

# 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.

# **Master Plan Amendment**

Staff Assigned Case No.: \_\_\_\_\_

## Washoe County Development Application

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

## Owner Affidavit

<b>Project Name:</b> _____	
Application Type	<input type="checkbox"/> <b>Abandonment</b>
	<input type="checkbox"/> <b>Administrative Permit</b>
	<input type="checkbox"/> <b>Agricultural Exemption for Large Parcels</b>
	<input type="checkbox"/> <b>Amendment of Conditions of Approval</b>
	<input type="checkbox"/> <b>Boundary Line Adjustment</b>
	<input type="checkbox"/> <b>Design Review Committee Submittal</b>
	<input type="checkbox"/> <b>Detached Accessory Dwelling Administrative Review</b>
	<input type="checkbox"/> <b>Development Agreement</b>
	<input type="checkbox"/> <b>Development Code Amendment</b>
	<input type="checkbox"/> <b>Extension of Time Request</b> <input type="checkbox"/> Approved Application <input type="checkbox"/> Tentative Subdivision Map
	<input type="checkbox"/> <b>Final Map Certificate of Amendment</b>
	<input type="checkbox"/> <b>Final Map Major/Minor Amendment</b>
	<input type="checkbox"/> <b>Final Subdivision Map/Construction Plan Review</b>
	<input type="checkbox"/> <b>Master Plan Amendment</b> <input type="checkbox"/> Policy Change <input type="checkbox"/> Master Plan Designation Change <input type="checkbox"/> Policy and Master Plan Designation Change
<input type="checkbox"/> <b>Parcel Map Waiver</b>	
<input type="checkbox"/> <b>Regulatory Zone Amendment</b> <input type="checkbox"/> with Specific Plan Designation	
<input type="checkbox"/> <b>Reversion to Acreage</b>	
<input type="checkbox"/> <b>Special Use Permit</b> <input type="checkbox"/> with EIS/EA	
<input type="checkbox"/> <b>Tentative Map of Division into Large Parcels</b>	
<input type="checkbox"/> <b>Tentative Parcel Map</b>	
<input type="checkbox"/> <b>Tentative Subdivision Map</b> <input type="checkbox"/> Hillside Development <input type="checkbox"/> Significant Hydrologic Resource <input type="checkbox"/> Common Open Space Development	
<input type="checkbox"/> <b>Variance</b>	

**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 or the Washoe County Master 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.

**Please Note: A separate Affidavit must be provided by each property owner named in the title report.**

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

<input type="checkbox"/> <b>Owner</b>	<input type="checkbox"/> <b>Letter from Government Agency with Stewardship</b>
<input type="checkbox"/> <b>Owner Agent</b> (Provide notarized letter from property owner giving legal authority to agent.)	<input type="checkbox"/> <b>Power of Attorney</b> (Provide copy of Power of Attorney.)
<input type="checkbox"/> <b>Corporate Officer/Partner</b> (Provide copy of record document indicating authority to sign.)	<input type="checkbox"/> <b>Property Agent</b> (Provide copy of record document indicating authority to sign.)

Signed \_\_\_\_\_  
Address \_\_\_\_\_  
s \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for said county and state

My commission expires: \_\_\_\_\_

(Notary Stamp)

## Master Plan Amendment Fee Worksheet

<b>Case Number:</b>	<b>Project Name:</b>	
	<b>APN:</b>	
<b>Department</b>	<b>Fees</b>	
Community Development 328-6100		\$3,606
Community Development – Noticing Fees 328-6100		\$400
Engineering Division 328-2041		\$54
Environmental Health Services 328-2434		\$65
Vector-Borne 328-2434		\$121
Parks & Recreation 828-6642		
Water Resources Utility Operations 954-4600	<input type="checkbox"/> Tahoe area <input type="checkbox"/> Or other areas	\$0 \$2,549
<b>Total Fees</b>	<input type="checkbox"/> Tahoe area <input type="checkbox"/> Or other areas	\$4,246 \$6,795
<b>Notes</b>		
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.		

**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.**

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



2. What conditions have changed and/or new studies have occurred since the adoption of the Washoe County Master Plan that supports the need for the amendment request?

3. Please provide the following specific information.
- a. What is the location (address or distance and direction from nearest intersection)? Please attach a legal description.

- b. Please list the following (attach additional sheet if necessary):

APN of Parcel	Master Plan Designation	Existing Acres	Proposed Master Plan Designation	Proposed Acres

c. What are the adopted land use designations of adjacent parcels?

North	
South	
East	
West	

4. Describe the existing conditions and uses located at the site or in the vicinity (i.e. vacant land, roadways, buildings, etc.):

5. Describe the natural resources associated with the site under consideration. Your description should include resource characteristics such as water bodies, vegetation, topography, minerals, soils and wildlife habitat.

6. Describe whether any of the following natural resources or systems are related to the proposed amendment:

- a. Is property located in the 100-year floodplain? (If yes, please attach documentation of the extent of the floodplain and any proposed floodplain map revisions in compliance with Washoe County Development Code, Article 416, Flood Hazards, and consultation with the Washoe County Department of Public Works.)

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

Explanation:

--

- b. Does property contain wetlands? (If yes, please attach a preliminary delineation map and describe the impact the proposal will have on the wetlands. Impacts to the wetlands may require a permit issued from the U.S. Army Corps of Engineers.)

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

Explanation:

--

- c. Does property contain slopes or hillsides in excess of 15 percent and/or significant ridgelines? (If yes, please note the slope analysis requirements contained in Article 424, Hillside Development of the Washoe County Development Code.)

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

Explanation:

--



8. Do you own sufficient water rights to accommodate the proposed amendment? (Amendment requests in some groundwater hydrographic basins [e.g. Cold Springs, Warm Springs, etc.] require proof of water rights be submitted with applications. Please provide copies of all water rights documents, including chain of title to the original water right holder.)

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

If yes, please identify the following quantities and documentation numbers relative to the water rights:

a. Permit #		acre-feet per year	
b. Certificate #		acre-feet per year	
c. Surface Claim #		acre-feet per year	
d. Other #		acre-feet per year	

- e. Please attach a copy(s) of the water rights title (as filed with the State Engineer in the Division of Water Resources of the Department of Conservation and Natural Resources):

- f. If the proposed amendment involves an intensification of land use, please identify how sufficient water rights will be available to serve the additional development.

9. Please describe the source and timing of the water facilities necessary to serve the amendment:

a. System Type:

<input type="checkbox"/> Individual wells		
<input type="checkbox"/> Private water	Provider:	
<input type="checkbox"/> Public water	Provider:	

b. Available:

<input type="checkbox"/> Now	<input type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
------------------------------	------------------------------------	------------------------------------	-----------------------------------

c. Washoe County Capital Improvements Program project?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

d. If a public facility is proposed and is currently not listed in the Washoe County Capital Improvements Program and not available, please describe the funding mechanism for ensuring availability of water service:

--

10. What is the nature and timing of sewer services necessary to accommodate the proposed amendment?

a. System Type:

<input type="checkbox"/> Individual septic		
<input type="checkbox"/> Public system	Provider:	

b. Available:

<input type="checkbox"/> Now	<input type="checkbox"/> 1-3 years	<input type="checkbox"/> 3-5 years	<input type="checkbox"/> 5+ years
------------------------------	------------------------------------	------------------------------------	-----------------------------------

c. Washoe County Capital Improvements Program project?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

- d. If a public facility is proposed and is currently not listed in the Washoe County Capital Improvements Program and not available, please describe the funding mechanism for ensuring availability of sewer service. If a private system is proposed, please describe the system and the recommended location(s) for the proposed facility.

11. Please identify the street names and highways near the proposed amendment that will carry traffic to the regional freeway system.

12. Will the proposed amendment impact existing or planned transportation systems? (If yes, a traffic report will be required. See attached Traffic Impact Report Guidelines.)

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

13. Community Services (provided and nearest facility):

a. Fire Station	
b. Health Care Facility	
c. Elementary School	
d. Middle School	
e. High School	
f. Parks	
g. Library	
h. Citifare Bus Stop	

14. Describe how the proposed amendment fosters, promotes or complies with the policies of the adopted area plans and elements of the Washoe County Master Plan:

a. Population Element:

b. Conservation Element:

c. Housing Element:

d. Land Use and Transportation Element:

e. Public Services and Facilities Element:

f. Adopted area plan(s):

15. If the area plan includes a Plan Maintenance component, address all policies and attach all studies and analysis required by the Plan Maintenance criteria.

## Projects of Regional Significance Information – for Regulatory Zone Amendments

Nevada Revised Statutes 278.026 defines “Projects of Regional Significance”. Regulatory Zone amendment requests for properties within the jurisdiction of the Truckee Meadows Regional Planning Commission (TMRPC) must respond to the following questions. A “Yes” answer to any of the following questions may result in the application being referred first to the Truckee Meadows Regional Planning Agency for submission as a project of regional significance. Applicants should consult with County or Regional Planning staff if uncertain about the meaning or applicability of these questions.

1. Will the full development potential of the Regulatory Zone amendment increase employment by not less than 938 employees?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

2. Will the full development potential of the Regulatory Zone amendment increase housing by 625 or more units?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

3. Will the full development potential of the Regulatory Zone amendment increase hotel accommodations by 625 or more rooms?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

4. Will the full development potential of the Regulatory Zone amendment increase sewage by 187,500 gallons or more per day?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

5. Will the full development potential of the Regulatory Zone amendment increase water usage by 625 acre-feet or more per year?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

6. Will the full development potential of the Regulatory Zone amendment increase traffic by 6,250 or more average daily trips?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

7. Will the full development potential of the Regulatory Zone amendment increase the student population from kindergarten to 12<sup>th</sup> grade by 325 students or more?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

## **Applicant Comments**

This page can be used by the applicant to support the regulatory zone amendment request and should address, at a minimum, how one or more of the findings for an amendment are satisfied. (Please refer to Article 820 of the Washoe County Development Code for the list of Findings.)