

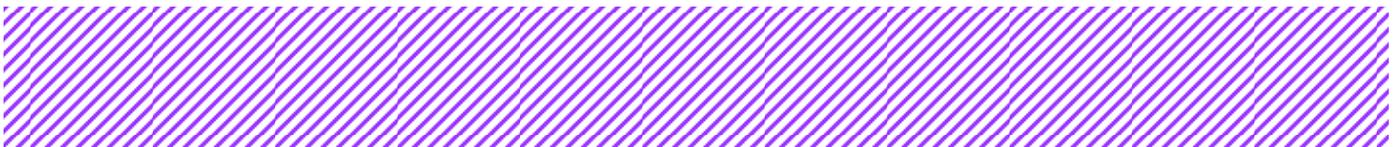
APPLICATION

DISPLAY VEHICLE PERMIT

PERMITS+PLUS ZONE



Washoe County
Permits Plus Zone
1001 East Ninth Street
PO Box 11130
Reno, NV 89520-0027



Display Vehicle Permit

General Procedures

Definition: The Washoe County Nuisance Code prohibits the outdoor storage of junk vehicles in public view unless the property owner has a valid Washoe County Display Vehicle Permit. A "junk vehicle" is any street-legal or non-highway vehicle, including component parts, which is ruined, dismantled or inoperable for any reason, or otherwise unused for its original purpose; OR, a street-legal vehicle that does not possess a current, valid vehicle registration.

1. **APPLICATION.** Complete the form in ink. Applications will be returned if not complete or if the permit fee is not included. Prepare five copies of the application packet. One packet must be labeled as "Original", include the permit fee, and the original signed copies of required affidavits, affirmations and acknowledgements.
2. **PERMIT FEES.** The permit fee for a Display Vehicle Permit is \$65.00. The check must be made payable to "Washoe County" and accompany the application. Reviewing agencies may charge separate inspection fees.
3. **APPLICATION SUBMITTAL.** All application packets will be submitted to the Washoe County Department of Community Development. The "Original" packet will be retained by the Department as a public record. The applicant will provide the remaining four copies to each of the reviewing agencies.
4. **AFFIDAVITS, AFFIRMATIONS AND ACKNOWLEDGEMENTS.** All affidavits, affirmations and acknowledgements must be signed by the property owner and notarized. Notary public service is available at the front counter of Community Development, if needed.
5. **PERMIT STANDARDS AND REQUIREMENTS.** There are certain standards and requirements which must be followed and adhered to before a permit can be issued and during the life of a permit:
 - a. There must be an established principal use on the property and a Display Vehicle Permit cannot be issued for a vacant lot.
 - b. A permit can only be issued to a property owner (or property owners).
 - c. One display vehicle is allowed for each 10 acres of property, or for contiguous properties as defined in Washoe County Code Chapter 110 (Development Code).
 - d. A permit is valid for a single display vehicle and expires five years from the date of issue.
 - e. The permit will be reviewed by four agencies and these agencies may charge a separate inspection fee, if required. Each reviewing agencies may place conditions on the permit. The conditions may be required before the permit is issued or may be operational for the life of the permit.
 - f. All electrical systems on the vehicle must be either disabled or removed. All fuels, oils and other hazardous material (e.g., radiator fluids) must be drained; and, measures taken to ensure there will be no leakage of fuels or oils onto the ground.
6. **REVIEWING AGENCIES.** The application will be reviewed by Community Development, Engineering (Public Works), the appropriate fire agency, and the Health District. The applicant will use the *Agency Sign-off and Approval List* to obtain each agency's approvals and conditions, if required. The completed *Agency Sign-off and Approval List* will be returned to Community Development.
7. **APPROVALS.** The application will be reviewed by the four agencies. All four agencies must approve the application before the permit will be issued.
8. **CONDITIONS.** Conditions may be imposed by one or more of the reviewing agencies. Appropriate conditions must be met or completed before the permit will be issued. Operational conditions must be maintained during the life of the permit. Failure to maintain or meet all conditions may result in revocation of the permit.
9. **ISSUANCE OF PERMIT.** The Display Vehicle Permit will be issued after the permit fee has been paid, all necessary approvals have been received, and all appropriate conditions have been met or completed. The permit will be issued by Community Development after receiving proof of all four agency's approvals. The issued permit is not to be mounted on the display vehicle, but does provide written proof that a permit was issued.

Display Vehicle Permit

Material required for submittal

Notice: Once submitted, your entire application becomes public record, as provided by law and except for legally confidential matters. All or part of the information provided as part of the application may be posted on the Washoe County website. Such posting will occur no fewer than three days after receipt of a complete application.

_____ \$65 Permit fee – check(s) made payable to “Washoe County”. This permit fee will be waived for properties owned by agencies funded by or receiving public funds.

_____ Five (5) complete application packets. One packet must be labeled as “Original”, include the permit fee, and original signed copies of required affidavits, affirmations and acknowledgements. Each packet must include:

_____ A completed Washoe County Display Vehicle Permit application form.

_____ A completed, signed and notarized Affidavit of Property Ownership form.

_____ A completed, signed and notarized Affirmations and Acknowledgements by Property Owner form.

_____ A site plan showing the following:

_____ The property, or properties, whereon the display vehicle will be located. The plan should be drawn using a standard scale (e.g., 1” = 200’) and show all streets (with street names) and ingress/egress (e.g., a driveway) to the property.

_____ The location and configuration of all existing buildings and structures on the property. The plan shall include any public sidewalks or pedestrian paths, adjacent public trails or easements, and adjacent streams, waterways, or wetlands.

_____ The location and configuration of wells and well houses, septic systems and leach fields, water and sewer lines, and all known easements.

_____ The location and configuration of the display area for the vehicle. Include the dimensions of the display area and setbacks from property lines. A separate display area drawing may be submitted to show the site in greater detail if needed.

_____ The location and configuration of all existing buildings, structures, and ingress/egress on properties immediately adjacent to the property on which the vehicle will be displayed. This information may be displayed on a separate plan at a scale to show the surrounding properties if needed.

_____ The location of existing and proposed lighting and landscaping in and around the display area. Include distances from the display area to adjacent streets, driveways, ingress/egress routes, and sidewalks.

_____ Date, north arrow, graphic scale, and the name of the person preparing the plan.

_____ A recent (within the past 30 days) photograph of the vehicle to be displayed. The photograph must be a minimum of 4 inches by 5 inches.

_____ A completed Agency Sign-off and Approval List form.



**Display Vehicle Permit
Application**

_____ (staff assigned case number)

Application date: _____

Applicant (Property Owner) Information

Applicant's name: _____

Mailing address: _____
Street or PO Box City State Zip code

Phone: _____ (Business) _____ (Home) _____ (Cell)

Property Information

(list all contiguous properties under the same ownership, if applicable)

Street Address Assessor's Parcel Number Acreage

Vehicle Information

(attach a photograph ,taken within 30 days of application date, of the vehicle; photograph must be at least 4" by 5 " in size)

Vehicle Make: _____ Vehicle Model: _____

Vehicle Year: _____ Vehicle Identification Number (VIN): _____

Display Area Information

(a separate display area drawing may be submitted to show the site in greater detail if needed)

The site plan must contain the location and configuration of the display area for the vehicle. Depict both the vehicle and the display pad or site. Include the dimensions of the display area and setbacks from property lines. The site plan or drawing must show the location of existing and proposed lighting and landscaping in and around the display area. Include distances from the display area to adjacent streets, driveways, ingress/egress routes, and sidewalks.

Describe display pad or site which vehicle will be situated (e.g., material, area, depth, etc.):

For Office Use Only

Date Received: _____ Initials: _____ Date Returned (after approvals): _____ Initials: _____

Property Zoning: _____ Site Plan Included Yes No

Display Vehicle Permit
Affidavit of Property Ownership

STATE OF NEVADA)
) ss:
COUNTY OF WASHOE)

I, _____ being duly sworn, depose, and say that I am an owner* of property listed below which is the subject of this Display Vehicle Permit application:

Street Address

Assessor's Parcel Number

I do also hereby affirm that all statements and answers herein contained, and the information herewith submitted, with this Display Vehicle Permit application are in all aspects complete, true, and correct to the best of my knowledge and belief. I acknowledge that any false or misleading statements, answers, and/or information contained herein are grounds to cancel the permit. I understand that no assurance or guarantee of permit issuance can be given by any Washoe County employee.

(A separate Affidavit must be provided by each property owner named in the Title Report)

Signed _____

Subscribed and sworn to before me this _____ day of _____, 20__

Notary Public in and for said county and state

My commission expires: _____

*Owner refers to the following. Please mark the appropriate box.

- OWNER/JOINT OWNER
- CORPORATE OFFICER/PARTNER
- POWER OF ATTORNEY (Provide copy of Power of Attorney)
- AGENT (Notarized letter from property owner giving legal authority to agent)
- LETTER FROM GOVERNMENT AGENCY WITH STEWARDSHIP

Display Vehicle Permit

Affirmations and Acknowledgements by Property Owner

I hereby affirm and acknowledge the following:

1. I certify that there are no Covenants, Conditions or Restrictions (CCRs), or Deed Restrictions or Negative Covenants which preclude or prohibit the outdoor storage and display of the junk vehicle on the property I own and which is the subject of this Display Vehicle Permit application.
2. I verify that all electrical systems have been disconnected or removed, and the batteries removed from the display vehicle. I also verify that all fuels, oils, fluids and other hazardous materials have been drained or removed from the vehicle and that appropriate measures have been taken to either prevent or contain any leakage of fuels, oils, fluids or hazardous materials.
3. I will make no changes to the display vehicle and/or the display site/area once the Display Vehicle Permit is issued. I understand that than any contemplated or proposed changes require a new permit before implementation and any changes made without a new permit will invalidate this Display Vehicle Permit.
4. I hereby grant permission for reviewing agencies to inspect the display vehicle as required during the tenure of this Display Vehicle Permit. I understand that if an inspection requires entry onto my property, that the reviewing agency will contact me for permission before entering my property. My failure to grant reasonable access to the property to inspect the display vehicle constitutes cause to invalidate the permit.
5. I affirm and acknowledge that failure of any of the following conditions will invalidate the Display Vehicle Permit:
 - a. To abide by and adhere to any operational conditions placed on the permit;
 - b. To renew the permit at the end of five years, if I elect to continue to display the junk vehicle; and/or,
 - c. To obtain a new permit prior to making any changes to the display vehicle and/or the display site/area.

I understand that invalidated permits are automatically cancelled. Cancellation of this Display Vehicle Permit may result in Washoe County taking appropriate action against me for outdoor storage of a junk vehicle.

**(A separate Affirmation and Acknowledgement must be provided
by each property owner named in the Title Report)**

Signed _____

Subscribed and sworn to before me this _____ day of _____, 20__

Notary Public in and for said county and state

My commission expires: _____



Display Vehicle Permit
Agency Sign-off and Approval List _____

(staff assigned case number)

Application date: _____

Applicant's name: _____

This Agency Sign-off and Approval List must be taken to each reviewing agency listed, together with a complete copy of the application packet. The permit fee will be attached to this original Agency Sign-off and Approval List. Reviewing agencies will review the application and may charge a separate inspection fee. Reviewing agencies may either approve or disapprove the application, and may provide conditions of approval. These conditions of approval may be one or both of the following types:

1. Conditions to be met or completed prior to issuing the permit.
2. Operational conditions to be maintained for the duration of the Display Vehicle Permit (5 years from date of issue). Failure to abide by and adhere to any of these operational conditions will invalidate the permit.

After all reviewing agency approvals or disapprovals are obtained; return this original Agency Sign-off and Approval List to the Department of Community Development. **The permit fee must accompany the completed list.** The applicant must provide proof that all non-operational conditions have been met or completed. After the Department verifies that all agencies have approved the application, that all non-operational conditions have been met or completed, and that the permit fee has been paid, a Display Vehicle Permit will be issued.

1. COMMUNITY DEVELOPMENT

Reviewed by: _____
Printed name
Signature

Reviewed at a minimum for setbacks, lighting and landscaping regulations, and the number of allowed display vehicles.

Approved Date: _____ (of approval or condition compliance)

Conditions (note any operational conditions):

Disapproved Date: _____

Reason:

(continued on the next page)

Agency Sign-off and Approval List (continued)

2. ENGINEERING (PUBLIC WORKS)

Reviewed by: _____
Printed name Signature

Reviewed at a minimum for safe sight distance (visibility triangle) and location of easements.

Approved Date: _____ (of approval or condition compliance)

Conditions (note any operational conditions):

Disapproved Date: _____

Reason:

3. FIRE AGENCY _____

Reviewed by: _____
Printed name Signature

Reviewed at a minimum for presence of flammable or combustible materials and defensible space considerations.

Approved Date: _____ (of approval or condition compliance)

Conditions (note any operational conditions):

Disapproved Date: _____

Reason:

(continued on the next page)

Agency Sign-off and Approval List (continued)

4. HEALTH DISTRICT

Reviewed by: _____
Printed name Signature

Reviewed at a minimum for measures to prevent the spillage or leakage of hazardous materials and to prevent the harboring of vectors (e.g., mice, insects, etc.).

Approved Date: _____ (of approval or condition compliance)

Conditions (note any operational conditions):

Disapproved Date: _____

Reason:

The undersigned applicant hereby requests that each of the above reviewing agencies review the Display Vehicle Permit application and conduct necessary inspections. The undersigned agrees to pay any required inspection fees, to abide by any requirements and to fully comply with all noted conditions.

Print name: _____ Date: _____

Signature: _____

Display Vehicle Permit

Information for Property Owners Renewing a Permit

An application to renew a Display Vehicle Permit requires a new application and the associated permit fee of \$65. However, the following applies pertinent to the new application, if submitted by the original applicant:

1. A new site plan is not required if the information shown on the plan has not changed. The property owner will be required to note the new date and that no information has changed on the prior site plan.
2. Information on the original application (such as display area information) may refer to the prior application, provided no information has changed. The property owner will be required to note "no changes from application dated (date of prior application)" within the appropriate area on the new application.
3. An updated photograph taken within 30 days of the application date must be submitted with the new application.

Appeals

A property owner can appeal the decision to deny a Display Vehicle Permit, or the cancellation of the permit, to the Washoe County Board of Adjustment and the Washoe County Commission, if appropriate. Appeals will follow the process outlined in Washoe County Code section 110.910.05(f), Appeal of Director's Interpretation of Development Code, as amended.