

# SUBDIVISION MAP APPLICATION (NCC 16.20 & 16.28 & Document Submittal Guidelines)



**\*\*\* This application will not be taken over the counter. Please call (775) 751-4249 to schedule an appointment \*\*\***

## Tentative Map Checklist

- Original signed application
- Fee
- Copy of Deed
- Justification Letter
  - Name of Project
  - Explain intent of map.
- Tentative Map – Three (3) legible 24” x 36” prints
- One (1) set of Surveyor Closure Calculations
- PDF & AutoCAD File of map boundary on CD or thumb drive.

## Final Map Checklist

- Original signed application
- Fee
- Copy of Deed
- Copy of any CC&R's
- Approved Tentative Map
- Approval letter from Public Works for the following:
  - Traffic Study
  - Grading & Drainage Plan
  - Geotechnical Study
  - Engineered Estimate Data Sheet
- Copies of all maps related to this project (electronic copies accepted)
- One (1) set of closure calculations
- SIA Application and Fees
- Three (3) legible 24” x 36” prints
- PDF & AutoCAD File of map boundary on CD or thumb drive.
- Street Names w/appropriate application

## Mylar Submittal

- Recording Fee (Check made payable to Nye County Recorder)
- Proof of taxes paid for Fiscal Year
- Title Report – One (1) copy
- Map - One (1) legible 24” x 36” print

Please include the following documents with the Mylar submittal:

- a. All redline comments with attachments
- b. One original Mylar signed by the owner, notary, surveyor and all utilities. (All signatures must be in permanent Black Ink; All names must be printed below the signature line.)
- c. One (1) set of Surveyor Closure Calculations
- d. AutoCAD File of map boundary on CD or thumb drive.

One original Mylar signed by the owner, notary, surveyor and all utilities. (All signatures must be in permanent Black Ink; All names must be printed below the signature line.)

***\*\*An Original Mylar will be requested by the Planning Department when the map has been approved and ready to be routed for signatures.***

## Application Fees within the PRPD

### Tentative Map

\$750.00 + \$10.00 per lot

### Tentative Amended

1/2 of original application fee

### Final Map

\$300.00 + \$10.00 per lot

### Final Amended

\$350.00

## Application Fees outside the PRPD

### Tentative Map

\$1200.00 + \$10.00 per lot

### Final Map

\$850.00 + \$10.00 per lot

### Final Amended

\$650.00

## Surveyor Fee (Final Map only)

\$450.00 + \$15.00 per lot

Department of Planning  
250 N. Hwy. 160, Ste. 1  
Pahrump, NV 89060  
Phone: 775-751-4249  
Fax: 775-751-4324  
Website: www.nyecounty.net



# Subdivision Map

Inside the Pahrump Regional Planning District    Outside the Pahrump Regional Planning District

Tentative    Tentative Modified    Final    Final Amended

Project Name: \_\_\_\_\_

Project Location: \_\_\_\_\_

Assessor's Parcel Number(s): \_\_\_\_\_

Gross Acreage: \_\_\_\_\_ Net Acreage: \_\_\_\_\_ Zoning: \_\_\_\_\_ Master Plan: \_\_\_\_\_

Intent of this request: \_\_\_\_\_

\_\_\_\_\_

Property Owner	Name _____
	Address _____ City _____
	State _____ Zip Code _____ Phone _____ Email _____
Surveyor / Agent	Name _____
	Address _____ City _____
	State _____ Zip Code _____ Phone _____ Email _____
	License No _____ Expiration Date _____

(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 to initiate 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) 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), the undersigned also understand that provisions will be made to ensure the payment of the tax imposed by NRS 375, also for the compliance with the disclosure and recording requirements of NRS 598.0923 § 5.

\_\_\_\_\_  
Property Owner / Agent Signature

\_\_\_\_\_  
Print Name

### For Office Use Only

<b>Date Filed:</b>	<b>Application Number:</b>	<b>Received By</b>
<b>Processed By:</b>	<b>Related Case Numbers:</b>	
<b>Receipt#:</b>		
<b>STAFF NOTES:</b>		