



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, January 8, 2026

2:00 p.m.

REMOTE TECHNOLOGY MEETING ONLY

The Washoe County Parcel Map Review Committee met in a schedule session on Thursday, January 8, 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 2:00 p.m. The following Committee members and staff were present:

Departments represented: Community Services Department (CSD)

Wayne Handrock, Engineering
Eric Young, Planning and Building

Northern Nevada Public Health
Wes Rubio

Truckee Meadows Fire Protection District
Rich Edwards

Members Absent: Planning Commission
Rob Pierce

Staff present: Adriana Albarran, Recording Secretary
Julee Olander, Planner, Planning and Building Division
Tim Evans, Planner, Planning and Building 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 Jennifer Gustafson 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 January 8, 2026 Agenda [For possible action]

Wayne Handrock moved to approve the agenda for the January 8, 2026 meeting as written. The motion, seconded by Wes Rubio, passed unanimously with a vote of 4 to 0. Member Pierce was absent.

6. Approval of December 11, 2025 Draft Minutes [For possible action]

Wes Rubio moved to approve the minutes for the December 11, 2025 Parcel Map Review Committee meeting as written. The motion, seconded by Wayne Handrock, passed unanimously with a vote of 4 to 0. Member Pierce was absent.

7. Project Review Items [For possible action]

A. Tentative Parcel Map Case Number WTPM25-0012 (Douglas) – For hearing, discussion, and possible action to approve a tentative parcel map dividing a 10.00-acre parcel into three (3) parcels ranging from 3.33 acres to 3.34 acres.

- Applicant/Property Owner: Brent Douglas
- Location: 0 Grass Valley Road
- APN: 077-490-09
- Parcel Size: 10.00 acres
- Master Plan: Rural Residential
- Regulatory Zone: High Density Rural (HDR)
- Planning Area: Warm Springs
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 5 – Commissioner Herman
- Staff: Tim Evans, Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.2314
- Email: TEvans@washoecounty.gov

Planner Tim Evans provided a presentation.

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

Wes Rubio 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 WTPM25-0012 for Brent Douglas, 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. Wayne Handrock seconded the motion which carried unanimously with a vote of 4 to 0. Member Pierce was absent.

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 – None from legal. Member Wes Rubio introduced Erin Myers, Sr. Environmental Health Specialist, for NNPH. Erin will be the alternate representative for NNPH in Wes' absence.

9. Public Comment [Non-action item]

Recording Secretary Adriana informed the committee there were no cases to be heard next month, hence there would not be a February PMRC meeting. As 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 2:13 p.m.

Respectfully submitted,

Adriana Albarran

 Adriana Albarran, Recording Secretary

Approved by Committee in session on March 12, 2026

 Eric Young, Chair
 Senior Planner