



**PLANNING
DIVISION**

OFFICIAL USE ONLY

RECEIVED

OFFICIAL USE ONLY

CASE NUMBER

PROJECT NAME

PROJECT DESCRIPTION



The project description should be concise in describing the reason for the application including the specific application triggers, other applications submitted concurrent with this application, and a general description of the proposed use, site improvement, or project.

PRE-APPLICATION MEETING DATE

PROJECT ADDRESS

ASSESSOR PARCEL NUMBERS

MASTER PLAN

ZONING

SITE SIZE

ACRES

PROPERTY OWNER

NAME

MAILING ADDRESS

PHONE

EMAIL

APPLICANT

NAME

MAILING ADDRESS

PHONE

EMAIL

AGENT AND CONTACT *

NAME

MAILING ADDRESS

PHONE

EMAIL

COMPLETENESS REVIEW

OFFICIAL USE ONLY

* The person listed as contact will be contacted to attend staff/applicant meetings, answer questions regarding this application, provide additional information when necessary, and will receive a copy of the staff report and decision letter.



Application Type

Select each application type being applied for below. A supplemental application checklist will be required to be submitted for each application type selected. The supplemental application type checklist can be found by clicking on the name of the application below. Additional information on the city's Master Plan, zoning code, planned unit development and specific plan district handbooks, and the Public Works Design Manual can all be found by clicking on each respective titles.

ANNEXATION AND MASTER PLAN

- ANNEXATION OR DETACHMENT
- MASTER PLAN AMENDMENT

ZONING AMENDMENTS

- REZONING (ZONING MAP AMENDMENT)
- REZONING TO PLANNED UNIT DEVELOPMENT (PUD)
- REZONING TO SPECIFIC PLAN DISTRICT (SPD)
- MINOR PUD AMENDMENT

LAND USE AND DEVELOPMENT

- MAJOR SITE PLAN REVIEW
- SITE PLAN REVIEW
- CONDITIONAL USE PERMIT
- MINOR CONDITIONAL USE PERMIT

FLEXIBILITY AND RELIEF

- MINOR DEVIATION
- MAJOR DEVIATION
- VARIANCE
- ALTERNATIVE EQUIVALENT COMPLIANCE
- DEVELOPMENT AGREEMENT

SUBDIVISION

- TENTATIVE MAP
- PARCEL MAP
- BOUNDARY LINE ADJUSTMENT
- REVERSION TO ACREAGE
- STREET OR ALLEY ABANDONMENT
- UTILITY EASEMENT ABANDONMENT

HISTORIC PRESERVATION

- DESIGNATION OF AN HISTORIC RESOURCE OR DISTRICT
- CERTIFICATE OF APPROPRIATENESS
- DEMOLITION CERTIFICATE

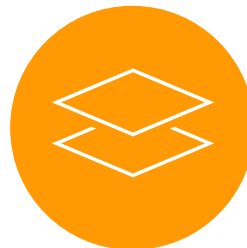
ADMINISTRATIVE DETERMINATION

- MINOR MODIFICATION
- RESTORATION AFTER DAMAGE
- SIDEWALK WAIVER
- UNDERGROUND UTILITY WAIVER
- ADMINISTRATIVE INTERPRETATION
- OUTDOOR DINING PERMIT
- PARKLET PERMIT

- TIME EXTENSION



MASTER PLAN



ZONING CODE



ADOPTED PUD AND
SPD HANDBOOKS



PUBLIC WORKS
DESIGN MANUAL

Item A.2: Owner Affidavit

I am the owner/authorized agent, as demonstrated on the attached documentation, of the property involved in this petition and I authorize _____ (name of applicant) to request development-related applications on my property. This authorization is inclusive of Assessor Parcel Number(s) _____. I declare under penalty of perjury that the foregoing is true and correct for the development application case number _____ (to be filled in by City of Reno staff).

Executed on _____, in _____, _____
(date) (City) (State)

Signature

Printed Name

STATE OF NEVADA)
) ss
COUNTY OF WASHOE)

On this _____ day of _____, 20____, _____(name) personally appeared before me, a Notary Public in and for said County and State, known to me to be the owner/authorized agent of the above property who acknowledged to me that they are authorized to and did execute the above instrument on behalf of said application.

Notary Public

Attachments:

1. Secretary of State documentation, authorization letter, or corporate charter than demonstrates authority to sign for corporate or trust entity.
2. Notary supplement for states and counties differing from that listed above.



Item A.2: Applicant Affidavit

I am the applicant and/or consultant/firm involved in this petition and the foregoing statements and answers herein contained and the information herewith submitted for a _____ (application type) are in all respects complete, true, and correct to the best of my knowledge and belief. I declare under penalty of perjury that the foregoing is complete, true and correct for the development application case number _____ (to be filled in by City of Reno staff).

Executed on _____, in _____, _____
(date) (City) (State)

Company: _____

Name: _____

Title: _____

Signed: _____

STATE OF NEVADA)
) ss
COUNTY OF WASHOE)

On this _____ day of _____, 20____, _____ (name) personally appeared before me, a Notary Public in and for said County and State, known to me to be the applicant and/or consultant/firm involved in this petition who acknowledged to me that they are authorized to and did execute the above instrument on behalf of said application.

Notary Public

Attachments:

1. Secretary of State documentation, authorization letter, or corporate charter than demonstrates authority to sign for corporate or trust entity.
2. Notary supplement for states and counties differing from that listed above.

