



Annexation

Project Information

Project Name _____

Project Location _____

Assessor's Parcel Number(s) _____

Existing Zoning _____

Gross Acres _____

Is a Zone Change/Master Plan Amendment being considered with this application?

Yes No

If yes, a separate application is required.

Applicant Signature _____

Date _____

Applicant Information

Property Owner(s) _____

Mailing Address _____

Phone No _____

Email _____

Fax No _____

Applicant (if different than Owner) _____

Mailing Address _____

Phone No _____

Email _____

Fax No _____

Contact Person/Representative (if different than Owner) _____

Mailing Address _____

Phone No _____

Email _____

Fax No _____

Office Use Only

Case No _____

Application Fee \$ _____

Date Received _____

Noticing Fee \$ _____

Received By _____

Planner _____

Checklist

Please use the following list to prepare your complete application. If any information is missing, inaccurate or incomplete, the application will be deemed invalid and **will not be** accepted for processing.

- No Annexation application fee is required.
- Noticing Fee of \$300 is due upon submittal.
- Survey Fee Deposit of \$400 is due upon submittal. The balance amount is due upon completion of review.
- One (1) original signed application.
- One (1) original, current and fully signed Affidavit(s) plus one (1) copy.
- One (1) original statement showing that the territory proposed to be annexed meets the requirements of Nevada Revised Statutes [\(NRS\) 268.580](#) plus one (1) copy.
- One (1) original legal description of the property plus one (1) copy. (A metes and bounds description is required if the property is not platted.)
- One (1) original scaled map with legal descriptions of the territory proposed to be annexed, prepared under the supervision of a licensed surveyor or engineer plus one (1) copy.
- One (1) original map or maps of the city and the adjacent territory proposed to be annexed, showing the following information plus one (1) copy:
 - The existing streets, sewer interceptors and outfalls, the existing major trunk water lines, and other utility lines.
 - The proposed extensions for the existing streets, sewer interceptors and outfalls, the existing major trunk water lines, and other utility lines.
 - The existing and proposed general land use pattern in the territory proposed to be annexed.
- A digital copy of the submittal is required in the following formats:
 - All site plans must be in AutoCAD Version 14 or higher, DWG format.
 - All architectural renderings and building elevations must be in TIF, JPEG or PDF format.
 - All other documents can be submitted in TIF, JPEG, PDF or DOC format.