Carson City Planning Division
108 E. Proctor Street• Carson City NV 89701
Phone: (775) 887-2180 • E-mail: planning@carson.org

FOR OFFICE USE ONLY:

TPUD - 12 -

TENTATIVE MAP FOR A PUD

APPLICANT **PHONE #**

MAILING ADDRESS, CITY, STATE, ZIP

ENGINEER **PHONE #**

MAILING ADDRESS, CITY, STATE, ZIP

E-MAIL ADDRESS

PROPERTY ADDRESS, CITY, STATE, ZIP

PRESENT ZONING **APN(S)**

STATE FEES: See checklist. Submit the two state checks at the time of initial application submittal.

FEE: $3,450.00 + noticing fee + CD containing application digital data (all to be submitted once the application is deemed complete by staff)

SUBMITTAL PACKET
See checklist (fill out checklist and return to staff with the application packet)

Application Reviewed and Received By:

REQUEST: In accordance with the provisions of Title 17 of the Carson City Municipal Code, application is hereby made for a Planned Unit Development on property situated at:

The required modifications to Carson City's Land Use Regulations are as follows:

ACKNOWLEDGMENT OF APPLICANT: (a) I certify that the foregoing statement are true and correct to the best of my knowledge and belief; (b) I agree to fulfill all conditions established by the Board of Supervisors.

Applicant's Signature Date

PROPERTY OWNER'S AFFIDAVIT

I, _____ , being duly deposed, do hereby affirm that I am the record owner of the subject property, and that I have knowledge of, and I agree to, the filing of this application.

Signature Address Date

Use additional page(s) if necessary for other names.

STATE OF NEVADA)
COUNTY)

On_____,20_____, personally appeared before me, a notary public,_____, personally known (or proved) to me to be the person whose name is subscribed to the foregoing document and who acknowledged to me that he/she executed the foregoing document.

Notary Public

NOTE: In order to avoid unnecessary time delays in processing your develop project, it is important that it be as complete as possible when submitted. A checklist is available to assist you and your engineer. If you have further questions regarding your application, please call the Planning Division at 775-887-2180.

PUD Submittal Checklist

Yes	No		
____	____	1.	Conceptual Map conference held previous to submittal of the Tentative PUD application.
____	____	2.	21 copies of Tentative Map (1 Original + 20 Copies) (folded 8½ x 11).
____	____	3.	10 copies of Informational Booklet.
____	____	4.	State fee payment (2 checks).
____	____	5.	Application form completed.
____	____	6.	3 wet stamped maps for State offices and Engineering Division.

Note: Digital data is required on a CD after the application is deemed complete by staff.

The tentative submittal packet must include all of the following information. Packets which do not contain this information or information requested at the conceptual may not be scheduled on the next available Planning Commission agenda. It Is up to the applicant to ensure that all required information is submitted in order for staff and the Planning Commission to make a proper recommendation. In addition to the brief description of your project and proposed use, provide additional page(s) to show a more detailed summary of your project and proposal.

Yes	No		
___	___	1.	The location and size of the site, the lot layout and the lot lines of the proposed development, including a legal description of the land and the owners interest in the land proposed to be developed, by an affidavit of ownership.
___	___	2.	The density of land use to be allocated to parts of the site to be developed; a tabulation of the total land area and the percentage designed for the various uses.
___	___	3.	The location, size of any park land or open space, and the form of organization proposed to own and maintain any common open space, and amount of recreational improvements. Provide three copies of proposed C.C.&R.'s.
___	___	4.	The subdivision/PUD name, and name and address of the developer and engineer and date of map.
___	___	5.	The proposed circulation pattern including the design of all public and private streets, name and width of streets and the location of adjoining streets, sidewalks and bikeways.
___	___	6.	Provide a street grading plan.
___	___	7.	Adjacent subdivision, land uses, zoning, and ownership abutting the project.
___	___	8.	Number, size, square footage and use of proposed parcels. Blocks and parcels are to be numbered consecutively and the dimension of all parcels are to be shown.
___	___	9.	A proposed grading plan meeting department of public works standards and requirements showing all cuts and retaining walls to be designated.
___	___	10.	Provide a landscape plan for the development.
___	___	11.	Topographic map with contour intervals of two and one-half feet for slopes of less than 10% and five feet for slopes of greater than 10%.
___	___	12.	A note indicating location of all utility easements proposed and existing.
___	___	13.	The layout of water, sewer, and storm drainage systems.
___	___	14.	A soils report including soil types, seasonal high water table, and percolation rates (if on septic).
___	___	15.	North arrow and scale, all sheets to be numbered.
___	___	16.	Location of existing buildings.
___	___	17.	Building setbacks to be noted on plat. If applying to Planning Commission for staggered setback approvals, separate set of 12 plans to be submitted.
___	___	18.	Areas not a part of the subdivision to be designated as "not a part".
___	___	19.	Provide a conceptual drainage study meeting the standards and requirements of the Carson City Development Standards Division 14.8.
___	___	20.	An indication of the type of water system to be used, its water sources and engineering data on fire flows.
___	___	21.	Location of all natural drainage features shown.Yes No

___ ___ 22. An erosion control plan including stream protection, road drainage, erosion prevention, prevention of untreated discharge to streams, if applicable.

___ ___ 23. Solid waste provision.

___ ___ 24. Height, size, location and use of all structures, fences and walls are to be shown.

___ ___ 25. An indication of method of sewage disposal to be used and area of disposal.

___ ___ 26. A map showing a 100 year flood plan, as determined by recognized methods, for those areas subject to flooding; show earthquake fault lines through the proposed development with building setbacks from fault line as recommended by a geotechnical study.

___ ___ 27. The development shall be described by 40 acre subdivision, section, township and range.

___ ___ 28. Indicate master plan designation for the project.

___ ___ 29. A master plan for potential development of the property under the ownership or control of the developer in the area of the proposed development.

___ ___ 30. Location, dimensions of all vehicle parking and/or boat/RV storage areas, if applicable.

___ ___ 31. In the case of plans which call for development over a period of years, a schedule showing proposed time within which applications for final approval of all sections of the development are intended to be filed.

___ ___ 32. Shall prove that no tax is delinquent by placing a certificate signed by the city treasurer to this effect (NRS.278.349(5)) on the plat.

___ ___ 33. Traffic study stating average daily trips generated from the project.

___ ___ 34. A written document indicating the benefits of the development to Carson City, any adverse impacts which may arise from the development and the mitigation programs, and how the proposed development will enhance or benefit the surrounding areas and stating how dust will be controlled. Address how your project complies with the attached NRS278.349(3); addressing each section item by item.

___ ___ 35. A written document addressing the Master Plan Policy Checklist for a Conceptual Map for a Planned Unit Development of the five items that appear in the Carson City Master Plan. Each theme looks at how a proposed development can help achieve the goals of the Carson City Master Plan. Address each theme; a check indicates that the proposed development meets the applicable Master Plan Policy. In your own words provide written support of the policy statement. You may want to acquire a free CD or purchase a paper copy of the Master Plan from the Planning Division, or review the copy in the Planning Office or in the reference section of the Carson City Public Library on Roop Street, or use our website at www.carson.org.

____ ____ 36. Application complete_____ Date_____

The State Division of Environmental Protection will now require fees for the review of subdivision and planned unit development applications. This fee is in addition to the fees required by State Consumer Health and State Water Resources. They also require wet stamped original maps.

To assure the necessary reviews are completed, the Planning Division will require payment of the State fees at the time of the City application submittal. This can be handled by submitting two checks to this office: one payable to NDEP for $400 per map plus $3.00 per lot AND $100 per map plus $1.00 per lot; the second check payable to STATE WATER RESOURCES in the amount of $150 per map plus $1.00 per lot. The checks will be routed to the State offices with their copy of the application packet. The alternative method is to pay the State offices directly and submit the receipts with your City application.

The State Division of Environmental Protection will also require a non-refundable fee of $50 for each review of final subdivision and planned unit development maps.

NOTE: Fees are subject to change. It is applicant's responsibility to ensure their checks are submitted for current required fees.

OTHER REQUIREMENTS FOR PLANNED DEVELOPMENTS

YES	NO	
____	____	Character materials, texture of the buildings and grounds (color perspective) and elevation perspectives of structures in relation to adjacent buildings shown and provided.
____	____	The landscaping plan provided.
____	____	The required modifications in Carson City's land use regulations (otherwise applicable to the subject property) provided.
____	____	A master plan for the potential development of the property in the area of the proposed PUD which calls for development over a period of years shown.
____	____	A schedule showing the proposed time within which applications for final approval of the sections of the PUD are intended to be filed provided.
____	____	Other information as required by Carson City:

1. Minimum site area – 5 acres (unless modified by the Board of Supervisors).
2. Minimum number of units – 5 dwelling units.
3. Minimum periphery setback – 20 feet.
4. Maximum height of structures – 45 feet.
5. Parking standards – as required by Development Standards Division 2.
6. Open space requirement – 30% of gross area of site. Open space can be common or private areas. Private open space shall not constitute more than 25% of the total open space area. Open space shall not include streets (public or private), parking areas, storage, laundry or utility facilities, R.V. and boat storage areas, or areas covered by residential structures.

UTILITIES

Are all utilities underground?
Is water required and provided?
Is water available to site?
Is sewer required and provided?
Is sewer available to site?
Are wells to be utilized?
Are septic tanks to be utilized?

FIRE PROTECTION

Are hydrants required and provided?
Are turning radii acceptable to Fire Department?
Are two sources of ingress-egress provided?

ENVIRONMENTAL

Soils
Erosion potential
Runoff potential
Septic tank limitations
Ground water table
Permeability
Hardpan – rock depth
Potential earthquake faults
Agricultural zone
Archeological significance
Historical significance
Is open space provided?

STREET IMPROVEMENTS

Are paved streets to be required and provided?
Do street grades meet city standards?
Are curb-gutters to be required and provided?
Is gutter (only) to be required and provided?
Are sidewalks to be required and provided?
Does cul-de-sac design meet city standards?
Is cut and fill grading required?
Are retaining walls required?
Are slope stabilization programs to be required and provided

FLOOD PROTECTION

Is project located in flood-prone area?
Is project located in sheet-flow area?
Has a drainage plan meeting city standards been submitted?
Are drainage easements required and provided?
Are storm sewers required and provided?

TRAFFIC

Main access road to site
Average daily traffic trips from development