

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:

FILE #

FINAL MAP FOR LAND DIVISION MAP

APPLICANT _____ PHONE # _____

FEE: None

MAILING ADDRESS, CITY, STATE, ZIP _____

SUBMITTAL PACKET

ENGINEER _____ PHONE # _____ FAX # _____

- 10 Maps and documentation(1 Original + 9 Copies)
- Documentation of Taxes Paid-to-Date
- Copy Tentative Map conditions of approval
- A letter requesting Board of Supervisors review of the Final Map

MAILING ADDRESS, CITY STATE, ZIP _____

Application Reviewed and Received By: _____

EMAIL ADDRESS _____

PROPERTY ADDRESS, CITY, STATE, ZIP _____

Submittal Deadline: Anytime during business hours.

PRESENT ZONING _____ APN(S) _____

Note: Submittals must be of sufficient clarity and detail such that all departments are able to determine if they can support the request. Additional Information may be required.

REQUEST: In accordance with the provisions of Title 17 of the Carson City Municipal Code, application is hereby made for a Final Map.

Subdivision Name: _____ Number of Lots: _____

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 _____, 2_____, _____, 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 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.

FINAL MAP FOR LAND DIVISION- CHECKLIST

Each complete application must include the following:

1. 4 prints of the final map.
2. Documentation of Taxes Paid In Full.
3. Response documenting compliance with Tentative Map Conditions of Approval

Upon completion of all City departments review and after corrections have been made to all required documents and maps, staff will direct the applicant to print the map to mylar and obtain necessary signatures. Then staff will prepare a report for placement on a specific Board of Supervisors meeting agenda. A deficient submittal may cause a postponement from your desired Board of Supervisors meeting date.

Prior to recording the map staff will request the following:

4. Recording fees to be payable to Carson City Recorders Office.
5. One print and the .DWG file.