

SIGN REVIEW APPLICATION

Pahrump Regional Planning District

See Reverse for Submittal Requirements

AREA BETWEEN DOUBLE LINES FOR STAFF USE ONLY

DATE RECEIVED:		APPLICATION NUMBER: SI -	STAMP AREA
RECEIPT:	REVIEWED BY:	REFERENCE FILES:	
CURRENT ZONING:		TOWNSHIP/RANGE/SECTION:	
CU PERMIT REQUIRED: <input type="checkbox"/> YES <input type="checkbox"/> NO		HAS A CU PERMIT BEEN APPROVED: <input type="checkbox"/> YES <input type="checkbox"/> NO	
APPLICATION APPROVED: <input type="checkbox"/> YES <input type="checkbox"/> NO		STAFF NOTES:	

Contact Information (Print In Ink Or Type)

Property Owner:		
Applicant/Authorized Agent:		
Address:		
City:	State:	Zip Code:
Telephone:	Mobile:	Email:

Property Information

Assessor's Parcel Number (s):		Acreage:
Legal Description:	Unit- Block- Lot- Subdivision:	
Property Address:		Nearest Cross Street:
Describe any existing development on the property:		
Proposed Setbacks: Front-	Rear-	Side(s)- , Street Side-
Proposed Sign Height(s):	Sign Separation:	Master Plan Sign Program: <input type="checkbox"/> Yes <input type="checkbox"/> No

If Illuminated: Back Light Down Light Internal If wall mounted, what is the sq ft of the wall:

Quantity	Sign Type	Area Sq Ft
Permanent Sign:		
	Monument Sign	
	Wall Sign	
	Freestanding Sign	
	Off-Premise Sign	
	Animated / Electronic Message	
	Marquee / Changeable Copy Sign	
	Other	
Temporary Sign:		
	Directional Sign	
	Construction Sign	
	Special Attraction / Promotional Sign	
	Other	

(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 Nye County Code; that the information on the plans and drawings attached hereto, and all of 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. (I, We) understand that falsification of any information contained hereon may cause all permits to be revoked. (I, We) also authorize the Nye County Planning Department and its designee, to enter the premises of the property subject to this application for the purposes of gathering information for the purpose of advising the public of the proposed application. (I, We) understand that as the property owner(s) or authorized agent, it is my (our) responsibility to ensure all easements, encroachments or CCRs are adhered to.

Property Owner Signature _____

Print or Type Property Owner Name _____

Notary

State of _____

County of _____

This instrument was signed and sworn to me on _____ by _____
Date Name of person

Signature of Notarial Officer _____

Sign Review Applications may be Accepted over the Front Counter
All submittals must be legible, printed in ink, and suitable for reproduction

Documents Required for Submitting a Sign Review Application

Application	# of Site Plan Copies	Proof of Ownership	Architectural Drawings	Assessor's Parcel Map	Application Fee
1 ¹	3 ²	Yes ³	3 ⁴	1 ⁵	1 ⁶

1. If needed, a corporate declaration of authority (or equivalent), power of attorney, or signature documentation is required if the applicant and/or property owner is a corporation or provides signature in a representative capacity.
2. Site plans **must** be drawn to scale, submitted on 8.5" x 11" or 11" x 17" paper, and contain the following information: The location of the proposed signage, setbacks, existing structures, north arrow, property dimensions, driveways/sizes, and locations, clear-sight zones, names of adjoining streets, and any other information that is necessary for the Zoning Administrator to evaluate the request.
3. If ownership has recently changed and the property ownership is not the same as shown on the assessor's records, a copy of the grant bargain/sale or quitclaim deed must be submitted.
4. All signs must be architecturally compatible with principal structure; through use of similar finish, texture, embellishment, and color.
5. The most recent copy of the Assessor's Parcel Map page is required.
6. No fee required at this time.

Procedures and Standards for Sign Review Applications:

- A. A Sign Review Application shall be submitted to the Planning Department **PRIOR TO** the construction or placement of any sign.
- B. To file a Sign Review Application, assemble the required documents and submit them to the Nye County Planning Department at the address listed below. **Office hours are Monday - Thursday, 7:30 am to 5:30 pm. Filing an application without the required documents may delay your approval(s). Only completed applications shall be accepted for filing.**
- C. A Sign Review Application approval is valid for 180 days from the date of approval, and will expire if construction is not commenced for the proposed signage for which the Sign Review was obtained. Upon the issuance of a building permit or approval to construct from other federal, state or county agencies the Sign Review Application shall track along the same expiration timeframes and policies as the building permit or other approval.
- D. The Nye County Planning Department may have approved your Sign Review Application; however, you must refer to any restrictive covenants (CCR's, Declaration, etc.) of record that may prohibit the proposed use on this lot or which may require adherence to stricter development standards. The Nye County Planning Department does not provide legal or business advice. Any approval issued by the Planning Department is related only to the land use and the proposed development as described on the approved application. You must comply with any and all Federal, State, County or Town regulations that may pertain to your business. There are additional requirements for liquor licensing, fireworks, brothels, gaming, etc.
- E. A Sign Review approval by Nye County Planning Department does not correlate to an approval by any organized Homeowner's Association/Architectural Review Committee. Anyone developing within an area that may be governed by any such organized Homeowner's Association/Architectural Review Committee should contact that organization.

Nye County Planning Department
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Pahrump, NV 89060
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Fax: (775) 751-4324

Website: <http://nyecounty.net/Planning/PRPD.html>
Email: planning@co.nye.nv.us