

NOTICE TO APPLICANTS:

Once submitted, your entire application may become public record, as provided by law, and except for legally confidential matters all or part of the information you provide may be posted on the Washoe County website.

This posting will occur no fewer than three days following the application filing date.

Administrative Permit

Staff Assigned Case No.: _____

Washoe County Development Application

Project Information			
Project Name (commercial/industrial projects only):			
Project Description:			
Project Address:			
Project Area (acres or square feet):			
Location Information			
Project Location (with point of reference to major cross streets AND area locator):			
Assessor's Parcel No(s):	Parcel Acreage:	Assessor's Parcel No(s):	Parcel Acreage:
Section(s)/Township/Range:			
Indicate any previous Washoe County approvals associated with this application:			
Case Nos.			
Applicant Information			
Property Owner:		Professional Consultant:	
Name:		Name:	
Address:		Address:	
Zip:		Zip:	
Phone:		Phone:	
Fax:		Fax:	
Email:		Email:	
Cell:		Cell:	
Other:		Other:	
Contact Person:		Contact Person:	
Applicant/Developer:		Other Persons to be Contacted:	
Name:		Name:	
Address:		Address:	
Zip:		Zip:	
Phone:		Phone:	
Fax:		Fax:	
Email:		Email:	
Cell:		Cell:	
Other:		Other:	
Contact Person:		Contact Person:	
For Office Use Only			
Date Received:		Planning Area:	
Initial:		Land Use Designation(s):	
County Commission District:			
CAB(s):			

Owner Affidavit

Project Name: _____	
Application Type	
<input type="checkbox"/> Abandonment	<input type="checkbox"/> Final Map Certificate of Amendment
<input type="checkbox"/> Administrative Permit	<input type="checkbox"/> Final Map Major/Minor Amendment
<input type="checkbox"/> Agricultural Exemption Land Division	<input type="checkbox"/> Final Subdivision Map/Const Plan Review
<input type="checkbox"/> Amendment of Conditions of Approval	<input type="checkbox"/> Parcel Map Waiver
<input type="checkbox"/> Boundary Line Adjustment	<input type="checkbox"/> Reversion to Acreage
<input type="checkbox"/> Comprehensive Plan Amendment	<input type="checkbox"/> Special Use Permit <input type="checkbox"/> with EIS/EA
<input type="checkbox"/> Land Use Designation Change	<input type="checkbox"/> Specific Plan
<input type="checkbox"/> Text Change	<input type="checkbox"/> Tentative Map of Div into Large Parcels
<input type="checkbox"/> Design Review Committee Submittal	<input type="checkbox"/> Tentative Parcel Map
<input type="checkbox"/> Development Agreement	<input type="checkbox"/> Tentative Subdivision Map
<input type="checkbox"/> Development Code Amendment	<input type="checkbox"/> Hillside Development
<input type="checkbox"/> Ext of Time Requests (Approved Applications)	<input type="checkbox"/> Significant Hydrologic Resource
<input type="checkbox"/> Ext of Time Requests (Tent Subdivision Maps)	<input type="checkbox"/> Common Open Space Development
	<input type="checkbox"/> Variance

The receipt of an application at the time of submittal does not imply the application complies with all requirements of the Washoe County Development Code, the Washoe County Comprehensive Plan or the applicable area plan, or that it is deemed complete and will be processed.

STATE OF NEVADA)
)
COUNTY OF WASHOE)

I, _____,
being duly sworn, depose and say that I am an owner* of property involved in this petition and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of the Department of Community Development staff.

(A separate Affidavit must be provided by each property owner named in the title report.)

*Owner refers to the following: (Please mark appropriate box.)

- Owner
- Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- Power of Attorney (Provide copy of Power of Attorney.)
- Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- Property Agent (Provide copy of record document indicating authority to sign.)
- Letter from Government Agency with Stewardship

Signed _____

Address _____

Subscribed and sworn to before me this _____ day of _____, _____.

(Notary Stamp)

Notary Public in and for said county and state
My commission expires: _____

Administrative Permit Application Supplemental Information

(All required information may be separately attached)

Chapter 110 of the Washoe County Code is commonly known as the Development Code. Specific references to administrative permits may be found in Article 808, Administrative Permits.

1. What is the type of project or use being requested?

2. What currently developed portions of the property or existing structures are going to be used with this permit?

3. What improvements (e.g. new structures, roadway improvements, utilities, sanitation, water supply, drainage, parking, signs, etc.) will have to be constructed or installed and what is the projected time frame for the completion of each?

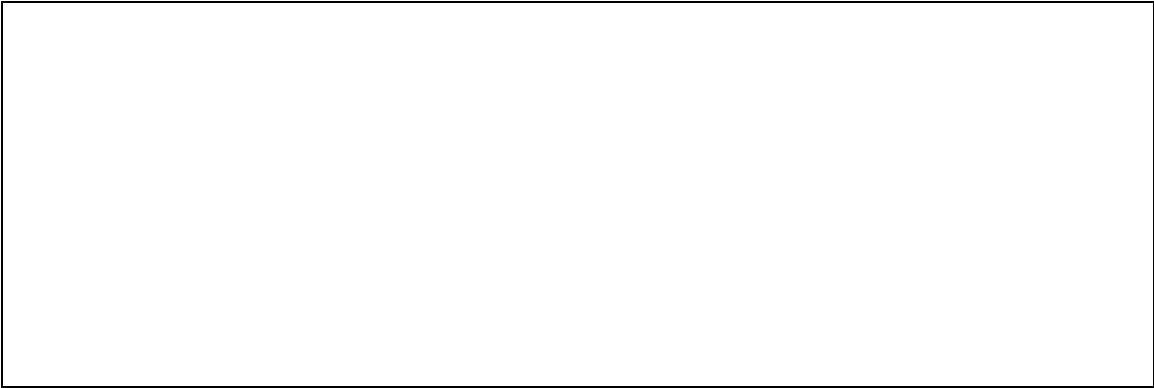
4. What is the intended phasing schedule for the construction and completion of the project?

5. What physical characteristics of your location and/or premises are especially suited to deal with the impacts and the intensity of your proposed use?

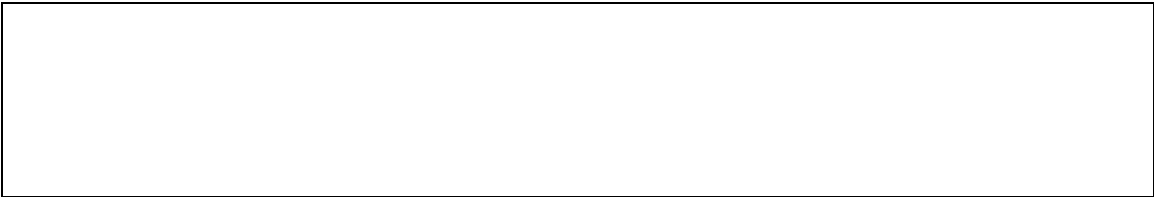
6. What are the anticipated beneficial aspects or effects your project will have on adjacent properties and the community?

7. What will you do to minimize the anticipated negative impacts or effects your project will have on adjacent properties?

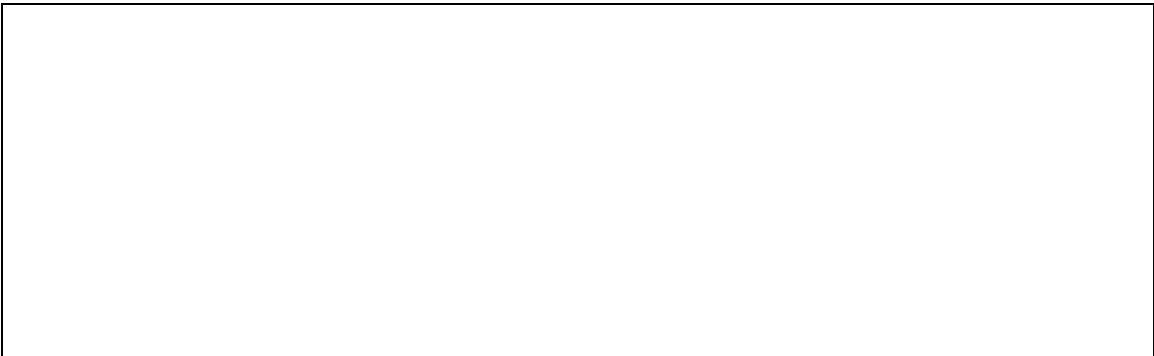
8. Please describe operational parameters and/or voluntary conditions of approval to be imposed on the administrative permit to address community impacts.



9. How many improved parking spaces, both on-site and off-site, are available or will be provided? (Please indicate on site plan.)



10. What types of landscaping (e.g. shrubs, trees, fencing, painting scheme, etc.) are proposed? (Please indicate location on site plan.)



11. What type of signs and lighting will be provided? On a separate sheet, show a depiction (height, width, construction materials, colors, illumination methods, lighting intensity, base landscaping, etc.) of each sign and the typical lighting standards. (Please indicate location of signs and lights on site plan.)



12. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that apply to the area subject to the administrative permit request? (If so, please attach a copy.)

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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13. Utilities:

a. Sewer Service	
b. Water Service	

For most uses, the Washoe County Code, Chapter 110, Article 422, Water and Sewer Resource Requirements, requires the dedication of water rights to Washoe County. Please indicate the type and quantity of water rights you have available should dedication be required:

c. Permit #		acre-feet per year	
d. Certificate #		acre-feet per year	
e. Surface Claim #		acre-feet per year	
f. Other, #		acre-feet per year	

l. Title of those rights (as filed with the State Engineer in the Division of Water Resources of the Department of Conservation and Natural Resources):

Administrative Permit Fee Worksheet

Case Number:	Project Name:	
	APN:	
Department	Fees	
Community Development Noticing 328-6100		\$1,265 \$200
Engineering 328-2041		\$65
Environmental Health Services 328-2434		\$65
Vector-Borne 328-2434		\$121
Water Resources Utility Operations 954-4600	Tahoe Area Other Areas	\$0 \$38
Total Fees (See Note 2)	Tahoe Area Other Areas	\$1,716 \$1,754
Notes		
<p>1. In accordance with Nevada Revised Statutes, application fees must be deposited the day of receipt. This does not guarantee that the application is complete.</p> <p>2. All fees are waived for Administrative Permits for "temporary occupancy for the Care of the Infirm", "Appeal of Administrative Decision" or "Appeal of Code Enforcement Decision," however; the Administrative Permit Application process is still required.</p>		

Fees collected per Washoe County Development Code, Article 906, Fees.

**Make check payable to Washoe County.
Bring check with your application to Community Development.**

**Submit this page with Original Packet only.
Do not include this page in other copies of the packet.**