



TAB/CAC Training 2015





Overview

- Comprehensive Plan and Land Use Plan
- Zoning Basics
- Application Process
 - Application Types
 - Meeting Dates
 - Notification
 - Staff Review & Recommendations
 - Effective Recommendations
- Miscellaneous Information
- Questions



Handouts

- Application
- Submittal documents explanation sheet
- Meeting Info. for applicants
- TAB recommendation sheet
- Staff report example
- Notice of Final Action example
 - PC & BCC
- Notification card example
- Land use filing deadline schedules 2015



Comprehensive Planning Department

- 8 Divisions
 - Administrative Support
 - Advance Planning
 - Federal Lands, Comp Plan, Parks & Trails
 - Current Planning
 - Economic Development
 - Desert Conservation Program
 - GIS
 - Nuclear Waste
 - Zoning Plans Examination



Planning vs. Zoning

- Planning

- Process of setting future growth pattern via a plan with guidelines and policies

- Comprehensive Plan
- Land Use Plan

- Zoning

- Mechanism by which the land use plan can be carried out

- Each zone district has its own set of standards and requirements

Comprehensive Plan



- Comprehensive Plan
 - Required by NRS and has 8 Elements
 - Conservation
 - Historic Preservation
 - Housing
 - Land Use
 - Public Facilities and Services
 - Recreation and Open Space
 - Safety
 - Transportation



Land Use Plans

- Land Use Plan (aka Master Plan)
 - Eleven planning areas
 - Part of Comprehensive Plan
 - Guide for land use decisions
 - Land use categories, goals, and policies
 - Update to Land Use Plans changing Business Design Research Park (BDRP) to CP, MD, and PF zoning districts
 - Can help guide conditions if following the approved land use plan policies



Residential Neighborhood Preservation (RNP)

- RNP-I - an area designated within any of the land use plans where low density residential does not to exceed 2 dwelling units per acre.
- RNP-II - means a developed area not within an RNP-I where a zone change to RNP-II has been approved by the Board of County Commissioners per Chapter 30.16. (No longer used)
- RNP-III – is a developed area which consists of 10 or more developed residences within a single family residential district where:
 - The property line of each developed residential lot is not more than 330 feet from the property line of any other developed residential lot; and
 - All of the developed lots contain a minimum area of 7,000 square feet; and
 - The density does not exceed 4 dwelling units per acre.



Zoning Basics

- Zoning Designations
 - Ties the Land Use Plan to the Development Code (Title 30)
 - Zoning Districts (types)
 - Single Family Districts
 - Rural Residential: RU, RA, RE, RD
 - Suburban Residential: R1, RT
 - Compact Residential: R2, RUD
 - Multiple Family Residential Districts: R3, R4, R5
 - Commercial Districts: CRT, CP, C1, C2
 - Manufacturing Districts: MD, M1, M2
 - Special Districts: OS, H2, PF, RVP, UV, H1
 - **Overlay Districts:** Adult Use, Airport Airspace, Airport Environs, Asian Design, Cooperative Management Agreement, Gaming Enterprise, Historic Neighborhood, Mixed Use, Moapa Valley, Red Rock, Residential Neighborhood Preservation, South of Sahara Ave, Spring Mountain, Transition Corridor
- See example next page



Zoning Basics

LAND USE PLAN CATEGORIES (Urban LUP's)	ZONING DISTRICTS	LAND USE PLAN CATEGORIES (Urban LUP's)	ZONING DISTRICTS
Open Land – OL	OS, PF	Office Professional – OP	CRT, CP, PF
Residential Rural -RR	RU, PF	Commercial Neighborhood – CN	CRT, CP, C1, RVP, PF
Residential Agriculture – RA	RU, RA, PF	Commercial General –CG	CRT, CP, C1, C2, RVP, PF
Rural Neighborhood – RN (allows PUD)	RU, RA, RE, PF	Commercial Tourist – CT	CRT, CP, C1, C2, RVP, R5, H1, PF
Rural Neighborhood Preservation – RNP (NO PUD)	RU, RA, RE, PF	Business & Design/Research Park – BDRP	CP, MD, PF
Residential Low - RL	RU, RA, RE, RD, RD – PUD, PF	Industrial - IND	MD, M1, PF
Residential Suburban – RS	RU, RA, RD, RE, R1, R2, RT, PF	Heavy Industrial - HI	MD, M1, M2, PF
Residential Medium – RM	RD, R1, R2, RT, RUD, PF	Institutional – IL	PF
Residential High – RH	RT, RUD, R3, PF	Public Facilities – PF	PF
Residential Urban Center - RUC	R3, R4, PF		
Residential High- Rise Center – RHRC	R5, PF		

Please refer to the specific Land Use Plan for current Categories to Zoning Districts.



Zoning Basics

- Title 30 Chapters of Interest
 - Chapter 30.40 - Base Districts
 - Chapter 30.44 - Global Use Table
 - Chapter 30.48 - Zoning Overlay Districts
 - Chapter 30.56 - Design Standards
 - Chapter 30.64 - Landscaping and Screening
 - Chapter 30.72 – Signage
 - Appendix F – Permitted uses by zoning district



Terminology

- Setback - the minimum distance between the property line and a structure
- Major Project – a residential or mixed-use project of 300 or more acres
- Project of Regional Significance as defined by the Southern Nevada Regional Planning Coalition, means any special use (does not include a special use permit request to waive a condition per Chapter 30.44) within 500 feet of a local government’s jurisdiction or a project that is within ½ mile of the boundary of a local government’s jurisdiction and that includes any of the following:
 - Tentative maps of 500 or more units
 - Tourist rooms of 300 or more units
 - Commercial or industrial projects generating 6,250 or more average daily trips
 - A non-residential development of 160 or more acres
- High Impact Project
 - 500 or more dwelling units
 - 1,200 or more resort hotel rooms (abbreviated definition)
 - Projects generating 8,000 or more average daily trips
 - Industrial or commercial projects of 300 or more acres



Terminology (cont.)

- Legal non-conforming – a use , building, or lot means the use of the above which was legal at the time but because of a change in law, the use building or lot no longer meets code requirements.
- Notice of Final Action (NOFA) – this is the final decision of the approval body along with any required conditions.
- Residential Development vs Use (generally)
 - Development is an established habitable development, or a recorded subdivision in which at least one home has been constructed.
 - Use means an existing habitable residential development or dwelling, *OR* property designated for residential uses in a land use plan, *OR* property developed or planned for residential use within another political subdivision
- Lot Area
 - Gross area includes size of lot prior to any street dedications
 - Net area excludes street dedication



Application Types

- Land Use Application types:
 - Zone changes
 - Conforming (ZC)
 - Non-conforming (NZC)
 - Special Use Permits (UC)
 - Waiver of Development Standards (WS)
 - Variance (VC)
 - Waiver of Conditions (WC)
 - Design Reviews (DR)
 - Tentative Maps (TM)
 - Street Name and Numbering Changes (SN)
 - Vacation and Abandonment (VS)
 - Extension of Time (ET)
 - Annexations (ANX)
 - Text Amendments (TA)

Meeting Dates



- BCC Zoning – 1st Wednesday following the 1st Tuesday, and the 3rd Wednesday of the month
- Planning Commission - 1st and 3rd Tuesday of the month
- TAB/CAC – Three weeks prior to Planning Commission and BCC meetings
- When an applicant leaves the appointment, all meeting dates are given on application copy and meeting sheet form



Calendars

2/11 filing deadline

2/24 Staff reports due

3/3 Post TAB Agenda

3/12 Post Agendas

3/17 Hearing

LAND USE APPLICATIONS SUBMITTAL DEADLINES FOR JANUARY - JUNE 2015

January					February					March					April					May					June									
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F					

Submittals are based on filing period and then scheduled for TAB/CAC & PC or BCC as applicable.

FILING PERIOD **	TAB/CAC DATES	PC/BCC DATES	TYPE OF APPLICATION	PLANNING COMMISSION (PC) MEETING OR BOARD OF COUNTY COMMISSIONERS (BCC) MEETING
Nov 3 - Nov 12	Dec 9 - 11	Jan 6 & 7, 2015		
Nov 17 - Dec 3	Dec 30 - Jan 1, 2015	Jan 20 & 21	Variance (VC)	PC only
Dec 8 - Dec 17	Jan 13 - 15	Feb 3 & 4	Special Use Permit (UC)	
Dec 22 - Dec 31	Jan 27 - 29	Feb 17 & 18	Design Review (DR)	PC only; DR for resort hotel signs and CMA then BCC agenda
Jan 5 - Jan 14, 2015	Feb 10 - 12	Mar 3 & 4	Vacation & Abandonment (VS)	PC only unless with BCC item, then BCC agenda only
Jan 20 - Jan 28	Feb 24 - 26	Mar 17 & 18	Zone Boundary Amendment (ZC) Conforming to the Land Use Plan (LUP)	BCC agenda
Feb 2 - Feb 11	Mar 10 - 12	Apr 7 & 8	Projects of Regional Significance	
Feb 17 - Feb 26	Mar 17 - 19	Apr 21 & 22	Zone Boundary Amendment (NZC) Non-Conforming to the Land Use Plan (LUP) exempt from "batching"	PC then BCC 4-5 weeks later
Mar 2 - Mar 18	Apr 14 - 16	May 5 & 6	Waiver of Development Standards (WS)	PC only; unless waiver for off-site paving or CMA standards, then public hearing on the BCC Agenda
Mar 23 - Apr 1	Apr 28 - 30	May 19 & 20	Waiver of Title 27/28 (WT)	
Apr 6 - Apr 15	May 12 - 14	June 2 & 3	Tentative Map (TM)	PC only unless associated with BCC item, then BCC agenda
Apr 20 - Apr 29	May 26 - 28	June 16 & 17	Street Name Change (SC)	Title 30: PC only
May 4 - May 13	June 9 - 11	July 7 & 8	Waiver of Condition (WC)	Title 29: PC then BCC 4-5 weeks later
May 18 - May 27	June 30 - July 2	July 21 & 22	Extension of Time (ET)	PC unless condition created by BCC, then BCC agenda
June 1 - June 17	July 14 - 16	Aug 4 & 5	Administrative Design Review (ADR)	PC unless application approved by BCC, then BCC agenda
June 22 - July 1	July 28 - 30	Aug 18 & 19	Administrative Minor Deviation (AV)	Staff action within ten (10) working days of Administrative Deadline Day, and applicant notified by certified mail
				Staff action within ten (10) working days.

NOTE: Administrative applications usually have a Friday deadline day while all other applications have a deadline of Wednesday.

** Appointments should be made 2 to 3 weeks prior to the desired filing deadline. Please call (702) 455-4972 for an appointment or visit

<http://dsnet.co.clark.nv.us/plansched/dsplanmtgform.aspx>

LEGEND	
	Filing Deadline Days
	Administrative Deadline Days
	Appointment Days
	Holidays

revised 09/23/2014



Tentative Map Calendar

TENTATIVE MAP APPLICATIONS SUBMITTAL DEADLINES FOR JANUARY - JUNE 2015

January					February					March					April					May					June					
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	
			X	2	2	3	BCC	4	5	6	2	3	4	5	6			1	2	3					1	1	2	3	4	5
5	6	7	8	9	9	10	11	12	13	9	10	11	12	13	6	7	8	9	10	4	5	6	7	8	8	9	10	11	12	
12	13	14	15	16	X	16	17	18	19	20	16	17	18	19	20	13	14	15	16	17	11	12	13	14	15	15	16	17	18	19
X	19	20	21	22	23	23	24	25	26	27	23	24	25	26	27	20	21	22	23	24	18	19	20	21	22	22	23	24	25	26
26	27	28	29	30						30	31				27	28	29	30	X	25	26	27	28	29	29	30				

FILING PERIOD **	TAB/CAC DATES	PC/BCC DATES	TYPE OF APPLICATION	PLANNING COMMISSION (PC) MEETING OR BOARD OF COUNTY COMMISSIONERS (BCC) MEETING
Nov 3 - Nov 12	Dec 9 - 11	Dec 16 & 17		
Nov 17 - Dec 3	Dec 31 - Jan 2, 2015	Jan 6 & 7, 2015	Tentative Map (TM)	PC only unless associated with BCC item, then BCC agenda
Dec 8 - Dec 17	Jan 13 - 15	Jan 20 & 21		
Dec 22 - Dec 31	Jan 27 - 29	Feb 3 & 4		
Jan 5 - Jan 7, 2015	Feb 10 - 12	Feb 17 & 18		
Jan 12 - Jan 21	Feb 24 - 26	Mar 3 & 4		
Jan 26 - Feb 4	Mar 10 - 12	Mar 17 & 18		
Feb 9 - Feb 18	Mar 31 - Apr 2	Apr 7 & 8		
Feb 23 - Mar 11	Apr 14 - 16	Apr 21 & 22		
Mar 16 - Mar 25	Apr 28 - 30	May 5 & 6		
Mar 30 - Apr 8	May 12 - 14	May 19 & 20		
Apr 13 - Apr 22	May 26 - 28	June 2 & 3		
Apr 27 - May 6	June 9 - 11	June 16 & 17		
May 11 - May 20	June 30 - July 2	July 7 & 8		
May 26 - June 10	July 14 - 16	July 21 & 22		
June 15 - June 24	July 28 - 30	Aug 4 & 5		
June 29 - July 8	Aug 11 - 13	Aug 18 & 19		

NOTE: If tentative map has a land use application with it, the land use application schedule will be followed.

All TM's are scheduled for TAB/CAC

Different filing deadline date

** Appointments should be made 2 to 3 weeks prior to the desired filing deadline. Please call (702) 455-4972 for an appointment or visit <http://dsnet.co.clark.nv.us/plansched/dsplanmtgform.aspx>

LEGEND	
15	Filing Deadline Days
15	Appointment Days
X	Holidays



Notification

- NRS and Title 30
 - Sets standards for meeting notification
 - Notification for TAB/CAC meeting information on the notification cards is a courtesy only
 - Notification of the TAB/CAC meeting is official by the posting of the agenda by the TAB/CAC secretary
 - Notification of an agenda item held at PC /BCC is official by the announcement made at that meeting, not at the TAB
 - Please encourage all interested parties of an agenda item to attend the PC and BCC meetings



Open Meeting Law

- Mail notices a minimum of 10 calendar days prior to the meeting
- Newspaper notice a minimum of 10 calendar days prior to the meeting
- Zone Change signs must be posted at least 10 calendar days prior to the meeting
- Agenda must be posted at least working 3 days prior to the meeting
 - Cannot count the day of the meeting
 - Must post by 9:00 AM for that day to count



Mailed Notices

- Zone Boundary Amendment
 - NRS 278
 - 750' radius and 30 separate parcels
 - Clark County
 - ZC-1000' radius or 100 unique property owners, whichever is greater
 - NZC-1500' radius or larger to capture 100 unique property owners



Mailed Notices

- Use Permits and other special adjustments by PC or BCC
 - NRS 278
 - Minimum 500' radius or 30 unique property owners, whichever is greater
 - Clark County
 - Minimum 500' radius or 100 unique property owners, whichever is greater
 - Increased radius to meet NRS requirements
 - Projects of Regional significance, Gaming Enterprise District Expansion, Hazardous Materials, Mixed Use Development, Alcohol as Principal Use



Public Meeting Requirements

- Town Board or Citizens Advisory Council – recommending body
- Planning Commission – final action (unless appealed) or recommending body
- Board of County Commissioners – final action



Staff Recommendations

- Staff makes recommendations based from Code, Policies, or NRS
 - If you have questions about the staff analysis or recommendations, please contact the planner that wrote the staff report:
 - 702-455-4314
 - or Phone Roster available on-line.

AL = Al Laird

BK = Bob Klein

CO = Chuck O'Neil

DG = Dionicio Gordillo

GC = Greg Cerven

JT = Jared Tasko

JM = Joel McCulloch

LO = Lebene Aidam-Ohene

MK = Maria Kaseko

PB = Phil Blount

RK = Rob Kaminski

Recommending Departments/Agencies



- Comprehensive Planning – Current Planning:
 - Overall on-site development
 - Coordinates reviews
- Public Works – Development Review:
 - Right-of-Way – dedication and vacation of public roads or easements
 - Drainage – Drainage Studies and Off-site plans
 - Traffic – Traffic Studies & Traffic Mitigation plans/studies
- Southern Nevada Health District:
 - Septic Concerns
- Clark County Water Reclamation District
- Fire Department
- Building and Fire Prevention

Planning Staff's Role at TAB/CAC Meeting



- Staff is a resource - not an advocate
- Explains code requirements
- Staff does not know details of every application. This is the applicant's responsibility.



Effective Recommendations

- Look at the application that is before you
 - If the application is for a Design Review where the zoning was previously approved, you are only looking at the design of the site
 - Example: Site is zoned C-2 with a shopping center, access, building heights, elevations, aesthetics, parking, landscaping, etc.



Effective Recommendations

- Additional criteria – some conditions cannot be enforced
 - Ask the planner that is attending the meeting if your potential condition(s) is (are) possible.
- Consider the appropriateness of the recommendation
 - Does the condition conflict between codes
 - Example: Reduce side setback to zero feet on a wooden structure.
 - Can be approved by PC/BCC, but there is no guarantee that the building permit will be approved due to building code requirements.
 - The planner is not familiar with building or fire codes, and drainage or traffic requirements.



Effective Recommendations

- Enforceable conditions
 - If you want specific landscaping condition:
 - Vague condition:
 - “Lush or additional landscaping”
 - Enforceable condition:
 - “30’ wide landscaping strip with trees 15’ on center.”
- Vague condition may cause longer permit review time due to ambiguity.



Effective Recommendations

- Complete the Recommendation sheet ASAP
 - Describe discussion: Pros & Cons
 - Clearly state conditions
 - Fax to Comprehensive Planning and Commission office

Conditions cannot be added to an application that has been denied.



Helpful Links

- **Comprehensive Planning Home Page**
 - http://www.clarkcountynv.gov/depts/comprehensive_planning/pages/default.aspx
- **Title 30**
 - http://www.clarkcountynv.gov/Depts/comprehensive_planning/zoning/Pages/Title30.aspx
- **Land Use Plans**
 - http://www.clarkcountynv.gov/depts/comprehensive_planning/land_use/Pages/default.aspx
- **Meeting Agendas**
 - http://www.clarkcountynv.gov/Depts/public_communications/Pages/Agendas.aspx
- **Forms**
 - http://www.clarkcountynv.gov/Depts/comprehensive_planning/Pages/forms.aspx
- **Toolkit**
 - http://www.clarkcountynv.gov/depts/admin_services/tlservices/Pages/TAB%20and%20CAC%20Resource%20Manual.aspx



Questions?