

**INSTRUCTIONS FOR COMPLETING
COMMERCIAL DEVELOPMENTS OFF-SITE IMPROVEMENTS AGREEMENTS**
(3 originals)

The instructions provided below will help you complete the Commercial Developments Off-Site Improvements Agreement correctly.

Numbered items below indicate what is required in the applicable spaces:

- Item (1) Leave the date blank
- Item (2) Legal name of developer as it reads on the Secretary of State’s certificate
- Item (3) Physical address (include street number, street name, city, state and zip code)
- Item (4) Specify the off-site improvements then add the statement in bold below (Example: Curb, gutter, sidewalk, wheelchair ramps, streetlights and traffic signals **“as per the approved plans and Bond & Fee Estimate by (engineering firm) for (name of project)”**)
- Item (5) Exact location of the project. (Sample: Northeast corner Craig & Bruce) Northeast, northwest, southeast and southwest corners can be abbreviated as NEC, NWC, SEC & SWC.
- Item (6) Indicate what is being developed
- Item (7) Company name as shown in item 2
- Item (8) Representative’s name and title as it appears on the Secretary of State’s website or the Company Resolution. (If using a Company Resolution, please provide a copy)
- Item (9) Representative’s legal signature
- Item (10) Date signed
- Item (11) Typed or written name of representative (same name as item 8)
- Item (12) Title of representative (same title as item 8)
- Item (13) Name of developer (should be the same as item 2 & 7)
- Item (14) Signature of Notary Public
- Item (15) Notary’s stamp
- Item (16) Self Explanatory

Commercial Developments Offsite Improvements Agreement forms can be found on our website at: www.cityofnorthlasvegas.com, in the online services tab select online forms, then scroll to Public Works/Land Development. Select Commercial Developments Off-Site Improvements Agreement.

CITY OF NORTH LAS VEGAS

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COMMERCIAL DEVELOPMENTS OFF-SITE IMPROVEMENTS AGREEMENT

EXHIBIT "A"

THIS AGREEMENT is made and entered into effective the ____ (1) ____ day of ____ (1) ____, 20____ by and between
____ (2) _____ whose mailing address is
____ (3) _____ (hereinafter referred to as "Developer"), and
the CITY OF NORTH LAS VEGAS, a political subdivision of the State of Nevada (hereinafter referred to as "City"):

SUBJECT: Construction of off-site improvements consisting of:

____ (4) _____

at the following location: ____ (5) _____

WHEREAS, Developer has submitted a plan to the City for construction of _____
____ (6) _____; and

WHEREAS, the Director of Public Works or his authorized representative, hereinafter referred to as "Director," shall administer the provisions of this Agreement; and,

NOW THEREFORE, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, the parties do hereby agree as follows:

1. OFFSITE IMPROVEMENTS:

The Developer, at its own cost, shall perform and complete all off-site work and improvements consisting of streets, street name signs, traffic signs, sewers, water systems, fire hydrants, curbs, gutters, sidewalks, street lighting, driveways, drainage, rights of way, accesses, lawns, trees, shrubs, survey monuments, reference lines or points, etc., in accordance with currently applicable ordinances, regulations, standards and specifications, or other requirements of the City in the particular circumstances of the development herein specified.

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals to be effective the date first above written.

DEVELOPER:

Company Name (Print or Type)-----> _____ (7)

Representative's Name & Title (Print or Type)-----> _____ (8)

Representative's Signature-----> _____ (9)

Corporate Seal:

DEVELOPER ACKNOWLEDGMENT:

State of Nevada)
) ss.
County of Clark)

This instrument was acknowledged before me on _____ (10)
 [date]

by _____ (11)
 [name(s) of person(s)]

as _____ (12)
 [type of authority, e.g., president, officer, trustee, partner, etc.]

of _____ (13)
 [name of Developer on behalf of whom instrument was executed]

Notary Stamp/Seal:

 (14)
Notary Public in and for Clark County, State of Nevada
My commission expires: _____ (16)

(15)

CITY OF NORTH LAS VEGAS:

Print Name: _____ DATE
Jennifer E. Doody, P.E., CFM
DIRECTOR OF PUBLIC WORKS

Print Name: _____ DATE
Robert McLaughlin, P.E.
MANAGER, DEVELOPMENT & FLOOD CONTROL

ATTEST:

Print Name: _____ DATE
Catherine A. Raynor, MMC
CITY CLERK