

## Checklist

- Original signed & notarized application
- Fee (\$520 application fee, \$300 notification fee, additional \$1 per notice beyond 1,000 notices.) Only one notification fee is charged for multiple applications requiring notification for one project. See filing schedule.
- Copy of deed
- Copy of legal description
- Copy of most recent assessor's parcel map
- Site plan (one legible 11" x 17" print) fully dimensioned
  - Property size, including dimensions of property
  - Building size by square footage of use
  - Setback (if applicable)
  - Number of parking spaces per use; required and provided
  - Vicinity map, date, north arrow & scale
  - Street access to site, including width of proposed driveways, street names, intersections, center line, and ultimate right-of-way dimensions
  - Zoning, comprehensive plan land use designation, and project name of abutting parcels
- Justification letter (letter must address the following):
  - Explain proposed use, operating characteristics, number of employees, hours of operation, etc.
  - Justification to reduce/waive buffer and distance separation requirements (if applicable)
  - Does the proposed use comply with all applicable provisions of the development code?

- Is the proposed use compatible with adjacent uses in terms of scale, site design, operating characteristics, hours of operation, traffic generation, lighting, noise, odor, dust, and other external impacts?
- Will public safety, transportation and utility facilities and services be available to serve the subject property while maintaining sufficient levels of service to existing development?
- Is there adequate assurances of continuing maintenance being provided?
- Will any significant adverse impacts on the natural environment be mitigated to the maximum practical extent?
- Will the proposed use exceed the capacity of public services that cannot be mitigated?
- Checklist (if applicable)
  - Sustainability
  - Wind
  - Solar
  - Distance Separation Analysis

Application decision subject to appeal period referenced in Section 19.6.6.A.

## Conditional Use Permit



## Application Form

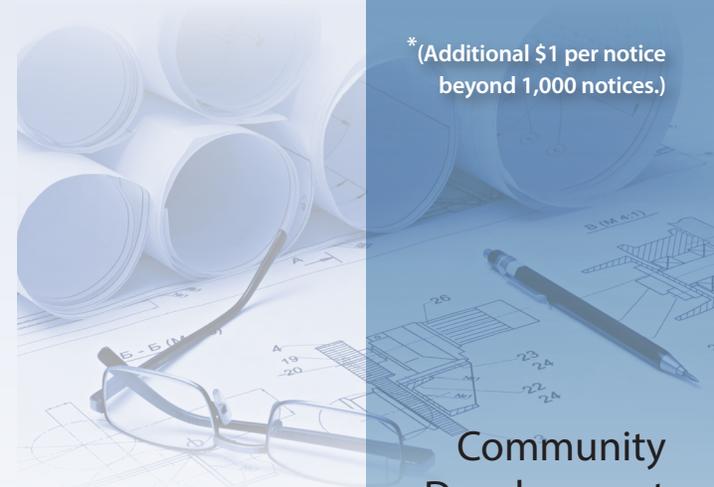
Application Fee  
\$520  
Notification Fee  
\$300\*

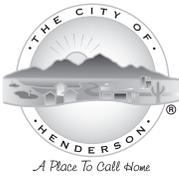
\* (Additional \$1 per notice beyond 1,000 notices.)

## Community Development and Services

240 Water St.  
P. O. Box 95050  
Henderson, NV  
89009-5050

Phone: 702-267-1500  
Fax: 702-267-1501  
cityofhenderson.com





# Conditional Use Permit

## Application Form

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

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

Assessor's Parcel Number(s) \_\_\_\_\_ SAM # \_\_\_\_\_

Existing Zoning \_\_\_\_\_ Comprehensive Plan Land Use \_\_\_\_\_ Gross Acres \_\_\_\_\_

Intent of this Request \_\_\_\_\_

Related Applications \_\_\_\_\_

Property Owner	Name _____ Company _____
	Address _____ City _____
	State _____ ZIP Code _____ Phone ( ) _____ Email _____

Applicant	Name _____ Company _____
	Address _____ City _____
	State _____ ZIP Code _____ Phone ( ) _____ Email _____

Contact Person	Name _____ Company _____
	Address _____ City _____
	State _____ ZIP Code _____ Phone ( ) _____ Email _____
	Fax ( ) _____ Alternate Phone ( ) _____
	The person listed as contact will be contacted to attend staff reviews, answer questions regarding this application, provide additional information when necessary, and will receive a copy of the staff report prior to the Planning Commission meeting.

Ownership Disclosure	Please list all individuals and entities with an interest in the applicant and the owners. Said list should include, without limitation, any and all general partners, corporate officers and managers of limited liability companies with an interest in the applicant and the owner.		
	Name	Relationship/Position	% of Ownership

By signing this document I acknowledge that to the best of my knowledge the above list includes the names of all owners, officers, general partners, managers of limited liability companies, and all other ownership interests in either the applicant or owner. Only original notary accepted.

Property Owner Signature \_\_\_\_\_

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

NOTARY	State of _____, County of _____
	This instrument was acknowledged before me by _____
	on _____.
	_____
	Notary Public

For Office Use Only									
CCUP#									
Accepted by	_____								
Date	_____								