

PARCEL MAP APPLICATION
PURSUANT TO N.R.S. 278.461 & Elko County Code 5-2-5
Elko County Planning, Zoning, Building & Safety Division
 155 South 9th Street, Elko, NV 89801
 (775) 738-6816 or 738-2266

<p>APPLICATION MUST BE SUBMITTED WITH ALL REQUIRED INFORMATION AND THE APPLICATION FEE. <u>AN INCOMPLETE APPLICATION WILL NOT BE ACCEPTED FOR REVIEW.</u></p>	<p>*** FOR STAFF USE ONLY ***</p> <p>REC'D BY: _____</p> <p>APP. NO: _____</p> <p>APP. FEE: \$400.00 _____</p> <p>CHECK # _____ CASH _____</p> <p>DATE & TIME _____</p>
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ASSESSOR'S PARCEL NUMBER(s) _____

1/4 SECTION _____ SECTION _____ TOWNSHIP _____ RANGE _____

STREET ADDRESS AND GENERAL LOCATION OF PROPERTY

<p>_____ OWNER OF PROPERTY:</p> <p>NAME _____</p> <p>MAILING ADDRESS _____</p> <p>CITY, STATE _____</p> <p>PHONE (DAY): _____</p> <p>_____ SURVEYOR OF RECORD:</p> <p>NAME _____</p> <p>MAILING ADDRESS _____</p> <p>CITY, STATE _____</p> <p>PHONE (DAY): _____</p>	<p>_____ AGENT:</p> <p>NAME _____</p> <p>MAILING ADDRESS _____</p> <p>CITY, STATE _____</p> <p>PHONE (DAY): _____</p> <p style="text-align: center;">* PLEASE INDICATE PRIMARY CONTACT FOR APPLICATION</p>
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PARCEL MAP APPLICATION SUBMITTAL REQUIREMENTS:

THE FOLLOWING ITEMS MUST BE COMPLETED AND SUBMITTED WITH THIS APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

FOR STAFF USE ONLY

_____ **APPLICATION FORM** COMPLETED, WITH NOTARIZED SIGNATURE OF OWNER OR AUTHORIZED AGENT.

_____ **LEGAL DESCRIPTION** OF PROPERTY. METES AND BOUNDS OR ALIQUOT PART(S), AND A COPY OF ANY REFERENCED AND FILED (RECORDED) MAP.

_____ **VERIFICATION OF OWNERSHIP** COPY OF MOST RECENTLY RECORDED DEED REFLECTING THE CURRENT OWNERSHIP.

_____ **WILL SERVE LETTERS** IF APPLICABLE. WATER, SEWER, SOLID WASTE, AND ANY OTHER PUBLIC UTILITIES.

_____ **OFFICIAL WRITTEN COMMENTS** FROM AGENCIES WHICH HAVE REVIEWED THE PARCEL MAP. (I.E. - STATE AGENCIES, ACTIVE ARCHITECTURAL REVIEW COMMITTEE, ETC..)

_____ **VICINITY MAP, TOPOGRAPHY MAP, AND FLOOD ZONE MAP** (IF PRINTED)

_____ **ZONING** VERIFICATION OF EXISTING ZONING

_____ **SUPPLEMENTAL DATA FORM** THIS SHOULD BE ATTACHED.

_____ **FIVE FOLDED COPIES OF THE PROPOSED PARCEL MAP, COMPLETE WITH:**
OWNER'S SIGNATURE INCLUDING A NOTARY PUBLIC SIGNATURE AND STAMP;
UTILITY COMPANY SIGNATURES; COUNTY TREASURER'S; ASSESSOR'S
SIGNATURE; AND PROFESSIONAL LAND SURVEYORS'S SIGNATURE AND STAMP.

THE PARCEL MAP MUST SHOW THE FOLLOWING:

- _____ 1. ALL ADJACENT PROPERTY OWNERS AND HOLDINGS OF OWNER.
- _____ 2. DOCUMENTED LEGAL RIGHT-OF-WAY (*MIN. 60' WIDE*) TO EXISTING AND PROPOSED NEW PARCELS.
- _____ 3. LOCATION, NAME AND RIGHT-OF-WAY WIDTHS OF ALL ADJOINING STREETS OR ACCESS EASEMENTS.
- _____ 4. PROPOSED NAME OF EACH NEW STREET AND TYPICAL SECTION OF STREET IMPROVEMENTS (*WHEN REQUIRED*), ALONG WITH CURVE RADIUS AND GRADES OF ALL PERIMETER AND PROPOSED STREETS OR ACCESS EASEMENTS.
- _____ 5. WIDTH, LOCATION AND PURPOSE FOR ALL EXISTING AND PROPOSED EASEMENTS - FOR ACCESS, DRAINAGE IRRIGATION, UTILITIES, ETC.
- _____ 6. IDENTIFICATION OF ALL PARCELS BY LETTER OR NUMBER. THE DIMENSIONS AND NET ACREAGE FOR EACH PARCEL SHALL BE CLEARLY SHOWN.
- _____ 7. THE LOCATION, DESCRIPTION AND TYPE OF ALL CORNERS AND/OR MONUMENTS - FOUND, SET, REMOVED, REPLACED, OR USED FOR REFERENCE.
- _____ 8. LEGEND, NORTH ARROW AND SCALE (*ALSO SHEET NO.S IF MORE THAN ONE*)
- _____ 9. BASIS OF BEARINGS CLEARLY SHOWN.
- _____ 10. OWNER'S CERTIFICATE WITH NOTARY PUBLIC CERTIFICATE.
- _____ 11. PREPARING SURVEYOR'S CERTIFICATE.
- _____ 12. BOARD OF COUNTY COMMISSIONER'S CERTIFICATE (*FOR NEW ROADWAY DEDICATIONS*).
- _____ 13. COUNTY SURVEYOR'S CERTIFICATE.
- _____ 14. UTILITY COMPANIES' EASEMENTS STATEMENT.
- _____ 15. TREASURER'S CERTIFICATE - STATING THAT TAXES HAVE BEEN PAID FOR THE FISCAL YEAR.
- _____ 16. ASSESSOR'S CERTIFICATE - STATING THAT THE ASSESSOR'S PARCEL NUMBER IS CORRECT AND IF APPLICABLE THAT THE DEFERRED TAXES ARE PAID IN FULL.
- _____ 17. DELINEATION OF ANY SPECIAL FLOOD HAZARD AREAS, AND THE ACCOMPANYING NOTE CONCERNING COMPLIANCE WITH THE COUNTY'S FLOOD PREVENTION CODES FOR ANY NEW/FUTURE CONSTRUCTION.

NOTE: *ADDITIONAL INFORMATION MAY BE REQUIRED OR REQUESTED BY THE COUNTY SURVEYOR, ENGINEER, PLANNING COMMISSION, OR COUNTY COMMISSIONERS.*

**OWNER'S AFFIDAVIT
APPLICATION AGREEMENT**

I, UNDERSIGNED OWNER (OR AUTHORIZED AGENT, WITH A LETTER OF APPROVAL FROM THE PROPERTY OWNER) OF THE PROPERTY HEREIN DESCRIBED, HEREBY MAKE APPLICATION FOR THE COMMUNITY DEVELOPMENT DEPARTMENT'S REVIEW OF THE PARCEL MAP BEING SUBMITTED, AND I HEREBY CERTIFY THAT THE INFORMATION GIVEN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. IN ADDITION, I UNDERSTAND THAT THIS APPLICATION MUST BE DETERMINED TO BE COMPLETE BY COUNTY STAFF AND WILL NOT BE ACCEPTED FOR COMPLETE REVIEW UNTIL SUCH DETERMINATION HAS BEEN MADE.

THE APPLICATION HEREBY SUBMITTED TRULY REPRESENTS MY INTENDED PROPOSAL. THEREFORE I UNDERSTAND AND AGREE THAT MY APPLICATION WILL PROCEED FOR PROPER REVIEW PROCEDURES, UNLESS A SUBSTANTIAL CHANGE (AS DETERMINED BY STAFF) IS MADE DURING THE PUBLIC NOTICE PERIOD.

I HEREBY CERTIFY THAT I HAVE READ AND UNDERSTAND THIS APPLICATION.

SIGNATURE _____

SUBSCRIBED AND SWORN TO BEFORE ME THIS ____ DAY OF _____, 20__.

(NOTARY PUBLIC)

COUNTY OF _____, STATE OF NEVADA
(SEAL)

Planning, Zoning, Building & Safety Parcel Map Application Data Form

ELKO COUNTY HAS WITHIN ITS ADOPTED CODES, ZONING ORDINANCE AND OTHER DEVELOPMENT CRITERIA. VARIOUS REQUIREMENTS, PROVISIONS, INTENDED PURPOSES, SPECIFICATIONS, FEES, VIOLATIONS, AND PENALTIES ARE SET FORTH THEREIN.

If you have questions or need assistance please contact
Planning, Zoning, Building & Safety Division
(775) 738-6816 or 738-2266, Extension No. 3, 4 or 6
155 South 9th Street, Elko, NV 89801

Provide the following information, mandatory for all applications requiring public review and hearings. Answer the following questions thoroughly. If questions do not apply to your project or proposal, indicate so by "NA" or checking "NO". **Use additional pages as necessary.**

I. PROJECT DESCRIPTION: **(If applicable)**

Project or Applicant Name: _____

a. Type of Business / Request: _____

b. Hours of Operation: _____

c. Days of Operation: _____

d. Anticipated Number of Customers per day: _____

e. Anticipated Number of Deliveries / Pickups per day: _____

f. Anticipated Company Vehicles / number and type: _____

g. Number of parking spaces available: _____

h. Existing Building _____ Proposed New Building _____

i. Total floor space of existing or proposed building: _____

j. Parcel / lot square footage and/or acres : _____

k. Building height / number of stories: _____

l. Total size of property and/or area of project: _____

m. Reason for subdividing land? _____

n. Additional Information : _____

II. SPECIAL DEVELOPMENT INFORMATION:

PLEASE BE AWARE THAT IF YOU MAKE ANY INACCURATE STATEMENTS FILLING OUT THIS SUPPLEMENTAL INFORMATION FORM COULD DELAY ACTION ON THIS PARCEL MAP APPLICATION.

If **YES** is answered to **ANY** of the following questions please provide an explanation on Page 9 or on a separate page.

	YES	NO
1. Development, construction or grading on steep slopes.		
2. Will require extensive earth work or grading.		
3. Development or construction on fill or expansive soils.		
4. Will be altering the course of any drainage or waterway.		
5. Will cause an increase in: ash, dust, smoke, fumes or odor to the area or surrounding properties.		
6. Proposed project is located on lands that periodically flood or is totally or partially within a flood zone. If yes, provide Flood Zone Designation.		
7. Will cause the loss of wetland or waterway vegetation.		
8. Will create the reduction of agricultural lands, crop lands or agricultural soils.		
9. Will require the removal of trees or large amounts of brush.		
10. Will cause an increase in noise or vibration on or off-site.		
11. Is substantially different in size or character from existing development patterns of the area.		
12. A notice of violation or citation has been issued concerning this property or project.		
13. Will create a substantial increase in energy / resource use.		
14. Will cause a loss of existing housing units.		
15. Will cause an increase in housing units.		
16. Will substantially increase vehicular traffic to the area.		
17. Involve the use of: a) toxic or hazardous materials, b) highly flammable materials, c) explosives.		
18. Will introduce the risk of an explosion or the release of hazardous substances in the event of an accident.		
19. Will expose public to untreated or partially treated sewage or chemical pollution.		
20. Will require outdoor areas illuminated at night		
21. Will change the scenic view from existing: a) residential areas, b) public lands, c) roadways.		
22. Will involve possible archaeological or historical significant areas.		

	YES	NO
23. Will involve development on more than one parcel of land.		
24. This project is part of a speculated or proposed series of future projects.		
25. This project is located within one (1) mile of the Incorporated City limits of the City of _____.		
26. If so has the City Council, Planning Commission or Staff been notified of this proposal?		
27. Are the Incorporated City comments attached to this application?		
28. This project is located within the un-incorporated town or community of _____.		
29. If so has the town or community advisory board has been notified of this proposal.		
30. Are the un-incorporated town or community comments attached to this application?		
31. There are known written or verbal subdivision (CC&R's) (DOR's) restrictions attached to this property. If yes attach a current copy to this application.		
32. This application has been submitted to the applicable architectural review committee, if required.		
32a. If yes, then attach a copy of letter of approval to this application.		
33. The applicant/developer has contacted adjacent property owners about the possible subdivision of this property.		
34. The applicant/developer is aware of any prior Elko County Planning Commission or Elko County Commissions actions against the development of this property.		
35. There is currently a lawsuit pending that will impact this property. If so, please provide the case number and names of the parties involved in the lawsuit.		
36. There is currently a lawsuit pending on properties adjacent to this property that will impact access or have other impacts upon this property. If so, please provide the case number and names of the parties involved in the lawsuit.		
37. DOES THIS LAND CURRENTLY MEET THE AGRICULTURAL LAND CLASSIFICATION AND IS "AGRICULTURALLY DEFERRED" FOR TAX PURPOSES?		
38. IS THIS LAND MORE THAN 40 ACRES IN SIZE?		
39. IS THIS LAND CURRENTLY BEING USED FOR AGRICULTURAL PURPOSES?		
40. IS THE PARCEL BEING CREATED LOCATED WITHIN THE HYDROGRAPHIC BASIN OF BASIN 048 - DIXIE CREEK/TENMILE; BASIN 049 - ELKO SEGMENT OR BASIN 153 - DIAMOND VALLEY (IF SO THAN THE APPLICANT SHALL ABIDE BY ELKO COUNTY CODE 5-2-3 (C)).		
41. DESCRIBE THE LANDS ON ALL FOUR (4) SIDES OF THIS PROPERTY, INCLUDING USES. (USE ANOTHER SHEET OF PAPER IF NEEDED)		

41. If a second or subsequent subdivision is proposed, when was this property first subdivided, by whom and date of the zone change or subdivision application? _____

42. Elko County Recorders File Number? _____

43. Answers to questions # 35 through 40: _____

