

# LYON COUNTY PLANNING COMMISSION MEETING MINUTES

January 11, 2022

The January 11, 2022 meeting of the Lyon County Planning Commission was called to order by Commission Chairwoman, Audrey Allan.

## 1. Roll Call –

Members present: Commissioners Tammy Hendrix, Loretta Sell, Audrey Allan, Michael Carlson, Commissioner Kuzmicki and Shawn Keating attended the meeting in the Greg Hunewill Commissioners Chambers, John Cassinelli via Zoom.

**Attending staff present:** Senior Planners Rob Pyzel and Louis Cariola; Community Development Director and Deputy District Attorney Yuliya Davidzenka, attended via Zoom. County Manager, Jeff Page; Community Development Director, Andrew Haskin; Planning Technician, Kerry Page and Administrative Assistant; Shannon Juntunen attended in person.

## 2. Pledge of Allegiance – Led by Commissioner Allan

## 3. Public Participation – There was none

## 4. Review and Adoption of the Agenda-

Commissioner Sell motioned to adopt the agenda as presented. Commissioner Carlson seconded, the motion passed by a unanimous vote (7 Ayes; 0 Nay; 0 Abstentions)

## 5. Approval of minutes-

Commissioner Sell motioned to approve the minutes from the December 11, 2021 meeting as amended. Commissioner Keating seconded, the motion passed by unanimous vote (7 Ayes; 0 Nay; 0 Abstentions)

## 6. Presentation and Reading of Miscellaneous Correspondence – There was none.

## 7. Advisory Board Reports – There was none.

## 8. Public Hearing Items:

**8.a For Possible Action – Patricia Blake – Tentative Parcel Map** – Request for a parcel map to subdivide an approximately 16.47 acre parcel zoned SR-1 (Suburban Residential, one-acre minimum parcel size) into two (2) parcels, the smaller being approximately 3.83 acres in size, generally located on the east side of US 339, approximately 950 feet south of the US 339/Goldfield Avenue intersection, Yerington (APN: 014-471-14) PLZ-2021-105

Senior Planner, Louis Cariola presented the staff report summarizing the request for a parcel map to subdivide the 16.47 acre parcel into two (2) parcels. The request meets all minimum acreage required by the zoning designation and conforms to the standards of the Master Plan designation. Staff is recommending approval.

Applicant's representative, John Fielding noted the applicants name was stated incorrectly and wanted it noted for the record.

Commissioner Allan asked the applicant if she had read and agreed to all the conditions. The applicant responded she had and does.

Commissioner Sell motioned to approve the Request for a parcel map to subdivide an approximately 16.47 acre parcel zoned SR-1 (Suburban Residential, one-acre minimum parcel size) into two (2) parcels, the smaller being approximately 3.83 acres in size, generally located on the east side of US 339, approximately 950 feet south of the US 339/Goldfield Avenue intersection, Yerington (APN: 014-471-14) PLZ-2021-105. Based on the following conditions of approval

**Conditions of Approval:**

1. The applicant shall comply with all Federal, State, County and special purpose district regulations.
2. The applicant shall make corrections of any engineering or drafting errors and other technical map corrections to the satisfaction of the County Engineer and Planning Director prior to submitting the final parcel map for recordation.
3. The applicant shall pay the actual costs for County Engineer plan and map checking fees and County Inspector site improvement inspection fees, in accordance with the adopted County fee resolution in effect at the time, and provide proof of payment to the Planning Department prior to final parcel map recordation.
4. The applicant shall pay in full all property taxes through the end of the fiscal year (June 30) prior to recordation of the final parcel map.
5. The applicant shall provide the parcel map to the Lyon County GIS Coordinator in form and format compatible with the County geographical information system (GIS). The scale of the site plan, improvements, monuments and other items shall be in model space correctly oriented to coordinate system as established by the GIS Coordinator. Cover sheet and standard details need not be included.
6. The applicant shall pay the required recording fees at time of final parcel map recordation.
7. No lot shall be offered for sale or sold and no building permits shall be accepted for processing until the final parcel map has been approved and recorded.
8. The applicant shall comply with Lyon County's storm drainage guidelines (revised September 2018).
9. The applicant shall comply with Lyon County improvement requirements as set forth in Chapter 15.03.03 of the Lyon County Code.
10. The applicant shall comply with all applicable fire code requirements to the satisfaction of the Mason Valley Fire Protection District.
11. The applicant shall provide documentation of the dedication or relinquishment of water rights necessary to insure an adequate water supply for residential use of the newly created parcel prior to recordation of the final parcel map.
12. The final parcel map will comply with the current Lyon County standards requiring a 7.5-foot public utility easement along the front property lines and 5-foot public utility easement along all side property lines for the proposed parcels prior to recordation.
13. The following items are required of all development:
  - a. All construction shall comply with all applicable building and fire code requirements.
  - b. Building permits shall be issued in compliance with Title 15 of the Lyon County Code.

- c. Site development work will require a site improvement permit(s) in accordance with Title 15.234 unless directly associated with a single family residential building permit.
  - d. Structures placed on these parcels shall adhere to the County's site and setback standards for the zoning district as it applies to each parcel at the time of development.
  - e. Distinct and legible "temporary" addresses are required of any structures under construction until such time as permanent address numbers are installed and posted.
  - f. All debris on construction sites must be contained and removed periodically as required for safety and cleanliness to the satisfaction of the Lyon County Building Department.
  - g. Prior to any combustible materials being brought on site street name signage shall be installed, if applicable and emergency vehicle access has been installed to the satisfaction of the Mason Valley Fire Protection District.
14. Any further division may be subject to the imposition of subdivision improvement standards as may be legally imposed at the time. The applicant shall place a note to this effect on the final parcel map prior to recordation.
15. The 5' wide Public Utility Easement, noted on the tentative map running roughly east/west through proposed Parcel 1 per recorded document 460225, appears to not have been utilized by any utilities. It is recommended that the easement be abandoned prior to submittal of the Final Map so that future development on the site is not restricted, but is not required for submittal or approval of the Final Map.
16. Per the comments received by Nevada Energy, the following shall be added to the Notes section:
- A public utility easement is hereby granted within each parcel for the exclusive purpose of installing and maintaining utility service facilities to that parcel, with the right to exit that parcel with said utility facilities for the purpose of serving other parcels, at locations mutually agreed upon by the owner of record at that time of installation and the utility company.
17. Approval of the tentative parcel map shall not constitute acceptance of the final parcel map. **Failure to submit a complete final parcel map and pay the required fees within one (1) year from the date of approval shall render the tentative parcel map approval as expired.** No extension may be granted after receiving approval of the tentative parcel map.

Commissioner Hendrix **seconded**, the motion passed by a unanimous vote (7 Ayes; 0 Nay; 0 Abstentions).

**RECESS TO CONVENE AS THE LYON COUNTY PUBLIC LANDS MANAGEMENT ADVISORY BOARD**

**9. Public Participation-**

**10. Action Items-** None

**11. Board Member Comments-**

Community Development Director, Andrew Haskin, gave the Board an update on the Lyon County Public Lands Bill. The consultant has been working on developing maps based on the parcels Lyon County and the steak holders would like to see included in the Lands Bill.

Commissioner Cassinelli said he missed the stake holder meeting and asked what the process is to

submit parcels to be considered in the Bill.

Community Development Director responded if Commissioner Cassinelli gets him the APN'S of the parcel he has in mind he will submit them to the consultant (RCI) to review.

**12. Future Agenda Items-** None

**13. Public Participation-** Christie Fernquest, Chairperson for the Dayton Valley Event Center, asked how to make sure the Dayton Rodeo grounds are included in the Bill and how to be kept in informed of the process so they can be proactive.

Andrew Haskin responded he wasn't sure if the Rodeo ground were included in the initial parcels the County Looked at. He would have to check and they could connect off line to go over the process and make sure the Rodeo Grounds are included in the proposed Land Bill.

**ADJOURN TO RECONVENE AS THE LYON COUNTY PLANNING COMMISSION**

**14. Staff Comments and Commissioner Comments:**

**14.a. Staff update on recent County Commissioners actions**

Community Development Director, Andrew Haskin, updated the Planning Commission on action by the Board at the December 16, 2021 meeting. The Board approved the proposed 2020 Master Plan as well as the N.N.I.C (Northern Nevada Industrial Center) final map.

At the January 6, 2022 meeting the Board heard the ordinance to amend Title 15, Chapter 351 Section 4, Manufactured Homes and Manufactured Housing Standards. They voted to amend the ordinance to not require full perimeter foundations. However, the ordinance does require all Manufactured Homes being moved into Lyon County be no more than Six (6) years old at the time of being placed.

The Board also provided direction on Cannabis Consumption Lounges. They directed staff to draft an ordinance prohibiting Cannabis Consumption Lounges. The ordinance has been drafted and should be on the first BOCC agenda in February.

The Board also heard a presentation on Tiny Homes. However, that item was tabled until the second meeting in January.

Andrew also said the election of officers will be on the February agenda, staff forgot to put it on the January agenda.

**15. Public Participation-** None.

**16. Adjournment**

At approximately 9:27 a.m. it was unanimously motioned to adjourn.

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Audrey Allan, Chairwoman

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Shannon Juntunen, Administrative Assistant