

MAJOR PROJECTS – OFFICE USE ONLY

Date Filed: _____ Application #: _____
 Site Plan (3 copies): _____ Sec/Twp/Rnge: _____ Other Plans (list): _____
 Assessor's Map (2 copies): _____ Existing Zoning: _____
 Fee: _____ Land Use Guide Designation: _____
 Reference Files/Planner Initials: _____ Airport Environs: _____
 Receipt #: _____ Check #: _____ By: _____

DEPARTMENT OF COMPREHENSIVE PLANNING

500 S. Grand Central Pkwy, First Floor ~ Las Vegas NV 89155 ~ (702) 455-5017



Major Projects Team

**ADMINISTRATIVE WAIVER OF TITLE 27 and/or
TITLE 28 APPLICATION**

Property Owner's Name: _____ **Phone:** _____ **Fax:** _____
Applicant's Name: _____ **Phone:** _____ **Fax:** _____
Contact Person's Name: _____ **Phone:** _____ **Fax:** _____

Name and Address for Correspondence: _____
 (Name) _____ **Gross Acreage:** _____
 (Address) _____
 (City) _____ (State) _____ (ZIP) _____ **Net Acreage:** _____

Assessor's Parcel Number: _____

Property Address and/or Nearest Cross Streets: _____

FINISH FLOOR ELEVATION (Drainage Study #/PAC # associated with this application _____)

EXTENSION OF TIME (Offsite Improvement Plan#/Bond # associated with this application _____)

PLEASE BRIEFLY DESCRIBE THE JUSTIFICATION FOR THIS REQUEST:

(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.

Property Owner (Signature) / _____ **Property Owner (Print)**

Property Owner (Signature) / _____ **Property Owner (Print)**

COUNTY STAFF USE ONLY

Approved as shown on the attached plans for: _____

Denied for the following reason(s): _____

CIVIL ENGINEERING (if required)
By: _____ Date: _____

MAJOR PROJECTS TEAM
By: _____ Date: _____

MAJOR PROJECTS TEAM
ADMINISTRATIVE WAIVER APPLICATION REQUIREMENTS PROCEDURE

SUBMITTAL REQUIREMENTS: All submittals shall be legible and suitable for microfilm reproduction. All plans must be accurate and drawn to an appropriate scale (preferred size is 18" x 24" or larger) and folded so they can be placed into a legal file. For an application to be complete and acceptable for filing, all required documents **MUST BE FILED** with your land use application:

- SITE PLAN:** For a Sewer and/or Water Service Waiver, 3 copies of a site plan are required. Site plan shall indicate building dimensions for all existing and proposed structures, setback dimensions, and other information as may be necessary to clearly show the proposed development and the purpose for your request. (Drawn to a standard scale not smaller than one inch equals 60 feet.)
- GRADING PLAN:** For a Finished Floor Elevation Administrative Waiver, 3 copies of a grading plan signed and sealed by a civil engineer are required prior to construction.
- OFF-SITE IMPROVEMENT PLANS:** For an Improvement Standard Administrative Waiver, Off-Site Improvement plans are required, as defined by Clark County Major Projects Division.
- ASSESSOR'S MAP:** Two copies of the most recent assessor's map (11" x 17" minimum size), with the subject parcels clearly indicated on the map, are required. Maps can be purchased from the Clark County Assessor's Office on the second floor of the government center or downloaded for free from the Internet: www.accessclarkcounty.com/assessor.

Number and type of documents to be submitted with each application by application type.

ADMINISTRATIVE WAIVER	Site Plan	Grading Plan	Off-Site Plans	Letter from Civil Engineering	Assessor's Maps
Finished Floor Elevation (i.e., basements)	n/a	3	n/a	n/a	2
Off-Site Bond Extension of Time	n/a	n/a	n/a	If available	2
Improvement Standards	n/a	n/a	3	n/a	2
Sewer and/or Water Service	3	n/a	n/a	n/a	2

PROCEDURE FOR FILING ADMINISTRATIVE WAIVERS

1. Administrative Waiver of Title 27 and/or Title 28 must be submitted by appointment. **If you want to save time in the county review process, you may also submit now for building permits and/or grading plans so that the permit/license can be issued as soon after Major Projects' Civil Engineering Staff and/or Zoning Administrator's ruling as possible.**
2. Your Administrative Waiver will be reviewed by Major Projects' Civil Engineering staff. If it is approved by Major Projects' Civil Engineering staff, the application will be forwarded to be approved (if appropriate) by the Major Projects Administrator. The applicant will then be notified by mail of the action by Major Projects' Civil Engineering and/or the Zoning Administrator. **ACTION ON THE ADMINISTRATIVE WAIVER SHOULD BE WITHIN 2 WEEKS OF THE DAY THE APPLICATION WAS FILED.**
3. A letter will be sent to the correspondence address listed on the application indicating the Director of Civil Engineering and/or Zoning Administrator's decision and all conditions of approval. All conditions must be met before any grading, building or occupancy permit license will be issued.
4. To appeal the decision made on an Administrative Waiver or a condition thereof, file a Waiver of Title 27 and/or Title 28 and the Planning Commission and/or Board of County Commissioners will rule on the application.

CLARK COUNTY COMPREHENSIVE PLANNING
Major Projects

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On Line (home page): http://www.accessclarkcounty.com/depts/comprehensive_planning/Pages/home.aspx