



Comprehensive Planning Vacation Submittal Requirements

• Pre-review and appointment required Citizen Access Portal. • Numbers listed below are the number of required copies in addition to PDF upload. • All documents must be legible for reproduction. • ALL APPLICATIONS REQUIRE FEES. See Policy: https://www.clarkcountynv.gov/government/departments/comprehensive_planning_department/forms. Additional Notice Fees may be required after submittal. • Prior to acceptance of any application, materials shall demonstrate compliance with Title 30.	Vacation	Staff Use Only (Y/N)
REQUIREMENTS		
Application	PDF	
Assessor's Parcel Map	PDF	
Deed – Most current required.	PDF	
Disclosure Form	PDF	
Justification Letter	PDF	
Legal Description with exhibit of the area to be vacated	PDF	
Owner/Signing Authority	PDF	
VS Easement/Right-of-way Documents	PDF	
VS Site Plan	PDF	
Fees	✓	

* See Public Works Map Team for Extension of Time applications.