



Comprehensive Planning ACA Creating an Application

Create Application webpage

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Planning

Create Application
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Search...

Online Application

Welcome to the Department of Comprehensive Planning's Online Application System. Using this system you can create an application, pay fees, and track the status of your application all from the convenience of your home or office, 24 hours a day.

Prior to proceeding, please visit the Department's Forms webpage for the Application Processing Calendar and application forms, which includes a description of the application process and list of required application materials. For assistance, please contact the Zoning Counter by calling (702) 455-4314 (option 2, option 1) or sending an email to zoning@clarkcountynv.gov.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before beginning your application.

General Disclaimer
While the Agency attempts to keep its Web information accurate and timely, the Agency neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the Agency as a result of updates and corrections.

☐ I have read and accept the above terms.

Continue Application »

Step 1: Step 1>Location

Application Preview

1 Step 1 2 Step 2 3 Review 4 Application/Rec... Uploaded

Step 1: Step 1>Location

Show Map

* indicates a required field.

Parcel

Enter a single assessor's parcel number (APN) and select Search.

... If APN has 1 address, Owner and (property) Address will auto populate.
... If APN has more than 1 address, select the appropriate address associated with the application, if any. Click Select to proceed.

NOTE: Associated Address and Owner fields cannot be edited as this information comes directly from the Assessor's Office.

* Parcel Number:

Search Clear

To find a parcel number, go to:
<http://maps.clarkcountynv.gov/ow/>

Additional Parcels

MULTIPLE PARCELS
If more than 1 parcel is part of the application, select Add Parcel(s) to add 1 additional parcel or the Add Parcel(s) down arrow to select the appropriate number of rows of additional parcels. Parcels can be added 10 at a time.

Showing 0-0 of 0

Parcel
No records found.

Add Parcel(s) Edit Selected Delete Selected

Continue Application » Save and resume later

Step 1: Step 1>People

Application Prereview

1 Step 1

2 Review

Step 1: Step 1>People

* indicates a required field.

Applicant

Applicant is person/entity applying for application.

Use option *Select from Account* to pull contact information for self (Associated Contact) or Associated Owner, *Add New* to add contact information for non-registered ACA user, or *Look Up* to find contact information for registered ACA user.

Select from Account

Add New

Look Up

Correspondent

Correspondent is person who will receive all correspondence on application and must be a registered ACA user.

Use option *Select from Account* to pull contact information for self (Associated Contact) or *Look Up* to find contact information for registered ACA user. DO NOT use *Add New* or add Property Owner if selected *Select from Account*.

Select from Account

Add New

Look Up

Interested Party

Interested Party is person who will pay and must be a registered ACA user. If Same as Correspondent or Applicant (a registered user), entry is not required.

Use option *Select from Account* to pull contact information for self (Associated Contact) or *Look Up* to find contact information for registered ACA user. DO NOT use *Add New* or add Property Owner if selected *Select from Account*.

Select from Account

Add New

Look Up

Plan Preparation

PREPARER

* Plans Prepared By: --Select--

* Individual:

Continue Application »

Save and resume later

Contact information provided online and on the Application form must match.

Applicant and Correspondent email address must be different if the applicant is not the contact person (correspondent).

Select drop down option of 1) Company and then enter company name or 2) Individual if plans were not professionally prepared.

Step 1: Step 1>Application Information

Application Prereview

1 Step 1 2 Step 2 3 Review 4 Application/Rec...
Uploaded

Step 1: Step 1>Application Information

* indicates a required field.

Application Details

APPLICATION DETAILS

Select the Project Type that best describes your proposal and all applicable applications types necessary.

* Project Type: --Select--

Project Type2: --Select--

Application for Review: ☐

Administrative Design Review: ☐

Minor Deviation: ☐

Special Use Permit: ☐

Waiver of Conditions: ☐

Rezone: ☐

Master Plan Amendment: ☐

Sign Design Review: ☐

Design Review: ☐

Extension of Time: ☐

Tentative Map: ☐

Vacation and Abandonment: ☐

Waiver of Development Standards: ☐

Planned Unit Development: ☐

Zoning Compliance: ☐

Other:

Select one or more application types. Application types align with types of applications listed on the department application forms.

Depending on the type of application selected below, Project Type may be required. If required, it will be indicated by a red asterisk.

* Scope of Construction: --Select--

Select Scope of Construction

* Major Project area:

☐ Yes ☐ No

Is the parcel within Mountain's Edge, Rhodes Ranch, Southern Highlands, or Summerlin?

PROJECT DESCRIPTION

Enter a brief description of the project. Please enter text only (Max 1000 characters).

* Project Description:

Type brief description of the project or request (ex: special use for tattoo shop).

Disclosure

OWNERSHIP/INTEREST DISCLOSURE

Information entered shall be copied from Disclosure Form.

Click *Add Row* to add a single name and *Add Row down arrow* to select the appropriate numbers of rows to add additional rows.

NOTE: For applications not requiring a Disclosure Form, add a row and enter N/A.

Showing 0-0 of 0

Full Name	Business Name
No records found.	

Add a Row



Edit Selected

Delete Selected

Disclosure information is required for property owner and applicant. See Disclosure Form for details. Names of businesses/individuals must be listed on the Disclosure form and copied into this Disclosure section.

Continue Application »

Save and resume later

Step 2: Review

Application Prereview

1 Step 1

2 Review

3 Application/Rec...
Uploaded

Step 2: Review

[Continue Application »](#)

[Save and resume later](#)

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on.

Record Type

Application Prereview

Parcel

[Edit](#)

Parcel Number: 176-02-601-016

Additional Parcels

MULTIPLE PARCELS
No data entered.

[Edit](#)

Address

[Edit](#)

Owner

[Edit](#)

OWNERSHIP/INTEREST DISCLOSURE
No data entered.

[Edit](#)

- This record is not an application.
- Record will be placed in a "Pending" status awaiting planner appointment.
- During the appointment, a planner will review the application materials for accuracy and completeness.
- All applications must demonstrate compliance with Title 30 unless a provision is requested to be waived.
- Applications may only be submitted after a planner has deemed the materials accurate and complete.
- Multiple appointments may be required pending accuracy and completeness of application materials.
- Application and public meeting dates are not guaranteed.

☐ By checking this box, I agree to the above certification.

[Continue Application »](#)

[Save and resume later](#)

In Step 2: Review, review your entries.

Select Edit to edit any prior entries.

When record is ready to be uploaded:

- Read acknowledgment and check the box
- Select Continue Application

Step 3: Application/Record Uploaded

1 Select item to pay

2 Payment
information

3 Application/Rec...
Uploaded

Step 3: Application/Record Uploaded

Thank You

Your record number has been created. Your next step is to make an appointment to meet with a planner. You can make your appointment by using the URL https://www.clarkcountynv.gov/government/departments/comprehensive_planning_department/book_appointment.php. Please have all plans and documents ready when meeting with the planner. During your appointment, the planner will let you know your next steps.

No Address

23-100488

This is your record/reference number. You will need to know this number to [Schedule Planner Appointment](#) and for communicating with staff.