

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.

Tentative Subdivision Map

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: _____

Tentative Subdivision Map 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 tentative subdivision maps may be found in Article 608, Tentative Subdivision Maps.

1. What is the location (address or distance and direction from nearest intersection)?

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2. What is the subdivision name (proposed name must not duplicate the name of any existing subdivision)?

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3. Density and lot design:

a. Acreage of project site	
b. Total number of lots	
c. Dwelling units per acre	
d. Minimum and maximum area of proposed lots	
e. Minimum width of proposed lots	
f. Average lot size	

4. Utilities:

a. Sewer Service	
b. Electrical Service	
c. Telephone Service	
d. LPG or Natural Gas Service	
e. Solid Waste Disposal Service	
f. Cable Television Service	
g. Water Service	

5. For common open space subdivisions (Article 408), please answer the following:

a. Acreage of common open space:

b. Development constraints within common open space (slope, wetlands, faults, springs, ridgelines):

c. Range of lot sizes (include minimum and maximum lot size):

d. Average lot size:

e. Proposed yard setbacks if different from standard:

f. Justification for setback reduction or increase, if requested:

g. Identify all proposed non-residential uses:

h. Improvements proposed for the common open space:

i. Describe or show on the tentative map any public or private trail systems within common open space of the development:

j. Describe the connectivity of the proposed trail system with existing trails or open space adjacent to or near the property:

k. If there are ridgelines on the property, how are they protected from development?

l. Will fencing be allowed on lot lines or restricted? If so, how?

m. Identify the party responsible for maintenance of the common open space:

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6. Is the project adjacent to public lands or impacted by "Presumed Public Roads" as shown on the adopted April 27, 1999 Presumed Public Roads (see Washoe County Public Works website at <http://www.washoecounty.us/pubworks/engineering.htm>). If so, how is access to those features provided?

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7. Is the parcel within the Truckee Meadows Service Area?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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8. Is the parcel within the Cooperative Planning Area as defined by the Regional Plan?

<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, within what city?
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9. Will a special use permit be required for utility improvement? If so, what special use permits are required and are they submitted with the application package?

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10. Has an archeological survey been reviewed and approved by SHPO on the property? If yes, what were the findings?

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11. Indicate the type and quantity of water rights the application has or proposes to have available:

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

12. Describe the aspects of the tentative subdivision that contribute to energy conservation:

13. Is the subject property in an area identified by the Department of Community Development as potentially containing rare or endangered plants and/or animals, critical breeding habitat, migration routes or winter range? If so, please list the species and describe what mitigation measures will be taken to prevent adverse impacts to the species:

14. If private roads are proposed, will the community be gated? If so, is a public trail system easement provided through the subdivision?

15. Is the subject property located adjacent to an existing residential subdivision? If so, describe how the tentative map complies with each additional adopted policy and code requirement of Article 434, Regional Development Standards within Cooperative Planning Areas and all of Washoe County, in particular, grading within 50 and 200 feet of the adjacent developed properties under 5 acres and parcel matching criteria:

16. Are there any applicable policies of the adopted area plan in which the project is located that require compliance? If so, which policies and how does the project comply?

17. Are there any applicable area plan modifiers in the Development Code in which the project is located that require compliance? If so, which modifiers and how does the project comply?

18. Will the project be completed in one phase or is phasing planned? If so, please provide that phasing plan:

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19. Is the project subject to Article 424, Hillside Development? If yes, please address all requirements of the Hillside Ordinance in a separate set of attachments and maps.

<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, include a separate set of attachments and maps.
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20. Is the project subject to Article 418, Significant Hydrologic Resources? If yes, please address Special Review Considerations within Section 110.418.30 in a separate attachment.

<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, include separate attachments.
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Grading

Please complete the following additional questions if the project anticipates grading that involves: (1) Disturbed area exceeding twenty-five thousand (25,000) square feet not covered by streets, buildings and landscaping; (2) More than one thousand (1,000) cubic yards of earth to be imported and placed as fill in a special flood hazard area; (3) More than five thousand (5,000) cubic yards of earth to be imported and placed as fill; (4) More than one thousand (1,000) cubic yards to be excavated, whether or not the earth will be exported from the property; or (5) If a permanent earthen structure will be established over four and one-half (4.5) feet high:

21. How many cubic yards of material are you proposing to excavate on site?

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22. How many cubic yards of material are you exporting or importing? If exporting of material is anticipated, where will the material be sent? If the disposal site is within unincorporated Washoe County, what measures will be taken for erosion control and revegetation at the site? If none, how are you balancing the work on-site?

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23. Can the disturbed area be seen from off-site? If yes, from which directions, and which properties or roadways? What measures will be taken to mitigate their impacts?

24. What is the slope (Horizontal:Vertical) of the cut and fill areas proposed to be? What methods will be used to prevent erosion until the revegetation is established?

25. Are you planning any berms and, if so, how tall is the berm at its highest? How will it be stabilized and/or revegetated?

26. Are retaining walls going to be required? If so, how high will the walls be, will there be multiple walls with intervening terracing, and what is the wall construction (i.e. rockery, concrete, timber, manufactured block)? How will the visual impacts be mitigated?

27. Will the grading proposed require removal of any trees? If so, what species, how many, and of what size?

28. What type of revegetation seed mix are you planning to use and how many pounds per acre do you intend to broadcast? Will you use mulch and, if so, what type?

29. How are you providing temporary irrigation to the disturbed area?

30. Have you reviewed the revegetation plan with the Washoe Storey Conservation District? If yes, have you incorporated their suggestions?

Tahoe Basin

Please complete the following additional questions if the project is within the Tahoe Basin:

31. Who is the Tahoe Regional Planning Agency (TRPA) project planner and what is his/her TRPA extension?

32. Is the project within a Community Plan (CP) area?

<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, which CP?
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33. State how you are addressing the goals and policies of the Community Plan for each of the following sections:

- a. Land Use:

- b. Transportation:

- c. Conservation:

d. Recreation:

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e. Public Services:

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34. Identify where the development rights for the proposed project will come from:

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35. Will this project remove or replace existing housing?

<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, how many units?
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36. How many residential allocations will the developer request from Washoe County?

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37. Describe how the landscape plans conform to the Incline Village General Improvement District landscaping requirements:

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Tentative Subdivision Map Fee Worksheet

Case Number:	Project Name: APN:
Department	Fees
Community Development Noticing 328-6100	\$2,422 \$200
Engineering 328-2041	\$1,299
Environmental Health Services 328-2434	Sewer not avail \$849 Sewer avail \$302
Vector-Borne 328-2434	\$148
Parks & Recreation 828-6642	\$129
Water Resources Utility Operations 954-4600	Tahoe Area \$0 No systems \$0 1 system (water) \$1,019 1 system (sewer) \$2,039 2 systems (water & sewer) \$3,059
Total Fees (See Notes 5 & 6)	Tahoe Area \$4,500 No systems \$5,047 1 system (water) \$6,066 1 system (sewer) \$6,539 2 systems (water & sewer) \$7,559
	ADD Community Development Fees Significant Hydrologic Resource \$2,422 Hillside Ordinance \$2,422 Common Open Space \$2,422
<p>1. No system includes Sun Valley GID or private wells and private septic systems.</p> <p>2. One system includes service by community water or sewer.</p> <p>3. Two systems include service by community water and sewer.</p> <p>4. 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>5. A separate check made payable to the Nevada Division of Environmental Protection (\$100 base fee plus \$1 per lot) is required upon submittal.</p> <p>6. A separate check made payable to the Nevada Division of Water Resources (\$150 base fee plus \$1 per lot) is required upon submittal.</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.**

Request to Reserve New Street Name(s)

The Applicant is responsible for all sign costs.

Applicant Information

Name: _____

Address: _____

Phone : _____

Fax: _____

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.)

If final recordation has not occurred within one (1) year, it is necessary to submit a written request for extension to the coordinator prior to the expiration date of the original approval request.

Location

Project Name: _____

Reno

Sparks

Washoe County

Parcel Numbers: _____

Subdivision

Parcelization

Private Street

Please attach maps, petitions and supplementary information.

Approved: _____ Date: _____

Regional Street Naming Coordinator

Except where noted

Denied: _____ Date: _____

Regional Street Naming Coordinator

Washoe County Department of Public Works

Post Office Box 11130 - 1001 E. Ninth Street

Reno, NV 89520-0027

Phone: (775) 328-3667 - Fax: (775) 328-3699