

## Checklist

- Original signed & notarized application
- 4 copies of the application
- Fee [\$661 application fee]
- 5 copies of recorded deed
- 5 copies of most recent assessor's map
- 5 copies of legal description
- 1 copy survey closure calculations
- 5 copies of Public Works Letter of Transmittal of Civil Improvement Plans (1st review)
- 5 copies of previously recorded maps
- 5 copies [11" x 17"] related design review, tentative map, or zone change with conditions of approval (If applicable)
- 1 copy of CLV fire communications approved street name list
- 5 copies [24" x 36"] & 5 copies [11" x 17"] of Parcel Map
  - Signed by owner and notarized
  - Signed and stamped by surveyor
  - Name of proposed project
  - Vicinity map
  - Total acreage
  - Total number of lots/lot & block numbers
  - Lot sizes/dimensions/curve data information
- Street names/street widths
- Legend/north arrow/scale [each sheet]
- Adjacent assessor's parcel numbers/record information/recorded dedications
- Easements public/private dedication
- An original mylar will be requested by the Community Development Department when the map has been approved and is ready to be routed for signatures

## Parcel Map



## Application Form

Application Fee  
\$661



## 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](http://cityofhenderson.com)

*\*City Service Commitment will not apply to incomplete submissions*



# Parcel Map

## Application Form

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

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

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

CTMA# \_\_\_\_\_ PVCL# \_\_\_\_\_

PHYD# \_\_\_\_\_ PTRF# \_\_\_\_\_

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

Single-Family \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_ Townhouse \_\_\_\_\_ Total No. of Lots \_\_\_\_\_

Apartments \_\_\_\_\_ Condominiums \_\_\_\_\_ Common \_\_\_\_\_ Other (Explain) \_\_\_\_\_ Density \_\_\_\_\_

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

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

<b>Owner</b>	Name _____
	Address _____ City _____
	State _____ ZIP Code _____ Phone ( ) _____ Email _____
<b>Applicant</b>	Name _____ Company _____
	Address _____ City _____
	State _____ ZIP Code _____ Phone ( ) _____ Email _____
<b>Contact Person</b>	Name _____ Company _____
	Address _____ City _____
	State _____ ZIP Code _____ Phone ( ) _____ Email _____
	Fax ( ) _____ Alternate Phone ( ) _____
The person listed as contact will be contacted to answer questions regarding this application and provide additional information when necessary.	

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 the applicant and the owner. Only original notary accepted.

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

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

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

For Office Use Only									
CPMA#									
Accepted by _____									
Date _____									