



UNIFIED DEVELOPMENT CODE															
ADMINISTRATIVE LAND USE APPLICATIONS – DOCUMENT SUBMITTAL REQUIREMENTS															
Application Type	Application	Disclosure Form	Fire Permit Survey Form	Site Plans	Floor Plans	Elevations	Landscape Plan	Assessor's Map	Deed	Legal Description	Parking Analysis	Letters of Consent	Justification Letter	Easement/ROW Documents	Required Fees
<b>Administrative Design Review</b>	1		1	4	2	2	2	2	2	2	1		3		Yes
<b>Vacation and Abandonment (Patent Easement Only)</b>	1	1		3				2	2	2			3	2	Yes
<b>Additional Requirements:</b>															
1. Photographs, samples, or other documentation may be required to determine compatibility with surrounding development.															
2. For communication towers, evidence of technological or economic hardship which would prevent colocation on a building or structure within 600 feet.															
3. For applications to operate manmade decorative water features, a receipt from the Southern Nevada Water Authority as required by 30.64.070(C)(8), and 4 landscape plans stamped by a licensed professional showing the amount of turf to be removed and/or the surface area of the water feature.															

**ADMINISTRATIVE LAND USE APPLICATIONS MUST BE FILED BY APPOINTMENT ONLY  
OVER-THE-COUNTER SUBMITTALS WILL NOT BE ACCEPTED**

**PROCEDURES FOR FILING & REVIEW OF ADMINISTRATIVE LAND USE APPLICATIONS**

1. After assembling the required materials, **schedule an appointment** to file the application by calling 455-4972.
2. All plans or maps larger than 11” by 17” must be folded to the 9” by 12” standard for submittal (rolled plans or maps will not be accepted).
3. An Administrative Notice of Final Action will be mailed on Friday two weeks following the Filing Deadline during which the application was filed.
4. Any person may appeal, in writing, to the Board within five (5) working days from the date the Notice of Final Action was sent. The appeal must be physically received by the Zoning Administrator by 5:00 p.m. of the fifth working day.

**CLARK COUNTY COMPREHENSIVE PLANNING  
500 S. Grand Central Parkway, P.O. Box 551744, Las Vegas, NV 89155-1744  
PHONE: (702) 455-4314 FAX: (702) 455-3271**

**On Line (home page):**

**[http://www.accessclarkcounty.com/comprehensive\\_planning/comprehensiveplanning.htm](http://www.accessclarkcounty.com/comprehensive_planning/comprehensiveplanning.htm)**