



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

Parcel Map Review Committee Members

Rob Pierce, Planning Commission
Wes Rubio, Northern Nevada Public Health
Wayne Handrock, Engineering
Eric Young, Planning and Building
Richard Edwards, Truckee Meadows Fire
Protection District

Thursday, May 14, 2026

2:00 p.m.

REMOTE TECHNOLOGY MEETING ONLY

The Washoe County Parcel Map Review Committee met in a schedule session on Thursday, May 14, 2026. 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>.

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

Chair Young called the meeting to order at 2:06 p.m. The following Committee members and staff were present:

Departments represented: Community Services Department (CSD)

Wayne Handrock, Engineering
Eric Young, Planning and Building

Planning Commission

Rob Pierce

Truckee Meadows Fire Protection District

Jen Williamson

Members Absent: Northern Nevada Public Health

Wes Rubio

Staff present:

Iryna Wilcox, Recording Secretary
Chris Bronczyk, Planner, Planning and Building Division
Janelle Thomas, Senior Licensed Engineer, Engineering Division
Chaz Lehman, Deputy District Attorney, District Attorney's Office

2. Ethics Law Announcement and Instructions for Providing Public Comment via Zoom/Telephone [Non-action item]

Deputy District Attorney Chaz Lehman recited the Ethics Law standards and instructions for providing public comment via Zoom/Telephone.

3. Appeal Procedure [Non-action item]

Eric Young 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 May 14, 2026 Agenda [For possible action]

The agenda for the May 14, 2026 meeting was approved as written.

6. Approval of March 12, 2026 Draft Minutes [For possible action]

Rob Pierce moved to approve the minutes for the March 12, 2026 Parcel Map Review Committee meeting as written. The motion, seconded by Wayne Handrock, passed unanimously with a vote of 4 to 0.

7. Project Review Items [For possible action]

A. Tentative Parcel Map Case Number WTPM26-0002 (Rocky Mountain) – For hearing, discussion, and possible action to approve a tentative parcel map dividing a 5-acre parcel into 4 parcels, of 43,800 square feet, 58,000 square feet, 58,110 square feet, and 51,540 square feet.

- Applicant/Property Owner: Harry Fry
- Location: 15990 Rocky Vista Road
- APN: 017-200-11
- Parcel Size: 5 Acres
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Planning Area: Southeast Truckee Meadows
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 2 – Commissioner Clark
- Staff: Chris Bronczyk, Senior Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.3612
- Email: cbronczyk@washoecounty.gov

Planner Chris Bronczyk provided a presentation.

Applicant, using screen name Matthew, was present.

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

Staff provided clarification regarding the engineering review of the proposed parcel map. Senior Licensed Engineer Janelle Thomas explained that this parcel map is being evaluated in a manner similar to a subdivision due to its location directly adjacent to a recently approved parcel map under the same ownership. She noted that this approach is intended to ensure the level of improvements is consistent with what would typically be required for a subdivision. County Surveyor Wayne Handrock cited NRS 278.462, which allows staff to require reasonable improvements for subsequent parcel maps on contiguous land under the same

ownership, not to exceed what would be required for a subdivision. Staff emphasized that this provision is intended to discourage subdivision-like development through serial parcel maps. It was also noted that while the adjacent parcel map cannot be retroactively required to meet subdivision standards, the current application must comply with these requirements. Staff confirmed that the conditions of approval are standard and that nothing unusual or site-specific was identified for this project.

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

Wayne Handrock 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 Case Number WTPM26-0002 for Harry Fry, 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): 1i-xii. Rob Pierce seconded the motion which carried unanimously with a vote of 4 to 0.

The motion carried and considered the following criteria:

- 1) General improvement considerations for all parcel maps including, but not limited to:
 - a) 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;
 - b) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the subdivision;
 - c) The availability and accessibility of utilities;
 - d) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks;
 - e) Conformity with the zoning ordinances and master plan;
 - f) General conformity with the governing body's master plan of streets and highways;
 - g) The effect of the proposed subdivision on existing public streets and the need for new streets or highways to serve the subdivision;
 - h) Physical characteristics of the land such as floodplain, slope and soil;
 - i) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive;
 - j) 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;
 - k) Community antenna television (CATV) conduit and pull wire; and
 - l) Recreation and trail easements.

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

A. Future Agenda Items - None

B. Legal Information and Updates – The Chair noted that the agenda was not formally voted on and suggested adopting a practice of only voting when changes are proposed. He added that minutes could potentially be deemed approved unless amended; however,

Legal (Chaz Lehman) later confirmed that minutes must continue to be voted on. The Chair will discuss potential adjustments with the Clerk's Office before making any changes.

9. Public Comment [Non-action item]

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

10. Adjournment

Eric Young made the motion to adjourn at 2:28 p.m.

Respectfully submitted,



Iryna Wilcox, Recording Secretary

Approved by Committee in session on June 11, 2026

Eric Young, Chair
Senior Planner