



# REVISED

**Moapa Town Advisory Board**  
**Marley P. Robinson Justice Court**  
**1340 E. Highway 168**  
**Moapa, NV. 89025**  
May 9, 2023

- Note:**
- Items on the agenda may be taken out of order.
  - The Board/Council may combine two (2) or more agenda items for consideration.
  - The Board/Council may remove an item from the agenda or delay discussion relating to an item at any time.
  - No action may be taken on any matter not listed on the posted agenda.
  - All planning and zoning matters heard at this meeting are forwarded to the Board of County Commissioners' Zoning Commission (BCC) or the Clark County Planning Commission (PC) for final action.
  - Please turn off or mute all cell phones and other electronic devices.
  - Please take all private conversations outside the room.
  - With a forty-eight (48) hour advance request, a sign language interpreter or other reasonable efforts to assist and accommodate persons with physical disabilities, may be made available by calling (702) 455-3530, TDD at (702) 385-7486, or Relay Nevada toll-free at (800) 326-6868, TD/TDD.
  - Supporting material provided to Board/Council members for this meeting may be requested from Judy Metz at (702)397-6475
    - Supporting material is/will also be available at the Clark County Department of Administrative Services, 500 S. Grand Central Parkway, 6th Floor, Las Vegas, Nevada 89155 & Moapa Valley Community Center 320 N. Moapa Valley Blvd. Overton, NV. 89040
    - Supporting material is/will be available on the County's website at <https://clarkcountynv.gov/MoapaValleyTAB>.

Board/Council Members: Lola Egan – Chairperson  
Cally Wade – Vice Chairperson  
Blake Stratton – Member  
Jamie Shakespear – Member  
Michael Abbott - Member

Secretary: Judith Metz, 702-397-6475. [Judith.Metz@ClarkCountyNV.gov](mailto:Judith.Metz@ClarkCountyNV.gov)  
Business Address: Moapa Valley Community Center  
320 N. Moapa Valley Blvd. Overton, NV. 89040

County Liaison(s): William Covington, 702-455-2540, [William.Covington@ClarkCountyNV.gov](mailto:William.Covington@ClarkCountyNV.gov)  
Business Address: Clark County Department of Administrative Services, 500 S. Grand Central Parkway, 6th Floor, Las Vegas, Nevada 89155

## I. Call to Order, Invocation, Pledge of Allegiance, and Roll Call

II. Public Comment- This is a period devoted to comments by the general public about items on this agenda. No discussion, action, or vote may be taken on this agenda item. You will be afforded the opportunity to speak on individual Public Hearing Items at the time they are presented. If you wish to speak to the Board/Council about items within its jurisdiction but not appearing on this agenda, you must wait until the "Comments by the General Public" period listed at the end of this agenda. Comments will be limited to three (3) minutes. Please step up to the speaker's podium, if applicable, clearly state your name and address and please **spell** your last name for the record. If

any member of the Board/Council wishes to extend the length of a presentation, this will be done by the Chairperson or the Board/Council by majority vote.

III. Approval of Minutes for January 31, 2023. (For possible action)

IV. Approval of the Agenda for May 9, 2023, and Hold, Combine, or Delete any Items. (For possible action)

V. Informational Items

None

VI. Planning and Zoning

**05/17/23 BCC**

1. **ZC-21-0004-MOAPA PIONEERS 1919 TRUST:**  
**AMENDED HOLDOVER ZONE CHANGE** to reclassify 12.0 acres (previously notified a 19.5 acres) from R-U (Rural Open Land) Zone to R-E (Rural Estates Residential) Zone for a single family residential development. Generally located on the south side of McKnight Avenue and the west side of Henrie Road within Moapa (description on file). MK/jor/ja (For possible action)

VII. General Business

1. Review of Moapa Town TAB Bylaws (For possible Action)
2. Recommend a Moapa Town Advisory Board Member to serve on the Moapa Valley Emergency Management Plan Committee. (For possible action)

VIII. Comments by the General Public- A period devoted to comments by the general public about matters relevant to the Board/Council's jurisdiction will be held. No vote may be taken on a matter not listed on the posted agenda. Comments will be limited to three (3) minutes. Please step up to the speaker's podium, if applicable, clearly state your name and address and please **spell** your last name for the record. If any member of the Board/Council wishes to extend the length of a presentation, this will be done by the Chairperson or the Board/Council by majority vote.

IX. Next Meeting Date: May 30, 2023.

X. Adjournment

**POSTING LOCATIONS:** This meeting was legally noticed and posted at the following locations:  
Moapa Valley Community Center - 320 N. Moapa Valley Blvd. Overton, NV. 89040  
<https://notice.nv.gov>

BOARD OF COUNTY COMMISSIONERS  
JAMES B. GIBSON, Chair - JUSTIN C. JONES, Vice-Chair  
MARILYN KIRKPATRICK - WILLIAM MCCURDY II - ROSS MILLER - MICHAEL NAFT - TICK SEGERBLOM  
KEVIN SCHILLER County Manager

**address of the location of posting, and (3) name, title, and signature of person who posts the public notice.**

Please return this signed Certificate of Posting to: **Official Clerk/Secretary of the Public Body.**



# Moapa Town Advisory Board

January 31,, 2023

## MINUTES

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Board Members:     Jamie Shakespear – Chair - present  
                          Blake Stratton – Vice Chair – **Absent**  
                          Lola Egan - **Present**  
                          Cally Wade – **Present**

Secretary:           Cally Wade – 702-423-2940, ClarkCountyRuralTABSecretary@outlook.com

Liaison:              William Covington, 702-455-2540, William.Covington@ClarkCountyNV.gov

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I.            Call to Order, Invocation, Pledge of Allegiance, Roll Call  
              The meeting was called to order at 7:00 p.m.

II.          Public Comment

NONE

III         Approval of September 27, 2022 Minutes

**Moved by: Jamie Shakespear**

**Action: Approved**

**Vote: 3-0/Unanimous**

IV.         Approval of Agenda for January 31, 2023

**Moved by: Cally Wade**

**Action: Approved**

**Vote: 3-0/Unanimous**

BOARD OF COUNTY COMMISSIONERS  
JAMES B. GIBSON, Chair – JUSTIN C. JONES, Vice-Chair  
MARILYN KIRKPATRICK – WILLIAM MCCURDY II – ROSS MILLER – MICHAEL NAFT – TICK SEGERBLOM  
KEVIN SCHILLER, County Manager

V. Informational Items

NONE

VI. Planning & Zoning

NONE

VII. General Business

1. Approve the 2023 Moapa Town Advisory Board yearly meeting calendar (For possible action)

**Moved by: Jamie Shakespear**

**Action: Approved**

**Vote: 3-0/Unanimous**

2. Appoint the Chairperson and Vice-Chairperson for a two-year (2-year) term. (For possible action)

**Jamie Shakespear nominated Lola Egan for Chairperson**

**Moved by: Cally Wade**

**Action: Approved**

**Vote: 3-0/Unanimous**

**Lola Egan nominates Cally Wade at Chairperson**

**Moved by: Jamie Shakespear**

**Action: Approved**

**Vote: 3-0/Unanimous**

3. Nominate a Moapa Valley Town Board member or designee to serve as a member of the Moapa Valley Fire Protection District Advisory Board for a two-year (2-year) term beginning in February 2023 (For possible action)

**Motion by Cally Wade to nominate Josh Jensen.**

**Moved by: Lola Egan**

**Action: Approved**

**Vote: 3-0/Unanimous**

VIII. Public Comment

Board discusses their appreciation for the improvements at Park Facilities. Is there a way on how and when monies from their Park funds are spent? What is the status of those funds, at this time?

1. Next Meeting Date

The next regular meeting will be February 15, 2023

Adjournment @ 7:25PM

**ATTACHMENT A  
MOAPA TOWN ADVISORY BOARD  
ZONING AGENDA  
TUESDAY, 7:00 P.M., MAY 9, 2023**

**05/17/23 BCC**

1. **ZC-21-0004-MOAPA PIONEERS 1919 TRUST:**  
**AMENDED HOLDOVER ZONE CHANGE** to reclassify 12.0 acres (previously notified a 19.5 acres) from R-U (Rural Open Land) Zone to R-E (Rural Estates Residential) Zone for a single family residential development. Generally located on the south side of McKnight Avenue and the west side of Henrie Road within Moapa (description on file). MK/jor/ja (For possible action)

05/17/23 BCC AGENDA SHEET

SINGLE FAMILY RESIDENTIAL  
(TITLE 30)

MCKNIGHT AVE/HENRIE RD  
(MOAPA)

PUBLIC HEARING

APP. NUMBER/OWNER/DESCRIPTION OF REQUEST

**ZC-21-0004-MOAPA PIONEERS 1919 TRUST:**

**AMENDED HOLDOVER ZONE CHANGE** to reclassify 12.0 acres (previously notified a 19.5 acres) from R-U (Rural Open Land) Zone to R-E (Rural Estates Residential) Zone for a single family residential development.

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RELATED INFORMATION:

**APN:**

031-22-401-014, 031-22-401-015 and 031-22-401-027 through 031-22-401-030

**LAND USE PLAN:**

NORTHEAST COUNTY (MOAPA) - RANCH ESTATE NEIGHBORHOOD (UP TO 2 DU/AC)

**BACKGROUND:**

**Project Description**

General Summary

- Site Acreage: **12**
- Project Type: Rezone subject parcels for a future single family residential development

Site Plan

The site plan depicts 6 parcels on the south side of McKnight Avenue, the west side of Henrie Road, the east side of Old Paint Road, and the north side of Learned Cactus Way. The applicant is requesting to reclassify an overall area of 12 acres from R-U to R-E zoning for future development of single family residences (custom homes).

Applicant's Justification

The submitted justification letter states that reclassifying the parcels to R-E zoning will allow for future development of custom homes that are compatible to the existing area. The zone change request is conforming to the Land Use Plan. Furthermore, the applicant states that appropriate measures, permits, studies, and land use approvals will be pursued to ensure that the public safety and welfare of the neighborhood is prioritized. Lastly, future building and landscaping will be addressed with subsequent land use applications so that the development is harmonious to the area.

### Surrounding Land Use

	Planned Land Use Category	Zoning District	Existing Land Use
North & South	Outlying Neighborhood (up to 0.5 du/ac)	R-U	Single family residential
East	Low-Intensity Suburban Neighborhood (up to 0.5 du/ac) & Open Lands	R-U	Undeveloped
West	Outlying Neighborhood (up to 0.5 du/ac) & Ranch Estate Neighborhood (up to 2 du/ac)	R-E & R-U	Single family residential & undeveloped

### STANDARDS FOR APPROVAL:

The applicant shall demonstrate that the proposed request meets the goals and purposes of Title 30.

### Analysis

#### Comprehensive Planning

The request to reclassify the site from R-U (Rural Open Land) zoning to R-E (Rural Estates Residential) zoning is a conforming zone change. R-E zoning is not out of character within the neighborhood since 4.2 acres to the west was previously approved from R-U to R-E zoning via ZC-1415-01. The R-E zoned parcels to the west were properly developed and there are existing single family residences on 6 separate lots. The request complies with Goal 3 and Goal 4 of the Northeast County Land Use Plan which encourages in part, that all single family residential development proposals provide opportunities for additional single family development and encourage appropriate site planning and preserve low density rural and large lot areas; therefore, staff supports this request.

#### Staff Recommendation

Approval.

If this request is approved, the Board and/or Commission finds that the application is consistent with the standards and purpose enumerated in the Comprehensive Master Plan, Title 30, and/or the Nevada Revised Statutes.

### PRELIMINARY STAFF CONDITIONS:

#### Comprehensive Planning

- No Resolution of Intent and staff to prepare an ordinance to adopt the zoning.
- Applicant is advised that the County is currently rewriting Title 30 and future land use applications, including applications for extensions of time, will be reviewed for conformance with the regulations in place at the time of application.

#### Public Works - Development Review

- Applicant is advised that a drainage study, traffic study, and off-site improvements may be required with future development.

**Fire Prevention Bureau**

- No comment.

**Clark County Water Reclamation District (CCWRD)**

- The applicant is advised that CCWRD has no public sanitary sewer facilities in that area and none are planned within the next 5 years.

**TAB/CAC:**

**APPROVALS:**

**PROTESTS:**

**COUNTY COMMISSION ACTION:** March 3, 2021 – HELD – No Date – per the Board of County Commissioners.

**APPLICANT:** THE MOAPA PIONEERS TRUST 1919

**CONTACT:** THE MOAPA PIONEERS TRUST 1919, 3275 S. JONES BLVD, SUITE 104,  
LAS VEGAS, NV 89146

DRAFT

# **BYLAWS AND PROCEDURES**

## **MOAPA TOWN ADVISORY BOARD**

### Article I - Name

The name of this advisory board shall be the Moapa Town Advisory Board as created by the Clark County Board of Commissioners, pursuant to Clark County Ordinance No. 989, adopted on August 19, 1986.

### Article II - Purpose

The purpose of this advisory board, pursuant to NRS 269.576 and County Code, Chapter 3.30, is to assist the Board of County Commissioners in governing the unincorporated town of Moapa by acting as a liaison between the residents of the town and the Board of County Commissioners and to advise the Board of County Commissioners on matters of importance to the unincorporated town and its residents.

### Article III - Members

- A. Members of the Moapa Town Advisory Board must be qualified electors (they must be qualified to register to vote but do not have to actually be registered) and live within the boundaries of the unincorporated town of Moapa.
- B. Five members shall be elected to serve a two-year term, which will begin on the first Monday in January of odd-numbered years.
- C. If there are fewer qualified candidates who file for election to the Moapa Town Advisory Board than there are seats on the Moapa Town Advisory Board, the Board of County Commissioners shall appoint as many new members as are necessary to fill the seats left vacant after the election.
- D. Any member may resign his/her appointment by submitting a letter of resignation to the Board of Commissioners or the Department of Administrative Services and sending a copy to the Chair of the Moapa Town Advisory Board.
- E. When a vacancy occurs, the advisory board shall, at the request of the Department of Administrative Services, post a public notice of the opening soliciting applications and may recommend to the Board of County Commissioners a qualified replacement for the position.
- F. All advisory board members shall observe the standards of ethical conduct outlined in NRS 281A, Clark County Code of Ethics, Chapter 2.42, and any resolution on Ethics adopted by the BCC, and refrain from voting on any item which presents a conflict of interest.

- G. Each member of the Moapa Town Advisory Board shall, at least once during the first year of his/her initial term of office, and annually during every subsequent year that he/she serves in office, attend training pursuant to 3.30.090:
  - 1. State statutes, regulations, local ordinances, resolutions and regulations concerning land use planning, development and any other subject matter that the Board of County Commissioners deems necessary; and
  - 2. The provisions of chapter 241 of NRS (Meetings of State and Local Agencies).

#### Article IV - Officers

- A. Officers shall perform the duties prescribed by these bylaws.
- B. Officers of the Moapa Town Advisory Board consist of Chair and Vice Chair selected amongst and by the members of the advisory board, and shall be selected to serve a two-year term, or at the pleasure of the advisory board, beginning the first meeting in January of odd-numbered years.
- C. The Chair is not eligible to serve a consecutive term of office as chairperson or to serve as Vice Chair for the following term after being the chairperson.
- D. The Chair shall act as presiding officer at all regular and special meetings of the advisory board in accordance with the adopted Board of County Commission Rules of Procedure.
- E. The Vice Chair shall assume the responsibilities of the Chair in his/her absence.
- F. If a permanent vacancy occurs for the position of the Chair or Vice Chair, the advisory board shall select a Chair or Vice Chair from among the members of the advisory board to serve the remainder of the unexpired term, consistent with section IV. C.
- G. The Secretary of the advisory board shall ensure that each meeting has been legally noticed and posted pursuant to the Nevada Open Meeting Law.

#### Article V - Meetings

- A. The Moapa Town Advisory Board shall hold regular meetings on the Tuesday prior to Planning Commission and County Commission meetings, unless holidays or other conflicts dictate moving the meeting dates.
- B. All meetings shall be held at the Marley P. Robinson Justice Court and Community Center, 1340 E. Highway, commencing at 7:00 p.m. or in the case of an emergency or potential overcrowding, at another location and/or time as determined by the Chair, and properly noticed and posted pursuant to the Nevada Open Meeting Law.

- C. The regular meetings of the advisory board shall be held no less than once per quarter at the place, day and hour set forth in Sections A and B above.
- D. Any special meeting of the advisory board may be held at the call of the Chair at the time, date and place posted, pursuant to the Nevada Open Meeting Law.
- E. Three members of the five member board shall constitute a quorum, and a quorum will be required to conduct any official business of the advisory board. Whenever a member abstains from voting because of a conflict of interest, the necessary quorum to act upon and the number of votes necessary to act upon the matter, as fixed by any statute, ordinance or rule, is reduced as though the abstaining member were not a member of the board.
- F. The Chair or Vice-Chair will coordinate with the Secretary and County Liaison to ensure actions and reasoning is accurately reported in the minutes.
- G. Each person appearing before the advisory board shall receive a fair and impartial hearing based solely on the merits of his/her petition, without regard to race, religion, sex, sexual orientation, age, disability or national origin.
- H. Agendas
  - 1. All business for consideration shall be included on the agenda. The Chair shall rule as "out of order" the consideration of any matter not on the agenda, or in conflict with the bylaws. If any information or discussion item is introduced at a meeting and action is to be taken thereon, it shall be placed on the agenda for the next regular meeting of the board.
  - 2. The advisory board Secretary shall, in accordance with the uniform agenda format provided by the Department of Administrative Services, prepare the agenda in cooperation with the Chair and County Liaison, and post by 9:00 a.m., three full working days (not counting the meeting date) before the meeting in compliance with the Nevada Open Meeting Law.
  - 3. Items can be placed on an agenda by the Board of County Commissioners, Department of Administrative Services, Department of Comprehensive Planning, and any advisory board member, or as required by law. Citizens can request that an item be on an agenda, but whether the item appears on the agenda is at the discretion of the advisory board Chair and the Department of Administrative Services based on the issue, circumstances, appropriateness and ability of the advisory board to further the issue.
  - 4. Non-planning and zoning items for inclusion on the agenda must be submitted to the Secretary at least eight calendar days prior to the scheduled meeting. The Secretary will combine requested items with the Planning & Zoning agenda provided by the Department of Comprehensive Planning and post three full working days before the meeting.

5. Once action is taken on an item, the Town Advisory Board shall not re-hear the item unless there is (1) a timely request for rehearing (within five working days by a member voting in the majority); (2) a change of circumstance; or (3) sufficient passage of time that it is reasonable to revisit the item.

#### Article VI - Parliamentary Procedure

- A. All voting procedures shall be in accordance with the adopted Board of Clark County Commissioner Rules of Procedure, except as otherwise outlined in these bylaws.
- B. A motion need not have a "second" before the motion may be put to a vote as provided for in "A" above.
- C. The Chair of the advisory board shall have the same right as any other board member to initiate a motion, question, or debate, and vote on a motion.