

LYON COUNTY PLANNING COMMISSION MEETING MINUTES

April 11, 2023

The April 11, 2023 meeting of the Lyon County Planning Commission was called to order by Commission Chairwoman, Audrey Allan, at approximately 9:00 a.m. in the LYON COUNTY ADMINISTRATIVE COMPLEX, 27 S. MAIN STREET, YERINGTON, NV 89447

1. Roll Call

Members present: Commissioners Loretta Sell, Audrey Allan, Michael Carlson, Ralph Ewing, Mark Jones, Connie Kuzmicki and Shawn Keating attended in person at the Lyon County Administrative Complex.

Attending staff: Deputy District Attorney, Illyssa Fogel; Community Development Director, Louis Cariola and Administrative Assistant, Shannon Juntunen, attended in person.

2. Pledge of Allegiance – Led by Commissioner Sell

3. Public Participation –

County Manager, Andrew Haskin welcomed the new Planning Commissioners Ralph Ewing and Mark Jones. Mr. Haskin said he will do a training on planning process and procedure at the next meeting.

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. For Possible Action:

5.a. For Possible Action: Election of 2023 Planning Commission Officers.

Chairwoman Allan nominated Shawn Keating for Vice-Chair; Commissioner Kuzmicki seconded. Commissioner Keating nominated Loretta Sell for Vice-Chair; Commissioner Carlson Seconded.

Chairwoman Allan opened the vote for the election of Shawn Keating for Vice-Chair.

By **majority vote** (4 Ayes, Commissioners Kuzmicki, Jones, Allan and Ewing; 2 Nay, Commissioners Carlson and Sell; 1 Abstention, Commissioner Keating) Commissioner Keating was appointed as Vice-Chair.

Commissioner Keating nominated Loretta Sell for Secretary; Commissioner Allan seconded. By **unanimous vote** (7 Ayes; 0 Nay; 0 Abstentions) Loretta sell was appointed as Secretary.

6. For Possible Action: Approval of Minutes

6.a. For Possible Action: To approve the minutes from the March 14, 2023 meeting.

Commissioner Sell motioned to approve the minutes from the March 14, 2023, meeting as presented. Commissioner Carlson seconded, the motion passed by a unanimous vote (4 Ayes; 0 Nay; 3 Abstentions; Commissioners Kuzmicki, Ewing and Jones)

7. Presentation and Reading of Miscellaneous Correspondence – There was none

Due to technical difficulties the Board took a 5 minute recess.

8. Advisory Board Reports- Mandy Brinnand with Stagecoach Advisory Board stated a letter of transmittal recommending approval of agenda item 9.a PLZ-2023-211 for Clayton Homes Tentative Parcel Map request was forwarded. There were some public concerns regarding the additional parcels being on septic and the proximity of existing wells. Residents asked for confirmation that the septic will not be placed close to property lines to ensure the existing wells do not become contaminated. The

Advisory Board requested a minimum 100 ft. separation and de-nitrification systems be installed. There was also discussion about who would be responsible for the maintenance of the septic systems. Clayton Homes was open to both the idea of installing de-nitrification systems and the possibility of GID overseeing the maintenance.

Due to login in issues the Board took a 5 minute recess and reconvened at 9:30 a.m.

9. Public Hearing Items

9.a. For Possible Action: To approve a request from Clayton Homes for a Tentative Parcel Map to subdivide a 5.04-acre parcel into four (4) parcels of 1.26 acres each, located at 4805 Apache Drive in Stagecoach (APN 015-018-17) PLZ 2022-211.

Community Development Director, Louis Cariola, presented the staff report. The applicant's request is in conformance with the goals and policies of the 2020 Comprehensive Master Plan and the Zoning Designation standards. Staff is recommending approval based on the findings listed in the staff report.

The applicant's representative, Bob LaRiviera from CFA, stated they did a presentation at the Advisory Board meeting and are available for any questions the Board may have. The Board did not have any question for the applicant's representative.

The Applicant, Frank Bouchard, addressed the public concerns with wells and septic systems. They will ensure they are placed the appropriate distance from other septic systems and wells. Once the percolation test is completed they will have their engineer determine if a de-nitrification system is required.

Commissioner Jones asked what the advantage is to installing a de-nitrification system and what the disqualifying annexation from the Stagecoach GID was. Mr. Bouchard stated a de-nitrification system pushes air into the chamber helping eliminate nitrates much faster. The reason the applicants cannot hook to the GID is that all their allocations are taken, they simply do not have the capacity to serve any more homes in the area at this time.

Commissioner Kuzmicki asked if the lot size is sufficient to have both wells and septic systems. Mr. Bouchard responded an acre is sufficient to house both a well and septic, it will just take a little planning to ensure the septic systems and leach fields are not too close to those surrounding wells and septic systems.

Public Participation- Amanda Brinnand expressed concern with adding more septic systems on smaller lots. She suggested the County look at what the maximum number of septic systems this valley can hold before it begins to contaminate wells.

Commissioner Ewing had questions regarding property lines and access affecting the total size of each proposed parcel. Mr. Cariola stated the proposed acreage is the gross acreage versus the net, which would be removing the area of the access easement.

Commissioner **Sell** motioned to **approve** the request from Clayton Homes for a Tentative Parcel Map to subdivide a 5.04-acre parcel into four (4) parcels; located at on APN 015-018-17, based on the findings listed in the staff report and subject to the following 16 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 Department 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 developer shall provide documentation of the relinquishment of water rights necessary to insure an adequate water supply for residential use of the newly created parcels to the satisfaction of the State Division of Water Resources (DWR) prior to recordation of the final parcel map (which is typically 2 acre-feet per new parcel).
6. 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.
7. The applicant shall pay the required recording fees at time of final parcel map recordation.
8. 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.
9. The applicant shall comply with Lyon County's storm drainage guidelines when/if developing the property in the future (revised September 2018).
10. The applicant shall comply with Lyon County improvement requirements as set forth in Chapter 15.03.03 (Design Criteria and Improvement Standards) of Lyon County Code.
11. The applicant shall comply with all applicable fire code requirements to the satisfaction of the Central Lyon Fire Protection District.
12. The final parcel map will comply with the current Lyon County standards requiring a 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 Central Lyon County 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 applicant shall resolve all Code Enforcement violations on the subject site to the satisfaction of the Community Development Director prior to recordation of the Final Map.
16. 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 Carlson seconded and the motion **passed unanimously** (7 Ayes; 0 Nay; 0 Abstentions)

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

10. Public Participation- None
11. Action Items- None
12. Board Member Comments- None
13. Future Agenda Items- None
14. Public Comment- None

ADJOURN TO RECONVENE AS THE LYON COUNTY PLANNING COMMISSION

15. Staff update on recent County Commissioner actions –Community Development Director, Louis Cariola, said Staff has met with representatives for future development of the N.N.I.C. (Northern Nevada Industrial Center) area and will bring updates on development as proposed projects come forward. Due to much of N.N.I.C being previously approved as a PUD (Planned Unit Development) a majority of the development can and will be approved by Administrative Design Review by staff and will not have to come before the Planning Commission or Board of Commissioners. However, he will keep both Boards updated as proposed development comes forward.
16. Public Participation- There was none
17. Adjournment

At approximately 9:52 a.m. it was unanimously motioned to adjourn.

Audrey Allan, Chairwoman

Shannon Juntunen, Administrative Assistant