

Regional Street Naming Committee Recommendations - January 18, 2024



Regional Street Naming Committee Recommendation

Decision: **Recommendation to Approve**

Decision Date: January 18, 2024

Applicant: City of Reno / Sam Gettle

Request

To name an unnamed alleyway between California Avenue and Walker Avenue to Old Creamery Alley. The alleyway is approximately 0.42 miles in length, runs in a north-south direction, and lies within the City of Reno limits.

Background

The Regional Street Naming Committee (RSNC) was formed by an Interlocal Agreement to provide uniform standards for street naming and to prevent duplication of street names within the Cities of Reno, Sparks, and unincorporated Washoe County.

Per the Interlocal Agreement and the RSNC Manual, the RSNC is a recommending body where powers of final approval are left to the appropriate governing body (i.e., Reno City Council, Sparks City Council, or the Washoe County Board of County Commissioners).

The manual states, any name change, when approved by the appropriate governing body, shall become effective following expiration of a six-month waiting period commencing from the date said change was authorized by the governing body, or earlier at the discretion of the governing body.

Recommendation

On January 18, 2024, the Regional Street Naming Committee recommended approval to name and unnamed alleyway between California Avenue and Walker Avenue to Old Creamery Alley as requested with a vote of eight in favor, none against; four members were absent.

Washoe County Community Services Department
Engineering and Capital Projects Division

Stephen Hein

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Hein
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Stephen Hein
Coordinator, Regional Street Naming Committee

**Regional Street Naming
Committee Memo - January 18,
2024**



WASHOE COUNTY

COMMUNITY SERVICES DEPARTMENT

1001 E. 9TH STREET
RENO, NEVADA 89512
PHONE: (775) 328-3600
FAX: (775) 328-3699

January 18, 2024

TO: Regional Street Naming Committee

FROM: Stephen Hein, Regional Street Naming Coordinator (RSNC)
Licensed Engineer – Engineering & Cap. Projects Div.

SUBJECT: January 18, 2024, Regional Street Naming Memo

Regional Street Naming Committee:

One application for naming or renaming of existing streets, easements, or alleyways has been submitted for consideration. The applications is as followed:

Continued Business

1) Unnamed Alley - Old Creamery Alley

A Regional Street Naming Application was submitted on August 27, 2021, to name an unnamed alleyway situated between St. Lawrence Avenue and Reno Avenue. This alleyway runs in a north-south direction and lies within the City of Reno's jurisdiction. The applicant sought to name the alleyway to prevent confusion with mail delivery and emergency services.

Initially presented to the RSNC on October 21, 2021, the proposal to name the alley "Midtown Alley" received the Committee's recommendation for approval. This recommendation was then forwarded to the City of Reno, the presiding jurisdiction, for final approval. Subsequently, after deliberation, the City of Reno suggested a name change, proposing "Old Creamery Alley" instead of "Midtown Alley". The subsequent name was also approved by the original applicant.

On January 19, 2023, the RSNC approved the revised name, "Old Creamery Alley", and the recommendation was forwarded to the City of Reno for final approval.

Later, on September 9, 2023, the City of Reno requested an update to the application to include the entire alleyway in the naming, spanning from California Avenue to the north and Walker Avenue to the south. This extension would impact approximately 19 addressed properties (see noticing map).

Washoe County GIS performed due diligence by checking the proposed street names against the Master Street Directory for any existing, duplicate, or similar-sounding street



QUALITY
PUBLIC SERVICE



INTEGRITY



EFFECTIVE
COMMUNICATION



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names for the purpose of emergency management. The proposed name, Old Creamery Alley, is unique and has been accepted into the Street Reservation List.



QUALITY
PUBLIC SERVICE



INTEGRITY



EFFECTIVE
COMMUNICATION

**Application
Packet: Old
Creamery Alley**



Request to Name an Existing Unnamed Street/Easement

Application Fee (non-refundable): \$100.00 Make checks payable to Washoe County. (The Applicant is responsible for all sign costs.)

Applicant Information

Name: City of Reno/Amy Pennington

Address: 1 E First St
Reno, NV 89501

Phone: 775-530-3979 Email: Penningtona@reno.gov

Private Citizen Agency/Organization

Street Name Requests

(No more than 14 letters or 15 if there is an "i" in the name. Attach extra sheet if necessary.)

Location (APN)	First Choice	Second Choice
Unnamed Alley	Old Creamery Alley	
from California Avenue to north,		
Walker Avenue to the south,		
Plumas Street to the east,		
and Humboldt Street to the west.		

Location

General Location: Midtown

Reno Sparks Washoe County

General Information

Approximate number of structures addressed on street: approximately 35 addresses facing the Alley

Reason for request: Residents with entrances on the Alley have asked for a name as they have confusion with mail delivery etc.

Please attach check, maps, petitions and supplementary information.

Approved: _____ Date: 10/5/2023

Regional Street Naming Coordinator

Except where noted

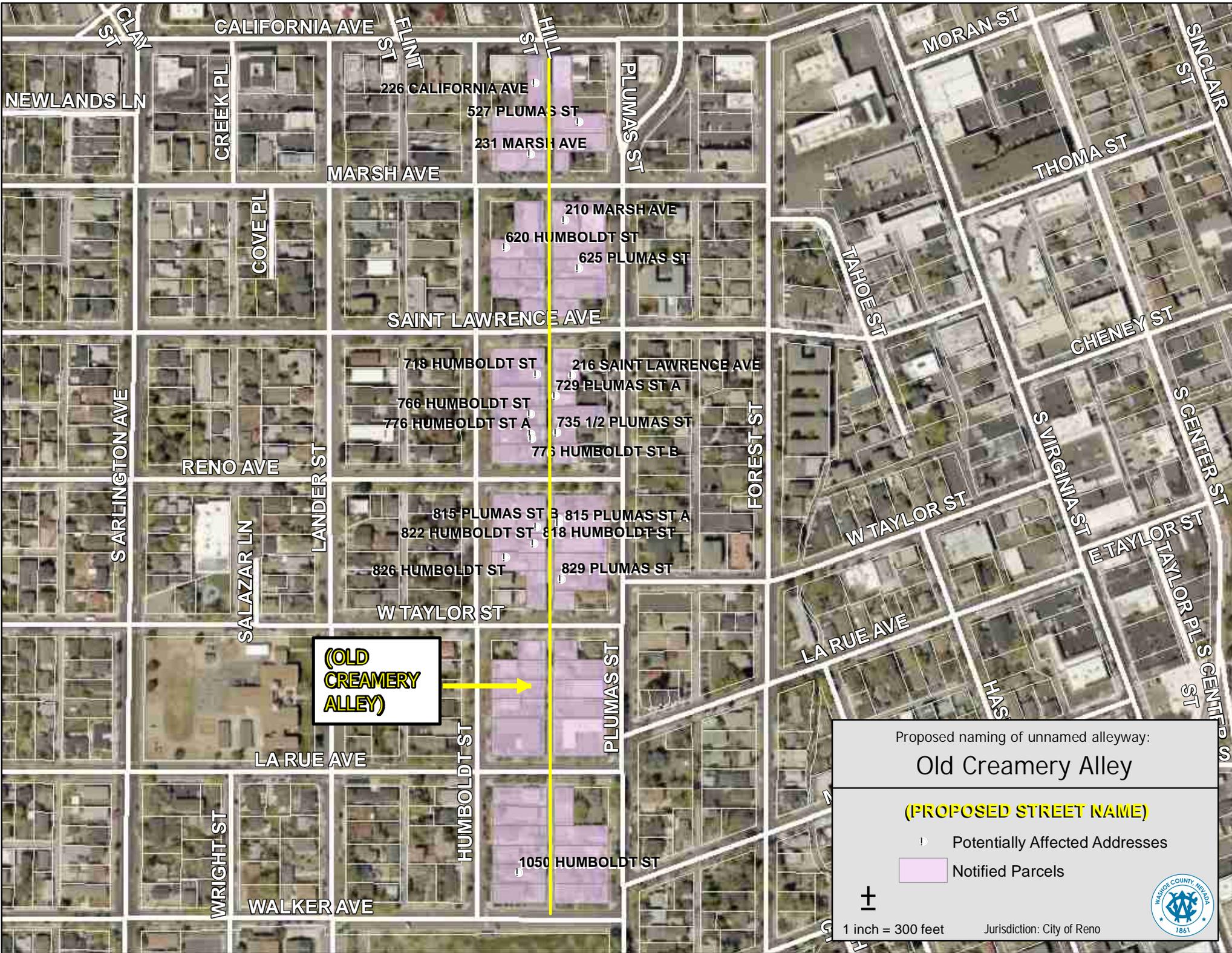
Denied: _____ Date: _____

Regional Street Naming Coordinator

Washoe County Community Services Department

1001 E. 9th Street
Reno, NV 89521

Phone: (775) 328-2319 – Email: streetnames@washoecounty.gov



(OLD CREAMERY ALLEY)

Proposed naming of unnamed alleyway:
Old Creamery Alley

(PROPOSED STREET NAME)

- ⦿ Potentially Affected Addresses
- Notified Parcels

1 inch = 300 feet Jurisdiction: City of Reno



**Regional Street Naming
Committee Agenda - January 18,
2024**



WASHOE COUNTY Regional Street Naming Committee Notice of Meeting and Agenda

Regional Street Naming Committee

Thursday January 18, 2024

Members

2:30 p.m.

Sean Chambers
Kaitlin Cortes
Amanda Duncan – Vice Chair
Jennifer Felter
Wayne Handrock - Chair
Robert Johnson
Teresa Parkhurst
Leah Piccotti
Brett Rodela
Sara Skroch
John Walker

Washoe County Administrative Complex
1001 E 9th Street, Building A
Reno, NV 89512

Remote Technology Meeting Only

This meeting will be held via Zoom webinar only. To participate via Zoom, please log into the Zoom webinar at the following link: <https://us02web.zoom.us/webinar/81401115663> or you can join the meeting by typing zoom.us into your computer browser, clicking “Join a Meeting” on the ZOOM website, and entering this **Meeting ID: 814 0111 5663**. NOTE: This option will require a computer with audio and video capabilities.

Alternatively, you can join the meeting by telephone only by dialing +1-669-900-9128, entering the **Meeting ID: 814 0111 5663** and pressing #.

Possible Changes to Agenda and Timing. All items numbered below are hereby designated “for possible action” where written next to each item (NRS 241.020). An item listed with “non-action” next to it is an item for which no action will be taken. Items on the agenda may be taken out of the order in which they appear, the Committee may combine two or more agenda items for consideration, and the Committee may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Public Comment. Public comment, whether on action items or general public comment, is limited to three (3) minutes per person. Persons may not allocate unused time to other speakers. No action may be taken on a matter raised under general public comment until the matter is included on the agenda as an item on which action may be taken.

Members of the public may submit public comment via Zoom or by dialing into the meeting by telephone. To provide public comment via Zoom, log into the ZOOM webinar at the above link and utilize the “Raise Hand” feature during any public comment period. To provide public comment via telephone only, press *9 to “Raise Hand” and *6 to mute/unmute.

Additionally, public comment can be submitted via email to washoe311@washoecounty.us. The County will make reasonable efforts to send all email comments received by 4:00 p.m. on January 17, 2024, to the Committee members prior to the meeting.

Orderly Conduct of Business. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive conduct may or may not be given before removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Posting of Agenda. Pursuant to NRS 241.020, this notice has been posted at the Washoe County Administration Building (1001 East Ninth Street, Bldg. A), Reno City Hall (One East First Street), Sparks City Hall (431 Prater Way) and online at: <https://notice.nv.gov/> and https://www.washoecounty.us/csd/planning_and_development/board_commission/regional_street_naming_committee/index.php

How to Get Copies of Agenda and Supporting Materials. Copies of this agenda and supporting materials for agenda items are available on the Committee's website: https://www.washoecounty.us/csd/planning_and_development/board_commission/regional_street_naming_committee/index.php or at the Community Services Department (Contact: Brandon Roman, Office Support Specialist, 1001 E. Ninth Street, Building A, Room A275; by email: broman@washoecounty.us; or by phone: (775) 328-3606.

If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Supporting materials are available to the public at the same time as they are available to Committee members. If materials are distributed at a meeting, they are available within one business day after the meeting.

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1. **CALL TO ORDER / DETERMINATION OF QUORUM** [Non-action item]
 2. **INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA ZOOM/TELEPHONE** [Non-action item]
 3. **PUBLIC COMMENT** [Non-action item]
Anyone may speak pertaining to any matter either on or off the agenda. Comments shall be limited to no more than three minutes. No action will be taken on a matter raised under this portion of the agenda until the matter has been included on the agenda as an item on which action may be taken. The Committee may ask that a matter be listed on a future agenda during the PUBLIC COMMENT periods or during the following item: MISCELLANEOUS / ANNOUNCEMENTS.
 4. **APPROVAL OF THE January 18, 2024, AGENDA** [For possible action]
 5. **APPROVAL OF MINUTES FROM THE OCTOBER 19, 2023, MEETING** [For possible action]. Committee members may identify any additions or corrections to the draft minutes as transcribed.
 6. **NEW BUSINESS** [For possible action]

- a. Discussion and possible action on a request to extend Old Creamery Alley. A Regional Street Naming Application was submitted on August 27, 2021, to name an unnamed alleyway situated between St. Lawrence Avenue and Reno Avenue. This alleyway runs in a north-south direction and lies within the City of Reno's jurisdiction. The applicant sought to name the alleyway to prevent confusion with mail delivery and emergency services.

Initially presented to the RSNC on October 21, 2021, the proposal to name the alley "Midtown Alley" received the Committee's recommendation for approval. This recommendation was then forwarded to the City of Reno, the presiding jurisdiction, for final approval. Subsequently, after deliberation, the City of Reno suggested a name change, proposing "Old Creamery Alley" instead of "Midtown Alley". The subsequent name was also approved by the original applicant.

On January 19, 2023, the RSNC approved the revised name, "Old Creamery Alley", and the recommendation was forwarded to the City of Reno for final approval.

Later, on September 9, 2023, the City of Reno requested an update to the application to include the entire alleyway in the naming, spanning from California Avenue to the north and Walker Avenue to the south. This extension will impact approximately 19 addressed properties.

7. MISCELLANEOUS / ANNOUNCEMENTS [Non-action item]

Comments by the Committee or staff members, limited to announcements and/or topics or issues for future agendas. No discussion among committee members will take place on this item. The next regular meeting is scheduled for **2:30 p.m., Thursday, April 18, 2024.**

8. PUBLIC COMMENT [Non-action item]

Anyone may speak pertaining to any matter either on or off the agenda. Comments shall be limited to no more than three minutes. No action will be taken on a matter raised under this portion of the agenda until the matter has been included on the agenda as an item on which action may be taken. The Committee may ask that a matter be listed on a future agenda during the PUBLIC COMMENT periods or during the following item: MISCELLANEOUS / ANNOUNCEMENTS.

9. ADJOURNMENT [Non-action]

**Regional Street Naming
Committee Draft Minutes - January
18, 2024**



WASHOE COUNTY
Regional Street Naming Committee
DRAFT Meeting Minutes
January 18, 2024

Washoe County Administrative Complex
Via Zoom Web Conference Only
<https://us02web.zoom.us/webinar/81401115663>

Members Present

Kaitlin Cortes, Nevada Department of Transportation
Sean Chambers, City of Sparks Police Department
Wayne Handrock, Washoe County Community Services Department
Robert Johnson, City of Reno
Leah Picotti, City of Reno Community Development
Jaleh Polack (Alternate), Washoe County Public Safety
Brett Rodela, Washoe County School District
Sara Skroch, City of Reno

Members Absent

Amanda Duncan, Truckee Meadows Water Authority
Jennifer Felter, Washoe County Public Safety
Teresa Parkhurst, City of Sparks
Jon Walker, City of Sparks

Legal Counsel

Beth Hickman, Washoe County District Attorney's Office

Non-Members Present

Brandon Roman, Senior Office Specialist, Washoe County Community Services Department
Stephen Hein, Washoe County, RSNC Coordinator
Julie Orvald, Washoe County, Washoe County GIS
Sean Ruedy, Washoe County Tech Services Regional Services
Gary Zaepfel, Washoe County Tech Services Regional Services
Amy Pennington, City of Reno

1. Call to Order/Determination of Quorum

The meeting was called to order by Chair Wayne Handrock at 2:33 p.m. A quorum of the Committee was established.

2. Public Comment

Chair Handrock called for public comment. There was no response to the call for public comment.

3. Approval of the Agenda for the January 18, 2024, meeting of the Regional Street Naming Committee

Upon motion by Member Skroch, second by Member Rodela, the agenda for the January 18, 2024, meeting of the Regional Street Naming Committee was approved as written. Motion carried unanimously.

4. **Approval of Minutes from the October 19, 2023, meeting of the Regional Street Naming Committee**

Upon motion by Member Piccotti, second by Member Skroch, the minutes from the October 18, 2024, meeting of the Regional Street Naming Committee was approved as written. Motion carried unanimously.

5. **New Business**

- a. **City of Reno (Extension of Old Creamery Alley)** [For possible action] – Discussion and possible action on a request to extend Old Creamery Alley. A Regional Street Naming Application was submitted on August 27, 2021, to name an unnamed alleyway situated between St. Lawrence Avenue and Reno Avenue. This alleyway runs in a north-south direction and lies within the City of Reno’s jurisdiction. The applicant sought to name the alleyway to prevent confusion with mail delivery and emergency services.

Initially presented to the RSNC on October 21, 2021, the proposal to name the alley “Midtown Alley” received the Committee’s recommendation for approval. This recommendation was then forwarded to the City of Reno, the presiding jurisdiction, for final approval. Subsequently, after deliberation, the City of Reno suggested a name change, proposing “Old Creamery Alley” instead of “Midtown Alley”. The subsequent name was also approved by the original applicant.

On January 19, 2023, the RSNC approved the revised name, “Old Creamery Alley”, and the recommendation was forwarded to the City of Reno for final approval.

Later, on September 9, 2023, the City of Reno requested an update to the application to include the entire alleyway in the naming, spanning from California Avenue to the north and Walker Avenue to the south. This extension will impact approximately 19 addressed properties.

RSNC Coordinator Stephen Hein provided background on the project...

Coordinator Hein read the above case description. He indicated that the “Old Creamery Alley” name was unique and was accepted into the Street Reservation List.

Member Rodela asked if there was any historical relevance or meaning regarding the “Old Creamery” name.

Chair Handrock did not know and neither did Coordinator Hein.

Amy Pennington from the City of Reno addressed the significance of the name. She stated that a City Council Member made a request that it be named after an old creamery that was on the Corner of St. Lawrence Avenue.

Chair Handrock asked Ms. Pennington if she was acting as the applicant for the City of Reno on this matter.

Ms. Pennington verified she was.

Chair Handrock asked Ms. Pennington if she had any comments as the acting applicant.

Ms. Pennington had no additional comments.

Chair Handrock asked for any other Committee input, which there was none. Chair then asked for any Public Comment and there was none.

Upon motion by Member Skroch, second by Rodela, the request to naming the unnamed alley between California Avenue and Walker Avenue to Old Creamery Alley was approved. Roll call vote was called by Recording Secretary Roman, Motion carried unanimously.

6. Miscellaneous / Announcements

Recording Secretary Kerfoot announced that the next regularly scheduled RSNC meeting is Thursday, April 18, 2024, at 2:30pm.

7. Public Comment

Yvonne Garland made a request to get Leadership Parkway changed to Emma Marie Way in honor of her 11-year-old daughter who was killed by a reckless drive on January 14, 2024. She asked for information on how to get started to request the name change.

Chair Handrock asked Coordinator Hein if he could help her with this request. Mr. Hein stated he could. She was provided with Mr. Hein's contact information, so he could help her get started.

Ms. Garland asked those attending the meeting via Zoom to raise their hands in support of this street name change.

Chair Handrock stated she probably couldn't do that at this time due to it not being a current application. Chair Handrock stated the Committee usually works with the public pretty well but wasn't guaranteeing anything at this point. He stated she should work with Stephen to get the application done and try to get the request heard at the next meeting.

Recording Secretary Roman told Ms. Garland she could have public support attend the meeting and speak during the public comment period as she had done in support of her request but would have to go through the application process first.

Chair Handrock asked Mr. Roman if public comment could be mailed in. Mr. Roman confirmed this was true. Mr. Roman directed those attending and Ms. Garland to the Regional Street Naming website for his contact information and indicated it was also available on the posted agenda online. The public comment could come to Mr. Roman and he would ensure it was put into the public record.

Ms. Garland thanked Mr. Roman for his help.

Laiza Manansala thanked the committee for allowing Ms. Garland to speak and people in general being able to speak with the County about what goes on in their city. She wanted to confirm she understood the process of giving public comment was most appropriate during the hearing for Ms. Garland's application and not at the moment.

Chair Handrock confirmed that was correct. He restated the next meeting was on April 18 at 2:30 p.m. and the public could send comment to Recording Secretary Roman.

Recording Secretary restated that the public could go to the website and find his information and send public comment to him via email. He indicated that it is better to get it to him before the meeting, so the members have time to look at the comments and mull them over prior to

the meeting. He also reiterated that they are more than welcome to make public comment at the meeting.

8. Adjournment

Chair Handrock adjourned the meeting at 2:53 p.m.

Chair Wayne Handrock