

Nye County Planning Department

# Document Submittal Guidelines for Division of Land Applications within all of Nye County



Effective Date  
1-9-2023

# FORWARD

## Information to Users

The purpose of this document is to provide information relative to Division of Land maps within ALL of Nye County. This document provides a text description of the required materials and other information that must accompany an application submittal.

The Document Submittal Requirements are approved by the Nye County Planning Director and will be revised and/or amended as needed to ensure complete information is provided to the decision-making body so that a rational evaluation and decision may be made.

Should you have comments, questions, or concerns about the requirements please contact the Planning office at 775-751-4249. It shall be the sole responsibility of all users of this document to remain current with the latest edition, including any revisions and addenda.



Brett Waggoner

Director of Planning

1/9/2023  
Date

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# NYE COUNTY CODE, NEVADA REVISED STATUTE & NEVADA ADMINISTRATIVE CODE REFERENCES

Nye County Code Title 16.20 and Nye County Code Title 16.28 references can be viewed on the Nye County website ([www.nyeccounty.net](http://www.nyeccounty.net)) under the link labeled “Nye County Code” at the bottom of the main page.

Nevada Revised Statute references can be viewed on the Nevada Legislature website ([www.leg.state.nv.us/NRS/](http://www.leg.state.nv.us/NRS/)).

Nevada Administrative Code references can be viewed on the Nevada Legislature website ([www.leg.state.nv.us/NAC/CHAPTERS.HTML](http://www.leg.state.nv.us/NAC/CHAPTERS.HTML)).

## STATE AGENCY REVIEW

Pursuant to NRS 278.335.1 – The Planning Commission or it’s representative will distribute copies to the State agencies. Fees & contact information are listed within Appendices A, B & C at the end of this document.

- Bureau of Consumer Health Environmental Protection
- Nevada Division of Water Resources
- Nevada Division of Environmental Protection
- Nevada Division of Wildlife
- Public Utilities Commission

The application will be transmitted to the agencies listed below via Fed Ex within 3 business days of receipt of a complete application package that includes:

- Check made payable to the agency.
- One (1) copy of the map (24” x 32”)

## APPLICATION SUBMITTAL

All application submittals and fees must be submitted through our online portal:

<https://nyeccountynv.viewpointcloud.com/>

An application will not be accepted without all of the required documents listed below:

- The following items are **REQUIRED** upon electronic submittal:
  - One PDF of Recorded Deed(s) of each affected parcel
  - Preliminary Title Report – not older than 90 days from submission.
  - Justification Letter – Must explain and describe the purpose and justification for the application in detail. For Subdivisions, include the project name. The letter must be legible and suitable for reproduction.
  - PDF of any CC&R’s or HOA approval (if applicable)
  - One PDF of the Proposed map with Surveyor signatures (per NAC 625.611)

- Surveyor Closure Calculations
- CAD File Specifications (required for all CAD files submitted to the Nye County Mapping Administrator):
  - Rotation: 0
  - Units: Feet
  - Scale Factor: 1
  - CAD Space: Model space only, do not include paper space
  - Coordinate System: NAD 1983 State Plane Nevada Central FIPS 2702 Feet
- PDF of each document referenced.

## AGENCY REVIEW BY APPLICATION TYPE

The Planning Department will be the main Point of Contact between the Surveyor and all agencies throughout the entire review process. The application portal will notify you when comments have been made or documents uploaded to the website. Please check often, as this is our main point of contact with the Surveyor during the process.

### Tentative Subdivision

\*NCC 16.28 & NRS 278.330-353

- Nye County Planning Department
- Nye County Board of County Commissioners
- Nye County Public Works Department
- Nye County Surveyor
- Nye County Water District Governing Board
- Nye County Sheriff's Department
- Nye County School District
- Town Offices (as applicable)
- Fire Departments (as applicable)
- Parks and Recreation Advisory Boards (as applicable)
- Bureau of Consumer Health Environmental Protection\*\*
- Nevada Division of Water Resources\*\*
- Nevada Division of Environmental Protection\*\*
- Nevada Division of Wildlife\*\*
- Public Utilities Commission\*\*

*\*\* Pursuant to NRS 278.335.1 – The Planning Commission or its representative will distribute copies to the State agencies. Fees & contact information are listed within Appendices A, B & C at the end of this document.*

### Final Subdivision Map

\*NCC 16.28.190 & NRS 278.360-460

- Nye County Planning Department
  - Nye County Board of County Commissioners
- Nye County Surveyor

## Parcel Map / Merger Resubdivision Parcel Map

\*NCC 16.20.120; NCC 16.28.170; NRS 278.461-469 & NRS 278.4925

- Nye County Planning Department
- Nye County Public Works Department
- Nye County Surveyor
- Nye County Water District Governing Board (as applicable)
- Town Offices (as applicable)
- Fire Departments (as applicable)

## Map of Reversion

\*NCC 16.20.140, NCC 16.28.220 & NRS 278.490, NRS 278.4955-4965

- Nye County Planning Department
- Nye County Public Works Department
- Nye County Surveyor

*\*\*Pursuant to NRS 278.4955.1 – State Agency Approvals for Reversionary Maps. The same State Agencies that signed the original Division of Land map must sign a Reversionary Map.*

## Tentative Large Parcels Map

\*NCC 16.20.130, NCC 16.28.210 & NRS 278.471

- Nye County Planning Department
  - Nye County Board of County Commissioners
- Nye County Public Works Department
- Nye County Surveyor
- Nye County Water District Governing Board

## Final Large Parcels Map

\*NCC 16.20.130, NCC 16.28.210 & NRS 278.471

- Nye County Planning Department
  - Nye County Board of County Commissioners
- Nye County Surveyor

## Boundary Line Adjustment Map

\*NCC 16.20.145, NCC 16.283.230 & NRS 278.475-477

- Nye County Planning Department
- Nye County Surveyor

## Certificate of Amendment

\*NRS 278.473-477

- Nye County Planning Department
- Nye County Surveyor

## Road / Street Abandonment

\*NCC 278.480

- Nye County Planning Department
  - Pahrump Regional Planning Commission (as applicable)
  - Nye County Board of Commissioners (as applicable)
- Nye County Public Works Department
- Nye County Surveyor

## Family Cemetery Designation

- Nye County Planning Department
- Nye County Surveyor

## STAFF REVIEW & REDLINE PROCESS

Planning Staff will complete a maximum of three (3) redline reviews of the same application with a 180-day (six month) time frame.

All Nye County reviewer comments will be compiled into one document and uploaded to the Timeline within the application portal and will be labeled “First Review Comments”, “Second Review Comments”, and “Third Review Comments”. All responses from the surveyor to the Nye County Staff review must be submitted in a document format listing all responses to the comments received from the Nye County Reviewer. This document must accompany all revised maps submitted for second and third reviews.

The redlined version of the map will be uploaded in the portal under Attachments. They will be labeled “Nye County 1<sup>st</sup> Review Comments”, “Nye County 2<sup>nd</sup> Review Comments”, and “Nye County 3<sup>rd</sup> Review Comments”.

If the application cannot be approved within the 180-days, the application will be deemed VOID and all application fees will be forfeited. If an application is deemed void a letter will be sent to the Surveyor advising that a new application package must be submitted pursuant to the process outlined above.

## Form and Content for Maps

**Adjoining Roads:** Any off-tract (see “Definitions” section of the Ordinance) adjoining roads and/or street rights-of-way and road intersections that were previously dedicated and or for which easements were granted must be shown. The alignment of adjoining roads and/or intersections must be drawn to scale with a statement on the map indicating the map or document number where the roads were dedicated and/or accepted.

**Full Width Legal & Physical Access:** Where full-width legal and physical access is required and is not clear through established Nye County maintenance or as indicated on the Assessor’s parcel map system, developer shall provide copies of any pertinent easement deeds, road dedication information, or any

other such documentation establishing said full-width legal and physical access and shall indicate said access on the initial map submission.

**Road Names:** Existing Road names must be placed on all roads on the map. Inside the Pahrump Regional Planning District, Tentative Subdivision Maps where road names will be approved prior to approval of a Final Map, road names should be indicated as “Road/Street A, B, C or 1,2,3” etc. The purpose of referencing new roads/streets by number or letter is to provide a means to reference such roads/streets in correspondence and during Commission actions.

For other maps where only one or two need names, or where there is no Tentative/Final Map process, the applicant should submit three (3) suggested names for the Planning Commission’s consideration when the initial application is submitted to prevent multiple actions on different agendas by the Commission.

**Acreage:** Acreage must be provided for each parcel and must comply with the requirements of NRS 278.372.10 (Final Subdivision Maps – Net for individual lots; Gross for entire Subdivision), NRS 278.466.3 (Parcel Maps), and NRS 278.472.4.a (Final Large Parcels Maps).

In addition, Tentative Subdivision Maps must indicate the approximate Net square footage rounded to the nearest foot of each parcel that is less than 2 (two) acres, and to the nearest 1/10 (one-tenth) of an acre for each parcel that is 2 (two) acres or more.

Boundary Line Adjustment and Reversionary Maps must show “Before and After” actual Gross and Net acreage in the same manner as is required for Parcel Maps. Gross acreage must include dedicated roads and easements that were previously dedicated and /or accepted and were a part of the original parcel.

**Vicinity Maps:** *Required for All Maps*

A small-scale map showing the location of the parcel and directions to the site, including major street names.

**Recorder’s Block:** *Required for All Maps*

A 3” wide by 3” high block must be placed in the lower right-hand corner of the map. This area must be blank and is for use by the Nye County Recorder.

The following statement must be placed above the Title Block on all maps that are to be recorded:

- SUBSEQUENT CHANGES TO THIS DOCUMENT SHOULD BE EXAMINED BY  
REFERENCE TO THE CUMULATIVE INDEX MAINTAINED BY THE NYE  
COUNTY RECORDER.”

**Title Block:** *Required for All Maps*

The title block must be placed to the left of the Recorder’s Block and must include the current owner(s) name, sectional description, prior map information and current Assessor’s parcel number(s) in their entirety. In addition, the Title Block must indicate the type of map being submitted (e.g., Parcel Map, Tentative Large Parcels Map, etc.).

**References: Required for all Maps**

List the type of map, recording number and recorded date for all Reference Maps relating to the submittal.

**Adjoining Information:** For Parcel Maps only – in accordance with NRS 278.466.2, the map must indicate the owner of any adjoining land or right-of-way, if owned by the person dividing the land. (Not required for Subdivision Maps, Large Parcels Maps, Boundary Line Adjustment Maps or Reversionary Maps.)

**Existing Improvements: *Parcel Map, Large Parcels Map, Reversionary Map, Merger Re-Subdivision Map & Boundary Line Adjustment Map***

All existing improvements including buildings, fences, utility lines, septic tanks, wells, pump houses and any other improvements shall be shown in their respective locations, drawn as close to scale as is feasible, on the initial submittal map. This information will be removed from subsequent map submittals.

**Drainage Channels:** All major drainage channels must be shown with the following statement:

- NO ALTERATION OR CONSTRUCTION SHALL OCCUR WITHIN THE DRAINAGE CHANNEL(S), UNLESS A DRAINAGE PLAN IS APPROVED.

**Building Setbacks:** Building setbacks must be shown in compliance with the Ordinance. Please note that there are different requirements for Division of Land Maps, Condominium Maps and Planned Unit Development Maps, each discussed in the Ordinance.

**North Arrow & Scale:** A North arrow must be placed on the map for orientation.

The scale of the map must be shown to calibrate the lot lines on the map.

**Standardized Sheet Size:** For all PDF & Mylar submittals, other than Tentative Subdivision Maps (Tentative Subdivision Maps may be larger to clearly show an entire proposal on one map), the size of each sheet must be approximately 24 (twenty-four) by 32 (thirty-two) inches. A marginal line must be drawn completely around each sheet, leaving an entirely blank margin of 1 (one) inch at the top, bottom, and right edges, and 2 (two) inches at the left edge along the 24 (twenty-four) inch dimension.

**Legend:** A legend must be placed on the map that identified all lots, easements and building setback line types and weights, monuments, symbols, and other information necessary for the interpretation of the map.

**Application Number:** Include the Application Number (e.g., LD-22-123) above the Recorder's Block for all maps submitted for recording.

**Preliminary Title Report: Required for Parcel Maps, Final Large Parcel Maps, Boundary Line Adjustments and Reversionary Maps**

A Preliminary Title Report from a title company, not older than 90 (ninety) days from the date of Mylar submittal, is REQUIRED for initial submittal. Please review the Ordinance for the requirements of said reports including the requirement that each holder of record of a security interest as indicated in the report must provide written consent to the preparation and recordation of the map. Also note that there may be a processing fee involved for any modifications to ownership made prior to the recording of a map where such modification requires an amendment of the recorded map.

**Location and Dimensions of any existing or proposed streets and easements: Required for All maps.**

See the Average Daily Traffic calculation requirements to determine what street types are required.

- All existing streets shall be shown along with their right-of-way dimensions and the location and dimensions of any gravel and pavement sections.
- Proposed streets shall be shown with the proposed right-of-way dimensions and an indication of the street type as required pursuant to the street hierarchy found in the Ordinance.
- Any easement(s) shown must include a statement clearly indicating the purpose of the easement(s), whether the purpose is public utilities, private driveway, ingress/egress, etc.

**Block and Lot Numbers: Required for Subdivision Tentative, Final, Parcel Map, Tentative and Final Large Parcel Map, Boundary Line Adjustment**

For subdivision, each lot and block must be consecutively lettered / numbered. Blocks shall be individually lettered or numbered in alphabetical order when completely bounded by streets or a combination of streets and public land, waterways, or any other barrier to the continuity of the development. Subsequent Final Maps phases or units to a larger Tentative Subdivision shall be numbered or lettered consecutively throughout the several phases or units. Within the blocks, each lot shall be numbered starting at the number 1. For other map types, each parcel shall be numbered or lettered consecutively.

**Site Triangle Easements: Required for Subdivision Tentative, Parcel Map, Tentative and Final Large Parcel Maps**

Sight Triangle Easement must be shown in accordance with the Standard Details and Specifications. (*Reference Standard Details and Specifications for Public Improvements Within the Pahrump Regional Planning District – Public Works Document*)

**Contours: Required for ALL maps.**

Existing natural features including tree stands, rock outcroppings, drainage channels, mountainous areas, etc. must be shown. Any slope up to ten percent (10%) shall be shown in two-foot (2') intervals, and contours for any slope greater than ten percent (10%) shall be shown in five-foot (5') intervals.

If no part of the parcel exceeds a five percent (5%) slope a statement by the Surveyor shall be placed on the map to this effect and apply for a Waiver with the initial submittal.

**List of Waivers Requested:** *Required for Subdivision Tentative, Parcel Map, Merger Resubdivision Parcel Map, Reversionary Map, Tentative and Final Large Parcel Map*

Waiver request must be requested in a written Justification letter that includes all items wished to be waived.

**Will Serve Letter:** *Required for Subdivision Tentative, Subdivision Final and Parcel Maps*

If the parcel proposed to be divided is within a water/sewer utility district and community water/sewer is to be used, a will serve letter must be provided from the appropriate utility company. A **will serve letter** indicates that you have met and all the company's conditions of service and that the company will provide you with service.

**Land Use Assumptions, Average Daily Traffic & Potential Population Calculations:** *Required for Subdivision Tentative - Reference NCC 16.28.400*

Land use assumptions must be provided for each lot shown. These assumptions are used to estimate Average Daily Traffic (ADT) for each street shown and to ensure that the correct street types from the "Street Hierarchy" as found in the Division of Land Ordinance are used. These assumptions are also used to calculate the potential new population created by the development to determine the amount of open space required, if any.

- a. Land Use Assumptions for Open Space. A report must be submitted indicating in a table format, the land use assumptions for each residential lot in the development, including single family and multi-family lots, for use in the determination of open space requirements. Open space is required for all residential developments 40 acres or greater in size. Use the persons per type of dwelling unit as indicated in the Division of Land Ordinance and provide in the report a total number of new potential population attributable to the development. Using this new total population, calculate the open space requirements based on 2 ½ acres per 1,000 population (e.g., a population of 500 will require 1 ¼ acres; a population of 2,000 will require 5 acres). The Tentative Map must indicate where the proposed open space will be located.
- b. Land Use Assumptions for ADT Calculations. A report must be submitted indicating the land use assumptions for each lot. The land use assumptions are used in the submittal to establish total ADT for each road section within the development using the "ITE Trip Generation Rates" found in the Standard Details and Specifications. The following information must be provided:
  - i. Identify each street and significant street section by using a letter or number so the street can be easily identified until the name(s) of the streets are approved.
  - ii. Show ADT calculations based on land use assumptions and converting to the ADT's shown in the "ITE Trip Generation Rates" table found in the Standard Details and Specifications.
  - iii. For residential streets, review the "Street Hierarchy" found in the Division of Land Ordinance to select the correct street type.

**Existing System of Draining of Subject Tract and of any Larger Tract or Basin of which it is a part:** *Required for Subdivision Tentative*

Show existing storm water drainage.

**All existing streets, water courses, flood plains, wetlands, or other environmentally sensitive areas\* on and within 200' of tract: *Required for Subdivision Tentative***

Show all existing streets, water courses, flood plains, wetlands, or other environmentally sensitive areas on and within 200' of tract.

\*\*Environmentally sensitive areas (ESA) are landscape elements or places which are vital to the long-term maintenance of biological diversity.

<https://www.sciencedirect.com/science/article/abs/pii/0169204694020169> .\*\*

**Development Stages or Staging Plans: *Required for Subdivision Tentative***

Show any proposed development stages or phasing.

**Street Name Requests: *Required for Subdivision Tentative, Parcel Map (if street(s) being created)***

The application for “Road/Street Name Change/New Subdivision Street Name Application” can be found in the Application portal and is a separate application from the division of land application. It must be submitted if new roads are being created by the proposed land division or if a street/road adjacent to the proposed land division is unnamed. At least three (3) choices for each new road must be produced.

The proposed names must comply with the current Street Naming and Numbering Ordinance adopted by the Board of County Commissioners. Refer to Nye County Code Title 15.24 Street Naming and Property

A PDF copy of the map shall be uploaded to the application portal showing the proposed locations of streets.

**Construction Plans: Submit directly to Public Works and the Building Department for review.**

**Establishment of Base Flood Elevations: *Required for Subdivision Tentative & Final Review and Parcel Map. - Reference NCC Title 15.12 Flood Damage Prevention***

In order to comply with Federal Emergency Management Agency regulation 44 CFR 60.3, any subdivision, including subsequent parcel maps, proposed for which all or a portion is located within an undetermined “A” flood zone, and that is greater than fifty (50) lots or five (5) acres, whichever is the lesser, shall include with such proposals, base flood elevation data. The Floodplain Administrator will review for compliance with all pertinent regulations.

**Plans for Air Pollution and Storm Water Control during construction: *Required for Subdivision Tentative & Final Review. - Reference NAC 445B.365 & NRS 445A***

Due to community concerns regarding air pollution and storm water control during construction, the following items must be submitted prior to disturbance of the land surface:

- Air Pollution. For all surface disturbances of five (5) acres or greater, proof that a “Surface Area Disturbance Operating Permit” has been issued by the Nevada Department of Conservation and

Natural Resources, Division of Environmental Protection (NDEP), must be submitted and a copy provided to the Planning Department with your application.

- Storm Water Permit. Storm water permits are required by Federal Law for construction activities that disturb five (5) or more acres. U.S. Storm Water General Permit No. GNV 0022241 has been issued to the State of Nevada to meet the Federal requirements. A copy of the authorization letter issued by the Nevada Department of Conservation and Natural Resources Division of Environmental Protection (NDEP), stating that the developer's Storm Water Pollution Prevention Plan (SPPP) has been approved must be submitted.

### **Lighting Plan and Details: *Required for Subdivision Tentative & Final Review.***

*Reference NCC 17.04.750*

- Subdivision or other development. Street lighting is not required. However, developers may provide street lighting at no cost to Nye County or its citizens. If publicly maintained street lighting becomes available, streetlights shall be required at external intersections in accordance with plans submitted by the applicant.
- Planned Unit Development. Exterior lighting within the development shall be on all public and private streets. Public and private streets shall be lighted. Street lighting plans must be submitted by the applicant.

### **Landscape Plan and Details: *Required for Subdivision Tentative & Final Review.***

*Reference NCC 17.04.740*

- Landscaping should be provided at subdivision entrances and in public areas. Generally, where a developer is contemplating specific landscaping, a landscaping plan must be submitted indicating where any landscaping will be located within medians and other dedicated areas. The plan of maintenance of such areas should also be included; keeping in mind that Nye County will not be responsible for maintenance of any landscaped area.

### **Site Identification Signs, Traffic Control Signs and Directional Signs: *Required for Subdivision Final Review & Parcel Maps. - Reference NCC 17.04.770 & NCC 12.04***

- Design and placement of traffic signs shall follow the requirements found in the Standard Details and Specifications, Manual of Uniform Traffic Control Devices (MUTCD) latest edition, State and local laws.
- At least one (1) street sign shall be placed at each four-way street intersection and one at each "T" intersection. Signs shall be installed free of visual obstruction and shall be installed where lighting standards exist. The design of street name signs shall be in accordance with the Standard Details and Specifications.

**Traffic Impact Analysis, Geotechnical Study and Storm Water Management Plan:** Submit directly to Public Works for review.

### **Open Space and Recreation Area Plans: *Required for Subdivision Tentative & Final Review.***

## **Subdivisions:**

- Parks and Open Space. Residential subdivision forty (40) acres in size or greater are required to provide Open Space. Developed Open Space shall be designed to provide active recreational facilities to serve the residents of the development. Undeveloped Open Space shall be designed to preserve important site amenities and environmentally sensitive areas as well as to provide passive recreational opportunities. Each area set aside shall be of suitable size, dimension, topography, and general character and shall have adequate road access for the purposes envisioned by the developer and Pahrump Regional Planning Commission. The area shall be shown and marked on any Tentative and Final Map. Land use assumptions as described in this document shall serve as the basis for determining the amount of Open Space required.
  - Development and Management Plan. A plan to develop and manage the Open Space and recreation area must be provided prior to submitting the Final Subdivision plat.
- Planned Unit Developments. For a Planned Unit Development, a minimum of twenty (20) percent of the total amount of land to be used for residential lots shall be set aside for common Open Space. Any common Open Space required must be set aside for the use and benefit of the residents or owners of the Planned Unit Development.
- Parks and Recreation Area Parking Plan. A parking plan shall be required for all park and recreation areas and shall be compliant with the requirements of the Standard Details and Specifications.

## **Improvement Completion Forms: Required for Subdivision Final Review, Parcel Map, Final Large Parcel - Reference NCC 16.28.370**

- Unless a “Subdivision Improvement Maintenance & Warranty Agreement” is approved by the Nye County Board of County Commissioners, prior to the approval of a Final Subdivision Map or recording of a Parcel Map, the developer shall submit to the Planning Department, Improvement Completion Forms completed by the Public Works Director or Building Safety Department indicating that all required improvements have been completed.

## **Subdivision Improvement, Maintenance & Warranty Agreement: Required for Subdivision Final Review**

- For Subdivision Only. Before the recording of a Final Subdivision Map, the Board of County Commissioners, at its sole discretion, may waive the requirement that the developer complete all improvements prior to approval of the Final Subdivision Map, and as an alternative, permit the developer to enter into a Subdivision Improvement, Maintenance and Warranty Agreement, by which the developer covenants to complete all required improvements no later than three (3) years following the date of recording of a Final Map.
- The developer must provide cost estimates and a financial security proposal for unfinished improvements prior to approval of the Final Subdivision Map. The BOCC will then review the proposal and determine whether to enter into the Agreement.

- Cost Estimates. Cost estimates, prepared by the developer's engineer, must show in detail the amount of each improvement required for completion and a total for the unfinished improvements.
- The developer must provide adequate financial security for the promise contained in the agreement in an amount equal to one hundred fifteen (115) percent of the estimated cost of completion of the required improvements; or fifteen (15) percent of the total cost of the improvements for a maintenance and warranty agreement. Acceptable security is outlined in the Division of Land Ordinance.
- Agreement Documents. Subdivision Improvement, Maintenance and Warranty Agreement documents shall be prepared by the Planning Director and submitted to the Board of County Commissioners for consideration.
- Release of Financial Security. The method of Release is outlined in the Division of Land Ordinance.

***Copy of any Existing, Required or Proposed Protective Covenants: Required for Subdivision Final, Parcel Map, Boundary Line Adjustment, Reversionary Map***

- The developer must provide a copy of any existing covenants, which have been recorded in the Nye County Recorder's office; or if the developer purports to reserve any land(s) for Open Space, an appropriate covenants/deed restriction document must be provided and approved by the Nye County District Attorney PRIOR to submitting the Final Subdivision Map. Also, any deed restrictions required for the operation and maintenance of water/sewer systems in accordance with State Law must be submitted for review by the Nye County District Attorney's office PRIOR to approval of a Final Subdivision Map.

***Water Rights: Required for Parcel Map - Reference NCC.16.28.170. H.1***

**For Parcel Maps Located Outside of a Water Service District:**

Because of concerns over water in the Pahrump Regional Planning District, certificated water rights in the amount of three (3) acre-feet for each additional parcel created, regardless of the type of zoning or the size of the parcels created, excluding the existing parcel, shall be relinquished to the Nevada State Engineer's Office, Division of Water Resources. The one acre-foot is a surcharge, and only two (2) acre-feet of the three (3) acre-feet relinquished may be used for a domestic well or "small commercial use" (equal to or less than 2 acre-feet) if permitted by the State Engineer. For example, a twenty (20) acre parcel divided into four (4) parcels would require nine (9) acre-feet of water rights, which is calculated as follows: Three (3) additional parcels x three (3) acre-feet per additional parcel = total of nine (9) acre-feet of water rights. The costs associated with water rights transfers shall be borne by the applicant. Because of the costs involved with water rights transfers, this requirement shall be made a condition of approval of a parcel map.

**For Parcel Maps Located Within a Water Service District:**

When a proposed parcel map is located within the boundaries of a water service district and it is the intent of the service district to provide water service, water rights shall be transferred to the district in an amount to be determined by such district. When the water service district does not intend to provide service to the new parcels, certificated or permitted water rights in the amount

of three (3) acre-feet for each additional parcel created, regardless of the type of zoning on the property and regardless of the size of the parcels created, excluding the existing parcel, shall be relinquished to the Nevada State Engineer's Office, Division of Water Resources. The one acre-foot is a surcharge, and only two (2) acre-feet of the three (3) acre-feet relinquished may be used for a domestic well or "small commercial use" (equal to or less than 2 acre-feet) if permitted by the State Engineer. For example, a twenty (20) acre parcel divided into four (4) parcels would require nine (9) acre-feet of water rights, which is calculated as follows: Three (3) additional parcels x three (3) acre-feet per additional parcel = total of nine (9) acre-feet of water rights. The costs associated with water rights transfers shall be borne by the applicant. Because of the costs involved with water rights transfers, this requirement shall be made a condition of approval of a parcel map.

- Water Rights as Appurtenance. Pursuant to State of Nevada Office of the Attorney General, Opinion #92-9 stating "water rights appurtenant to land dedicated, pursuant to NRS 278.390, pass with the dedication"; and, in an effort to clarify water rights dedication on Division of Land maps, the Owner's Certificate working on all recorded Division of Land maps, WITH OFFERS OF DEDICATION, shall contain one of the following dedication statements regarding title to appurtenant water rights:
  - When title to dedicated property passes, with the reservation of rights, the dedication does not include appurtenant water rights:
    - "Excluding and reserving all water rights" – OR
  - When title to dedicated property passes, the dedication includes appurtenant water rights:
    - "Together with appurtenances"
- Calculations of Water Rights Requirements.
  - Domestic well(s) existing on the original parcel. It shall be assumed that each parcel of land that is the subject of a Parcel Map application has the right to contain one (1) domestic well. Should a domestic well be in place on the original parcel, the right of one (1) domestic well will be assigned, for the purposes of calculating water rights only, to the parcel upon which the well is located. Under this circumstance, each additional parcel appearing on the map that is under 5 Gross acres in size shall require 3-acre feet of water rights for each additional parcel that is created, of which 2 – acre feet shall be relinquished to Nevada State Engineer's office Division of Water Resources. In the case where more than one (1) domestic well is located upon the property, water rights shall be required for each such parcel that is under 5 gross acres in size.  
Refer to <https://www.nyeccountywatedistrict.net/166/Domestic-Well-Order-1293> .
  - No Domestic Well Existing on the Original Parcel. Should there not be a domestic well existing on the original parcel, the right to drill one (1) domestic well shall be assigned with the approval by the Nevada State Engineer's office Division of Water Resources, for the purposes of calculating water rights only, to the parcel that provides for the transfer of the least amount of water rights (all remaining parcels are 5 acres).
  - Existing Commercial Use of a Well on the Property. Should there be an existing commercial use of a well on the property, it shall fall under the same guidelines as the paragraph outlined above (it shall be assigned to the parcel upon which it is located).

- Division of Land for Commercial Purposes Only. Should property be divided for commercial purposes only, water rights shall still be required; but with good and sufficient proof provided to the Planning Department, and with the approval of the Pahrump Regional Planning Commission, the water rights required may be retained and transferred to the newly created commercial parcel. The retention of the water rights under commercial circumstances must be requested in the form of a Waiver request and said Waiver request should be submitted with the original map submittal.
- All other scenarios concerning water rights transfers not discussed above shall be decided upon the Pahrump Regional Planning Commission. Should unusual circumstances be present upon submittal of the Parcel Map application such circumstances and modifications to the water rights requirements must be requested in the form of a Waiver request and said Waiver request should be submitted with the original map submittal.
- Exception. When a proposed Parcel Map is located within the boundaries of a water service district and it is the intent of the service district to provide water service, water rights shall be transferred to the district in an amount to be determined by such district. (Ord 215, 1998)

***Addressing Fee: Required for Subdivision Final Map, Parcel Map and Final Large Parcels Map (Mylar)***

A \$10.00 per lot fee is required to be paid for each addressable parcel created by a Division of Land map (Resolution #2004-28) and is due and payable to the Nye County Planning Department upon receipt of the Final Map (Mylar) for recording.

## **CERTIFICATE FORMATS**

Map copies must contain the information and certificates in accordance with NRS 278 and described in this document for each specific type of map.

In general, except for Pre-Application meetings and Tentative Subdivision Maps, all copies must include the same information (other than signatures) as is required for a map prepared for recording as follows:

*Tax Certificate: Referenced in Nye County Code 16.20.120 & 16.28.380.*

All taxes on real property for the current fiscal year must be paid in full prior to recordation of the map. These taxes include any partial year taxed that are not yet attached to the assessment record. (“Real property” is defined by NRS 361.035 as, “All houses, buildings, fences, ditches, structures, erections, railroads, toll roads and bridges, or other improvements built or erected upon any land.”)

The following certificates must be shown (as applicable) on the map, the signatures of the Treasurer or their Deputy will be obtained by Nye County Planning Department staff:

- Taxes on all real property for the current fiscal year are paid in full.

---

(Current Treasurer's Name)

Date

Deferred Agricultural Tax Certificate: *Referenced in Nye County Code 16.20.120 & 16.28.390*  
Should the submittal require that deferred agricultural taxes be paid pursuant to NRS 361A.625, the following certificate must be shown on the map, and signatures of the Treasurer or their Deputy will be obtained by Nye County Planning Department staff:

➤ Deferred agricultural taxes are paid in full.

---

(Current Treasurer's Name)

---

(Date)

Owner's Certificate: *Required for All Maps*

**Final Subdivision Maps (Mylar, Parcel Maps and Final Large Parcels Maps)**

**New public streets are being created and/or being offered for dedication:**

➤ I/We \_\_\_\_\_ owner('s) of the land shown hereon, do hereby certify that I/We consent to the preparation and recordation of this map. I/We also hereby offer to dedicate to Nye County, its successors and assigns, all public streets as shown hereon for public use. All public utility easements shown hereon, together with a right of access hereto are hereby granted. The division of this property is not in conflict with any existing master plan, covenants, conditions or restrictions or other designated land use, excluding and reserving all water rights, (or if water rights are included) together with appurtenances.

---

(Owner's name)

---

(Date)

**Beneficiary Statement (Mylar, Parcel Maps, Merger & Re-subdivision Maps, Boundary Line Adjustments, Reversionary Maps, and Large Parcel Maps)**

(Require written consent of each holder of record of a security interest, if the security interest was created by a mortgage or a deed of trust.)

*NRS 278.466 & NCC 16.20.110.*

**Beneficiary Statement**

➤ I/We, \_\_\_\_\_ as Beneficiary(ies), as shown in Document No. \_\_\_\_\_, recorded on \_\_\_\_\_, as holder of the security interest, do hereby consent to the preparation and recordation of the \_\_\_\_\_ (Type of map) to be recorded as \_\_\_\_\_ (Name of subdivision, etc.)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

By: \_\_\_\_\_ (Printed Name & Title)  
\_\_\_\_\_ (Signature)

(Associated Notary language on next page.)

### **Acknowledgement**

State of \_\_\_\_\_)

) ss.

County of \_\_\_\_\_)

This instrument was acknowledged before me on \_\_\_\_\_, the undersigned, a Notary Public in and for the state personally appeared \_\_\_\_\_, personally known by me (or proven to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument as the attorney in fact of (see above) and acknowledged to me that he/she subscribed his/her own name as attorney at fact.

Witness my hand and official seal.

---

Notary Signature

Notary Public in and for said County and State

My appointment expires \_\_\_\_\_.

### **Final Subdivision Maps (Mylar, Parcel Maps and Final Large Parcels Maps)**

#### **Without Offer for Dedication:**

➤ I/We, \_\_\_\_\_ owner('s) of the land shown hereon, do hereby certify that I/we consent to preparation and recordation of this map. No additional public streets are being created or being offered to ny county, its successors or for public use.

All public utility easements shown hereon, together with a right of access hereto are hereby granted. Division of this property is not in conflict with any existing master plan, covenants, conditions or restrictions or other designated land use.

---

(Owner's name)

---

(Date)

### **Boundary Line Adjustment Maps**

➤ I/We, \_\_\_\_\_, do hereby certify that we are the owners of the lands shown hereon and have caused a boundary line adjustment survey to be performed as indicated hereon and that we have examined and approved this plat and consent to and authorize the recordation of same. Further, I/We agree to prepare and execute all required documents creating any and all easements as shown hereon and to execute all required documentation abandoning any existing easements affecting the lands shown, pursuant to the provisions of NRS 278.010 thru 278.630 inclusive. That all taxes on the lands shown hereon have been paid and that any and all lenders and/or holders of impound accounts for payment of taxes have been notified for the adjustments(s) of the boundary line(s) or the transfer of land(s) as shown hereon.

---

(Owner's name)

---

(Date)

## Reversionary Maps

➤ I/We, \_\_\_\_\_, do hereby certify that I/We (am / are) the owner(s) of the land within the boundary shown hereon, consent to the preparation and recordation of this reversionary map and consent to the reversion of said land to acreage.

\_\_\_\_\_  
(Owner's name)

\_\_\_\_\_  
(Date)

## Approval Certificate for Board of County Commissioners: (Final Subdivision Maps ONLY)

The certificate must be in the following format:

➤ This map is hereby approved by the Board of County Commissioners of Nye County, Nevada, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and the offer of dedication of \_\_\_\_\_ shown hereon is hereby (accepted / rejected) at this time (with the offer to remain open in accordance with the provisions of NRS 278.390).

\_\_\_\_\_  
(Chairman)

\_\_\_\_\_  
(Date)

## Approval Certificate for the Pahrump Regional Planning Commission: (ONLY within the PRPD for Parcel Maps, Boundary Line Adjustments, Reversionary Maps, Final Large Parcel Maps)

This certificate must indicate that the Pahrump Regional Planning Commission approved the map at its (date of meeting) meeting and must indicate whether the Commission accepted or rejected on behalf of the public any parcel of land offered for dedication for public use in conformity with the terms of the Offer of Dedication (the certificate should specifically indicate the parcel(s) that is / are being offered and accepted). If the offer of dedication of any parcel of land is rejected, then the certificate must indicate that the specific parcel is hereby rejected at this time with the offer to remain open in accordance with NRS 278.390 this certificate must be signed by the Planning Commission as follows:

- I. Parcel Map: In accordance with NRS 278.464, the Planning Director shall sign on behalf of the Commission.
- II. Final Large Parcels Map: In accordance with NRS 278.4725.8.b., the Secretary of the Planning Commission shall sign the certificate on behalf of the Commission.
- III. Boundary Line Adjustment Map, Reversionary Map and Amendment of Plats: In accordance with Nye County Code Title 16.28.110, the Administrative Officer shall have the authority to approve, conditionally approve or disapprove Boundary Line Adjustment Maps, Reversionary Maps and Amendment of Plats if street improvements, water or sewer line improvements or other public improvements are not required.

(Ordinance 522, July 10, 2017)

**Planning Commission Certificate example for Parcel Map and Large Parcels Maps.**

➤ This map is hereby approved by the Pahrump Regional Planning Commission of Nye County, Nevada this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and the offer of dedication of \_\_\_\_\_ shown hereon is hereby (Accepted / Rejected) at this time (with the offer to remain open in accordance with the provisions of NRS 278.390).

\_\_\_\_\_ (Planning Director)

\_\_\_\_\_ (Date)

**Nye County Planning Director Certificate example for Merger Re-subdivision, Reversionary Maps and Boundary Line Adjustments.**

➤ This map is hereby approved by the Planning Director of Nye County, Nevada, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_ (Planning Director)

\_\_\_\_\_ Date

**Surveyor Certificate for Subdivision Maps, Parcel Maps and Large Parcels Maps: Reference NRS 278.375**

➤ I, (Surveyor Name), a Professional Land Surveyor licensed in the State of Nevada, certify that:

1. This plat represents the results of a survey conducted under my direct supervision at the instance of \_\_\_\_\_ (owner, trustee, etc.)
2. The lands surveyed lie within \_\_\_\_\_ (section, township, range, meridian) and the survey was completed on \_\_\_\_\_ (date).
3. This plat complies with the applicable state statutes and any local ordinances in effect on the date that the planning commission gave its final approval.
4. The monuments depicted on the plat are of the character shown, occupy the positions indicated and are of sufficient number and durability.

(or)

5. The monuments depicted on the plat will be of the character shown and occupy the positions indicated by \_\_\_\_\_ (a day certain), and an appropriate financial guarantee will be posted with the governing body before recordation to ensure the installation of the monuments.

\_\_\_\_\_ License No. & Stamp

(Surveyor Name)

**Surveyor Certificate for Boundary Line Adjustment Maps: Reference NRS 278.5693.2.a AND 625.350.**

➤ I, (Surveyor Name), Professional Land Surveyor in the State of Nevada, do hereby certify that:

1. This plat represents the results of a field survey conducted under my direct supervision at the instance of \_\_\_\_\_ (owner, trustee, etc.)

2. The lands surveyed lie within \_\_\_\_\_ (section, township, range, meridian) and the survey was completed on \_\_\_\_\_ (date).
3. I have performed a field survey sufficient to locate and identify properly the proposed boundary line adjustment.
4. All corners and angle points of the adjusted boundary line have been defined by monuments or will be otherwise defined on a document of record as required by NRS 625.340; and
5. The map is not in conflict with the provisions of NRS 278.010 to 278.630, inclusive.

License No. & Stamp

(Surveyor Name)

## **Surveyor Certificate for a Reversionary Map: Reference NRS 278.4955.2.a**

➤ I, (Surveyor Name), a Professional Land Surveyor in the State of Nevada, do hereby certify that:

1. This map was prepared based on recorded information as shown on the plat(s) of (name of subdivision(s), file map #('s), date(s) recorded) located in the Recorder's office, Nye County, Nevada.
2. No responsibility is assumed for the existence of the monuments or for correctness of other information shown on or copied from the document(s).

License No. & Stamp

(Surveyor Name)

**County Surveyor Certificate: Reference NAC 625.622.2.b – Nevada State Board of Professional Engineers and Surveyors**

A certificate signed by the County Surveyor must be shown on Final Subdivision, Large Parcels, Parcel, Boundary Line Adjustment and Reversionary Maps. Each sheet of the mylar must be dated, stamped, and signed by the Professional Land Surveyor (PLS) who had responsible charge of the work indicated on the sheets.

## 1. County Surveyor Certificate for Final Subdivision Maps:

I, (Surveyor Name), County Surveyor, Nye County, Nevada, do hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, I did examine the final map of (name of subdivision), as shown hereon and found that it is technically correct and that if the monuments have not been set, that a proper performance bond has been deposited guaranteeing their setting on or before a day certain.

**License No. & Stamp**

---

(Surveyor Name)

**2. County Surveyor Certificate for Final Large Parcels, Parcel, Boundary Line Adjustment and Reversionary Maps:**

I, (surveyor name), County Surveyor, Nye County, Nevada, do hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, I did examine this (type of map) map as shown hereon and found that it is technically correct.

\_\_\_\_\_  
License No. & Stamp

(Surveyor Name)

**Director of Planning Certificate:** *Reference NRS 278.378.2*

A Director of Planning Certificate must appear on Final Subdivision Maps. The Certificate should read essentially as follows:

➤ I, (name of director), Director of Planning for the County of Nye, State of Nevada, do hereby certify that this Final Subdivision Map entitled "Final Map of (name of subdivision)" substantially complies with the tentative map, and that all the conditions of tentative approval have been met.

\_\_\_\_\_  
(Director Name)

\_\_\_\_\_  
(Date)

**STATE AGENCY APPROVAL CERTIFICATES FOR FINAL SUBDIVISION MAPS:**

**Nevada Division of Environmental Protection:** *Reference NRS 278.377.1.a*

➤ This Final Map is approved by the Division of Environmental Protection concerning sewage disposal, water pollution, water quality and water supply facilities. This approval predicated (community water supply/individual wells) and (community sewage disposal/individual sewage disposal systems).

\_\_\_\_\_  
(Name of authorized person)

\_\_\_\_\_  
(Date)

**Nevada Division of Water Resources:** *Reference NRS 278.377.1.b*

➤ This Final Map is approved by the Division of Water Resources of the State Department of Conservation and Natural Resources concerning water quantity.

\_\_\_\_\_  
(Name of authorized person)

\_\_\_\_\_  
(Date)

## Monuments:

Reference NRS 625.380

All monuments found, set, re-set, replaced or removed, describing their size and location and other data must be clearly identified on the map.

1. Except as otherwise provided in subsection 3, monuments set must be sufficient in number and durability and efficiently placed so as not to be readily disturbed to ensure, together with monuments already existing, the perpetuation of facile re-establishment of any point or line of the survey.
2. Any monument set by a professional land surveyor to mark or reference a point on a property or boundary line must be permanently and visibly marked or tagged with the number of the license of the professional land surveyor setting it, each number to be preceded by the letters "P.L.S."
3. Except as otherwise provided in subsection 4, if a monument cannot be set or reset because of steep terrain, water, marsh or existing structures, or if it would be obliterated as a result of construction or maintenance of any highway under the jurisdiction of the Department of Transportation, one or more reference monuments, as defined in [NRS 329.120](#), must be set. In addition to the requirements for a monument set forth in subsections 1 and 2, the letters "RM" must be stamped in the tablet, disc, or cap of the reference monument. One reference monument may be used if it is set on the actual line or a prolongation thereof. In all other cases, at least two reference monuments must be used. If the reference monuments do not appear on a record of survey filed in accordance with the provisions of [NRS 625.340](#) to [625.380](#), inclusive, a corner record must be filed pursuant to [chapter 329](#) of NRS.
4. The provisions of subsection 3 do not apply if federal law prohibits the destruction or removal of a monument.

## Utilities:

Availability and distance to water, sewer, power, phone, and cable TV utilities must be shown. Existing utilities including all above ground and subterranean utilities both on the property and within adjacent road right-of-way must be shown. When served by said utilities, utility rights-of-way must be approved for Final Subdivision, Parcel, Final Large Parcels, Boundary Line Adjustment and Reversionary Maps, by the utility's authorized representative's signature appearing on the map (water, sewer, power, phone, and cable TV). The names and title of the authorized person signing on behalf of the Utility company must be printed below the signature line, including date the map is signed, and the certificate should be in essentially the following format, unless other working is required by the Utility company to obtain its signature. When a property is not in a utility service area but is included in the utility company's tariff area, that utility company's representative must be afforded the opportunity to sign the map.

➤ We, the herein named utility companies and agencies, approve the grant of the designated easements for the utility purposes as shown on this map.

---

(Print agent's name)  
(Name of electric company)

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(Date)

\_\_\_\_\_  
(Print agent's name)  
(Name of telephone company)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print agent's name)  
(Name of water/sewer company)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print agent's name)  
(Name of cable tv company)

\_\_\_\_\_  
(Date)

In addition to the above Certificate, the following note shall be added in a separate "General Notes" or "Notes" area of the map for all maps within the Pahrump Regional Planning District (PRPD) based on the following criteria.

- A public utility easement is granted within each lot or parcel for the exclusive purpose of installing and maintaining utility service facilities to the lot(s) or parcel(s) and the right to enter and exit the lot(s) or parcel(s) with said utilities facilities for the purpose of serving adjacent properties, lot(s) or parcel(s).

The following easement widths are granted:

A five (5) foot easement on both sides of a non-specific route of any secondary conductors and/or service conductors and/or primary conductors or any appurtenances (such as guy wires, secondary pull boxes, etc.) which have been installed or may be installed from valley facilities to a meter or bases, transformers or other appurtenances on the real property and meeting one of the following conditions depending on size of parcel:

- Parcels five (5) acres and greater: a fifteen (15) foot wide easement along existing or prospective roads and perimeter of the real property or,
- Parcels larger than one (1) acre but less than five (5) acres: a fifteen (15) foot wide easement along all existing and prospective roads and rear lot lines and a five (5) foot wide easement alongside lot lines or,
- Parcels one (1) acre or less: a fifteen (15) foot wide easement along all existing or prospective roads and rear lot lines.

A public utility easement is also granted within each lot or parcel for the exclusive purpose of installing and maintaining utility service facilities to the lot(s) or parcel(s) with said utilities facilities for the purpose of serving adjacent properties, lot(s) or parcel(s).

Public utility easements are hereby granted (specify easement widths based on criteria above).

# MYLAR SUBMITTAL REQUIREMENTS

## UPLOAD THE FOLLOWING TO THE PORTAL:

- One PDF of Title Report for all affected parcels – not older than 90 days from date of mylar submittal
- One PDF of Treasurer Receipt showing proof of ALL taxes paid on ALL affected parcels. (Pursuant to NRS 361A.265)
- One PDF copy of Final Surveyor Closure Calculations
- Final CAD File Specifications (required for all CAD files submitted to the Nye County Mapping Administrator):
  - Rotation: 0
  - Units: Feet
  - Scale Factor: 1
  - CAD Space: Model space only, do not include paper space
  - Coordinate System: NAD 1983 State Plane Nevada Central FIPS 2702 Feet

## FEDEX or HAND DELIVER TO THE NYE COUNTY PLANNING DEPARTMENT:

- Check made payable to the “Nye County Recorder”.  
*(Information provided by the Nye County Recorder website)*

Maps (24" x 32")	Fees	NRS Reference
Parcel Map	\$29.00 + \$10 per add'l page	278.468, 278.490
Subdivision Plat or Condo	\$62.00 + \$10 per add'l page	278.450, 278.490
Planned Unit Development	\$62.00 + \$10 per add'l page	278A.570
Division into Lg Parcels	\$62.00 + \$10 per add'l page	278.4725
Certificate of Amendment	\$37.00	247.305

\*\* Maps – Amended or Reversionary – same fee as original map type shown.

- Signed Mylar (24"x32") - The Surveyor is responsible for obtaining all signatures, in black ink, EXCEPT the following:
- The Nye County Planning Department will collect the following signatures on the map prior to recordation:
  - Nye County Planning Director – Brett Waggoner
  - Nye County Surveyor – Phil Reimer
  - Nye County Treasurer – Raelyn Powers
  - Nye County Clerk – Mark Kamp

**Please provide a self-addressed, postage paid tube for return of the Mylar after recording. If tube is not provided, the map will be destroyed after recording.**

## APPENDIX A: STATE AGENCY REVIEW FEES FOR TENTATIVE & FINAL SUBDIVISION MAPS

Revised: September 19, 2022

*\*\* Pursuant to NRS 278.335.1 – The Planning Commission or its representative will distribute copies to the State Agencies. DO NOT submit new applications directly to State Agencies.*

<b>Division of Environmental Protection<sup>1</sup></b> 901 S. Stewart Street, Suite 4001 Carson City, NV 89701 Phone: (775) 687-4670 <a href="https://ndep.nv.gov/water/water-pollution-control/engineering-review">https://ndep.nv.gov/water/water-pollution-control/engineering-review</a>  <b>Payable to:</b> NDEP	<b>Tentative Subdivision Map:</b> \$400 + \$3 per lot <b>Final Subdivision Map:</b> \$400 + \$3 per lot <b>Subdivision Improvement Plans:</b> \$250 + \$3 per lot (water project review) <b>Amended Final Subdivision Map:</b> \$50 <b>Reversion to Acreage Map:</b> \$50 <b>Parcel Maps:</b> No Fee Required
<b>Nevada Division of Water Resources<sup>2</sup></b> 901 S. Stewart Street, Suite 2002 Carson City, NV 89701 Phone: (775) 684-2800 <a href="http://water.nv.gov/fees.aspx?fee=Statutory%20Fees%20(NRS%20533.435)">http://water.nv.gov/fees.aspx?fee=Statutory%20Fees%20(NRS%20533.435)</a>  <b>Payable to:</b> Nevada Division of Water Resources	<b>Tentative Subdivision Map:</b> \$180 + \$1 per lot <b>Final Subdivision Map:</b> \$120 <sup>3</sup>
<b>Public Utilities Commission</b> 1150 E. William Street Carson City, NV 89701 Phone: (775) 684-6101 <a href="http://puc.nv.gov/eFile/Filing_And_Fees/">http://puc.nv.gov/eFile/Filing_And_Fees/</a> *Filing Fees (Fee Schedule)  <b>Payable to:</b> PUCN	<b>Subdivision Clearance:</b> \$200

<sup>1</sup> Please note: The Nevada Division of Environmental Protection (NDEP) reviews Parcel Maps at the Counties request for the conditions of water pollution control and sewage disposal. This review is performed as a courtesy, is advisory in nature, and does not infer or contain any statutory authority. Authority for approval lies with the County.

<sup>2</sup> Review Criteria: Is there sufficient water for the subdivision, Is it for the correct manner of use, Is the subdivision within the correct place of use and if not, is there an expansion of the service area pending, Verify Surface water rights versus groundwater, check for decreed water, Verify water agreements between purveyors, Check for drought factors, Verify PUC water use duties dependent on lot size, Is a relinquishment of water rights for domestic well subdivisions required.

<sup>3</sup> Valid will-serve letter from the water purveyor is required.

**Department of Wildlife**  
6980 Sierra Center Pkwy, #120  
Reno, NV 89511  
Phone: 775-688-1500  
<https://www.leg.state.nv.us/nrs/nrs-278.html#NRS278Sec335>

**Payable to:** Department of Wildlife

**Tentative Subdivision Map:** \$250 + \$5 per acre

**APPENDIX B:**  
**UTILITY COMPANY CONTACT INFORMATION FOR ALL DIVISION  
OF LAND APPLICATIONS IN NYE COUNTY**

<b>AT&amp;T NEVADA</b> - Clifford Cooper <a href="mailto:cc2132@att.com">cc2132@att.com</a> - Shannon Brook <a href="mailto:sb2565@att.com">sb2565@att.com</a>	<b>775-683-5282 – Right of Way Office</b> <b>775-223-0434 – Cliff cell</b>  <b>Serves:</b> Statewide
<b>Beatty Water &amp; Sanitation</b> P.O. Box 99 Beatty, NV 89003 - Rob Shirley	<b>775-553-2931 – Office</b>  <b>Serves:</b> Beatty
<b>Desert Utilities</b> 4060 N. Blagg Rd. Pahrump, NV 89060 - Lenny Badger <a href="mailto:lennybadger@gmail.com">lennybadger@gmail.com</a>	<b>775-751-1368 – Office</b>  <b>Serves:</b> Pahrump
<b>Great Basin Water Co.</b> 1240 State Street, Ste 115 Pahrump, NV 89048 - Mark Windholz <a href="mailto:Mark.Windholz@greatbasinwater.com">Mark.Windholz@greatbasinwater.com</a>	<b>775-209-4908 – Mark Cell</b> <b>844-694-4404 – GBW Main Line</b>  <b>Serves:</b> Pahrump
<b>HOSS Disposal</b> 571 S. Erie Main Street Tonopah, NV 89049	<b>775-482-9311 – Office</b>  <b>Serves:</b> Tonopah
<b>Mt. Wheeler Power</b> - Jesse Murdock - Jake Brunson  <b>Ely Office</b> 1600 Great Basin Blvd Ely, NV 89315  <b>OR</b>  <b>Eureka Office</b> 790 S. Monroe Eureka, NV 89316	<b>775-296-0917 – Jesse</b> <b>775-296-1011 – Jake</b>  <b>775-289-8981 – Ely Office</b>  <b>Serves:</b> Sunnyside & Duckwater Area
<b>NV Energy</b> P.O. Box 10100 Reno, NV 89520	<b>800-962-0396 – NV Energy Main Line</b>  <b>Serves:</b> Tonopah & Round Mountain

<b>Optimum Communications</b> - Lonnie Daniel <a href="mailto:Lonnie.daniel@alticeusa.com">Lonnie.daniel@alticeusa.com</a>	928-218-4965 – <b>Office</b> 775-253-4069 – <b>Lonnie Cell</b>  <b>Serves:</b> Pahrump
<b>Pahrump Utility Company</b> 5250 S Hafen Ranch Road Pahrump, NV 89061 - Gregory Hafen <a href="mailto:gth2@pucihafen.com">gth2@pucihafen.com</a>	775-727-1629 – <b>Office</b>  <b>Serves:</b> Pahrump
<b>Pahrump Valley Disposal</b> 1410 E. Mesquite Avenue Pahrump, NV 89060 - Mike Smith <a href="mailto:msmith@candswaste.com">msmith@candswaste.com</a>	775-727-5777 – <b>Office</b>  <b>Serves:</b> Amargosa, Beatty, Pahrump
<b>Round Mountain Public Utilities</b> 100 Hadley Circle Round Mountain, NV 89045	775-377-2508 – <b>Office</b>  <b>Serves:</b> Round Mtn. & Hadley
<b>Tonopah Public Utilities</b> P.O. Box 151 Tonopah, NV 89049	775-482-6643 - <b>Office</b>
<b>Valley Disposal</b> Round Mtn., NV 89045 - Sheridan Steen	775-346-1310 - <b>Office</b>  <b>Serves:</b> Round Mtn. & Hadley
<b>Valley Electric Association</b> 800 E. Nevada Highway 372 Pahrump, NV 89048 - Beth Lee <a href="mailto:blee@vea.coop">blee@vea.coop</a>	775-727-5312 – <b>Office</b>  <b>Serves:</b> Various locations in Nye County

**APPENDIX C:**  
**TOWN & COUNTY AGENCY REVIEWS**  
**FOR TENTATIVE & FINAL SUBDIVISION MAPS**  
**Revised: September 19, 2022**

<b>Nye County Planning Department</b> 2041 E. Calvada Blvd. N., Suite 1 Pahrump, NV 89048 775-751-4249
<b>Nye County Building Department</b> 2041 E. Calvada Blvd. N., Suite 2 Pahrump, NV 89048 775-751-3773
<b>Nye County Public Works Department</b> 2041 E. Calvada Blvd. N., Suite 3 Pahrump, NV 89048 775-751-6262
<b>Nye County Sheriff's Department</b> 1521 E. Siri Lane Pahrump, NV 89060 775-751-7000
<b>Nye County School District</b> 484 S. West Street Pahrump, NV 89048 775-727-7743
<b>Pahrump Valley Fire Rescue</b> 300 N Nevada Highway 160 Pahrump, NV 89060 775-727-5658
<b>For Town Offices &amp; Advisory Board</b> <b>Information contact:</b>  <b>Nye County Administration</b> 2100 E. Walt Williams Dr., Suite 100 Pahrump, NV 8908 775-751-7075