

Community Services Department
Planning and Building
TENTATIVE SUBDIVISION MAP
APPLICATION



Community Services Department
Planning and Building
1001 E. Ninth St., Bldg. A
Reno, NV 89512-2845

Telephone: 775.328.6100

Tentative Subdivision Map

Washoe County Code (WCC) Chapter 110, Article 608, Tentative Subdivision Map, prescribes the rules and procedures for the regulation and approval of tentative subdivision maps. The Planning Commission shall approve, conditionally approve, or deny the tentative parcel map within sixty (60) days of the date that the application is determined to be complete. See WCC 110.608, for further information.

Development Application Submittal Requirements

Applications are accepted on the 8th of each month. If the 8th falls on a non-business day, applications will be accepted on the next business day.

If you are submitting your application online, you may do so at [OneNV.us](https://www.onenv.us)

1. **Fees:** See Master Fee Schedule. **Most payments can be made directly through the OneNV.us portal.** If you would like to pay by check, please make the check payable to Washoe County and bring your application and payment to the Community Services Department (CSD). The following fees will also need to be paid:
 - A separate check made payable to the Nevada Division of Environmental Protection (\$100 base fee plus \$1 per lot) is required upon submittal.
 - A separate check made payable to the Nevada Division of Water Resources (\$180 base fee plus \$1 per lot) is required upon submittal.
 - Additionally Required for Submission: Tentative map (Digital PDF) ; NDOW Application form; and Fee required pursuant to section 8 of regulation (\$250 + \$5/acre of project area).
2. **Development Application:** A completed Washoe County Development Application form.
3. **Owner Affidavit:** The Owner Affidavit must be signed and notarized by all owners of the property subject to the application request.
4. **Proof of Property Tax Payment:** The applicant must provide a written statement from the Washoe County Treasurer's Office indicating all property taxes for the current quarter of the fiscal year on the land have been paid.
5. **Neighborhood Meeting:** This project may require a Neighborhood Meeting to be held prior to application submittal. Please contact Washoe County Planning at Planning@washoecounty.gov or by phone at 775-328-6100 to discuss requirements.
6. **Application Materials:** The completed Tentative Subdivision Map Application materials.
7. **Title Report:** A preliminary title report, with an effective date of no more than one hundred twenty (120) days of the submittal date, by a title company which provides the following information:
 - (121) Name and address of property owners.
 - (122) Legal description of property.
 - (123) Description of all easements and/or deed restrictions.
 - (124) Description of all liens against property.
 - (125) Any covenants, conditions and restrictions (CC&Rs) that apply.
8. **Traffic Impact Report:** Traffic impact reports are required whenever the proposed development will create the potential to generate 80 or more weekday peak hour trips as determined using the latest edition of the Institute of Transportation Engineers (ITE) trip generation rates or other such sources as may be accepted by Washoe County Engineering. Projects with less than 200 peak hour trips may not need to perform an impact analysis for future years. Traffic consultants are encouraged to contact Washoe County Engineering staff prior to preparing a traffic impact report.
9. **Development Plan Specifications:**
 - a. Vicinity map showing the proposed development in relation to the surrounding area with distance to primary and secondary access/egress and in relationship to Interstate 80, Highway 395, I-580, or other major arterials.

- b. Date, north arrow, standard engineering scale (e.g. scale 1" = 100', 1" = 200', or 1" = 500') and index with number of each sheet in relation to the total number of sheets.
- c. Name of subdivision, applicant, property owner and engineer.
- d. General notes as required.
- e. Land use data (number of lots, total area, common area, gross density, average lot size, largest and smallest lot at a minimum).
- f. Engineer's statement with wet stamp including a note by the project engineer or design professional indicating compliance with all applicable provisions of the Washoe County Development Code.

10. Map Series (the following at a minimum must be shown):

- a. Lot size with dimensions showing all streets and ingress/egress to the property.
- b. Property boundary lines, distances and bearings.
- c. Show the location of all existing buildings that will remain (with distances from the property lines and from each other), all existing buildings that will be removed, and site improvements on a base map with existing and proposed topography expressed in intervals of no more than five (5) feet.
- d. Show the location and configuration of all existing and proposed wells, septic systems and leach fields, overhead utilities, and water and sewer lines.
- e. Show locations of parking, landscaping, signage and lighting (if applicable).
- f. Contours (labeled) at five (5) foot intervals or two (2) foot intervals where, in the opinion of the County Engineer, topography is a major factor in the development.
- g. Indication of prominent landmarks, areas of unique natural beauty, rock outcroppings, vistas and natural foliage which will be deciding considerations in the design of the development.
- h. The cross sections of all right-of-ways, streets, alleys or private access ways within the proposed development, proposed name and approximate grade of each, and approximate radius of all curves and diameter of each cul-de-sac. Plans to mitigate visual impacts of all cuts and fills over five (5) feet in height.
- i. The width and approximate location of all existing or proposed easements, whether public or private, for roads, drainage, sewers, irrigation, or public utility purposes.
- j. Location and size of any land to be reserved or dedicated for parks, recreation areas, common open space areas, schools, or other public uses.
- k. If any portion of the land within the boundary of the development is subject to inundation or storm water overflow, as shown on the adopted Federal Emergency Management Agency's Flood Boundary and Floodway Maps, that fact and the land so affected shall be clearly shown on the map by a prominent note on each sheet, as well as width and direction of flow of each water course within the boundaries of the development.
- l. Existing roads, trails, or rights-of-way within the development shall be designated on the map. Topography and existing developments within three hundred (300) feet must also be shown on the map.
- m. Location of snow storage areas sufficient to handle snow removed from public and private streets, if applicable.
- n. All known areas of potential hazard including, but not limited to, earth slide areas, avalanche areas, or otherwise hazardous slopes, shall be clearly designated on the map. Additionally, active fault lines (post-Holocene) shall be delineated on the map together with lines delineating required building setbacks.
- o. Boundary of any wetland areas and the location of any springs within the project site.
- p. Emergency access roadway.
- q. Building envelopes if a hillside development is proposed and areas that may be fenced and type of fencing to be allowed.

- r. Significant Hydrologic Resources. Indicate the critical and sensitive buffer zones according to Article 418 of the Washoe County Development Code.
 - s. Preliminary landscape plan for all cuts and fill slopes, utility trenches not contained within roadways, entrances, buffer zones and all arterial roadway treatment.
 - t. Easements over trail systems, if required.
 - u. Traffic Impact Report (if needed) : Traffic impact reports are required whenever the proposed development project will generate 80 or more weekday peak hour trips as determined using the latest edition of the Institute of Transportation Engineers (ITE) trip generation rates or other such sources as may be accepted by Washoe County Engineering and Capital Projects. Projects with less than 200 peak hour trips may not need to perform an impact analysis for future years. Traffic consultants are encouraged to contact Engineering and Capital Projects staff prior to preparing a traffic impact report.
11. **Grading Plan (in addition to requirements above, if needed):**
- a. Location and limits of all work to be done.
 - b. Existing contours and proposed contours.
 - c. Existing drainage (natural and man-made) and proposed drainage patterns.
 - d. Quantities of excavation, fill, and disturbed surface area shall be calculated and shown on the site plan.
 - e. Quantities of material proposed to be removed from the site must be shown. The proposed disposal area and the disposition of fill must be noted on the site plan.
 - f. Limiting dimensions of cut and fill.
 - g. Proposed BMP's (Best Management Practices) for controlling water and wind erosion if a disturbed area is left undeveloped for over thirty (30) days.
 - h. Walls and terraces with proposed height.
 - i. A minimum of two (2) cross sections of the project site depicting the major grading as proposed and the relationship of the project site to existing development within two hundred (200) feet.
12. **Hillside Ordinance:** Applications on properties containing slopes in excess of fifteen (15) percent or greater on twenty (20) percent or more of the site must submit all requirements of Article 424, Hillside Development. The Site Analysis Map, Developable Area Map, Constraint and Mitigation Analysis, and Detailed Contour Analysis are required. Building envelopes, disturbed areas, and areas to remain undisturbed for each created lot shall be shown on the tentative and final map.
13. **Street Names:** A completed "Request to Reserve New Street Name" form (included in application packet). Please print all street names on the tentative map. Note whether they are existing or proposed.
14. **Washoe County Assessor's Office Map:** A site map (labeled Assessor's Site Map) utilizing the Assessor's parcel page(s) as a base, must be submitted showing the development to scale. (The Assessor's pages may be combined and the scale utilized by the Assessor may be altered to show the development in the most graphic method. If so, please note the scale and label accordingly on the submitted site plan.)
15. **Washoe County Health District:** An "Acknowledgment of Water Service" letter from the water purveyor shall be submitted with the tentative subdivision map application. Washoe County Health District will consider the application incomplete without compliance with NAC 445A.666.
16. **Submission Packets:** Three (3) packets and a flash drive. One (1) packet must be labeled "Original" and contain a signed and notarized Owner Affidavit. Any digital documents need to have a resolution of 300 dpi. If materials are unreadable, you will be asked to provide a higher quality copy. The packet shall include one (1) 8.5" x 11" reduction of any applicable site plan, development plan, and/or application map. Labeling on these reproductions should be no smaller than 8 point on the 8.5" x 11" display. Large format sheets should be included in a slide pocket(s). Any specialized reports identified above shall be included as attachments or appendices and be annotated as such.
17. **Special Packets:** In addition to the three (3) packets, the following information in the number specified shall be included with the project submittal:

- a. **Geotechnical Report:** Three (3) copies of a preliminary geotechnical report prepared by a Nevada registered civil engineer, including soils characteristics sufficient for use in tentative structural design (i.e. street sections, building pads, etc.) and potential geologic hazards.
- b. **Preliminary Grading, Drainage and Erosion Control Plan:** Three (3) copies of a preliminary grading, drainage, and erosion control plan for the entire project, prepared by a Nevada registered civil engineer, showing existing contours at maximum five (5) foot intervals, approximate street grades, proposed surface drainage, approximate extent of cut and fill slopes, approximate building envelopes and all pad elevations sufficient to convey the impact of grading.
- c. **Hydrological Report:** Three (3) copies of a hydrological report including such conditions as ground water or seepage conditions, and location of wells and springs, to be prepared by a qualified civil engineer registered with the State of Nevada.
- d. **Tree Preservation and Protection Plan:** Three (3) copies of a tree preservation and protection plan, where applicable, shall be made a part of the tentative plat with indication thereon of those trees proposed to be removed, those to remain, and where new trees are to be planted.
- e. **Preliminary Landscape Plan:** If the subject property is adjacent to an arterial roadway, submit three (3) copies of a preliminary landscape plan for the area along the roadway. The plans shall comply with the provisions of Article 412 of the Development Code.

Notes:

- (i) Application and map submittals must comply with all specific criteria as established in the Washoe County Development Code and/or the Nevada Revised Statutes.
- (ii) Appropriate map engineering and building architectural scales are subject to the approval of the Planning and Building and/or Engineering and Capital Projects.
- (iii) All oversized maps and plans must be folded to a 9" x 12" size.
- (iv) Based on the specific nature of the development request, Washoe County reserves the right to specify additional submittal packets, additional information and/or specialized studies that clarify the potential impacts and potential conditions of development in order to minimize or mitigate impacts resulting from the project. No application shall be processed until the information necessary to review and evaluate the proposed project is deemed complete by the Director of Planning and Building.
- (v) The Title Report should only be included in the one (1) original packet.
- (vi) **Labels:** The applicant is required to submit a list of mailing addresses for every tenant residing in a mobile home park that is within five hundred (500) feet of the proposed project (or within seven hundred fifty (750) feet of the proposed project if the proposed project is a project of regional significance).

Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Building staff at 775.328.6100.

Project Information		Staff Assigned Case No.: _____	
Project Name:			
Project Description:			
Project Address:			
Project Area (acres or square feet):			
Project Location (with point of reference to major cross streets AND area locator):			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
Indicate any previous Washoe County approvals associated with this application: Case No.(s).			
Applicant Information (attach additional sheets if necessary)			
Property Owner:		Professional Consultant:	
Name:		Name:	
Address:		Address:	
Zip:		Zip:	
Phone:	Fax:	Phone:	Fax:
Email:		Email:	
Cell:	Other:	Cell:	Other:
Contact Person:		Contact Person:	
Applicant/Developer:		Other Persons to be Contacted:	
Name:		Name:	
Address:		Address:	
Zip:		Zip:	
Phone:	Fax:	Phone:	Fax:
Email:		Email:	
Cell:	Other:	Cell:	Other:
Contact Person:		Contact Person:	
For Office Use Only			
Date Received:		Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

Property Owner Affidavit

Applicant Name: _____

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA)
)
COUNTY OF WASHOE)

I, _____,
(please print name)

being duly sworn, depose and say that I am the owner* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): _____

Printed Name _____

Signed _____

Address _____

Subscribed and sworn to before me this
_____ day of _____, _____.

(Notary Stamp)

Notary Public in and for said county and state

My commission expires: _____

*Owner refers to the following: (Please mark appropriate box.)

- ☐ Owner
- ☐ Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- ☐ Power of Attorney (Provide copy of Power of Attorney.)
- ☐ Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- ☐ Property Agent (Provide copy of record document indicating authority to sign.)
- ☐ Letter from Government Agency with Stewardship

Tentative Subdivision Map Application Supplemental Information

(All required information may be separately attached)

1. What is the location (address or distance and direction from nearest intersection)?

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2. What is the subdivision name (proposed name must not duplicate the name of any existing subdivision)?

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3. Density and lot design:

a. Acreage of project site	
b. Total number of lots	
c. Dwelling units per acre	
d. Minimum and maximum area of proposed lots	
e. Minimum width of proposed lots	
f. Average lot size	

4. What utility company or organization will provide services to the development:

a. Sewer Service	
b. Electrical Service	
c. Telephone Service	
d. LPG or Natural Gas Service	
e. Solid Waste Disposal Service	
f. Cable Television Service	
g. Water Service	

5. For common open space subdivisions (Article 408), please answer the following:

- a. Acreage of common open space:

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- b. What development constraints are within the development and how many acres are designated slope, wetlands, faults, springs, and/or ridgelines:

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- c. Range of lot sizes (include minimum and maximum lot size):

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d. Proposed yard setbacks if different from standard:

e. Justification for setback reduction or increase, if requested:

f. Identify all proposed non-residential uses:

g. Improvements proposed for the common open space:

h. Describe or show on the tentative map any public or private trail systems within common open space of the development:

i. Describe the connectivity of the proposed trail system with existing trails or open space adjacent to or near the property:

j. If there are ridgelines on the property, how are they protected from development?

k. Will fencing be allowed on lot lines or restricted? If so, how?

l. Identify the party responsible for maintenance of the common open space:

6. Is the project adjacent to public lands or impacted by “Presumed Public Roads” as shown on the adopted April 27, 1999 Presumed Public Roads (see Washoe County Engineering website at <http://www.washoecounty.us/pubworks/engineering.htm>). If so, how is access to those features provided?

7. Is the parcel within the Truckee Meadows Service Area?

☐ Yes	☐ No
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8. Is the parcel within the Cooperative Planning Area as defined by the Regional Plan?

☐ Yes	☐ No	If yes, within what city?
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9. Has an archeological survey been reviewed and approved by SHPO on the property? If yes, what were the findings?

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10. Indicate the type and quantity of water rights the application has or proposes to have available:

a. Permit #		acre-feet per year	
b. Certificate #		acre-feet per year	
c. Surface Claim #		acre-feet per year	
d. Other #		acre-feet per year	

a. Title of those rights (as filed with the State Engineer in the Division of Water Resources of the Department of Conservation and Natural Resources):

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11. Describe the aspects of the tentative subdivision that contribute to energy conservation:

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12. Is the subject property in an area identified by Planning and Building as potentially containing rare or endangered plants and/or animals, critical breeding habitat, migration routes or winter range? If so, please list the species and describe what mitigation measures will be taken to prevent adverse impacts to the species:

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13. If private roads are proposed, will the community be gated? If so, is a public trail system easement provided through the subdivision?

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14. Are there any applicable policies of the adopted area plan in which the project is located that require compliance? If so, which policies and how does the project comply?

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15. Are there any applicable area plan modifiers in the Development Code in which the project is located that require compliance? If so, which modifiers and how does the project comply?

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16. Will the project be completed in one phase or is phasing planned? If so, please provide that phasing plan:

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17. Is the project subject to Article 424, Hillside Development? If yes, please address all requirements of the Hillside Ordinance in a separate set of attachments and maps.

☐ Yes	☐ No	If yes, include a separate set of attachments and maps.
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18. Is the project subject to Article 418, Significant Hydrologic Resources? If yes, please address Special Review Considerations within Section 110.418.30 in a separate attachment.

☐ Yes	☐ No	If yes, include separate attachments.
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Grading

Please complete the following additional questions if the project anticipates grading that involves: (1) Disturbed area exceeding twenty-five thousand (25,000) square feet not covered by streets, buildings and landscaping; (2) More than one thousand (1,000) cubic yards of earth to be imported and placed as fill in a special flood hazard area; (3) More than five thousand (5,000) cubic yards of earth to be imported and placed as fill; (4) More than one thousand (1,000) cubic yards to be excavated, whether or not the earth will be exported from the property; or (5) If a permanent earthen structure will be established over four and one-half (4.5) feet high:

19. How many cubic yards of material are you proposing to excavate on site?

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20. How many cubic yards of material are you exporting or importing? If exporting of material is anticipated, where will the material be sent? If the disposal site is within unincorporated Washoe County, what measures will be taken for erosion control and revegetation at the site? If none, how are you balancing the work on-site?

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21. Can the disturbed area be seen from off-site? If yes, from which directions, and which properties or roadways? What measures will be taken to mitigate their impacts?

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22. What is the slope (Horizontal/Vertical) of the cut and fill areas proposed to be? What methods will be used to prevent erosion until the revegetation is established?

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23. Are you planning any berms and, if so, how tall is the berm at its highest? How will it be stabilized and/or revegetated?

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24. Are retaining walls going to be required? If so, how high will the walls be, will there be multiple walls with intervening terracing, and what is the wall construction (i.e. rockery, concrete, timber, manufactured block)? How will the visual impacts be mitigated?

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25. Will the grading proposed require removal of any trees? If so, what species, how many, and of what size?

26. What type of revegetation seed mix are you planning to use and how many pounds per acre do you intend to broadcast? Will you use mulch and, if so, what type?

27. How are you providing temporary irrigation to the disturbed area?

28. Have you reviewed the revegetation plan with the Washoe Storey Conservation District? If yes, have you incorporated their suggestions?

Tahoe Basin

Please complete the following questions if the project is within the Tahoe Basin:

29. Who is the Tahoe Regional Planning Agency (TRPA) project planner and what is his/her TRPA extension?

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30. Is the project within a Community Plan (CP) area?

☐ Yes	☐ No	If yes, which CP?
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31. State how you are addressing the goals and policies of the Community Plan for each of the following sections:

- a. Land Use:

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- b. Transportation:

--

- c. Conservation:

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- d. Recreation:

--

- e. Public Services:

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32. Identify where the development rights for the proposed project will come from:

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33. Will this project remove or replace existing housing?

☐ Yes	☐ No	If yes, how many units?
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34. How many residential allocations will the developer request from Washoe County?

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35. Describe how the landscape plans conform to the Incline Village General Improvement District landscaping requirements:

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Request to Reserve New Street Name(s)

The Applicant is responsible for all sign costs.

Applicant Information

Name: _____
Address: _____

Phone : _____ Fax: _____
% Private Citizen % Agency/Organization

Street Name Requests

(No more than 14 letters or 15 if there is an "i" in the name. Attach extra sheet if necessary.)

If final recordation has not occurred within one (1) year, it is necessary to submit a written request for extension to the coordinator prior to the expiration date of the original

Location

Project Name: _____
% Reno % Sparks % Washoe County
Parcel Numbers: _____
% Subdivision % Parcelization % Private Street

Please attach maps, petitions and supplementary information.

Approved: _____ Date: _____
Regional Street Naming Coordinator
% Except where noted
Denied: _____ Date: _____
Regional Street Naming Coordinator

Washoe County Geographic Information Services

1001 E. Ninth Street
Reno, NV 89512-2845

Phone: (775) 328-2325 - Fax: (775) 328-6133



SUBDIVISION REVIEW FORM

Nevada Revised Statutes 278.335-278.337
Nevada Administrative Code 278; LCB File No. R162-22A

Applicant:

- ☐ Self
☐ Private Company
☐ Government Agency
☐ Other: _____

Applicant Name: _____

Physical Address: _____

Phone Number: _____

Email Address: _____

Subdivision Information

Circle one: NEW Tentative Map REVISED Tentative Map

Development Name: _____

Estimated Project Schedule/Timeline: _____

Proposed Subdivision Project Area (acres): _____

Type of Water System: _____

Subdivision Description (by 40-ac legal and/or other legal description): _____

Future Development (planned or expected): _____

County/Municipality: _____

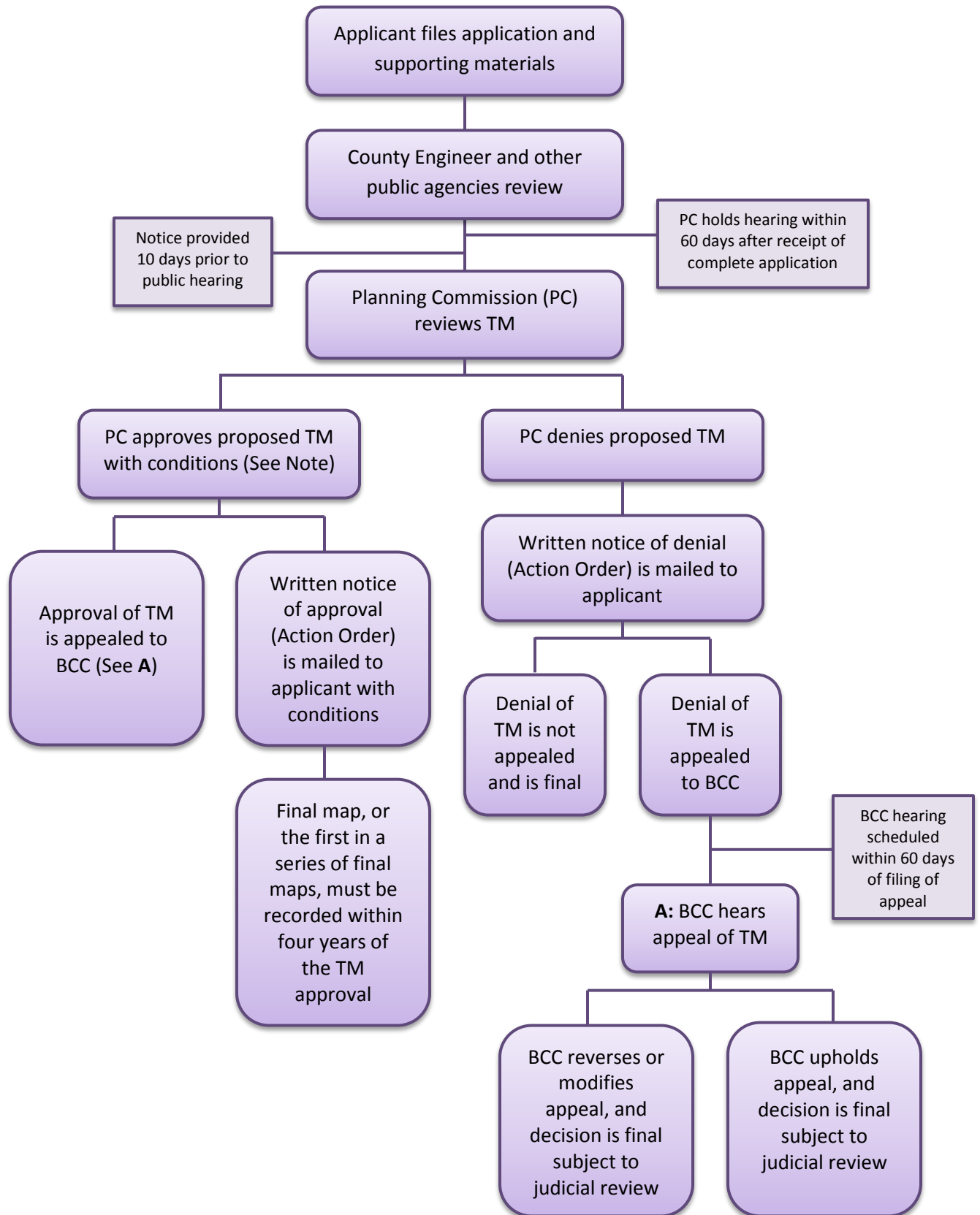
Required for Submission:

1. Tentative map;
2. Application form; and
3. Fee required pursuant to section 8 of regulation
(\$250 + \$5/acre of project area).

All materials should be submitted via either:

- ☐ Electronically to: NDOWreview@ndow.org
- ☐ Physical copy: Nevada Department of Wildlife
Subdivision Review Program
6980 Sierra Center Pkwy, Ste 120
Reno, NV 89511

Tentative Subdivision Map (TM) – Article 608



Note: Approval of a TM by the PC or BCC is not a guarantee that the final map(s) will be approved or that Washoe County will accept any public dedication shown on the map.

This flowchart is an overview of this development application process and is not intended to be a comprehensive guide. Please refer to the Development Code Article shown above for more complete information about the application, to include specifics on notice, internal and external agency review.

2026 PUBLIC HEARING APPLICATION AND MEETING DATES							
PLANNING COMMISSION		BOARD OF ADJUSTMENT		PARCEL MAP REVIEW COMMITTEE		MASTER PLAN AMENDMENTS	
Intake Date	Tentative Meeting Date	Intake Date	Tentative Meeting Date	Intake Date	Tentative Meeting Date	Intake Date	Tentative PC Meeting Date
11/10/2025	1/6/2026	11/10/2025	1/5/2026	11/10/2025	1/8/2026		
12/8/2025	2/3/2026	12/8/2025	2/5/2026	12/8/2025	2/12/2026		
1/8/2026	3/3/2026	1/8/2026	3/5/2026	1/8/2026	3/12/2026	1/8/2026	3/3/2026
2/9/2026	4/7/2026	2/9/2026	4/2/2026	2/9/2026	4/9/2026		
3/9/2026	5/5/2026	3/9/2026	5/7/2026	3/9/2026	5/14/2026		
4/8/2026	6/2/2026	4/8/2026	6/4/2026	4/8/2026	6/11/2026		
5/8/2026	7/7/2026	5/8/2026	7/2/2026	5/8/2026	7/9/2026	5/8/2026	7/7/2026
6/8/2026	8/4/2026	6/8/2026	8/6/2026	6/8/2026	8/13/2026		
7/8/2026	9/1/2026	7/8/2026	9/3/2026	7/8/2026	9/10/2026		
8/10/2026	10/6/2026	8/10/2026	10/1/2026	8/10/2026	10/8/2026		
9/8/2026	11/3/2026	9/8/2026	11/5/2026	9/8/2026	11/12/2026	9/8/2025	11/3/2026
10/8/2026	12/1/2026	10/8/2026	12/3/2026	10/8/2026	12/10/2026		
11/9/2026	1/5/2027	11/9/2026	1/7/2027	11/9/2026	1/14/2026		
12/8/2026	2/2/2027	12/8/2026	2/4/2027	12/8/2026	2/11/2026		

DEVELOPMENT CODE (Washoe County Code Chapter 110)
MASTER FEE SCHEDULE
Applications accepted by CSD, Planning and Building

APPLICATIONS	COMMUNITY SERVICES DEPARTMENT FEES								HEALTH FEES		NLTFPD FEES	TOTAL
	Planning			Engineering			Parks		Health District		NLTFPD	
	PLANNING	NOTICING	RTF	ENGINEERING	UTILITIES	RTF	PARKS	RTF	ENVIRON.	VECTOR	North Lake Tahoe Fire	
ABANDONMENT												
Not Tahoe	\$1,111	\$200	\$52.44	\$195	\$26	\$8.84	-		\$180	-	-	\$1,773.28
Tahoe	\$1,111	\$200	\$52.44	\$195	-	\$7.80	-		\$180	-	\$120	\$1,866.24
ADMINISTRATIVE PERMIT									\$180			
Not Tahoe	\$1,265	\$200	\$58.60	\$65	\$38	\$4.12	-		\$180	\$0	-	\$1,810.72
Tahoe	\$1,265	\$200	\$58.60	\$65	-	\$2.60	-		\$180	\$0	\$120	\$1,891.20
ADMINISTRATIVE REVIEW PERMIT												
Detached Accessory Dwelling (DADAR)												
Not Tahoe	\$1,000	\$200	\$48.00	\$65	\$203	\$10.72	-		\$324	-	-	\$1,850.72
Tahoe	\$1,000	\$200	\$48.00	\$121	-	\$4.84	-		\$324	-	\$120	\$1,817.84
Short-Term Rental - Tier II (STRAR) (See Note 0)												
Not Tahoe	\$1,000	\$200	\$48.00		-	\$0.00	-			-	-	\$1,248.00
Tahoe	\$1,000	\$200	\$48.00		-	\$0.00	-			-	\$120	\$1,368.00
AGRICULTURAL EXEMPTION LAND DIVISION	\$250	-	\$10.00	\$500	-	\$20.00	-		\$1,138	-	-	\$1,918.00
AMENDMENT OF CONDITIONS	\$700	\$200	\$36.00	\$390	-	\$15.60	-		-	-	-	\$1,341.60
APPEALS/INITIATION OF REVOCATION												
No Map	\$803	\$200	\$40.12	-	-		-		-	-	-	\$1,043.12
With Map	\$803	\$200	\$40.12	\$390	-	\$15.60	-		-	-	-	\$1,448.72
Administrative/Code Enforcement Decision	-	-		-	-		-		-	-	-	\$0.00
BOUNDARY LINE ADJUSTMENT												
Not Tahoe	\$51	-	\$2.04	\$268	\$38	\$12.24	-		\$180	-	-	\$551.28
Tahoe	\$51	-	\$2.04	\$268	-	\$10.72	-		\$180	-	\$120	\$631.76
COOPERATIVE PLANNING	\$1,230	-	\$49.20	-	-		-		-	-	-	\$1,279.20
DEVELOPMENT AGREEMENT												
Less Than 5 Parcels	\$3,500	\$200	\$148.00	-	-		-		\$335	\$0	-	\$4,183.00
5 or More Parcels (See Note 1)	\$5,000	\$200	\$208.00	-	-		-		\$335	\$0	-	\$5,743.00
DEVELOPMENT CODE AMENDMENT	\$2,242	\$200	\$97.68	\$1,299	-	\$51.96	-		-	-	-	\$3,890.64
DIRECTOR'S MODIFICATION OF STANDARDS	\$338	-	\$13.52	-	-		-		-	-	-	\$351.52
DISPLAY VEHICLES	\$65	-	\$2.60	-	-		-		\$180	-	-	\$247.60
DIVISION OF LAND INTO LARGE PARCELS (See Note 2)	\$252	-	\$10.08	\$416	\$35	\$18.04	-		\$47	-	-	\$778.12

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APPLICATIONS	COMMUNITY SERVICES DEPARTMENT FEES								HEALTH FEES		NLTFPD FEES	TOTAL
	Planning			Engineering			Parks		Health District		NLTFPD	
	PLANNING	NOTICING	RTF	ENGINEERING	UTILITIES	RTF	PARKS	RTF	ENVIRON.	VECTOR	North Lake Tahoe Fire	
EXTENSION OF TIME REQUESTS												
Subdivision	\$340	-	\$13.60	-	-		-		-	-	-	\$353.60
Not Subdivision	\$546	-	\$21.84	-	-		-		-	-	-	\$567.84
MASTER PLAN AMENDMENT												
Not Tahoe	\$3,576	\$400	\$159.04	\$54	\$2,549	\$104.12	-		\$336	-	-	\$7,178.16
Tahoe	\$3,576	\$400	\$159.04	\$54	-	\$2.16	-		\$336	-	\$120	\$4,647.20
NOTICING, ADDITIONAL OR RE-NOTICING AT APPLICANT'S REQUEST	\$52	-		-	-		-		-	-	-	\$52.00
REGULATORY ZONE AMENDMENT												
Not Tahoe	\$2,481	\$200	\$107.24	\$54	\$2,549	\$104.12	-		\$335	-	-	\$5,830.36
Tahoe	\$2,481	\$200	\$107.24	\$54	-	\$2.16	-		\$335	-	\$120	\$3,299.40
REGULATORY ZONE AMENDMENT (Article 442, Specific Plan)												
Not Tahoe	\$3,449	\$200	\$145.96	\$1,039	\$1,274	\$92.52	\$65	\$2.60	\$335	-	-	\$6,603.08
Tahoe	\$3,449	\$200	\$145.96	\$1,039	-	\$41.56	\$65	\$2.60	\$335	-	\$120	\$5,398.12
REINSPECTION FEE	-	-		-	-		-		-	-	-	\$50/hr.
RESEARCH/COPIES (See Note 3 for Total)	-	-		-	-		-		-	-	-	Note 3
REVERSION TO ACREAGE												
Not Tahoe	\$51	-	\$2.04	\$215	\$26	\$9.64	-		\$180	-	-	\$483.68
Tahoe	\$51	-	\$2.04	\$215	-	\$8.60	-		\$180	-	-	\$456.64
SIGN PERMIT INSPECTION - (Permanent or Temporary)	To Be Determined											
SPECIAL USE PERMIT												
Residential												
Not Tahoe	\$1,162	\$200	\$54.48	\$65	\$203	\$10.72	-		\$335	-	-	\$2,030.20
Tahoe	\$1,162	\$200	\$54.48	\$65	-	\$2.60	-		\$335	-	\$120	\$1,939.08
With Environmental Impact Statement	\$1,162	-	\$46.48	-	-		-		-	-	-	\$1,208.48
Commercial, Industrial, Civic												
Minor (See Note 6)	\$2,165	\$200	\$94.60	\$130	\$203	\$13.32	-		\$335	\$0	-	\$3,140.92
Major (See Note 6)	\$2,165	\$200	\$94.60	\$520	\$203	\$28.92	-		\$335	\$0	-	\$3,546.52
Tahoe Minor (See Note 6)	\$2,165	\$200	\$94.60	\$130	-	\$5.20	-		\$335	\$0	\$120	\$3,049.80
Tahoe Major (See Note 6)	\$2,165	\$200	\$94.60	\$520	-	\$20.80	-		\$335	\$0	\$120	\$3,455.40
With Environmental Impact Statement	\$2,240	-	\$89.60	-	-		-		-	-	-	\$2,329.60

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APPLICATIONS	COMMUNITY SERVICES DEPARTMENT FEES								HEALTH FEES		NLTFPD FEES	TOTAL
	Planning			Engineering			Parks		Health District		NLTFPD	
	PLANNING	NOTICING	RTF	ENGINEERING	UTILITIES	RTF	PARKS	RTF	ENVIRON.	VECTOR	North Lake Tahoe Fire	
TENTATIVE PARCEL MAP/PARCEL MAP WAIVER												
No System	\$803	\$200	\$40.12	\$345	\$68	\$16.52	-		\$1,200	-	-	\$2,672.64
1 System (Sewer)	\$803	\$200	\$40.12	\$345	\$153	\$19.92	-		\$623	-	-	\$2,184.04
1 System (Water)	\$803	\$200	\$40.12	\$345	\$153	\$19.92	-		\$1,200	-	-	\$2,761.04
2 Systems (Water and Sewer)	\$803	\$200	\$40.12	\$345	\$203	\$21.92	-		\$623	-	-	\$2,236.04
Tahoe (Sewer)	\$803	\$200	\$40.12	\$345	-	\$13.80	-		\$623	-	\$120	\$2,144.92
Sun Valley (No WC Utilities)	\$803	\$200	\$40.12	\$345	\$51	\$15.84	-		\$623	-	-	\$2,077.96
TENTATIVE SUBDIVISION MAP (See Note 5)												
No System	\$2,422	\$200	\$104.88	\$1,299	-	\$51.96	\$129	\$5.16	\$1,215	\$0	-	\$5,427.00
1 System (Sewer)	\$2,422	\$200	\$104.88	\$1,299	\$2,039	\$133.52	\$129	\$5.16	\$640	\$0	-	\$6,972.56
1 System (Water)	\$2,422	\$200	\$104.88	\$1,299	\$1,019	\$92.72	\$129	\$5.16	\$1,215	\$0	-	\$6,486.76
2 Systems (Water and Sewer)	\$2,422	\$200	\$104.88	\$1,299	\$3,059	\$174.32	\$129	\$5.16	\$640	\$0	-	\$8,033.36
Tahoe (Sewer)	\$2,422	\$200	\$104.88	\$1,299	-	\$51.96	\$129	\$5.16	\$640	\$0	\$120	\$4,972.00
With Hillside Ordinance - ADD	\$2,422	-	\$96.88	-	-		-		-	-	-	\$2,518.88
With Significant Hydrologic Resource - ADD	\$2,422	-	\$96.88	-	-		-		-	-	-	\$2,518.88
With Common Open Space - ADD	\$2,422	-	\$96.88	-	-		-		-	-	-	\$2,518.88
TRUCKEE MEADOWS REGIONAL PLANNING AGENCY	See Note 4											
VARIANCE -												
Not Tahoe	\$1,060	\$200	\$50.40	\$65	\$26	\$3.64	-		\$180	-	-	\$1,585.04
Tahoe	\$1,060	\$200	\$50.40	\$65	-	\$2.60	-		\$180	-	\$120	\$1,678.00

NOTE 0: Administrative Review Permits for Tier 2 Short-Term Rentals are exempt from Engineering and Health District fees.

NOTE 1: \$5,000 deposit on time and materials. Additional \$5,000 increments may be required.

NOTE 2: \$750 fee capped by NRS for Division of Land into Large Parcels only. (Excludes RTF)

NOTE 3: \$50 per hour after first 1/2 hour for Planner, \$20 per hour after first 1/2 hour for Clerk, Public Records Research/Copying.

NOTE 4: Fee to be established by Truckee Meadows Regional Planning Agency.

NOTE 5: Separate checks are required for the Nevada Departments of Environmental Health and Water Resources. See Submittal Requirements.

NOTE 6: The following are major permit applications: bed and breakfast inns; commercial animal slaughtering; convention and meeting facilities; destination resorts; eating and drinking establishments; gasoline sales and service stations - convenience and full service; gaming facilities: limited and unlimited; hostels; hotels and motels; liquor sales on premises; lodging services; major public facilities; recycling centers: full service and remote collection and residential hazardous substances; vacation time shares. All other uses constitute minor permits.

In accordance with Nevada Revised Statutes, application fees must be deposited the day of receipt. This does not guarantee the application is complete.

Pursuant to section 110.90610 of the Washoe County Code, no fees shall be required of a governmental entity or agency thereof.

DEVELOPMENT CODE (Washoe County Code Chapter 110)
MASTER FEE SCHEDULE
Applications accepted by CSD, Engineering and Capital Projects

APPLICATIONS	COMMUNITY SERVICES DEPARTMENT FEES								HEALTH FEES			TOTAL
	Planning			Engineering			Parks		Health District			
	PLANNING	NOTICING	RTF	ENGINEERING	UTILITIES	RTF	PARKS	RTF	ENVIRON.	VECTOR		
AMENDMENT OF MAP (MINOR) (NRS 278.473)	-	-		\$70	-	\$2.80	-		-	-		\$72.80
AMENDMENT OF MAP (MAJOR) (NRS 278.480) (See Note 7)												
With Sewer	\$520	-		\$429	-		-		\$640	\$0		\$1,589.00
No Sewer	\$520	-		\$429	-		-		\$1,215	\$0		\$2,164.00
CONSTRUCTION PLAN REVIEW (See Note 7)												
With Catch Basin	\$308	-		\$1,949	-		-		\$554	\$535		\$3,346.00
Without Catch Basin	\$308	-		\$1,949	-		-		\$554	\$586		\$3,397.00
FINAL SUBDIVISION MAP (See Note 8)												
Not Tahoe without Construction Plan	\$520	-	\$20.80	\$780	\$102	\$35.28	-		\$328	-		\$1,786.08
Not Tahoe with Construction Plan with Catch Basin	\$828	-	\$33.12	\$2,729	\$102	\$113.24	-		\$328	-		\$4,133.36
Not Tahoe with Construction Plan without Catch Basin	\$828	-	\$33.12	\$2,729	\$102	\$113.24	-		\$328	-		\$4,133.36
Tahoe without Construction Plan	\$520	-	\$20.80	\$780	-	\$31.20	-		\$328	-		\$1,680.00
Tahoe with Construction Plan with Catch Basin	\$828	-	\$33.12	\$2,729	-	\$109.16	-		\$328	-		\$4,027.28
Tahoe with Construction Plan without Catch Basin	\$828	-	\$33.12	\$2,729	-	\$109.16	-		\$328	-		\$4,027.28
With Hillside Ordinance - ADD	\$520	-	\$20.80	-	-		-		-	-		\$540.80
With a Significant Hydrologic Resource - ADD	\$520	-	\$20.80	-	-		-		-	-		\$540.80
With CC&Rs - ADD	\$520	-	\$20.80	-	-		-		-	-		\$540.80

NOTE 7: This application applies to construction plans that are not submitted as part of a Final Subdivision Map. The stand-alone Construction Plan Review application is not currently available through the Regional License and Permit Platform (Accela), so no regional technology fees (RTF) are charged. The RTF will be added once the application is available through the Platform (Accela).

NOTE 8: Contact the Engineering and Capital Projects Division for Technical Map Check fees.

In accordance with Nevada Revised Statutes, application fees must be deposited the day of receipt. This does not guarantee the application is complete. Pursuant to section 110.90610 of the Washoe County Code, no fees shall be required of a governmental entity or agency thereof.

MASTER STORM WATER INSPECTION FEE SCHEDULE (Article 421)
Inspection of Storm Water Quality Controls

INSPECTION FEES	
<i>CHARGES FOR PROJECT DURATION AND/OR LOCATION</i> (See Note 9)	<i>CHARGES PER ACRE</i>
0 - 6 Months Construction	\$30
7 - 12 Months Construction	\$60
13 - 18 Months Construction	\$90
19 - 24 Months Construction	\$120
Over 24 Months Construction	\$190
Project within 1,000 feet of a FEMA Flood Zone A, AO, or AE	Additional \$30
Projects of less than one acre but are deemed sensitive/permitted by NDEP	Additional \$30
<i>ADMINISTRATIVE SERVICE FEE</i> (See Note 9)	<i>FOR EACH APPLICATION</i>
Per Site	\$30

NOTE 9: The above listed fees shall be doubled if the construction activity is commenced prior to the issuance of the required permit and/or installation of the storm water controls. Payment of the double fee shall not preclude the County from taking any other enforcement actions within its authority. This application is not currently available through the Regional License and Permit Platform (Accela), so no regional technology fees (RTF) are charged. The RTF will be added once the application is available through the Platform (Accela).

In accordance with Nevada Revised Statutes, application fees must be deposited the day of receipt. This does not guarantee the application is complete. Pursuant to section 110.90610 of the Washoe County Code, no fees shall be required of a governmental entity or agency thereof.

DEVELOPMENT CODE (Washoe County Code Chapter 110)
Short-Term Rental (STR) Applications

	APPLICATIONS	COMMUNITY SERVICES DEPT. FEES			FIRE FEES	TECH FEES	TOTAL
		Base Fee	Planning	Building	Fire District	RTF	
	SHORT-TERM RENTAL (Article 319) (See Notes 10 & 11)						
Truckee Meadows Fire Protection District (TMFPD)	Initial Permit (See Note 12)	\$805	-	\$180	\$170	\$47.00	\$1,202.00
	Initial Permit (with licensed property manager as local responsible party)	\$743	-	\$180	\$170	\$43.72	\$1,136.72
	Renewal with Inspection	\$775	-	\$90	\$80	\$37.80	\$982.80
	Renewal with Inspection (with licensed property manager as local responsible party)	\$698	-	\$90	\$80	\$34.72	\$902.72
	Renewal with Self-Certification	\$775	-	\$45	\$0	\$32.80	\$852.80
	Renewal with Self-Certification (with licensed property manager as local responsible party)	\$698	-	\$45	\$0	\$29.72	\$772.72
North Lake Tahoe Fire Protection District (NLTFPD)	Initial Permit (See Note 12)	\$874	-	\$180	\$246.72	\$52.03	\$1,352.75
	Initial Permit (with licensed property manager as local responsible party)	\$792	-	\$180	\$246.72	\$48.75	\$1,267.47
	Renewal with Inspection	\$825	-	\$90	\$123.36	\$41.53	\$1,079.89
	Renewal with Inspection (with licensed property manager as local responsible party)	\$748	-	\$90	\$123.36	\$38.45	\$999.81
	Renewal with Self-Certification	\$825	-	\$45	\$0	\$34.80	\$904.80
	Renewal with Self-Certification (with licensed property manager as local responsible party)	\$748	-	\$45	\$0	\$31.72	\$824.72
	Change of local responsible party/property	-	\$45	-	-	\$1.80	\$46.80
	Change of maximum occupancy (no inspection needed)	-	\$90	-	-	\$3.60	\$93.60
	Change of maximum occupancy (with inspection)	-	\$90	\$90	-	\$7.20	\$187.20
	APPEAL BY APPLICANT OF STR TIER 1 DIRECTOR DECISION (See Note 13)	-	\$803	-	-	\$32.12	\$835.12
	APPEAL OF STR ADMINISTRATIVE HEARING ORDER/DECISION to Board of County Commissioners	-	\$250	-	-	-	\$250.00
	INVESTIGATIVE OR ADDITIONAL INSPECTION FEE (per hour for relevant agencies)	-	-	-	-	-	\$90/hr. +RTF

NOTE 10: These fees are for a Tier 1 short-term rental (STR) permit only. Tier 2 STRs required an Administrative Review Permit and Tier 3 STRs require a Special Use Permit, as identified in Article 302. Fees for those permits can be found within the Master Fee Schedule.

NOTE 11: Building and Fire District fees are based on a standardized rate. Final Fire District fees subject to adoption by each district's governing board and may vary.

NOTE 12: The Fire fee is charged for STR properties located in Extreme and/or High IWUI Fire Risk Ratings (per adopted Fire Code/Amendments and GIS mapping) only. This fee does not include repeated fire inspections. The need for Fire Inspections are determined by the applicable Fire District.

NOTE 13: This appeal fee is for Tier 1 permits only. Appeals related to planning applications required by Tier 2 and Tier 3 STRs will pay the appeal fees applicable to all planning applications.

NOTE 14: Fees shall be reduced by \$100 for initial permits and \$50 for renewal permits for properties listed as low cap status per the Washoe County Assessor's Office.

In accordance with Nevada Revised Statutes, application fees must be deposited the day of receipt. This does not guarantee the application is complete or that a permit will be issued.