Parcel & Division Into Large Parcels Maps 16.12.040.2

The parcel map process in Churchill County is designed to provide an orderly mechanism to divide a parcel or parcels of land into four (4) or less lots, parcels, site units or plots for the purpose of transfer or development.

A. Parcel Maps:

1. Required Information: All parcel maps filed shall be based upon a current field survey and conducted in conformance with the Nevada administrative code 625.010 and shall contain at a minimum, all of the following information:
   a. Title block;
   b. Owner name and address;
   c. APN;
   d. Vicinity map;
   e. Parcel area and parcel width;
   f. Statement of scale; graphic scale; north arrow;
   g. Zoning;
   h. Basis of bearings;
   i. Bearings; distances; curve data;
   j. Section corner tie;
   k. Adjacent property owners; all existing farming operations abutting the exterior boundary must be identified on the parcel map and a buffer separating the proposed parcels from the farming operations shall be delineated;
   l. Parcel designation;
   m. Parcels that are of common ownership but are not made a part of the parceling process shall be clearly defined;
   n. Road names;
   o. Approximate road traveled way; road turnaround if required;
   p. Floodway/flood zone boundary;
   q. Those lands that may be considered potential wetlands by the United States natural resources conservation service in their technical guide information and information regarding soils and interpretations;
   r. Total water righted acreage;
   s. Clear definition of amount of water righted areas, not location, as calculated by Truckee-Carson irrigation district. If no ground is water righted, a statement to that effect;
   t. Water right agreement number;
   u. Proposed irrigation and drainage easements;
   v. Existing roadways, easements and supporting documentation;
   w. Proposed roadways (with approved name) and easements;
   x. Existing and proposed bridges;
   y. NDOT encroachment permit;
   z. Noise contour lines from the most recent projections of the "Fallon Naval Air Station Air Impact Compatibility Use Zone Study" and the certificate informing purchasers of the AICUZ;
   aa. Existing improvements (dwelling units, accessory buildings, well and septic facilities and leach fields);

bb. Signatures from the following agencies or officers:

(1) Truckee-Carson irrigation district,
(2) CC Communications,
(3) NV Energy,
(4) County road department,
(5) County fire department,
(6) Southwest Gas Corporation;

cc. Certificates from the following:

(1) Planning commission,
(2) Board of county commissioners,
(3) County clerk-treasurer.

A copy of the certificate with the appropriate wording is available from the planning department;

dd. Jurats required by statute and the following jurats and notes:

(1) A jurat indicating that Nevada is an open range state and it is the responsibility of property owners to fence out livestock. Said jurat shall be in substantially the following form:

The undersigned, the owner of the real property depicted herein, warrants that all purchasers, prior to the consummation of any sale of the property shown herein, have been or will be informed that pursuant to NRS 569.440 and NRS 569.450, Nevada is an open-range state and it is the responsibility of property owners to fence out livestock.

(2) A certificate stating that all purchasers shall be informed prior to the consummation of any sale of the provisions of Nevada Revised Statutes 40.130 and provisions in this code, regarding the right to farm.
(3) Proper certificates of a notary public authorized to do business in the state as required.
(4) A jurat for the county clerk-treasurer certifying that there are no liens against any of the lands in the land development for unpaid taxes of the state or county or special assessments, and that all taxes for the current tax year are paid in full.
(5) A note stating that acceptance by Churchill County of this parcel map constitutes acceptance of all easements depicted in said map, including those underlying easements associated with the designated roads. Roadways designated as public roads as shown on this map will not be accepted by the county or be eligible for county maintenance until said roads are improved (at no cost to the county) to maximum county specifications and approved by the board of county commissioners for acceptance into the county's road maintenance system.
(6) A note stating that acceptance by Churchill County of the parcel map is not a commitment that any or all of the lots are eligible for a county building permit.
(7) Water right dedication certificate.
(8) Road note.
(9) Surveyor's certificate and county surveyor's certificate.
(10) Signatures from all utility companies.
(11) TCID subdivision policy note.
(12) TCID note regarding water rights.
(13) Recorder's certificate.
(14) Health division certificate.

(15) Title certificate.
(16) A note stating that, in accordance with Nevada Revised Statutes 247 and 239, to obtain an official copy of this map, contact the Churchill County recorder.
(17) Speed limit jurat, if applicable.
A copy of all notes, jurats and certificates with appropriate wording is available from the planning department.

2. Supplementary Material: A parcel map presented for recording must include:
a. A report from a title company in which the title company certifies that it has issued a guarantee for the benefit of the local government that lists the names of:
(1) Each owner of record of the land to be divided;
(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;
The guarantee accompanying said parcel map must also show that there are no liens of record against the parcels or any part thereof for delinquent state, county, municipal, federal or local taxes or assessments collected as taxes or special assessments;
b. The written consent of each holder of record of a security interest listed pursuant to subsection A2a(2) of this section, to the preparation and recordation of the final map. A holder of record may consent by signing:
(1) Deeds for easements or rights of way required for road, drainage or other purposes which have not been dedicated on the final map.

3. Requirements For Recordation:
a. Unless the time is extended the land divider shall record a parcel map within one year after the date of approval or conditional approval by the governing body, otherwise all proceedings concerning the land division are terminated.
b. The governing body may grant one extension of not more than one year provided the developer can show just cause for the extension.
c. All conditions of parcel map approval must be fulfilled prior to recordation unless an agreement is entered into and a sufficient performance bond or security to complete all required improvements is posted with the county.

4. Required Improvements:
a. Roads And Bridges:
(1) Each parcel created must be provided with roads and bridges as set forth in the development standards.

Parcels created by a parcel map that are twenty (20) acres in size or less shall be provided with paved roads as specified in the development standards. Parcels created that are more than twenty (20) acres in size shall be provided with grade gravel roads built according to the development standards unless the board of county commissioners requires the road to be built to paved standards in the interest of public health and safety.
(2) Roadway easements shall be a minimum of sixty feet (60') in total width. Where a roadway easement is provided on both sides of a property line a minimum of thirty feet (30') measured from the property line to the edge of the easement shall be provided on all parcels being created. Additional easement width may be required to accommodate TCID easements or other circumstances.

(3) Roadway easements for future roads must be provided to all parcels of land under the same or different ownership that have not been divided to their fullest divisional potential under the existing zoning.

(4) Proposed road easements to a development, including secondary access, must be provided to the development from the nearest existing, publicly maintained road.

(5) Paved roads shall be provided back to the nearest publicly maintained road and shall be constructed through or to the parcels created, as determined by Churchill County, with an adequate paved turnaround approved by the road department.

(6) Road names and suffixes shall be designated by the developer, subject to approval of the planning department and in accordance with the following general policy, shall:

(A) Be short (under 12 letters if possible) and preferably in one word;

(B) Have a simple spelling and easy pronunciation;

(C) Avoid prefixes such as "north" and "south", "east" and "west", "upper" and "lower", etc.;

(D) Be related to the type and importance of the street (e.g., the suffix "boulevard" should not be attached to the name of a minor residential street);

(E) Avoid the use of numbers or letters as street names;

(F) Not be incongruous, offensive or geographically misleading;

(G) Not be repetitive or similar in sound and character;

(H) Have a single name for a street having a continuous alignment;

(I) When to be connected in the future into a continuous alignment, or extended, bear the same name as the existing street.

(7) If roads are to be constructed, a geotechnical investigation, a drainage report, and a paving schedule and phasing plan performed by a professional engineer must be submitted to the planning department with the road construction plans.

(8) If a parcel map is submitted that meets the qualifying criteria for a minimum access road or unpaved road, the parcel map can be processed provided that the required maintenance document as outlined in subsection 16.16.010.7B of this title is submitted with the map.

b. Water And Sewer: Adequate water resources and sewer facilities are required for all parcel maps. Proposed provision of these services must be clearly outlined on all parcel maps.

5. Time Line:

a. A parcel map must be recorded within one year of approval by the board. The board may grant a onetime one year extension. A longer time for extension may be provided in an agreement with the board. Failure to record the parcel map within the time frame terminates all proceedings, requiring an entirely new parcel map approval.

b. The first parcel map in a series of second and subsequent parcel maps must be presented to the board within four (4) years of board approval of the tentative map. Failure to meet this deadline shall terminate all proceedings of the tentative map. Subsequent parcel map(s) shall be recorded within two (2) years of recordation of the prior parcel map.

B. Second Or Subsequent Parcel Map:

1. When Permitted: Second and subsequent parceling shall only be permitted in the following circumstances:

a. On land development where a tentative map has been approved by the county and at least one final map has been recorded prior to August 2003. This shall include developments

where the master plan was approved and a tentative map for at least two (2) phases of the development have had final maps recorded on them.

b. Cluster developments.

c. Agricultural or residential development where each parcel created is no less than five (5) acres in area.

A tentative map shall be required prior to filing a second and subsequent parcel map if six (6) or more parcels will be created in the land division.

2. Required Improvements:

a. Roads And Bridges:

(1) Each parcel created must be provided with roads and bridges as set forth in the development standards.

Parcels created by a parcel map that are twenty (20) acres in size or less shall be provided with paved roads as specified in the development standards. Parcels created that are more than twenty (20) acres in size shall be provided with grade gravel roads built according to the development standards unless the board of county commissioners requires the road to be built to paved standards in the interest of public health and safety.

(2) Roadway easements shall be a minimum of sixty feet (60') in total width. Where a roadway easement is provided on both sides of a property line a minimum of thirty feet (30') measured from the property line to the edge of the easement shall be provided on all parcels being created. Additional easement width may be required to accommodate TCID easements or other circumstances.

(3) Roadway easements for future roads must be provided to all parcels of land under the same or different ownership that have not been divided to their fullest divisional potential under the existing zoning.

(4) Proposed road easements to a development, including secondary access, must be provided to the development from the nearest existing publicly maintained road.

(5) Paved roads shall be provided back to the nearest publicly maintained road and shall be constructed to the parcels created with an adequate paved turnaround approved by the road department.

(6) Street names and suffixes shall be designated by the developer, subject to approval of the planning department and in accordance with the following general policy shall:

(A) Be short (under 12 letters if possible) and preferably in one word;

(B) Have a simple spelling and easy pronunciation;

(C) Avoid prefixes such as "north" and "south", "east" and "west", "upper" and "lower", etc.;

(D) Be related to the type and importance of the street (e.g., the suffix "boulevard" should not be attached to the name of a minor residential street);

(E) Avoid the use of numbers or letters as street names;

(F) Not be incongruous, offensive or geographically misleading;

(G) Not be repetitive or similar in sound and character;

(H) Have a single name for a street having a continuous alignment;

(I) When to be connected in the future into a continuous alignment, or extended, bear the same name as the existing street.

(7) If roads are to be constructed, a geotechnical investigation, a drainage report, and a paving schedule and phasing plan performed by a professional engineer must be submitted to the planning department with the road construction plans.

(8) Parcel maps that do not meet the minimum access road requirements must comply with this code's road requirements. If extenuating circumstances and practical difficulties exist so that the property owner cannot meet the literal requirements of the code, a variance may be applied for. The applicant must demonstrate practical difficulties and show insignificant public benefit.

b. Water And Sewer: Adequate water resources and sewer facilities are required for all parcel maps. Proposed provision of these services must be clearly outlined on all parcel maps.

C. Map Of Division Into Large Parcels: A map or division into large parcels shall be filed in accordance with all provisions of a parcel map application and shall be subject to the same requirements for recordation. A map of division into large parcels is the creation of any number of land units from the same parcel where each land unit created is forty (40) acres or more; or one-sixteenth ($^{1}/_{16}$) of a section as described by a government land survey.

1. Required Improvements:

a. Roads And Bridges:

(1) All land units created which consist of more than twenty (20) acres shall be provided with grade gravel roads constructed to Churchill County design standard specifications, unless the board of county commissioners determines that in the interest of public health and safety more stringent requirements are necessary. Grade gravel roads shall be provided back to the nearest publicly maintained road and shall be constructed to the parcels created with an adequate turnaround approved by the road department.

(2) Roadway easements shall be a minimum of sixty feet (60') in total width. Where a roadway easement is provided on both sides of a property line a minimum of thirty feet (30') measured from the property line to the edge of the easement shall be provided on all parcels being created. Additional easement width may be required to accommodate TCID easements or other circumstances.

(3) Roadway easements for future roads must be provided to all parcels of land under the same or different ownership, that have not been divided to their fullest divisional potential under the existing zoning.

(4) All bridges shall be constructed to Churchill County design standards.

(5) A geotechnical investigation, a drainage report, and a paving schedule and phasing plan performed by a professional engineer must be submitted to the planning department with the road construction plans.

(6) Road names and suffixes shall be designated by the developer, subject to approval of the planning department and in accordance with subsection A4a(6) of this section.

b. Water And Sewer: Adequate water resources and sewer facilities are required for all parcel maps. Proposed provision of these services must be clearly outlined on all parcel maps. (Bill 2010-G, 2010: Bill 2007-I, 2007: Bill 2006-G, 2006: Bill 2005-F § 2.2, 2005)