



# Submittal Requirements

<ul style="list-style-type: none"> <li>Refer to Title 30 for more information</li> <li>Numbers represent the required copies</li> <li>These are the official requirements per the Zoning Administrator, but additional requirements may apply.</li> <li>Certificate will not be processed without complete documentation</li> </ul>	Certificate of Compliance <sup>A, B</sup>	Evidence of Prior Land Use <sup>C</sup>	Evidence of Landscaping <sup>D, E, F</sup>	Evidence of Compliance with Conditions <sup>E, F</sup>	Fees <sup>F, G</sup>
Landscape/Condition (Zoning) Inspection	1	1	1	1	✓

## FOOTNOTES

- A. Forms available from the Department of Comprehensive Planning, online or in-person.
- B. Forms may be submitted to the department in-person, by mail, or via e-mail to [zoning@clarkcountynv.gov](mailto:zoning@clarkcountynv.gov).
- C. Provide a copy of the staff write-up and Notice of Final Decision/Action (NOAD/NOFA) that required a final zoning inspection.
- D. Landscape compliance evidenced by Landscape Architect holding a certificate of registration pursuant to NRS/NAC 623A shall only be required to provide a stamp/seal.
- E. Documentation shall be provided demonstrating compliance with landscaping and/or conditions of approval. If compliance can be evidenced by photos, submit photos demonstrating compliance with landscaping requirements and/or conditions of approval. Text should accompany each photo to describe the photo and the location from where it was taken. Include a key showing the locations from which the photos were taken. Choose viewpoints with the following criteria in mind: views that most clearly displays compliance with requirements/conditions, entirety of view, and view(s) as seen from a publicly accessible location.
- F. If compliance cannot be evidenced by photos or separate documentation, a field investigation may be necessary. Payment is required in advance of field investigations by staff.
- G. See Chapter 30.80. Exact payment only. Staff can accept cash, check, and debit cards. Credit card and e-checks accepted online only. Checks payable to "Clark County" or "Comprehensive Planning." Payments for any application related to marijuana establishment limited to cash and check options only.

## TIMEFRAME

- Applications for certification of compliance must be submitted a minimum of 2 weeks in advance of anticipated date of Certificate of Occupancy/Business License issuance.
- Please allow up to 48 hours to process the request.
- Staff will make every effort to complete the request within 10 working days.
- Requests requiring additional information and/or a field visit may require additional time and/or fees to complete.

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