



MASTER PLAN AMENDMENT APPLICATION

DEPARTMENT OF COMPREHENSIVE PLANNING

PROCESS AND SUBMITTAL REQUIREMENTS INCLUDED

APPLICATION TYPE <input type="checkbox"/> LAND USE PLAN AMENDMENT (PA) <input type="checkbox"/> MAP <input type="checkbox"/> TEXT <input type="checkbox"/> LAND USE PLAN UPDATE (LUP) <input type="checkbox"/> MAP <input type="checkbox"/> TEXT <input type="checkbox"/> TRANSPORTATION ELEMENT AMENDMENT (PA) <input type="checkbox"/> MAP <input type="checkbox"/> TEXT <input type="checkbox"/> TRAIL AMENDMENT (PA) <input type="checkbox"/> MAP	STAFF	DATE FILED: _____ PLANNER ASSIGNED: _____ ACCEPTED BY: _____ FEE: _____ CHECK #: _____ COMMISSIONER: _____ PLANNED LAND USE: _____ TRAILS? Y / N	APP. NUMBER: _____ TAB/CAC: _____ TAB/CAC MTG DATE: _____ TIME: _____ PC MEETING DATE: _____ BCC MEETING DATE: _____ ZONE / AE: _____ PUBLIC HEARING? _____ Y / N NOTIFICATION RADIUS: _____
	PROPERTY OWNER	NAME: _____ ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____ TELEPHONE: _____ CELL: _____ E-MAIL: _____	

APPLICANT	NAME: _____ ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____ TELEPHONE: _____ CELL: _____ E-MAIL: _____ REF CONTACT ID #: _____
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CORRESPONDENT	NAME: _____ ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____ TELEPHONE: _____ CELL: _____ E-MAIL: _____ REF CONTACT ID #: _____
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REQUEST	ASSESSOR'S PARCEL NUMBER(S): _____ CURRENT LAND USE PLAN DESIGNATION: _____ REQUESTED LAND USE PLAN DESIGNATION: _____ PROPERTY ADDRESS and/or CROSS STREETS: _____
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(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.

Submittal Requirements

- These are the official submittal requirements, Zoning Administrator may require additional
- See Chapters 30.12 and 30.16.240 for submittal descriptions
- Numbers are required copies.
- All documents must be legible for reproduction
- Incomplete applications not accepted.

	Application ^A	Disclosure Form ^A	Deed ^C	Written Consent from a Board Member	Compelling Justification Letter	Assessor's Map	Fees ^E
Land Use Plan Amendment ^D	1	1	1	1	1	1	✓
Transportation Element Amendment ^D	1	1		1	1		✓
Land Use Plan Update Amendment	1	1	1		1	1	✓
Trail Map Amendment ^D	1	1		1	1		✓

FOOTNOTES:

- A. Forms available from the Department of Comprehensive Planning Department (online or in person).
- B. Available from the Assessor's Office online or in person.
- C. Most recent deed is required for each parcel included in the application. Deeds recorded 9/15/1999 to present are available from the Assessor's Office online. Deeds without a watermark or recorded prior to 9/15/1999 are available from the Recorder's Office in person or online for a fee.
- D. Appointment required. Call (702) 455-4972 or go online to schedule an appointment. Appointments to be requested with staff from Advanced Planning.
- E. 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." Additional notice fees may be required after submittal.

Department of Comprehensive Planning

500 S. Grand Central Parkway, Box 551741, Las Vegas, NV 89155-1741 • (702) 455-4314

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