



# Storey County Planning Commission Meeting Agenda

Thursday, February 4, 2016 6:00 p.m.

**Lockwood Community Center/Senior Center**

800 Peri Ranch Road in Lockwood, NV

*Larry Prater - Chairman*

*Virgil Bucchianeri - Planning Commissioner*

*Pamela Smith - Planning Commissioner*

*John Herrington - Planning Commissioner*

*Jim Hindle - Vice-Chairman*

*Ron Engelbrecht - Planning Commissioner*

*Kris Thompson - Planning Commissioner*

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All items include discussion and possible action to approve, modify, deny, or continue unless marked otherwise.

1. **Call to Order at 6:00 p.m.**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Discussion/Possible Action:** Approval of Agenda for February 4, 2016.
5. **Discussion/Possible Action:** Parcel Map 2016-003. By Marc Siegel. The applicant is requesting a parcel map to divide one parcel into two parcels located at 3275 Waltham Way in McCarran, Storey County, NV (APN 004-092-49).
6. **Discussion Only/No Possible Action (Master Plan Amendments):** Discussion and comments from the commission, staff, and public regarding existing and potential future land uses and development patterns in the county and its communities. Discussion will include a review of draft Master Plan Chapter 4 Land Uses; Chapter 5 Population; Chapter 6 Housing; Chapter 8 Transportation; and other chapters of the draft master plan. Public participation is encouraged. Copies of the master plan draft may be obtained from the Planning Department website at <http://www.storeycounty.org/521/Updates>, at 775.847.1144, or from [planning@storeycounty.org](mailto:planning@storeycounty.org).
7. **Discussion/Possible Action:** Determination of next Planning Commission meeting.
8. **Discussion/Possible Action:** Approval of Claims.
9. **Correspondence** (no action)
10. **Public Comment** (no action)
11. **Staff** (no action)
12. **Board Comments** (no action)
13. **Adjournment**

#### Notes:

Note: Additional information pertaining to any item on this agenda may be requested from the Planning Department (775-847-1144).

- Note: There may be a quorum of Storey County Commissioners in attendance, but no action or discussion will be taken by the Commissioners.
- Note: Public comment will be allowed after each item on the agenda (this comment should be limited to the item on the agenda). Public comment will also be allowed at the end of each meeting (this comment should be limited to matters not on the agenda).

- Storey County recognizes the needs and civil rights of all persons regardless of race, color, religion, gender, disability, family status, or nation origin.
- Nondiscrimination Statement: In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

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- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) Email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender.

#### **Certification of Posting**

I, Lyndi Renaud, on behalf of the Storey County Planning Commission, do hereby certify that I posted, or caused to be posted, a copy of this Agenda at the following locations on or before January 26, 2015: Virginia City Post Office; Storey County Courthouse; Virginia City Fire Station 71; Virginia City RV Park; Mark Twain Community Center; Rainbow Bend Clubhouse; Lockwood Community Center; Lockwood Fire Station; Virginia City Highlands Fire Station; and the Virginia City Highlands mailbox buildings.

By Lyndi Renaud, Secretary

# STOREY COUNTY PLANNING DEPARTMENT

Storey County Courthouse  
26 South B Street, PO Box 176, Virginia City, NV 89440  
Phone (775) 847-1144 – Fax (775) 847-0949  
planning@storeycounty.org

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**To:** Storey County Planning Commission

**From:** Storey County Planning Department

**Meeting Date:** February 4, 2016 at 6:00 p.m.

**Meeting Location:** Lockwood Community Center/Senior Center, 800 Peri Ranch Road, Lockwood, NV

**Staff Contact:** Jason VanHavel, Planner

**File:** 2016-003

**Applicant:** SJS Commercial Real Estate, Mark Siegel  
748 South Meadows, Suite A-9  
Reno, NV 89521

**Property Owner:** Western 102 Ranch Limited Partnership, and Western 102 Ranch, Inc.

**Property Location:** 3275 Waltham Way, McCarran, Storey County, NV (APN 004-092-49)

**Figures:** Figure 1: Area Map; Figure 2: Proposed Parcel Map; Figure 3: Zoning Map; Figure 4: Abutting Land Use Compatibility

**Appendix:** Appendix 1: Record of Survey; Appendix 2: NRS 278.461-469

**Guiding Documents:** Storey County Code Section 17.35 I-2 Heavy Industrial Zone; Storey County Master Plan and Nevada Revised Statutes 278.461 through 278.469

**Request:** The Applicant requests a Parcel Map dividing one parcel into two parcels located at 3275 Waltham Way, in Storey County, Nevada (Assessor Parcel Number: 004-092-49).

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# 1. BACKGROUND & ANALYSIS

## 1.1 Site Location and Characteristics

The subject property is located on Waltham Way (Appendix 1: Record of Survey) in Storey County, Nevada (Assessor Parcel Number (APN) 004-092-49). The subject property is approximately 78 acres and is owned by Western 102 Ranch Limited Partnership, and Western 102 Ranch, Inc. While the subject property is surrounded by TRI and has been part of the GID, the parcel is not in the center (Figure 1: Vicinity Map). The subject property is zoned I-2 Heavy Industrial (Figure 3: Zoning Map) and is currently vacant. The subject property (APN 004-092-49) may be accessed off Interstate 80, via the USA Parkway exit south, then right onto Britain Drive or right onto Waltham Way.

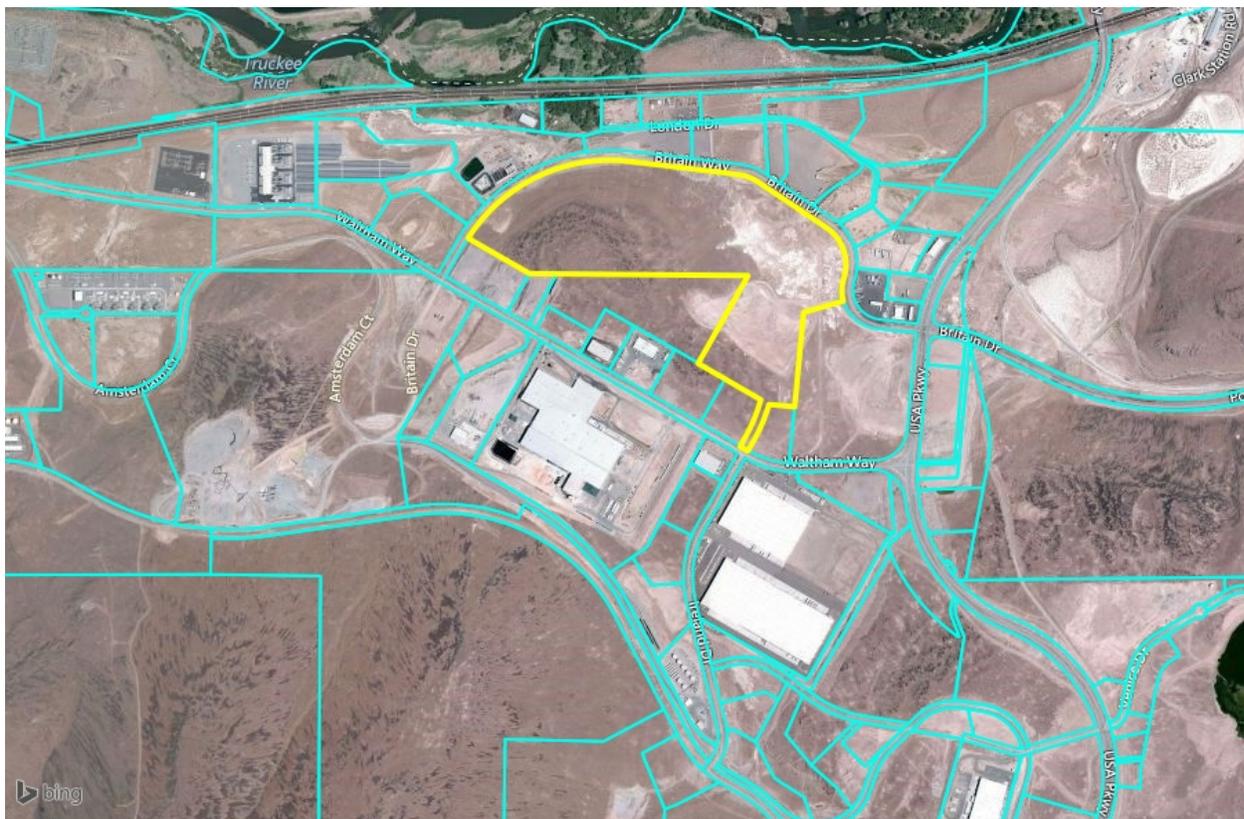


Figure 1: Area Map

## 1.2 Proposed Action

The applicant wishes to subdivide the subject parcel into two separate parcels. The application listed ownership of the parcel matches the ownership listed on the Accessor's Records. The owner has signed the application.

The new proposed map (Figure: 2) shows one potential new parcel 2016-W1 at 39.03 acres and the second proposed new parcel 2016-W2 at 39.00 Acres.

### **1.3 Application for a Parcel Map**

NRS 278.461 defines a “Parcel Map” as a division of land into four or less parcels. The proposed Parcel Map complies with NRS 278.461 through 278.469 regulating the division of land into four or less parcels.

Storey County Code (SCC) does not specifically require an Application for a Parcel Map. However, NRS does require a Parcel Map to go through the Application process.

NRS 278.464 Action on a Parcel Map by the Planning Commission to the governing body.

1. The Planning Commission shall:

In a county whose population is less than 700,000, within 60 days, after accepting a complete application for a Parcel Map, recommend approval, conditional approval or disapproval of the map in a written report. The Planning Commission shall submit the Parcel Map and the written report to the governing body.

The Applicant requests dividing one parcel of land into two parcels of land. Consequently, this request is within the perimeters of a Parcel Map per the NRS definition. Therefore, the Storey County Planning Department (the Planning Department) requested the Applicant submit an application for a Parcel Map.

Appendix 2: Nevada Revised Statutes 278.461 - 278.469

### **1.4 Proposed Parcel Map**

Figure 2: Proposed Parcel Map shows that the existing parcel is proposed to be split into two parcels. Parcel 2016-W1 to the west (proposed to be 39.03 acres) and Parcel 2016-W2 to the east (proposed to be 39.00 acres).



### 1.7 Abutting Properties Zoning

The abutting properties all around the subject property are zoned Heavy Industrial (I-2) (Figure 3 - Zoning Map).

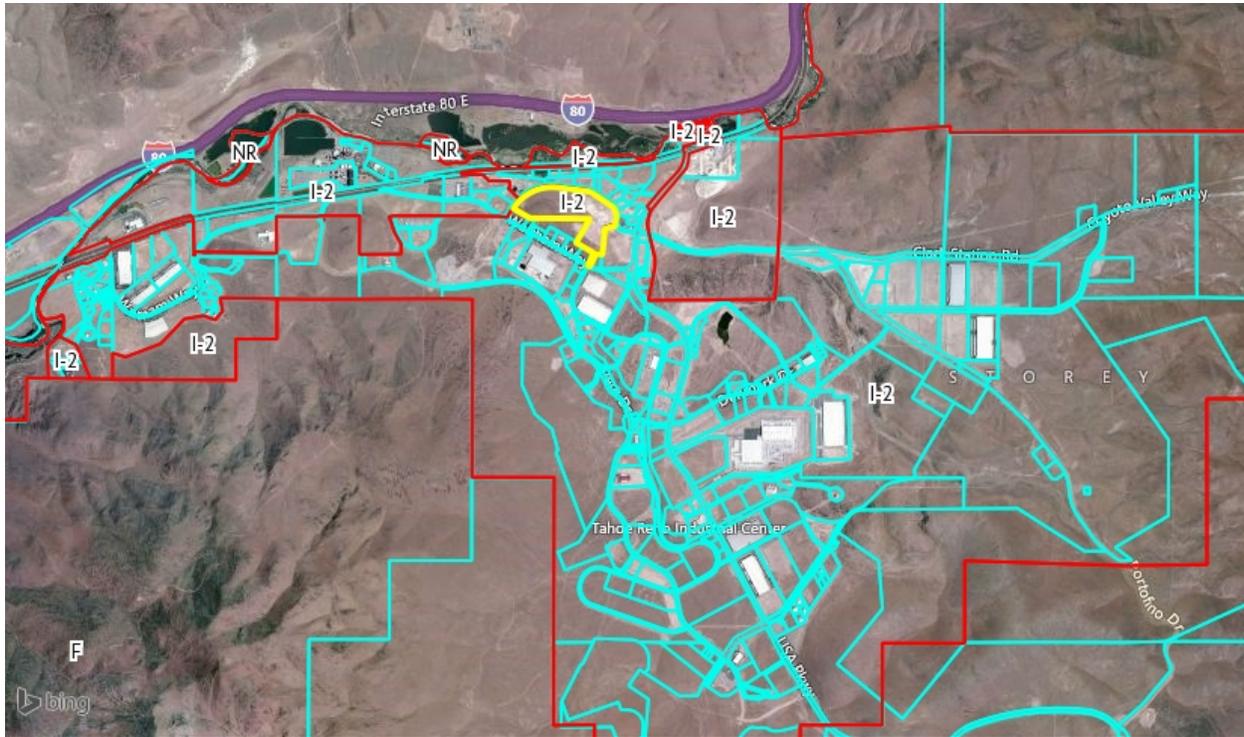


Figure 3: Zoning Map

## 2. GENERAL COMPLIANCE WITH STOREY COUNTY'S GUIDING DOCUMENTS

### 2.1 Table: Land Use Compatibility

The following table shows land uses, Storey County Master Plan (Master Plan) designations and zoning for the land surrounding the subject property. There appears to be no conflict between the proposed and the surrounding land use and Master Plan.

<b>Figure 4: Abutting Land Use Compatibility</b>			
<b>Land</b>	<b>Existing Land Use</b>	<b>Master Plan</b>	<b>Zoning</b>
Applicant's Land	Vacant	Industrial	I-2
Land to the northeast	Vacant and Equipment Auction	Industrial	I-2
Land to the north	Vacant and Equipment Auction	Industrial	I-2
Land to the west	Vacant and Wastewater Treatment Plant	Industrial	I-2
Land to the south	Vacant, Warehousing and Manufacturing	Industrial	I-2
Land to the east	Vacant and Convenience/gas Station	Industrial	I-2

### **3. COMPLIANCE WITH THE STOREY COUNTY CODE**

While the subject parcel is located within McCarran and is surrounded by the Tahoe-Reno Industrial Center, the land itself is not located within the annexed portions of TRI-Center. Therefore, the subject parcel is governed by the 2015 Storey County Zoning Ordinance and not the 1999 Zoning Ordinance pursuant to the TRI-Center Storey County Development Agreement.

#### **3.1 Storey County Code 17.35 I-2 Heavy Industrial Zone**

The following standards apply to the I-2 Zone:

##### **3.1.1 Storey County Code 17.35.050 Minimum Parcel Area**

The minimum parcel areas required in the I-2 zone is three acres.

*The proposed parcel map conforms to this standard. Parcel 2016-W1 will be approximately 39.03 acres and Parcel 2016-W2 will be approximately 39 acres; therefore, both proposed parcels exceed the minimum parcel area.*

##### **3.1.2 Storey County Code 17.35.060 Setback Requirements**

Buildings may not be located closer than 50 feet to any property line.

*The proposed Parcel Map does not include a proposed building; therefore, the Application conforms to this standard. The parcel's size and general configuration also do not appear to cause the creation of a non-conforming setback condition.*

### **3.1.3 Storey County Code 17.35.070 Loading Area**

Loading area must have adequate room for vehicular circulation and staging. All truck parking and docking areas must be designed so that right-of-ways (ROW) and travelled ways are not impacted.

*The proposed Parcel Map does not include vehicular circulation or staging areas; therefore, the Application conforms to this standard.*

### **3.1.2 Storey County Code 17.35.080 Height of Buildings and Structures**

A building may not exceed six stories or 75 feet, whichever is higher, except as may be allowed by Variance.

*The proposed Parcel Map does not include a proposed building; therefore, the Application conforms to this standard.*

## **4. COMPLIANCE WITH THE STOREY COUNTY MASTER PLAN**

The proposed Parcel Map appears to conform to the goals and objectives of the Storey County Master Plan including “enhancing diversification of economic opportunities within the county” (Chapter 3, Goal 1); maintaining “a healthy living environment for all residents of the county” and “ensuring that land use permits are compatible with the zoning map, master plan, and previous planning decisions” (Chapter 9, Goal 1, Objective 1.1).

## **5. PUBLIC COMMENT**

As of posting date, Staff had not received any public comment for this file.

## **6. FINDINGS**

### **6.1 Motion for Approval**

The following Findings are evident with regard to the requested Parcel Map when the recommended conditions in Section 6: Recommended Conditions of Approval, are applied. The Storey County Planning Commission (the Planning Commission) shall recommend approval, conditional approval or disapproval of the requested Parcel Map based on Findings.

The Findings listed in this subsection are the minimum to be cited in an approval or conditional approval. The Storey County Board of County Commissioners (the Board) and the Planning Commission must cite Findings in the motion for approval, conditional approval or disapproval. At a minimum, an approval or conditional approval must be based on the following Findings:

6.1.1 The Parcel Map must comply with NRS 278.461 through 278.469 relating to the division of land into four or less parcels; and

6.1.2 The Parcel Map complies with all Federal, Nevada State, and County regulations pertaining to Parcel Maps and allowed land uses; and

6.1.3 The Parcel Map will not impose substantial adverse impacts or safety hazards on the abutting properties or the surrounding vicinity; and

6.1.4 The conditions under this Parcel Map do not conflict with the minimum requirements in Storey County Code Chapters 17.35 I-2 Heavy Industrial Zone or any other Federal, Nevada State, or County regulations.

## **6.2 Motion for Denial**

Should a motion be made to deny the Parcel Map request, the following Findings with explanation of why should be included in that motion.

6.2.1 Substantial evidence shows that the Parcel Map conflicts with the purpose, intent, and other specific requirement of Storey County Code Chapter 17.35 I-2 Heavy Industrial Zone or any other Federal, Nevada State, or County regulations.

6.2.2 The conditions under the Parcel Map do not adequately mitigate potential adverse impacts on surrounding uses or protect against potential safety hazards for surrounding uses.

## **7. RECOMMENDED CONDITIONS OF APPROVAL**

All conditions must be met to the satisfaction of each applicable Storey County Department.

**1. General requirements.** The Parcel Map must comply with Nevada Revised Statutes (NRS) 278.461 through 278.469 relating to the division of land into four or less parcels. The Parcel Map must comply with Federal, State, and County regulations pertaining to Parcel Maps and allowed land uses.

**2. Record of Survey.** The Applicant must submit to the Storey County Planning Department (Planning Department) a Record of Survey within six months. The Final Map must show all parcel boundaries, easements, and right-of-ways.

**3. Access and Easements.** All existing streets, easements, and utility easements, whether public or private, must remain in effect and be delineated clearly on the Final Map. No existing easements will be affected by the approval of this Parcel Map.

**4. Taxes Paid.** Prior to the recording of the proposed Parcel Map, the Applicant shall show valid evidence to the Planning Department that all property taxes on the land have been paid for the fiscal year.

**5. Payment of Tax Imposed.** Prior to the recording of the proposed Final Map, the Applicant shall submit to the Planning Department an affidavit stating that the Applicant will make provision for the payment of the tax imposed by NRS Chapter 375 and for compliance with the disclosure and recording requirements of NRS 598.0923 subsection (5), if applicable, by the person who proposes to divide the land or any successor in interest.

**6. Water and sewer.** The Permit Holder must provide a municipal water and sewer “will-serve” letter from the TRIGID to the Community Development Department.

**7. Minimum Parcel Area.** No parcel created by this Parcel Map will be less than three acres in size, as required by Storey County Code Section 17.35.050 Minimum Parcel Area for the applicable I-2 Heavy Industrial Zone.

**8. Anticipated Industrial Purposes.** Pursuant to NRS 278.462, if the parcels created by the proposed Parcel Map are anticipated to be used for residential, commercial or industrial purposes, the Storey County Fire District (SCFD) and the Storey County Building Department (Building Department) may require off-site access, street alignment, surfacing and width, water quality, water supply and sewerage provisions only as reasonably necessary and consistent with the existing use of an land zoned for similar use which is within 660 feet of the proposed parcel.

**9. Duties of the Parcel Map Preparer.** The preparer of the proposed Parcel Map shall meet all requirements pursuant to NRS 278.468 through 278.469.

**10. Final Map.** The Final Parcel Map must meet the form and contents pursuant to NRS 278.466.

**11. Null and Void.** The Final Parcel Map must be recorded with the Recorder within 12 months of the Board’s approval. If the Final Parcel Map is not recorded by that time, this approval will become null and void.

**12. Indemnify.** The Variance Holder agrees to hold Storey County, its officers, and representatives harmless from the costs and responsibilities associated with any damage or liability, and any/all other claims now existing or which may occur as a result of this Parcel Map.

## **8. POWER OF THE BOARD & PLANNING COMMISSION**

At the conclusion of the hearing, the Planning Commission must take such action thereon as it deems warranted under the circumstances and announce and record its action by formal resolution, and such resolution must recite the Findings of the Planning Commission upon which it bases its decision. The decision of the Planning Commission in the matter of the Parcel Map is advisory only to the Board of County Commissioners and that governing body must consider the report and recommendation and must make such a decision thereon as it deems warranted.

## **9. PROPOSED MOTIONS**

This section contains two options from which to choose. The motion for approval with the Conditions of Approval is recommended by Staff in accordance with the Findings under section 6.1 of the Staff Report. Those Findings should be made part of that motion. A motion to deny the Parcel Map may be made and that motion should cite one or more of the Findings shown in section 6.2. Other Findings determined appropriate by the Planning Commission should be made part of either motion.

### **9.1 Recommended Motion (motion for approval)**

In accordance with the recommendation by Staff, the Findings under section 6.1 of this Staff Report and other Findings deemed appropriate by the Planning Commission, and in compliance with all Conditions of Approval, I [Planning Commissioner] hereby recommend approval with conditions for Parcel Map Application Number 2016-003 for dividing one parcel into two parcels located at 3275 Waltham Way, McCarran, Storey County, NV (APN 004-092-49).

*Summary: Approval parcel map with conditions.*

### **9.2 Alternative Motion (motion for denial)**

Not in accordance with recommendation by staff, but in accordance with the Findings under Section 6.2 of the Staff Report and other Findings deemed appropriate by the Planning Commission, I [Planning Commissioner] hereby recommend denial for Parcel Map Application Number 2016-003 for dividing one parcel into two parcels located at 3275 Waltham Way, McCarran, Storey County, NV (APN 004-092-49).

*Summary: Denial of parcel map.*

## **APPENDIX 1**

Record of Survey





## **APPENDIX 2**

NRS 278.461-469

### Parcel Maps

#### **NRS 278.461 General requirements; exemptions.**

1. Except as otherwise provided in this section, a person who proposes to divide any land for transfer or development into four lots or less shall:

(a) Prepare a parcel map and file the number of copies, as required by local ordinance, of the parcel map with the planning commission or its designated representative or, if there is no planning commission, with the clerk of the governing body; and

(b) Pay a filing fee in an amount determined by the governing body,  
↪ unless those requirements are waived or the provisions of [NRS 278.471](#) to [278.4725](#), inclusive, apply. The map must be accompanied by a written statement signed by the treasurer of the county in which the land to be divided is located indicating that all property taxes on the land for the fiscal year have been paid, and by the affidavit of the person who proposes to divide the land stating that the person will make provision for the payment of the tax imposed by [chapter 375](#) of NRS and for compliance with the disclosure and recording requirements of subsection 5 of [NRS 598.0923](#), if applicable, by the person who proposes to divide the land or any successor in interest.

2. In addition to any other requirement set forth in this section, a person who is required to prepare a parcel map pursuant to subsection 1 shall provide a copy of the parcel map to the Division of Water Resources of the State Department of Conservation and Natural Resources and obtain a certificate from the Division indicating that the parcel map is approved as to the quantity of water available for use if:

(a) Any parcel included in the parcel map:

(1) Is within or partially within a basin designated by the State Engineer pursuant to [NRS 534.120](#) for which the State Engineer has issued an order requiring the approval of the parcel map by the State Engineer; and

(2) Will be served by a domestic well; and

(b) The dedication of a right to appropriate water to ensure a sufficient supply of water is not required by an applicable local ordinance.

3. If the parcel map is submitted to the clerk of the governing body, the clerk shall submit the parcel map to the governing body at its next regular meeting.

4. A common-interest community consisting of four units or less shall be deemed to be a division of land within the meaning of this section, but need only comply with this section and [NRS 278.371](#), [278.373](#) to [278.378](#), inclusive, [278.462](#), [278.464](#) and [278.466](#).

5. A parcel map is not required when the division is for the express purpose of:

(a) The creation or realignment of a public right-of-way by a public agency.

(b) The creation or realignment of an easement.

(c) An adjustment of the boundary line between two abutting parcels or the transfer of land between two owners of abutting parcels, which does not result in the creation of any additional parcels, if such an adjustment is approved pursuant to [NRS 278.5692](#) and is made in compliance with the provisions of [NRS 278.5693](#).

(d) The purchase, transfer or development of space within an apartment building or an industrial or commercial building.

(e) Carrying out an order of any court or dividing land as a result of an operation of law.

6. A parcel map is not required for any of the following transactions involving land:

(a) The creation of a lien, mortgage, deed of trust or any other security instrument.

(b) The creation of a security or unit of interest in any investment trust regulated under the laws of this State or any other interest in an investment entity.

(c) Conveying an interest in oil, gas, minerals or building materials, which is severed from the surface ownership of real property.

(d) Conveying an interest in land acquired by the Department of Transportation pursuant to [chapter 408](#) of NRS.

(e) Filing a certificate of amendment pursuant to [NRS 278.473](#).

7. When two or more separate lots, parcels, sites, units or plots of land are purchased, they remain separate for the purposes of this section and [NRS 278.468](#), [278.590](#) and [278.630](#). When the lots, parcels, sites, units or plots are resold or conveyed they are exempt from the provisions of [NRS 278.010](#) to [278.630](#), inclusive, until further divided.

8. Unless a method of dividing land is adopted for the purpose or would have the effect of evading this chapter, the provisions for the division of land by a parcel map do not apply to a transaction exempted by paragraph (c) of subsection 1 of [NRS 278.320](#).

9. As used in this section, "domestic well" has the meaning ascribed to it in [NRS 534.350](#).

[27.1:110:1941; added 1947, 834; 1943 NCL § 5063.26a]—(NRS A 1973, 453, 1338; 1975, 1564; [1977, 1508](#); [1979, 1499](#); [1983, 251](#); [1985, 709](#); [1989, 501](#); [1991, 583, 1383, 1387](#); [1993, 2569](#); [2007, 849](#); [2009, 1114](#))

**NRS 278.462 Requirements which may be imposed by governing body.** The governing body or, if authorized by the governing body, the planning commission or other authorized person:

1. May require street grading, drainage provisions and lot designs as are reasonably necessary.

2. If it anticipates, based upon duly adopted ordinances and plans, that the parcels will be used for residential, commercial or industrial purposes, may require off-site access, street alignment, surfacing and width, water quality, water supply and sewerage provisions only as necessary and consistent with the existing use of any land zoned for similar use which is within 660 feet of the proposed parcel. If the proposed parcels are less than 1 acre, the governing body or, if authorized by the governing body, the planning commission or other authorized person may require additional improvements which are reasonably necessary and consistent with the use of the land if it is developed as proposed.

3. For a second or subsequent parcel map with respect to:

(a) A single parcel; or

(b) A contiguous tract of land under the same ownership,

↪ may require any reasonable improvement, but not more than would be required if the parcel were a subdivision.

(Added to NRS by [1977, 1509](#); A [1991, 624](#); [1993, 2570](#); [1995, 710](#); [2003, 656](#))

**NRS 278.4625 Minimum size of mobile home lot.** The governing body of a city or county may not require the minimum size of a mobile home lot that is individually owned to be larger than the minimum size of a mobile home lot that is leased to a tenant.

(Added to NRS by [1993, 1470](#))

**NRS 278.463 Survey required; exception.** Except as otherwise provided in this section, a parcel map must be based on a survey made for that purpose. The county surveyor, city surveyor or professional land surveyor appointed by the governing body, may pursuant to [NRS 278.464](#) waive the requirement of a survey if, in his or her judgment, a survey is not required to accomplish the purposes of [NRS 278.010](#) to [278.630](#), inclusive.

(Added to NRS by 1975, 1562; A [1993, 2571](#))

**NRS 278.464 Action on parcel map by planning commission, governing body or other authorized person or agency; waiver of requirement for map and survey; consideration of certain criteria authorized in determining approval of certain parcel maps; appeals; certificate of approval of parcel map.**

1. Except as otherwise provided in subsection 2, if there is a planning commission, it shall:

(a) In a county whose population is 700,000 or more, within 45 days; or

(b) In a county whose population is less than 700,000, within 60 days,

↪ after accepting as a complete application a parcel map, recommend approval, conditional approval or disapproval of the map in a written report. The planning commission shall submit the parcel map and the written report to the governing body.

2. If the governing body has authorized the planning commission to take final action on a parcel map, the planning commission shall:

(a) In a county whose population is 700,000 or more, within 45 days; or

(b) In a county whose population is less than 700,000, within 60 days,

↪ after accepting as a complete application the parcel map, approve, conditionally approve or disapprove the map. The planning commission shall file its written decision with the governing body. Unless the time is extended by mutual agreement, if the planning commission is authorized to take final action and it fails to take action within the period specified in this subsection, the parcel map shall be deemed approved.

3. If there is no planning commission or if the governing body has not authorized the planning commission to take final action, the governing body or, by authorization of the governing body, the director of planning or other authorized person or agency shall:

(a) In a county whose population is 700,000 or more, within 45 days; or

(b) In a county whose population is less than 700,000, within 60 days,

↪ after acceptance of the parcel map as a complete application by the governing body pursuant to subsection 1 or pursuant to subsection 3 of [NRS 278.461](#), review and approve, conditionally approve or disapprove the parcel map. Unless the time is extended by mutual agreement, if the governing body, the director of planning or other authorized person or agency fails to take action within the period specified in this subsection, the parcel map shall be deemed approved.

4. The planning commission and the governing body or director of planning or other authorized person or agency shall not approve the parcel map unless the person proposing to divide the land has submitted an affidavit stating that the person will make provision for the payment of the tax imposed by [chapter 375](#) of NRS and for compliance with the disclosure and recording requirements of subsection 5 of [NRS 598.0923](#), if applicable, by the person proposing to divide the land or any successor in interest.

5. Except as otherwise provided in [NRS 278.463](#), if unusual circumstances exist, a governing body or, if authorized by the governing body, the planning commission may waive the requirement for a parcel map. Before waiving the requirement for a parcel map, a determination must be made by the county surveyor, city surveyor or professional land surveyor appointed by the governing body that a survey is not required. Unless the time is extended by mutual agreement, a request for a waiver must be acted upon:

(a) In a county whose population is 700,000 or more, within 45 days; or

(b) In a county whose population is less than 700,000, within 60 days,

↪ after the date of the request for the waiver or, in the absence of action, the waiver shall be deemed approved.

6. A governing body may consider or may, by ordinance, authorize the consideration of the criteria set forth in subsection 3 of [NRS 278.349](#) in determining whether to approve, conditionally approve or disapprove a second or subsequent parcel map for land that has been divided by a parcel map which was recorded within the 5 years immediately preceding the acceptance of the second or subsequent parcel map as a complete application.

7. An applicant or other person aggrieved by a decision of the governing body's authorized representative or by a final act of the planning commission may appeal the decision in accordance with the ordinance adopted pursuant to [NRS 278.3195](#).

8. If a parcel map and the associated division of land are approved or deemed approved pursuant to this section, the approval must be noted on the map in the form of a certificate attached thereto and executed by the clerk of the governing body, the governing body's designated representative or the chair of the planning commission. A certificate attached to a parcel map pursuant to this subsection must indicate, if applicable, that the governing body or planning commission determined that a public street, easement or utility easement which will not remain in effect after a merger and resubdivision of parcels conducted pursuant to [NRS 278.4925](#) has been vacated or abandoned in accordance with [NRS 278.480](#).

(Added to NRS by [1977, 1510](#); A [1989, 792](#); [1993, 2571](#); [1997, 2427](#); [1999, 788, 893](#); [2001, 64, 1969, 2811](#); [2007, 850](#); [2009, 1116](#); [2011, 1197](#))

**NRS 278.466 Form and contents of parcel map; reference to parcel number and recording.**

1. The parcel map must be legibly drawn in permanent black ink on tracing cloth or produced by the use of other materials of a permanent nature generally used for that purpose in the engineering profession. Affidavits, certificates and

acknowledgments must be legibly stamped or printed upon the map with permanent black ink. The size of each sheet must be 24 by 32 inches. A marginal line must be drawn completely around each sheet, leaving an entirely blank margin of 1 inch at the top, bottom and right edges, and of 2 inches at the left edge along the 24-inch dimension.

2. A parcel map must indicate the owner of any adjoining land, or any right-of-way if owned by the person dividing the land.

3. A parcel map must show:

(a) The area of each parcel or lot and the total area of the land to be divided in the following manner:

- (1) In acres, calculated to the nearest one-hundredth of an acre, if the area is 2 acres or more; or
- (2) In square feet if the area is less than 2 acres.

(b) All monuments found, set, reset, replaced or removed, describing their kind, size and location and giving other data relating thereto.

(c) Bearing or witness monuments, the basis of bearings, bearing and length of lines and the scale of the map.

(d) The name and legal designation of the tract or grant in which the survey is located and any ties to adjoining tracts.

(e) Any easements granted or dedications made.

(f) Any other data necessary for the intelligent interpretation of the various items and locations of the points, lines and area shown.

4. A parcel map must include:

(a) The memorandum of oaths described in [NRS 625.320](#).

(b) The certificate of the surveyor required pursuant to [NRS 278.375](#).

(c) The certificate of the Division of Water Resources of the State Department of Conservation and Natural Resources issued pursuant to [NRS 278.461](#), if any.

(d) The signature of each owner of the land to be divided.

5. A governing body may by local ordinance require a parcel map to include:

(a) A report from a title company which lists the names of:

- (1) Each owner of record of the land to be divided; and
- (2) Each holder of record of a security interest in the land to be divided,

↪ if the security interest was created by a mortgage or a deed of trust.

(b) The written consent of each holder of record of a security interest listed pursuant to subparagraph (2) of paragraph (a) to the preparation and recordation of the parcel map. A holder of record of a security interest may consent by signing:

(1) The parcel map; or

(2) A separate document that is recorded with the parcel map and declares his or her consent to the division of land, if the map contains a notation that a separate document has been recorded to this effect.

6. If the requirement for a parcel map is waived, the governing body may specify by local ordinance the type and extent of information or mapping necessary for the division of land.

7. Reference to the parcel number and recording data of a recorded parcel map is a complete legal description of the land contained in the parcel.

[Part 27.2:110:1941; added 1947, 834; 1943 NCL § 5063.26b]—(NRS A 1960, 138; 1973, 1338; 1975, 1566; [1977, 1510](#); [1985, 897](#); [1989, 793](#); [1993, 2572](#); [1995, 198](#); [2007, 852](#))

**NRS 278.467 Preparation, recordation and contents of document which may be required if parcel map waived; statement indicating that property taxes have been paid; county recorder to provide copy of document or access to digital document to county assessor.**

1. If the requirement for a parcel map is waived, the authority which granted the waiver may require the preparation and recordation of a document which contains:

(a) A legal description of all parts based on a system of rectangular surveys;

(b) A provision for the dedication or reservation of any road right-of-way or easement; and

(c) The approval of the authority which granted the waiver.

2. If a description by metes and bounds is necessary in describing the parcel division, it must be prepared by a professional land surveyor and bear his or her signature and stamp.

3. The person preparing the document may include the following statement:

This document was prepared from existing information (identifying it and stating where filed and recorded), and the undersigned assumes no responsibility for the existence of monuments or correctness of other information shown on or copied from any such prior documents.

4. A document recorded pursuant to this section must be accompanied by a written statement signed by the treasurer of the county in which the land to be divided is located indicating that all property taxes on the land for the fiscal year have been paid.

5. A county recorder who records a document pursuant to this section shall, within 7 working days after he or she records the document, provide to the county assessor at no charge:

(a) A duplicate copy of the document; or

(b) Access to the digital document. The document must be in a form that is acceptable to the county recorder and the county assessor.

(Added to NRS by [1977, 1511](#); A [1989, 501, 794](#); [1991, 1384](#); [1993, 2573](#); [2001, 1560](#); [2003, 2786](#))

**NRS 278.468 Duties of preparer of parcel map upon approval; duties of county recorder.**

1. If a parcel map is approved or deemed approved pursuant to [NRS 278.464](#), the preparer of the map shall:

(a) Except as otherwise provided in subsection 2, cause the approved map to be recorded in the office of the county recorder within 1 year after the date the map was approved or deemed approved, unless the governing body establishes by ordinance a longer period, not to exceed 2 years, for recording the map. The map must be accompanied by a written statement

signed by the treasurer of the county in which the land to be divided is located indicating that all property taxes on the land for the fiscal year have been paid.

(b) Pay a fee of \$17 for the first sheet of the map plus \$10 for each additional sheet to the county recorder for filing and indexing.

2. In a county whose population is less than 100,000, if the parcel map shows an area totaling 50 acres or more that is subject to a conservation easement, the preparer of the map shall cause the approved map to be recorded in the office of the county recorder within 3 years after the date the map was approved or deemed approved, unless the governing body grants an extension of time for recording the map, which may not exceed 1 year. As used in this subsection, "conservation easement" means an easement that permanently preserves or protects open space, a floodplain or agricultural land from being parceled, subdivided or otherwise developed in a manner incompatible with the preservation or protection of the open space, floodplain or agricultural land.

3. Upon receipt of a parcel map, the county recorder shall file the map in a suitable place. The county recorder shall keep proper indexes of parcel maps by the name of grant, tract, subdivision or United States subdivision.

4. A county recorder who records a parcel map pursuant to this section shall, within 7 working days after he or she records the parcel map, provide to the county assessor at no charge:

(a) A duplicate copy of the parcel map and any supporting documents; or

(b) Access to the digital parcel map and any digital supporting documents. The map and supporting documents must be in a form that is acceptable to the county recorder and the county assessor.

[Part 27.2:110:1941; added 1947, 834; 1943 NCL § 5063.26b]—(NRS A 1969, 255; 1973, 1339; 1975, 757; [1981, 214](#); [1993, 1357, 2574](#); [1995, 710](#); [1997, 2428](#); [1999, 895](#); [2001, 1560,3217](#); [2003, 2786](#); [2011, 695](#))

**NRS 278.469 Map to indicate record of survey not in conflict with planning and zoning requirements.** If a record of survey contains two or more lots or parcels, the surveyor or a person for whom the record of survey is made shall place upon the map thereof a statement of the facts which will clearly show that such record of survey is not in conflict with the requirements of [NRS 278.010](#) to [278.630](#), inclusive, and the regulations of transactions pertaining thereto shall be complied with.

[Part 27.2:110:1941; added 1947, 834; 1943 NCL § 5063.26b]—(NRS A 1973, 1339; [1977, 1511](#))—(Substituted in revision for NRS 278.540)