

**June 1, 2011 Minden Town Board Meeting
Administrative Agenda, Item Number 7**

DATE: May 25, 2011

Prepared by: Roger P. Van Alyne
Town Manager

SUBJECT: Discussion and possible action to 1) approve, approve with conditions, continue, or deny proposed comments on Chapter 12 of the Douglas County Master Plan; and 2) if approved, authorize the Chairman to sign the transmittal letter. Appearance by Town Manager.

PREVIOUS ACTION:

- May 4, 2011: Board approved proposal to establish a committee consisting of Mr. Condron, Mr. Bernard, Town Manager, and Town Engineer, to review and prepare comments on Chapters 12 and 13 of the Douglas County Master Plan and present the comments at a future Board meeting.

BACKGROUND: On February 3, 2011, the Douglas County Board of Commissioners directed Planning staff to begin work on an update to Chapter 12, Public Services and Facilities Element, and Chapter 13, Regional and Community Plans Element, of the Douglas County Master Plan. Chapter 12 was last updated in 1996, with minor amendments occurring since that time. Chapter 13 was last updated in 2006.

The Town of Minden is requested to comment on Chapter 12 because the Town has two facility types included in this Chapter: Parks and Water Systems. Douglas County Planning staff request comments on Chapter 12 by June 10, 2011.

At the regular meeting on May 4, 2011, the Board established a committee to review Chapter 12 and prepare comments at a future Board meeting. The committee met on May 18, 2011. As a result of this meeting, the committee requested a meeting with Mimi Moss, Douglas County Community Development Director, to discuss the Master Plan update effort in general and answer questions from the committee. The committee met with Ms. Moss on May 23, 2011. From this meeting, the committee created the comments (attached) for the Board's consideration.

Staff recommends approval of the proposed comments as written.

FISCAL IMPACT: None.

RECOMMENDATION: Approve the proposed comments on Chapter 12 of the Douglas County Master Plan and authorize the Chairman to sign the transmittal letter.

POSSIBLE MOTION: A possible motion would be: Move to approve the proposed comments on Chapter 12 of the Douglas County Master Plan and authorize the Chairman to sign the transmittal letter.

ACTION TAKEN: Approve Continue Deny
 Approve with conditions _____



1604 Esmeralda Avenue, Suite 101
Minden, Nevada 89423

June 1, 2011

Brandy McMahon, Senior Planner
Douglas County Community Development Department
P.O. Box 218
Minden, Nevada 89423

SUBJECT: Comments on Douglas County Master Plan, Chapter 12

Dear Ms. McMahon,

Pursuant to your request of April 18, 2011, the Town of Minden reviewed Chapter 12 of the Douglas County Master Plan and prepared comments for your consideration and possible inclusion in the Master Plan update.

The Minden Town Board (Board) established a committee consisting of two Board members, the Town Engineer, and Town Manager, to prepare the comments. Since this committee was created by Board action, all meetings of the committee were noticed in accordance with NRS 241, and had public involvement. Some of the comments were from members of the public, and are noted as such below.

General comments:

- (from the public) Incorporate a storm water management element in Chapter 12.
- (from the public) Incorporate a conservation element in the storm water management element.
- Incorporate an open space element in Chapter 12.

Water and Wastewater Systems Element (beginning on page 12-34):

- County-Owned Facilities (page 12-34): Include the North Valleys Water Line Inter-tie project and update the description of all listed systems.
- Public-Owned, Non-County Facilities (page 12-36):
 - Update the description of all listed systems.
 - Town of Minden (page 12-37): suggested language to revise the description of the Town's water system.

“The Town of Minden, in the Minden-Gardnerville Community Plan Area, served 1,250 residential customers and 250 commercial customers within the Minden

Urban Service Area through its retail water system in 2010. In partnership with Douglas County and other local entities, the Town provides wholesale water service to customers outside the Minden Urban Service Area. The Town currently operates six wells to produce water for the wholesale and retail water systems. The Town constructed a 2.5 million gallon storage tank and transmission system improvements in 2011. The Town of Minden and the Gardnerville Town Water Company have an emergency interconnection. Planning efforts are underway to develop additional production capability and expand wholesale water sales to other areas of Douglas County, within the service area defined by the State Engineer.”

- Private Systems (page 12-37): Delete Bently Science Park section; Bently Science Park is part of Minden’s Urban Service Area.
- Future Water Demand (beginning on page 12-38):
 - Simplify this section and remove the tables.
 - With the change in Minden’s service area as defined by the State Engineer outside the established Urban Service Area, please add language that helps development contact the Town for water service.
- Water System Evaluation by Community for 2015 Demands (page 12-41): Incorporate a reference to the State’s minimum standards for water systems.
- System Recommendations (beginning on page 12-41):
 - Simplify this section and remove the tables.
 - Carson Valley Water Service Area Map, Figure 12.28 (page 12-45):
 - Update to show Bently Science Park in the Minden Urban Service Area.
 - The State Engineer approved a change to the Minden service area outside the established Urban Service Area. We will provide an overlay showing the Minden service area for inclusion in this figure or as a new figure.
- Water Supply Goals and Policies (page 12-47): Policy 12.05.05: The Carson Valley Water Authority does not exist. Remove this policy from the Master Plan.

Parks & Recreation Plan Summary (beginning on page 12-62):

- General comment: How do trail facilities complement parks and recreation facilities, and fit into the Parks and Recreation Plan?
- Mini-Parks (105 acres) (page 12-62):
 - Add Monte Vista Park (La Costa subdivision) to the list of parks in the first line of the second paragraph.

- Table 12.40 (page 12-64): Add Monte Vista Park to “Town and Improvement District Facilities” section #4.

Transportation Plan Summary (beginning on page 12-70):

- General comment: Include a map showing maintenance responsibility for the streets and roads by geographic area.
- Short Term Improvements (page 12-82): Strategy 12.12.01.5, List Ironwood Drive Extension in Mid-Term Improvements only.
- *Mid-Valley Road and Muller Lane Parkway* (page 12-91): List Muller Lane Parkway in Short Term or Mid-Term Improvements.

Comprehensive Trails Plan (beginning on page 12-98): Implementation Strategy 12.24.01.2 (page 12-114) refers to the recreational trail system as indicated in the Parks & Recreation Element of the Master Plan. Per the comment above, how do trail facilities complement parks and recreation facilities, and fit into the Parks and Recreation Plan?

If you have any questions or would like additional background, please feel free to give me a call.

Sincerely,

John Stephans, Chairman
Minden Town Board