

**MINUTES OF THE  
FERNLEY PLANNING COMMISSION MEETING  
JULY 9, 2025**

Vice-Chair Angela Lewis called the meeting to order at 5:00 pm.

**1. INTRODUCTORY ITEMS**

**1.1. Pledge of Allegiance**

**1.2. Roll Call**

**Present:** Vice-Chair Angela Lewis, Commissioner Cody Wagner, Commissioner Jacob VanderHeiden, Commissioner Robert Flores, Commissioner Tessa Garvin, Commissioner Julianne Holt, City Attorney Aaron Mouritsen, Deputy City Manager Lydia Altick, Senior Planner Alisa Johansson, Planning Director Michele Rambo, Deputy City Clerk Brenda Gosser, Administrative Specialist I Sandy Harris. **Absent:** Chair Jenni McCullar, Commissioner Barry Williams.

**1.3. Public Forum**

None at this time

**1.4. (For Possible Action) Approval of Agenda**

**Motion:** I MOVE TO APPROVE TONIGHT'S AGENDA AS PRESENTED. **Action:** Approved, **Moved by:** Commissioner Cody Wagner, **Seconded by:** Commissioner Robert Flores. **Vote:** Passed, **Summary:** Yes 6. **Yes:** Vice-Chair Lewis, Commissioner Wagner, Commissioner VanderHeiden, Commissioner Flores, Commissioner Garvin, Planning Commissioner Holt.

**1.5. (Possible Action) Approval of Minutes**

**Motion:** I MOVE TO APPROVE LAST MONTHS MINUTES. **Action:** Approved, **Moved by:** Commissioner Robert Flores, **Seconded by:** Commissioner Jake VanderHeiden. **Vote:** Passed, **Summary:** Yes 6. **Yes:** Vice-Chair Lewis, Commissioner Wagner, Commissioner VanderHeiden, Commissioner Flores, Commissioner Garvin, Planning Commissioner Holt.

Chair Jenni McCullar joined the meeting via Zoom at 5:03 pm.

**2. STAFF REPORTS**

**2.1. (For Possible Action) – TSM20004 – Tentative Subdivision Map Extension of Time Consideration of and possible action on an extension of time request for not more than two (2) years from Phelps Engineering on behalf of Vertex Fund 1 LLC to record a final subdivision map for the project known as “Fernwood Village,” a 54-lot subdivision containing approximately 7.08 acres generally located between Eaglewood Drive to the north, Granada Street to the east, Tanglewood Drive to the south, and Vine Street to the west (APN 020-516-06).**

Alisa Johnanson, Senior Planner, presented. The purpose of this extension of time request is to allow the developer an additional 2 years to record their final subdivision map. The tentative subdivision map for this project was approved by the city council on May 19, 2021. The tentative subdivision map, therefore, expires on May 19, 2025. A timely request for an extension of time was received on April 29, 2025, and we do stop the clock when that timely extension of time request is received to allow us time

for processing. If the extension of time request is granted tonight, the applicant must be ready to record the final map for the Fernwood Village subdivision by May 19, 2027. That does mean that all public improvements would need to be installed by that time as well.

Commissioner Robert Flores inquired about the transferability and partialization of land to somebody else.

Alisa Johnansson, Senior Planner, stated they do not have to start all over again. The segregation of land follows the land.

Commissioner Cody Wagner asked for clarification on tonight's item compared to last meeting.

Alisa Johnansson, Senior Planner, stated last month that they amended the conditions of approval to remove the erroneous prohibition on extensions that was present in condition number 3. The council approved that, we waited for the required appeal period, issued a revised Final Action letter and revised conditions of approval, and that now allows us to move forward with tonight's action, which is the extension of time request.

Commissioner Julianne Holt asked what it takes to get the final map approval, what have they done in the last 2 years, and what's expected to happen over the next 2 years?

Alisa Johnansson, Senior Planner, stated that it's been 4 years since the tentative subdivision map was approved, and during that time the applicants have been working to meet the conditions of approval. The improvement permit is still in review with our Engineering Department, and one of the holdups for that permit review process has been vacation of a drain line easement that is owned by TCID. They are behind with this project in terms of moving all of those things forward, because the permit review for the public infrastructure has not been able to move forward due to that drain line easement.

**Motion:** CONSIDERING THE INFORMATION PROVIDED IN THE APPLICANTS.\ EXTENSION OF TIME LETTER AND THE STAFF REPORT, I MOVE TO APPROVE A TENTATIVE SUBDIVISION MAP EXTENSION REQUEST, NOT TO EXCEED 2 YEARS, FOR FERNWOOD VILLAGE ASSOCIATED WITH TSM2004. **Action:** Approved, **Moved by:** Commissioner Cody Wagner, **Seconded by:** Commissioner Robert Flores. **Vote:** Passed, **Summary:** Yes 7. **Yes:** Chair McCullar, Vice-Chair Lewis, Commissioner Wagner, Commissioner VanderHeiden, Commissioner Flores, Commissioner Garvin, Commissioner Holt.

## **2.2. Presentation from the Deputy City Manager providing an update on the status of the Lands Bills impacting the City of Fernley.**

Lydia Altick, Deputy City Manager, presented an update on the status of the Lands Bills and how the properties obtained from the Federal Government will be used or disposed of. She also explained the Cultural Resource Inventory Report, the Baseline Biological Report, the Mineral Potential Report, and the Plan of Development, which is a concept plan that's provided to the BLM so that they can see that it fits within the recreation and public purposes definition.

Commissioner Robert Flores asked what happens if the city decides to sell parcels or use them for commercial purposes.

Lydia Altick, Deputy City Manager, stated that the city would have to pay BLM the fair market price.

Commissioner Cody Wagner asked if the Federal bill had anything to do with the City of Fernley or were this land already available for conveyance previously and there's no effect on Fernley from that recent proposal. He also asked about the money for all the studies being done for the conveyance.

Lydia Altick, Deputy City Manager, stated that they do include some of the Fernley lands that started out as the 2023 Federal Lands Bill, and those were lands that were pulled out of the Reconciliation Bill because it didn't fit the criteria. Everything north has already been written into law and everything south is still up for discussion. Wood Rogers was hired to do all our environmental work on those, and whether they are bought by the city under the Reversionary Act Interest, they still have to have environmental compliance. We haven't done anything concrete, but they have been looking for grant funding.

### 3. PUBLIC HEARINGS

**3.1. (For Possible Action) Discussion and possible action to recommend approval of Bill #361 (associated with CA25001) to revise Section 32.03.040(b) (Comprehensive Master Plan Amendment) of the City of Fernley Development Code to better reflect the requirements found in NRS 278.210.**

Michele Rambo, Planning Director, stated during the processing of a recent Master Plan Amendment, it was discovered that the Development Code section outlining the process for Master Plan Amendments appeared to be contradictory to NRS. Therefore, this amendment to the Development Code has been prepared to clarify the process and ensure compliance with NRS 278.210.

**Motion:** I MOVE TO RECOMMEND THAT THE CITY COUNCIL APPROVE BILL #361 ASSOCIATED WITH CA25001 AS PRESENTED BY STAFF. **Action:** Approved, **Moved by:** Commissioner Cody Wagner, **Seconded by:** Commissioner Robert Flores. **Vote:** Passed, **Summary:** Yes 7. **Yes:** Chair McCullar, Vice-Chair Lewis, Commissioner Wagner, Commissioner VanderHeiden, Commissioner Flores, Commissioner Garvin, Planning Commissioner Holt.

### 4. CHAIR AND COMMISSION ITEMS

Commissioner Cody Wagner thanked City Attorney Aaron Mouritsen for their conversation with the City's outside legal counsel regarding SF6 zoning and what our options are moving forward. In his opinion, since SF6 has become available, it seems developers are exclusively moving towards that zoning, and as we densify the development that creates traffic issues, that creates a lot of things. He is thinking about the idea of incentivizing developers to build some bigger lots around town somewhere, nicer houses, things of that nature. He looks forward to continuing the discussion and would like to see that brought to a planning commission meeting, so all commissioners can voice their opinion, and just have some options for what is possible within our code to incentivize developers to build bigger lots.

### 5. PLANNING DIRECTOR ITEMS

**5.1. Update on City Council actions from June 18, 2025 and July 2, 2025.**

Michele Rambo, Planning Director, gave updates on the June 18th City Council meeting which included the condition of approval to fix the no extensions that Alisa Johansson talked about earlier. At the July 2nd meeting, we had some contract renewals which increased some fees.

### 5.2. General Planning Department updates and announcements

Michele Rambo, Planning Director, stated that the Associate Planner position is now open and we have received 8 applications. The first of the RFPs went out last week. The RFPs for the Capital Improvement Plan and the impact fee study and the infrastructure plan for the north and the southwest area plans. Later this month there will be another RFP for the South Area Plan and then following that there will be one for the update to the Comprehensive Master Plan.

### 6. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS

Commissioner Tess Garvin would like the presentation for Item 2.2 emailed to the Commissioners and schedule some time to go over more details of how the Southwest Area Plan works with the Lands Bill presentation.

### 7. PUBLIC FORUM

None at this time.

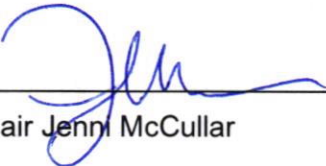
The next meeting is August 13, 2025.

### 8. ADJOURNMENT

There being no further business to come before it, the Fernley Planning Commission meeting adjourned at 5:39 pm.

Approved by the Fernley Planning Commission on August 13, 2025, by a vote of:

AYES 7 NAYS: 0 ABSTENTIONS: 0 ABSENT: 1

  
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Chair Jenni McCullar

  
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ATTEST:

## Sandy Harris

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**From:** noreply@civicplus.com  
**Sent:** Tuesday, July 8, 2025 11:46 AM  
**To:** City Clerk  
**Subject:** Online Form Submittal: Public Input Form

If you are having problems viewing this HTML email, click to view a [Text version](#).

### Public Input Form

The Public may comment on any matter that is not specifically included on an agenda as an action item or comment on a specific agenda item. Items not included on the agenda for which you are submitting a comment, cannot be acted upon other than to place them on a future agenda. Additionally, if you wish you can comment in person at the meeting or use the Raise your Hand feature in Zoom (\*9 if you are participating via phone). Public comments are limited to three (3) minutes. Public Comments submitted prior to 4:00 pm the day of the meeting will be provided to board members and added to the record but WILL NOT BE READ during the live meeting. Any public input received after 4 pm the day of the meeting will be included in the record but may not reach board members before action is taken.

Submitted by:\* Jennifer Roberts  
Email Address: jenniferrobertsjjr@gmail.com  
Phone Number: 7345589724  
Address: 928 Atrium Circle  
Meeting(s) where your concern should be expressed:\* July  
Meeting Date(s):\* July  
Comments: \* The ongoing issues of vehicles, both ORV and passenger vehicles, using Rosewood as a weekend race track has continued every weekend. It is no longer safe for us to live here based on flying debris. It's only a matter of time before one of these reckless drivers crashes into our house. This issue needs both enforcement and reevaluation by engineering.

\* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:  
<http://www.cityoffernley.org/Admin/FormHistory.aspx?SID=9703>

The following form was submitted via your website: Public Input Form

Submitted by:: Jennifer Roberts

Email Address: : jenniferrobertsjjr@gmail.com

Phone Number:: 7345589724

Address: : 928 Atrium Circle

Meeting(s) where your concern should be expressed:: July

Meeting Date(s):: July

Comments: : The ongoing issues of vehicles, both ORV and passenger vehicles, using Rosewood as a weekend race track has continued every weekend. It is no longer safe for us to live here based on flying debris. It's only a matter of time before one of these reckless drivers crashes into our house.

This issue needs both enforcement and reevaluation by engineering.

**Additional Information:**

Form submitted on: 7/8/2025 11:46:15 AM

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