



**Planning and Zoning Department**  
2250 Las Vegas Blvd, N. • North Las Vegas, Nevada 89030  
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[www.cityofnorthlasvegas.com](http://www.cityofnorthlasvegas.com)

## **LAND DEVELOPMENT TASK FORCE**

The Land Development Task Force is a service provided free of charge to potential developers in the City of North Las Vegas. The intent of the Land Development Task Force is to provide guidance and recommendations to developers prior to formal submittal of plans to the City. The recommendations of the Land Development Task Force are preliminary in nature and do not represent an approval or final position by the City. Changes to plans which are submitted to the Land Development Task Force or additional information discovered during the processing of a formal application may result in significant differences between Land Development Task Force comments and final project outcome.

**The Land Development Task Force meetings are held on Thursdays at 10:00 a.m. and 11:00 a.m.**

**Upon submittal of the completed Land Development Task Force Application and required site plans to the Planning and Zoning Department, a Land Development Task Force meeting will be scheduled based on availability. The completed Land Development Task Force Application and required site plans should be submitted at least two weeks in advance in order to allow sufficient time for review.**



# Planning and Zoning Department

## LAND DEVELOPMENT TASK FORCE APPLICATION

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Please type or print the following information:

### Project Information:

Project Name: \_\_\_\_\_ Assessor's Parcel No.: \_\_\_\_\_

Project Address/Location: \_\_\_\_\_

Existing Zoning/Comp Plan: \_\_\_\_\_ Proposed Zoning/Comp. Plan: \_\_\_\_\_

Gross Acreage: \_\_\_\_\_ # of Lots/Units: \_\_\_\_\_ Units/Acre: \_\_\_\_\_ Commercial Sq. Ft.: \_\_\_\_\_

### Applicant Information:

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Cell: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Representative: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Cell: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Cell: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

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### (Office Use Only)

Case No.: \_\_\_\_\_ Meeting Date : \_\_\_\_\_ Meeting Time: \_\_\_\_\_

A/P No.: \_\_\_\_\_ Accepted By : \_\_\_\_\_ Date Accepted: \_\_\_\_\_

## **Submittal Requirements:**

- 12 Copies of Completed Land Development Task Force Application
- 12 Copies of Letter of Intent
- 12 Copies of 24" x 36" proposed site plans folded to 8 ½ x 11 inches
- 12 Copies of 24" x 36" proposed elevations folded to 8 ½ x 11 inches (if applicable)
- 12 Copies of 24" x 36" proposed floor plans folded to 8 ½ x 11 inches (if applicable)
- Any additional information that the project proponent may deem pertinent to the proposal

The following minimum information should be shown on exhibits:

### **Site Plans:**

1. Legend, scale (preferably engineers), north arrow, and developer/applicant name, address and phone number;
2. Vicinity map: showing approximate location of the project in relation to major streets, drainage facilities or channels, schools, public facilities and City boundaries;
3. Property Lines: Existing and proposed property lines, center lines and dimensions of adjacent public rights-of-way, and any other significant easements;
4. Structures: The locations and dimensions of all existing and proposed structures, including fences and walls; identify proposed building entrances and exits;
5. Traffic/Circulation: Fully-dimensioned layouts for proposed project entrances, exits, internal circulation, parking, pedestrian ways, and streets adjacent to the site;
6. General Analysis of Proposal: Density of development (residential), lot areas, lot coverage percentage, open space percentage (not including required yards), and other pertinent statistics;
7. Grade: All significant differences of existing and proposed grades.

### **Building Elevations:**

8. All principle exterior walls, fences, roof projections and other structures with height dimensions;
9. The finish surface materials for the items listed in #8.

### **Floor Plan:**

10. Basic interior layout with the uses of all rooms labeled;
11. Seating areas and number of seats.