submittal Requirements. Not less than **one hundred twenty** ~~sixty (60)~~ days prior to the **final date for presenting a filing of any final map for signature by with the Director of Planning and Building as specified in section 110.610.50(a)** ~~Department of Community Development~~, the subdivider shall submit **electronically** to the County Engineer:
 - (1) ~~Three (3) prints of the~~ **The** proposed final map ~~accompanied by the map checking fee;~~
 - (2) Data concerning closure calculations, constructions plans, estimates of quantities and the like, if the situation warrants;
 - (3) Plans and specifications for subdivision street improvements;
 - (4) Plans, profiles, specifications and necessary details of the proposed construction for streets, curb and gutter, water mains, culverts, bridges, sanitary sewers or storm drains which are to be installed as part of the subdivision; and

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- (5) Faithful performance bond estimate prepared by a Nevada registered engineer as required by Section 110.610.40.
- (b) Review by County Engineer or County Surveyor. The County Engineer or County Surveyor shall check the map as to accuracy of dimensions, placing of monuments, establishment of survey records shown thereon and conformance of the final map with the tentative map approved by the Planning Commission or Board of County Commissioners. The County Engineer shall review the plans, specifications and bond estimates for the subdivision improvements for conformance with the tentative map conditions and Washoe County standards. The subdivider shall make corrections and/or additions until acceptable to the County Engineer or County Surveyor.
- (c) Inspection Costs. Prior to commencing any work, the subdivider shall deposit with the County Engineer a sum which the County Engineer estimates to be necessary to cover the inspection costs of all improvements under **Washoe County's** his jurisdiction.
- (d) Subdivision Improvement Agreement. Prior to approval of the final map by the County Engineer, a subdivision improvement agreement shall be submitted to the County Engineer.
- (e) Faithful Performance Guarantee. Prior to approval of the final map by the County Engineer, a bond or other form of faithful performance guarantee shall be submitted to the County Engineer.
- (f) Review by **Planning and Building Division** the ~~Department of Community Development~~. The County Engineer, following **their** his review and approval, shall transmit the map to the **Planning and Building Division** ~~Department of Community Development~~ for **its** their review and approval. The subdivider shall make corrections and/or additions until acceptable to the **Community Services Department** ~~Department of Community Development~~.

SECTION 10. Section 110.610.50 of the Washoe County Code is hereby amended to read as follows:

Section 110.610.50 Presentation of Final Map to the Director of Planning and Building for Approval by the Director of Community Development. The approval procedures for final maps shall be as set forth in this section.

- (a) **Presentation of First Final Map Submittal.** In accordance with NRS 278.360, ~~t~~The subdivider shall **present** ~~submit~~ to Washoe County, for signature by the Director of Planning and Building, a final map, prepared in accordance with the approved tentative map, for the entire area for which a tentative map has been approved, or for the first of a series of final maps, which cover a portion of the approved tentative map, within four years after the date of approval of the tentative map. ~~the Department of Community Development the original tracing of the map and any duplicates per County requirements, corrected to its final form and signed by all parties required to execute the statement on the map. Original signatures shall appear on the original drawing. The original tracing and any duplicates shall be forwarded to the County Engineer for a final review.~~
- (i) For the purpose of meeting the timing requirements of NRS 278.360, "shall present" is defined as the date the final map is presented to the Director of Planning and Building for the Director's final approval and signature.

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- (b) **Presentation of Successive Final Maps in a Series.** In accordance with NRS 278.360, the subdivider shall present to Washoe County, for signature by the Director of Planning and Building, a successive final map, prepared in accordance with the approved tentative map, for either the remainder of the area for which a tentative map has been approved, or for the next map in a series of final maps, each covering a portion of the approved tentative map, within two years of the anniversary date that the first map in the series of final maps was recorded. ~~Approval. Upon notification by the County Engineer that the final map is correct and upon receipt of all required certificates and submittals, the Director of Community Development shall, before the expiration date of the tentative map, approve the map if it conforms to all the requirements of NRS 278 and the provisions of this Development Code. This approval shall include acceptance of financial assurances, subdivision agreements and offers of dedication. Upon approval by the Director of Community Development, the map shall be returned to the County Engineer for recording as soon as practicable in the Office of the County Recorder. The date of the signing of the final map by the Director of Community Development shall constitute the date of presentation of the final map for purposes of NRS 278.~~
- (i) In accordance with NRS 278.360, the “anniversary date” is the date of recordation of the first final map in a series of final maps.
- (ii) For the purpose of meeting the timing requirements of NRS 278.360, “shall present” is defined as the date the final map is presented to the Director of Planning and Building for the Director’s final approval and signature.
- (iii) Following presentation of each subsequent final map, the expiration date shall be extended by no less than two years from the anniversary date.
- (iv) The applicant may submit a request to the Planning Commission to extend the deadline for the presentation of any final map for no more than two years. Only one extension shall be granted per each final map.
- (c) **Mylar Requirements.** When presenting a final map for signature by the Director of Planning and Building, the subdivider shall submit to the Community Services Department the original tracing of the map and any duplicates per County requirements, corrected to its final form and signed by all parties required to execute the statements on the map. Original signatures shall appear on the original drawing. The original tracing and any duplicates shall be forwarded to the County Engineer for a final review.
- (d) **Approval and Recording of Final Map.** Upon notification by the County Engineer that the final map is correct and upon receipt of all required certificates and submittals, the Director of Planning and Building shall approve the map if it conforms to all the requirements of NRS Chapter 278, the provisions of this Development Code, and the tentative map’s conditions of approval. This approval shall include acceptance of financial assurances, subdivision agreements and offers of dedication. Upon approval by the Director of Planning and Building, the map shall be returned to the County Engineer for recording as soon as practicable in the Office of the County Recorder.
- (e)(c) **Time Limits.** The time limits set forth in this section are suspended for the following circumstances:

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- (1) The time limits set forth in this section are suspended for a period, not to exceed one (1) year, during which the State of Nevada or the federal government takes any action to protect the environment or an endangered species which prohibits, stops or delays the development, processing or recordation of a final map.
 - (2) **If a decision by the County Engineer or Director of Planning and Building to deny or impose requirements on the final map is appealed, the time limit for presenting recording a final map to the Director of Planning and Building for final approval of the map is extended to ten (10) days after the date of the a hearing by the Board of County Commissioners or ten (10) days after the district court's decision if the Board of County Commissioners' decision is appealed to the district court, or as otherwise agreed to by the parties of an appeal of a decision by the Director of Community Development.**
 - (3) The time limit for **presenting recording a final map to Washoe County** is suspended for that period of time between the issuance of a court order halting any further action by the subdivider or the County and the time that the court vacates that order.
- (f)(d) Water Meters. The Director of **Planning and Building** ~~Community Development~~ shall not approve any final maps for a subdivision served by a public water system, unless the subdivider has submitted plans which provide for the installation of water meters or other device which will measure water delivered to each water user in the subdivision.
- (g)(e) Fees. Fees applicable to final maps shall be as established by the Board of County Commissioners through separate ordinance.
- (h)(f) Appeal. A decision of the **County Engineer or the Director of Planning and Building** ~~Community Development~~ to deny or add additional requirements to a final map may be appealed to the Board of County Commissioners within ten (10) days after action of the **County Engineer or Director of Planning and Building** ~~Community Development~~ by submitting the appropriate form and fee to the **Community Services** Department of ~~Community Development~~.
- (1) The **Community Services** Department of ~~Community Development~~ shall schedule an appeal hearing **to be held** before the Board of County Commissioners within **sixty (60)** ~~thirty (30)~~ days of the submittal of a complete appeal form and fees.
 - (2) The Board of County Commissioners may approve or deny the **action appealed** ~~recordation of related to~~ the final map within sixty (60) days of the filing of the appeal with the ~~Department of Community~~ **Services Department** ~~Development~~. ~~The action shall be by an affirmative vote of a majority of the full membership of the Board of County Commissioners.~~ In the case of a tie due to the absence of a member, the appeal hearing shall be continued to a future meeting unless requested otherwise by the appellant. Final action by the Board of County Commissioners is considered final for the purposes of judicial review.

SECTION 11. General Terms.

DRAFT: January 15, 2025

1. All actions, proceedings, matters, and things heretofore taken, had and done by the County and its officers not inconsistent with the provisions of this Ordinance are ratified and approved.
2. The Chair of the Board and officers of the County are authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Ordinance. The District Attorney is authorized to make non-substantive edits and corrections to this Ordinance.
3. All ordinances, resolutions, bylaws and orders, or parts thereof, in conflict with the provisions of this Ordinance are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed to revive any ordinance, resolution, bylaw or order, or part thereof, heretofore repealed.
4. Each term and provision of this Ordinance shall be valid and shall be enforced to the extent permitted by law. If any term or provision of this Ordinance or the application thereof shall be deemed by a court of competent jurisdiction to be in violation of law or public policy, then it shall be deemed modified, ipso facto, to bring it within the limits of validity or enforceability, but if it cannot be so modified, then the offending provision or term shall be excised from this Ordinance. In any event, the remainder of this Ordinance, or the application of such term or provision to circumstances other than those to which it is invalid or unenforceable, shall not be affected.

Passage and Effective Date

Proposed on _____ (month) _____ (day), 2025.

Proposed by Commissioner _____.

Passed on _____ (month) _____ (day), 2025.

Vote:

Ayes:

Nays:

Absent:

DRAFT: January 15, 2025

Alexis Hill, Chair
County Commission

ATTEST:

Jan Galassini, County Clerk

This ordinance shall be in force and effect from and after the
_____ day of the month of _____ of the year _____.

From: [Kenneth Krater](#)
To: [Lloyd, Trevor](#)
Subject: Re: Article 610 Community Meeting
Date: Wednesday, December 18, 2024 5:22:32 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

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I couldn't make the meeting but reviewed the entire draft ordinance. Check me down as in full support!

Ken

From: "Lloyd, Trevor" <TLloyd@washoecounty.gov>
Date: Monday, December 16, 2024 at 4:48 PM
To: "Lloyd, Trevor" <TLloyd@washoecounty.gov>
Subject: RE: Article 610 Community Meeting

Attached is a marked up version of the draft ordinance for Article 610. Please let us know if you have any questions.



Trevor Lloyd, Planning Manager
Planning & Building | Community Services Dept.
tlloyd@washoecounty.us | Office: 775.328.3617
1001 East Ninth Street, Reno, NV 89xxx



From: Olander, Julee <JOlander@washoecounty.gov>
Sent: Monday, December 16, 2024 1:15 PM
To: Stacie Huggins <shuggins@woodrogers.com>; David Snelgrove <dsnelgrove@cfareno.com>; John Krmpotic <johnk@klsdesigngroup.com>; rlissner <rlissner@gmail.com>; Kenneth Krater <ken@kcgnev.com>
Cc: Lloyd, Trevor <TLloyd@washoecounty.gov>
Subject: RE: Article 610 Community Meeting

Realized the 610 ordinance didn't attach-



Julee Olander, Planner

jolander@washoecounty.gov | Direct Line: 775.328.3627

My working hours: Monday-Friday 8:00am to 4:30pm

Visit us first online: www.washoecounty.gov/csd

Planning Division: 775.328.6100 | Planning@washoecounty.gov

CSD Office Hours: Monday-Friday 8:00am to 4:00pm

1001 East Ninth Street, Reno, NV 89512



From: Olander, Julee

Sent: Monday, December 16, 2024 11:10 AM

To: Stacie Huggins <shuggins@woodrogers.com>; David Snelgrove <dsnelgrove@cfareno.com>; John Krmpotic <johnk@klsdesigngroup.com>; Bob Lissner <rlissner@gmail.com>; Kenneth Krater <ken@kcgnev.com>

Cc: Lloyd, Trevor <TLloyd@washoecounty.gov>

Subject: Article 610 Community Meeting

Just a reminder there is a Community meeting for the update of Article 610 Final Subdivision Maps this Wednesday the 18th at 5:00 pm.

Several changes are proposed including:

- Clarify requirements for a final map to include ensuring a minimum of 5 lots per final map.
- Cleaning up language to ensure compliance with state laws and current county requirements for final maps.
- Adding the requirement for a water supplier certificate.
- Increasing the number of days for initial final map submittal from 60 to 120 days.
- Clarifying the presentation date for the first and successive final map.

Have attached the invited.

Thanks,



Julee Olander, Planner

jolander@washoecounty.gov | Direct Line: 775.328.3627

My working hours: Monday-Friday 8:00am to 4:30pm

Visit us first online: www.washoecounty.gov/csd

Planning Division: 775.328.6100 | Planning@washoecounty.gov

CSD Office Hours: Monday-Friday 8:00am to 4:00pm

1001 East Ninth Street, Reno, NV 89512



From: [Olander, Julee](#)
To: [Debbie Tayler](#)
Cc: [Lloyd, Trevor](#)
Subject: RE: Article 610 Update- All Districts
Date: Wednesday, December 18, 2024 7:44:21 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Thank you for your comments. This will be heard by the Planning Commission on 1/7/25 at 6:00 in the Washoe County chambers and by Zoom.



Julee Olander, Planner
jolander@washoecounty.gov | Direct Line: 775.328.3627
My working hours: Monday-Friday 8:00am to 4:30pm
Visit us first online: www.washoecounty.gov/csd
Planning Division: 775.328.6100 | Planning@washoecounty.gov
CSD Office Hours: Monday-Friday 8:00am to 4:00pm
1001 East Ninth Street, Reno, NV 89512

From: Debbie Tayler <k9canbehave@gmail.com>
Sent: Tuesday, December 17, 2024 5:07 PM
To: Olander, Julee <JOlander@washoecounty.gov>
Subject: Article 610 Update- All Districts

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Hi Julee -

I can't join the webinar because I will be driving from 5 - 6.

I would like to comment on the proposed changes. I feel like these changes undermine the potential home buyer as it allows developers/builders to build over or right next to fault lines, as well as relaxing determined flood zones. A few years ago in Lemmon Valley, we saw the whole basin flooded where a development was planned. The proposed changes only benefit the developers/builders. I am strongly opposed to the proposed changes.

Thank you.

Debbie Tayler

From: [Handrock, Wayne](#)
To: [Olander, Julee](#); [Lloyd, Trevor](#); [Thomas, Janelle K.](#)
Subject: FW: Proposed Ordinance Change - WDCA24-0007
Date: Wednesday, December 18, 2024 11:33:37 AM
Attachments: [image001.png](#)
[image002.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image003.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)

Hi all,

I just got off the phone with Todd. The concern was the requirement to submit the final map 120 days before it expires. It seems some people were interpreting that as we had 120 days to perform the review. I explained that it was to give some time for the revision process, and he seemed satisfied with that answer.

Sincerely,

Wayne Handrock



Wayne Handrock, PLS - Washoe County Surveyor
Engineering & Capital Projects Division | Community Services
Department

whandrock@washoecounty.gov | (775)328-2318

1001 E. Ninth St – Bldg A, Reno, NV 89512



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Have some kudos to share about a Community Services Department employee or experience?

Email: CSDAllstars@washoecounty.gov

From: Olander, Julee <JOlander@washoecounty.gov>

Sent: Tuesday, December 17, 2024 2:54 PM

To: Nals@NVLandSurveyors.org; Lloyd, Trevor <TLloyd@washoecounty.gov>

Cc: Handrock, Wayne <WHandrock@washoecounty.gov>; Todd Enke <nvpls19734@yahoo.com>

Subject: RE: Proposed Ordinance Change - WDCA24-0007

Todd,

Thank you for your comments and have included Planning Manager Trevor Llyod who is overseeing this update.



Julee Olander, Planner

jolander@washoecounty.gov | Direct Line: 775.328.3627

My working hours: Monday-Friday 8:00am to 4:30pm

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Planning Division: 775.328.6100 | Planning@washoecounty.gov

CSD Office Hours: Monday-Friday 8:00am to 4:00pm

1001 East Ninth Street, Reno, NV 89512



From: Nals@NVLandSurveyors.org <Nals@NVLandSurveyors.org>

Sent: Tuesday, December 17, 2024 2:47 PM

To: Olander, Julee <JOlander@washoecounty.gov>

Cc: Handrock, Wayne <WHandrock@washoecounty.gov>; Todd Enke <nvpls19734@yahoo.com>

Subject: Proposed Ordinance Change - WDCA24-0007

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December 17, 2024

Washoe County
c/o Julee Olander Planner
jolander@washoecounty.gov

Subject: Opposition to Proposed Ordinance Change - WDCA24-0007

Dear Julee:

The Nevada Association of Land Surveyors (NALS) has been made aware of a proposed ordinance (WDCA24-0007) that affects the review period for final maps in Washoe County. The proposal extends the time to review from 60 days to 120 days. This not only conflicts with state law, NRS 278.349, which mandates a 60 day review for populations under 700,000, it also creates a burden on design professionals, developers, and their clients.

Doubling the review period offers no discernible value to the public. Instead, it introduces significant delays to project timelines, increases costs, and creates uncertainty for land developers, design professionals, and property owners. Timely approvals are critical for maintaining project momentum, securing financing, and meeting contractual deadlines.

We strongly encourage the county to reconsider this proposal and align its policies with the existing provisions of NRS 278.349. Additionally, we urge the county to collaborate with professionals and stakeholders, including the NALS, to identify alternative solutions that do not conflict with state law or adversely impact the community.

We would welcome the opportunity to engage in discussions and provide constructive input.

Sincerely,



Todd Enke, PLS
President

cc: Wayne Handrock

Whandrock@washoecounty.us

Nevada Association of Land Surveyors

526 South E Street – Santa Rosa, CA 95404

T. (888) 994-3510

F. (707) 578-4406

E. nals@NvLandSurveyors.org

Mark Your Calendar! 2025 Conference

Silver Legacy – Reno, NV

March 29 – April 1, 2025

From: [Olander, Julee](#)
To: [Lloyd, Trevor](#); [Thomas, Janelle K.](#)
Subject: FW: WDCA24-0007 Draft Ordinance Opposition Letter
Date: Wednesday, December 18, 2024 11:37:03 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

FYI



Julee Olander, Planner

jolander@washoecounty.gov | Direct Line: 775.328.3627

My working hours: Monday-Friday 8:00am to 4:30pm

Visit us first online: www.washoecounty.gov/csd

Planning Division: 775.328.6100 | Planning@washoecounty.gov

CSD Office Hours: Monday-Friday 8:00am to 4:00pm

1001 East Ninth Street, Reno, NV 89512



From: Tom Fennell <tfennell@dicksoncg.com>
Sent: Wednesday, December 18, 2024 11:10 AM
To: Olander, Julee <Jolander@washoecounty.gov>
Subject: WDCA24-0007 Draft Ordinance Opposition Letter

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Dear Washoe County Community Services,

I have reviewed the proposed ordinance (WDCA24-0007) that affects the review period for final maps in Washoe County. The proposal to extend the review period from 60 days to 120 days seems to conflict with state law, NRS 278.349, which mandates a 60-day review for populations under 700,000. Additionally, this change imposes unnecessary burdens on design professionals, developers, and their clients.


Doubling the review period offers no discernible benefit to the public. Instead, it causes significant delays to project timelines, increases costs, and creates uncertainty for land developers, design professionals, and property owners. Timely approvals are essential for maintaining project momentum, securing financing, and meeting contractual deadlines.


I strongly encourage the county to reconsider this proposal and align its policies with the existing provisions of NRS 278.349. Moreover, I urge the county to work collaboratively with professionals and stakeholders, including the surveying community, to identify alternative solutions that comply with state law and avoid negative impacts on the community.

I would welcome the opportunity to engage in discussions and provide constructive input on this matter.

Sincerely,
Tom Fennell
Principal and Managing Broker
Dickson Commercial Group (DCG)

TOM FENNELL, SIOR, CCIM
PRINCIPAL
DIRECT | 775.850.3117
CELL | 775.250.6600
333 HOLCOMB AVE STE 300 | RENO, NV 89502
B.1001434


DicksonCG.com



From: [Rotter, Danny](#)
To: [Solaro, David](#)
Subject: FW: Article 610 Update- All Districts
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Dave,
Just left you a voicemail but here are the details not sure who best to pass this on to. The legislature added some language to NRS in 2023 that I believe someone perhaps your legal counsel is 'cleaning up' your code to match. However, the requirement is not applicable to county's under 700k population.

On first glance NRS 278.3765 seems to match the draft ordinance. [NRS: CHAPTER 278 - PLANNING AND ZONING](#)



However when you look at NRS 278.3355 you see the population cap. [NRS: CHAPTER 278 - PLANNING AND ZONING](#)



This came up in our litigation with St. James Village too recently. I think this is just an unintentional oversight but if not and the County really wants to go this way, let's talk more. I think the development community will push back a lot on this adding 'more hoops' to the process.

Thanks,
Danny



Danny Rotter, P.E.
Assistant GM / Director of Engineering
Truckee Meadows Water Authority
1355 Capital Blvd. | Reno, NV 89502
O: (775) 834-8020, M: (775) 899-4406
drotter@tmwa.com | www.tmwa.com

Our vision is to enhance the quality of life in the Truckee Meadows by delivering exceptional, customer-focused water services.

From: Washoe County <communications@washoecounty.gov>
Sent: Thursday, December 12, 2024 12:01 PM
To:
Subject: Article 610 Update- All Districts

NOTICE OF PUBLIC WORKSHOP

Washoe County has been notified of a new neighborhood meeting

You are invited to attend a Zoom public workshop to discuss a proposed development code amendment. This is your opportunity to review the proposed project, ask questions and provide feedback prior to submittal of a formal development application.

Article 610 Update- All Districts
December 18, 2024
5:00 PM - 6:00 PM PST

Project Description:

To update and amend Article 610 Final Subdivision Maps
Who: Community Services Department; Planning and Building Division
What: Public Workshop about proposed amendments to Washoe County Development Code.
When: Wednesday, December 18, 2024, from 5:00 p.m. to 6:00 p.m.
Where: By Zoom only

The Washoe County Community Services Department's Planning and Building Division is hosting a Zoom only public workshop in order to seek public input on potential development code amendments relating to Article 610 Final Subdivision Maps, of the Washoe County Development Code resulting in but not limited to the following:

- Clarify requirements for a final map to include ensuring a minimum of 5 lots per final map.

- Cleaning up language to ensure compliance with state laws and current county requirements for final maps.
- Adding the requirement for a water supplier certificate.
- Increasing the number of days for initial final map submittal from 60 to 120 days.
- Clarifying the presentation date for the first and successive final map.

Washoe County staff will be available to discuss the proposed amendments from 5:00 pm to 6:00 p.m. Following public input, the amendments will be discussed by the Washoe County Planning Commission. The public hearing is tentatively scheduled for the January 7, 2025, Planning Commission meeting starting at 6:00 p.m.

WDCA24-0007 Draft Ordinance Link: [WDCA24-0007 Draft Ordinance](#)

Here's the Zoom link to the webinar.

Please click the link below to join the webinar:

<https://washoecounty-gov.zoom.us/j/92410502965>

Meeting ID: 924 1050 2965

Dial by your location

+1 669 444 9171 US

Contact: Julee Olander Planner, 775.328.3627, jolander@washoecounty.gov

To review information about neighborhood meetings, please visit: <https://neighborhood-washoe.hub.arcgis.com/>

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Washoe County · 1001 E 9th Street · Reno, NV 89512 · USA

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