



Department of Comprehensive Planning Title 30 Fee Schedule

1. **Title.** This ordinance shall be known as the “Title 30 Fee Schedule” and may be referred to internally in this document as the “Fee Schedule.”
2. **Authority.** The Fee Schedule is adopted under the authority of Chapter 278 (Planning and Zoning) of the Nevada Revised Statutes (NRS) and all amendatory and supplementary acts and shall include any future amendments.
3. **Purpose.** The purpose of this Fee Schedule is to set forth all fees for the implementation of the Clark County Master Plan and Title 30, including any services necessary to carry out its purpose.
4. **Applicability.** The fees and charges contained herein apply to all unincorporated lands located in the County.
5. **Schedule of Fees.** No application shall be accepted or processed, and no services shall be rendered, unless and until any required fees in accordance with this Fee Schedule have been paid in full.
 - a. **Application Fees.** Fees for application types identified in Title 30 are required in accordance with Table 1 below and are payable to the department responsible for collecting the fee in question (Building, Comprehensive Planning, or Public Works).

Table 1: Title 30 Application Fees

Application Type	Required Fees		
	Application	Mailed Notice	Sign
Pre-submittal Conference	\$500		
Master Plan Amendment	\$2,200	\$500	
Rezone (Zone Change)	\$500	\$500	\$300
Title 30 Text Amendment	\$400		
Administrative Design Review	\$300		
Digital Sign Conversion per §30.05.06	\$10,000 per sign face		
Design Review	\$500	\$500	
Planned Unit Development	\$1,000	\$500	
Special Use Permit	\$500	\$500	
Alcohol as Principal Use Outside GED	\$500	\$500	\$300
Expansion of GED	\$1,000	\$1,000	\$300
Hazardous Materials	\$500	\$500 x 2	
Concept Specific Plan	\$825 + \$2 per acre	\$1,000	\$300
Specific Plan	\$1,425	\$1,000	
Temporary Use	\$100		
Administrative Extension of Time	\$150 per application type		
Extension of Time	\$300 per application type	\$500 ¹	
Minor Deviation	\$100		
Variance	\$300	\$500	
Waiver of Conditions	\$300 per condition	\$500 ¹	
Waiver of Development Standards	\$300	\$500 ²	
Administrative Sign Design Review	\$300		
Sign Design Review	\$500	\$500	
Property/Yard Sign Permit	\$100 ³		
Annexation	\$1,000		
Application for Review	\$300 per application type	\$500 ¹	
Development Agreement			
Negotiated	\$2,000 + \$2 per acre + \$2 per parcel over 1 parcel +		

Application Type	Required Fees		
	Application	Mailed Notice	Sign
	\$25 for 0.01-19.99 acres + \$50 for 20-100 acres + \$100 for more than 100 acres		
Standard	\$100		
Street Name or Numbering System Change	\$300	\$100	
Administrative Street Naming	\$100		
Vacation and Abandonment	\$500	\$500 + \$200	
Zoning Compliance	\$150		
Subdivision/Public Works Procedures			
Major Subdivision			
Tentative Map	\$750		
Final Map Technical Review	\$600 + \$6 per lot, including comment element lots		
Final Map Mylar	\$100		
Minor Subdivision			
Parcel Map Review	\$150		
Exception to Determination	\$150		
Parcel Map Technical Review	\$200		
Parcel Map Mylar	\$100		
Reversionary Maps			
Reversionary Map Technical Review	\$500 for Final Maps \$350 for Parcel Maps		
Reversionary Map Mylar			
Boundary Line Adjustment	\$300		
Extension of Time, Public Works	\$200		
Vacation and Abandonment	\$150		
Separate Document	\$50		
Separate Documents	\$75 with \$50 incomplete package fee		
Vacation of Patent Easement	\$200		
Minor Deviation, Public Works	\$100		
Las Vegas Boulevard South Survey	\$300		

1. When the notification radius on the original application was greater than 1,500 feet, or when the original application was a Waiver of Development Standards filed pursuant to §30.04.08, Public Works Development Standards, or a Tentative Map, where a mailed notice was not required, the mailed notice fee shall match that of the original application.
2. Mailed Notice fee is not required if the application is a Waiver of Development Standards filed pursuant to §30.04.08, Public Works Development Standards which does not require a mailed notice.
3. Construction permit fees are payable to the Department of Building. Required permit fees will be doubled if work for which a permit is required has been commenced without first obtaining the permit, or if the sign constructed exceeds the scope of a valid permit.

- b. Administrative Fees – General.** Fees are required for the administration and implementation of the requirements of the Master Plan and Title 30 in accordance with Table 2 and are payable to the department responsible for collecting the fee in question.

Table 2: Administrative Fees - General

Administrative Service	Fee
Addressing – Change of Address	\$110
Addressing – Early Addressing	\$100 plus \$2 per lot or building
Administrative Document Preparation and Reports	\$45 per hour; minimum of \$45
Agenda Subscriptions	
*Notice of final action	\$65 per fiscal year

Administrative Service	Fee
*Agenda only (front sheets)	\$65 per fiscal year
Appeals	\$100 + mailed notice fee of original application(s)
Audio or Video recording of any public hearing record	\$3 if mailed
Business License Review	\$25
Copies	
Up to 11" X 17"	\$.05 per page
Larger than 11" X 17"	\$.50 per page, plus \$3 if mailed
CD/DVD (data) of any public hearing record	\$.25 for each CD/DVD or \$6 for USB, plus \$3 if mailed
Discussion/Appointment/Research	\$50 per half hour plus \$25 per every half hour after
Maps (Geographic Information System)	
24" X 36" or smaller	\$20, plus \$3 if mailed
Larger than 24" X 36"	\$30, plus \$3 if mailed
Mailing List Request	
Email or CD List	\$30
Labels Printed	\$30, plus copy fees
Neighborhood Meeting Staff Attendance	\$200
Records Certification	\$2
Recording of Resolution of Intent	\$30
Revised Plans for Applications Listed in Table 1	\$100
Tree Fee-in-lieu	\$1,005.62 adjusted annually on July 1 st by the prior year Consumer Price Index (CPI), US City Average, All items not to exceed 5%.
Zoning Confirmation Letter ¹	
For delivery within ten working days of receipt	\$45, plus \$5 per acre for each net acre over ten acres ² , but not to exceed \$5,000.
For delivery within three working days of receipt	\$75, plus \$5 per acre for each net acre over ten acres ² , but not to exceed \$5,000
Zoning Landscape Inspections	\$100 plus \$50 per visit over 1 visit

1. Acreage to be calculated based on Assessor's data and will be rounded up to the nearest acre.

- c. **Administrative Fees – Off-Site Improvements.** Fees for the administration of off-site improvements are required in accordance with Table 3 and are payable to the Department of Public Works.

Table 3: Administrative Fees - Off-Site Improvements

Administrative Service	Fee	
Soil/Asphalt Review		
Original Application ²	Initial Submittal & 1 Review	Every Review Over 2 Reviews
Up to 5 Acres	\$750	\$400
Over 5 Acres & up to 40 Acres	\$2,000	\$400
Over 40 Acres & up to 320 Acres	\$4,000	\$400
Over 320 Acres	\$6,000	\$400
Improvement Plan Review		
Original Application ²	\$300, or 1.20 percent of the estimated construction cost ¹ , whichever is greater	
Revision of an Approved Plan	\$50/sheet	
Off-site Plan Rejection	Additional 50% of plan check fee	
Impact Analysis Review – Traffic Study		
Original Application ²	Initial Submittal & 1 Review	Each Review Over 2 Reviews
Up to 5 Acres	\$750	\$400
Over 5 Acres & up to 40 Acres	\$2,000	\$400
Over 40 Acres & up to 320 Acres	\$4,000	\$400

Administrative Service	Fee	
Over 320 Acres	\$6,000	\$400
Optional Traffic Mitigation	\$750, plus \$150 per trip ³ , prior to building permits or approval of improvement plans	
Impact Analysis Review – Drainage Study		
Original Application ²	Initial Submittal & 1 Review	Each Review Over 2 Reviews
Up to 5 Acres	\$750	\$400
Over 5 Acres & up to 40 Acres	\$2,000	\$400
Over 40 Acres & up to 320 Acres	\$4,000	\$400
Over 320 Acres	\$6,000	\$400
Inspection Fees ⁴		
Offsite Permit		
First \$30,000	\$300 minimum, or 2.75 percent, whichever is greater	
Next \$90,000	1.75 percent	
Over \$120,000	1.00 percent	
Encroachment Permit	Appropriate plan check and inspection fees ¹ or \$300 minimum whichever is greater ⁵	
Re-inspection Fee	Hourly rate for each re-inspection	
Re-test	Hourly rate	
Bond Replacement	\$500 prior to release of the existing bond	
Bond Reduction	\$500	
Improvement Agreement	\$50	
Traffic Control Plan ²	\$50	
Work Without a Permit	3 x permit fee	
Structural Review	\$750 per 660 feet	
Right-of-Way Permit Violation	\$300	
Per Hour Rate	\$120	
Investigative Fees	Hourly rate – minimum 3 hours	
Overtime Rate ⁵	1.5 hourly rate	
Flood Plain Determination	\$20 for each request for information as to whether or not a property is located within a Federal Emergency Management Agency defined special flood hazard area	
Clark County Supplement to Uniform Standard Drawings and Specifications	\$10	

- As determined on the construction bond estimate form, and as approved by the Director of Public Works.
- Resubmittal shall be required if plans do not contain sufficient information for a complete review, have been substantially redesigned, or if required corrections are not submitted within one year of notification.
- As defined in §30.04.08, Public Works Development Standards.
- Based on the estimated construction costs as determined by the Director of Public Works.
- Additional fees may be required to provide for overtime or night work and must be paid prior to final acceptance of the work.

6. Fee Policy.

a. Application Fee. Each application type requires a separate fee including:

- For Extensions of Time, including Administrative Extensions of Time, and Applications for Review, one application fee shall be paid for each application type requesting to be extended or reviewed.
- For Waivers of Conditions, one application fee shall be paid for each condition requested to be modified or waived.

b. Public Notice Fees.

- Mailed Notice Fee.** When mailed notices are required, a mailed notice fee shall be paid.

1. Mailed Notice Fees are as follows:

- Abutting Property Radius: \$100.

- b. 1,500-foot Notification Radius: \$500.
 - c. 2,500-foot Notification Radius: \$1,000.
 - d. Notices over 1,000 for any radius: \$1 per notice.
 - e. Delivery confirmation for abutting properties: \$200.
 - 2. When two or more application types are combined on one single mailed notice, only one mailed notice fee is required and shall be calculated by using the application type with the largest notification radius.
 - 3. An application requiring a recommendation from the Commission prior to being forwarded to the Board for final action, and any application processed concurrently with said application(s), shall pay two times the mailed notice fee at time of application submittal.
- ii. **Sign Fee.** When signs are required to be posted, the sign fee shall be \$200 per sign.
 - 1. **Sign Fee Exception.** Regardless of the number of signs required pursuant to Chapter 30.06, only 1 sign fee shall be charged for the following:
 - a. Rezone (Zone Change) per NRS 278.260; and
 - b. Special Use Permit, per NRS 278.315, for an establishment which serves alcoholic beverages for consumption on or off the premises as its primary business in a district which is not in a gaming enterprise district as defined by NRS 463.0158.
- c. **Court Reporter.** When a court reporter is required to report the results of a hearing per NRS 463 and NRS 656, the applicant shall arrange, and pay, for the full cost of the reporter.
- d. **Fee Exceptions.**
 - i. **Waived Fees.** Fees as required under Table 1, not including fees listed under Subdivisions/Public Works Procedures, and in Table 2 shall not be required for the following:
 - 1. Applicant is a government agency;
 - 2. Developer of an affordable housing project certified by the Community Housing Office, Department of Administrative Services;
 - 3. Applicant is proposing new construction or alteration within a Historic Designation Overlay pursuant to §30.02.26D.4; and
 - 4. Corrections to an address requested by the property owner if the address assigned to the property does not fall within the proper range of the Clark County Addressing Grid established for their property location.
 - 5. A Request for Reasonable Zoning Accommodation.
 - 6. Appeal fees for the following:
 - a. Decisions issued pursuant to a Request for Reasonable Zoning Accommodation;
 - b. Action of the Planning Commission except that mailed notice fees are required if the appeal was submitted by the applicant of a project.
 - 7. Master Plan Amendment (PA) and Rezone (Zone Change) (ZC) fees for property(ies) zoned H-2 General Highway Frontage Zoning District where the applicant concurs with the Director's determination of the appropriate land use category and zoning district.
 - ii. **Reduced Fees.** Subdivisions/Public Works Procedures fees listed under Table 1 and in Table 3 shall be reduced for an affordable housing project certified by the Community Housing Office, Department of Administrative Services according to the following scale:
 - 1. 50% reduction for projects providing housing for those meeting 61% to 80% of the Adjusted Mean Income (AMI) (Very Low Income for Low Income); and

2. 75% reduction for projects providing housing for those meeting 60% and below the AMI (Very Low Income and Extremely Low Income).

e. Refunds. Fees identified in Tables 1 through 3 shall not be refunded, except as specified herein.

- i. The Board shall consider each refund request and may order a refund of fees as provided in NRS 244.200 through NRS 244.255. All refund requests shall be submitted in writing to the Director of the department responsible for collecting the fee in question. The Board shall then consider the circumstances of each withdrawal request and may order a refund of fees as deemed appropriate.
- ii. Applicants may request a refund for the following:
 1. 80% only when an application listed in Table 1 is withdrawn before notices are mailed or application information is distributed to applicable government entities, or before plan review has been performed.
 - a. For Property/Yard Signs only, applicants may request a refund of 80% only when an application is withdrawn before plan review has been performed or applicable permits have been issued.
 2. 80% for services and products listed in Table 2, Administrative Fees – General, prior to the provision of services or the delivery or mailing of products.
 3. 80% only when an application listed in Table 3, Administrative Fees – Off-Site Improvements, is withdrawn before plan review has been performed or applicable permits have been issued.
 4. 100% for any application accepted in error.

7. Multiple Species Habitat Conservation Plan (MSHCP) Mitigation Fee. When required by Title 30 and this section, all applicants for Land Disturbance Permits shall pay a \$550 MSHCP Mitigation Fee per gross disturbed acre or any portion thereof located within the parcel, as well as the area disturbed by related offsite improvements.

a. MSHCP Fee Exceptions. The following types of development shall not pay a MSHCP Mitigation Fee:

- i. Reconstruction of any structure damaged or destroyed by fire or other natural causes.
- ii. Rehabilitation or remodeling of existing structures or existing off-site improvements.
- iii. Disturbance of any land in the County, including lands conveyed from federal to private ownership, which are covered by and are subject to the terms and conditions of a separate habitat conservation plan and incidental take permit approved and issued by the United States Fish & Wildlife Service. Such lands are not covered by or subject to the Incidental Take Permit.

b. MSHCP Reduced Fees. If per acre fees have been paid pursuant to Section 7 of the Federal Endangered Species Act, Land Disturbance Permit fees shall be calculated as follows:

- i. If less than the required \$550 per acre was paid, the difference between \$550 per acre and the amount paid per acre in Section 7 fees is required. These acres shall be covered by and subject to the Incidental Take Permit.
- ii. If \$550 or more per acre was paid, no payment shall be made for the MSHCP Mitigation Fee. Those acres are not covered by or subject to the Incidental Take Permit.

c. Processing Fee. A \$25 processing fee is required per residential request and \$50 per commercial request payable to the department which issues the Land Disturbance Permit.

d. Fee Utilization. All MSHCP Mitigation Fees collected are deposited into the Special Reserve Fund shall be expended solely for the development and implementation of the terms of the Incidental Take Permit and any amendments thereto.

e. Refunds. MSHCP Mitigation Fees shall not be refunded except as specified in this section. The Board shall consider each refund request and may order a refund of fees as provided in NRS 354.22 through NRS 354.250. Refunds requested after applying for a Land Disturbance Permit withdrawn prior to permit issuance may receive up to 80% refund.