



DEVELOPMENT AGREEMENT APPLICATION

DEPARTMENT OF COMPREHENSIVE PLANNING

SEE SUBMITTAL REQUIREMENTS ON REVERSE FOR MORE INFORMATION

APPLICATION TYPE		STAFF	DATE FILED: _____	APP. NUMBER: _____
<input type="checkbox"/> DEVELOPMENT AGREEMENT _____ (ORIGINAL APPLICATION #) <input type="checkbox"/> STANDARD (ORD) <input type="checkbox"/> NEGOTIATED (ORD)			PLANNER ASSIGNED: _____	
<input type="checkbox"/> DECOMMISSIONING PLAN (AG) _____ (ORIGINAL APPLICATION #) <input type="checkbox"/> 2-YEAR REVIEW (AG) _____ (ORIGINAL APPLICATION #)		PROPERTY OWNER	ACCEPTED BY: _____	
			FEE: _____	BCC INTRO DATE: _____
			CHECK #: _____	BCC MEETING DATE: _____
			COMMISSIONER: _____	
			NAME: _____	
			ADDRESS: _____	
			CITY: _____ STATE: _____ ZIP: _____	
			TELEPHONE: _____ CELL: _____	
			E-MAIL: _____	

APPLICANT	NAME: _____
	ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____
	TELEPHONE: _____ CELL: _____
	E-MAIL: _____ REF CONTACT ID #: _____

CORRESPONDENT	NAME: _____
	ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____
	TELEPHONE: _____ CELL: _____
	E-MAIL: _____ REF CONTACT ID #: _____

ASSESSOR'S PARCEL NUMBER(S): _____

PROPERTY ADDRESS and/or CROSS STREETS: _____

PROJECT NAME: _____

PROJECT DESCRIPTION: _____

(I, We) the undersigned swear and say that (I am, We are) the owner(s) of record on the Tax Rolls of the property involved in this application, or (am, are) otherwise qualified to initiate this application under Clark County Code; that the information on the attached legal description, all plans, and drawings attached hereto, and all the statements and answers contained herein are in all respects true and correct to the best of my knowledge and belief, and the undersigned understands that this application must be complete and accurate before a hearing can be conducted. (I, We) also authorize the Clark County Comprehensive Planning Department, or its designee, to enter the premises and to install any required signs on said property for the purpose of advising the public of the proposed application.

Property Owner (Signature)* **Property Owner (Print)**

STATE OF _____
 COUNTY OF _____

SUBSCRIBED AND SWORN BEFORE ME ON _____ (DATE)

By _____

NOTARY PUBLIC: _____

*NOTE: Corporate declaration of authority (or equivalent), power of attorney, or signature documentation is required if the applicant and/or property owner is a corporation, partnership, trust, or provides signature in a representative capacity.

DEVELOPMENT AGREEMENT

APPLICATION PROCESS

A SUMMARY GUIDE THROUGH THE APPLICATION PROCESS

- Review the applicable submittal requirements, then compile and submit all required application materials for review in accordance with the Submittal Requirements Footnote A or B below.
- The application documents will be reviewed for completeness and, if generally complete, will be distributed in accordance with availability of staff and on a first-come, first-serve basis. The review may take up to 2 working days to be assigned and distributed to staff.
- Once received, staff will review the submittal and provide comments and/or next steps within 5 working days. If revisions/additions are required, you must submit all revised documents directly to staff. Staff will review and provide comments and/or next steps within 5 working days.
- When the application materials are deemed complete, accurate and ready for submittal, staff will create your application in Accela and apply any required application fees. The application's Correspondent and Interested Party, if provided in the [Citizen Access Portal](#) (ACA) will receive notice that application fees are ready to be paid.
- Once fees are paid, the application will be considered "Submitted".
- At the time of submittal, you will be scheduled for all required Board of County Commissioners meeting dates. See Application Processing Calendar for more information. NOTE: Wet signed, fully executed Agreements are required to be submitted to staff at least 2 weeks prior to the scheduled meeting date; documents not received 2 weeks prior to the scheduled meeting dated will delay the processing of the application.
- Once an Agreement has been adopted, the Agreement will be sent to the Recorder's Office for recording. Upon recordation, a copy of the Agreement will be mailed to the Correspondent on the account.

SUBMITTAL REQUIREMENTS

- Refer to Title 30 for more information
- Numbers represent the required copies
- These are the official requirements
- Per the Zoning Administrator, additional requirements may apply

	Application ^C	Disclosure Form ^C	Development Agreement ^I	Exhibit "B" Owner Correspondence ^C	Assessor's Map ^D	Legal Description ^G	Evidence of Prior Land Use ^H	Rise Reports ^{C,E}	Performance Agreement ^I	Financial Assurance ^J	24 Month Report	Fees ^F
Development Agreement – Standard ^A	1	1		1	1	1	1					✓
Development Agreement – Negotiated ^B	1	1	1		1	1	1	1				✓
Performance Agreement (with Decommissioning Plan) ^B	1	1							1	1		
2 Year Review ^B	1	1									1	✓

FOOTNOTES:

- A. Application may be submitted in person to the Zoning Counter or emailed to zoning@clarkcountynv.gov.
- B. Application submittal must be coordinated with the Planner assigned to the project.
- C. Forms available from the Comprehensive Planning Department, online or in-person.
- D. Available from the Assessor's Office, online or in-person.
- E. One copy of the RISE Reports acceptance letter required. Additional reports not required if submitted with a previously approved application.
- F. 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 app. related to marijuana establishment limited to cash and check options only.
- G. An original typed legal description in recordable form, or wet stamped legal description, to be encumbered by the Development Agreement.
- H. Copy of staff write-up and Notice of Final Action (NOFA) that required the owner to enter into a Development Agreement.
- I. Documents must be signed and notarized.
- J. Bond or other form of financial surety acceptable to Clark County.

Department of Comprehensive Planning

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<http://www.clarkcountynv.gov/comprehensive-planning>