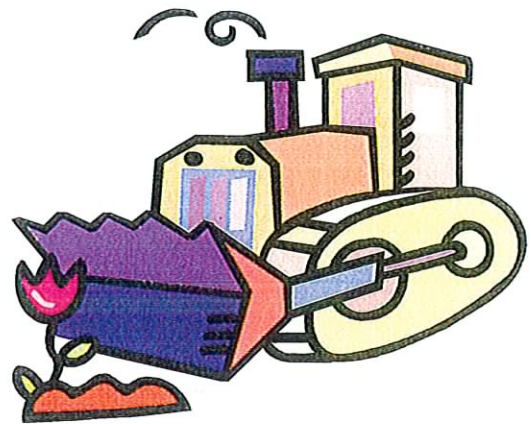
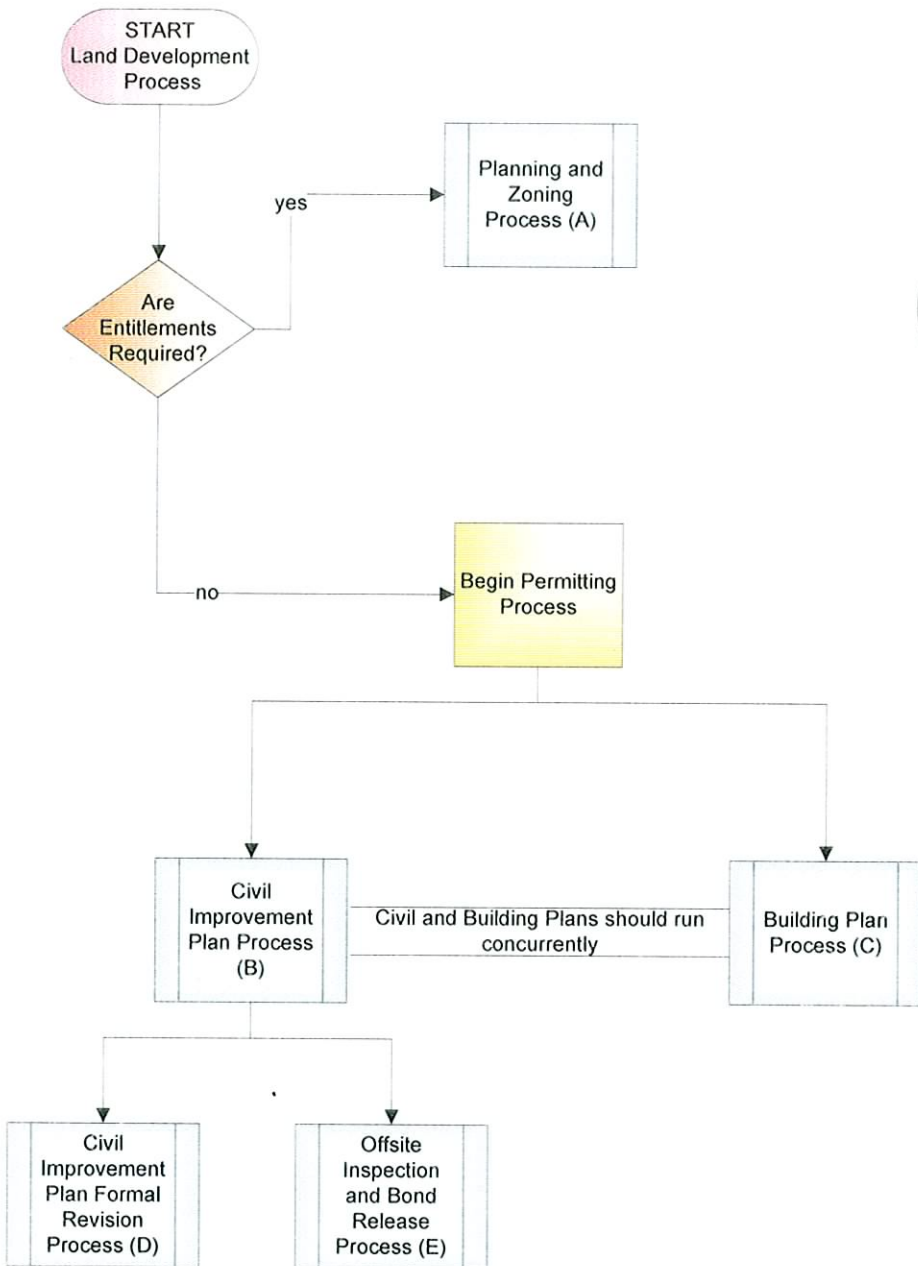




Land Development Guide

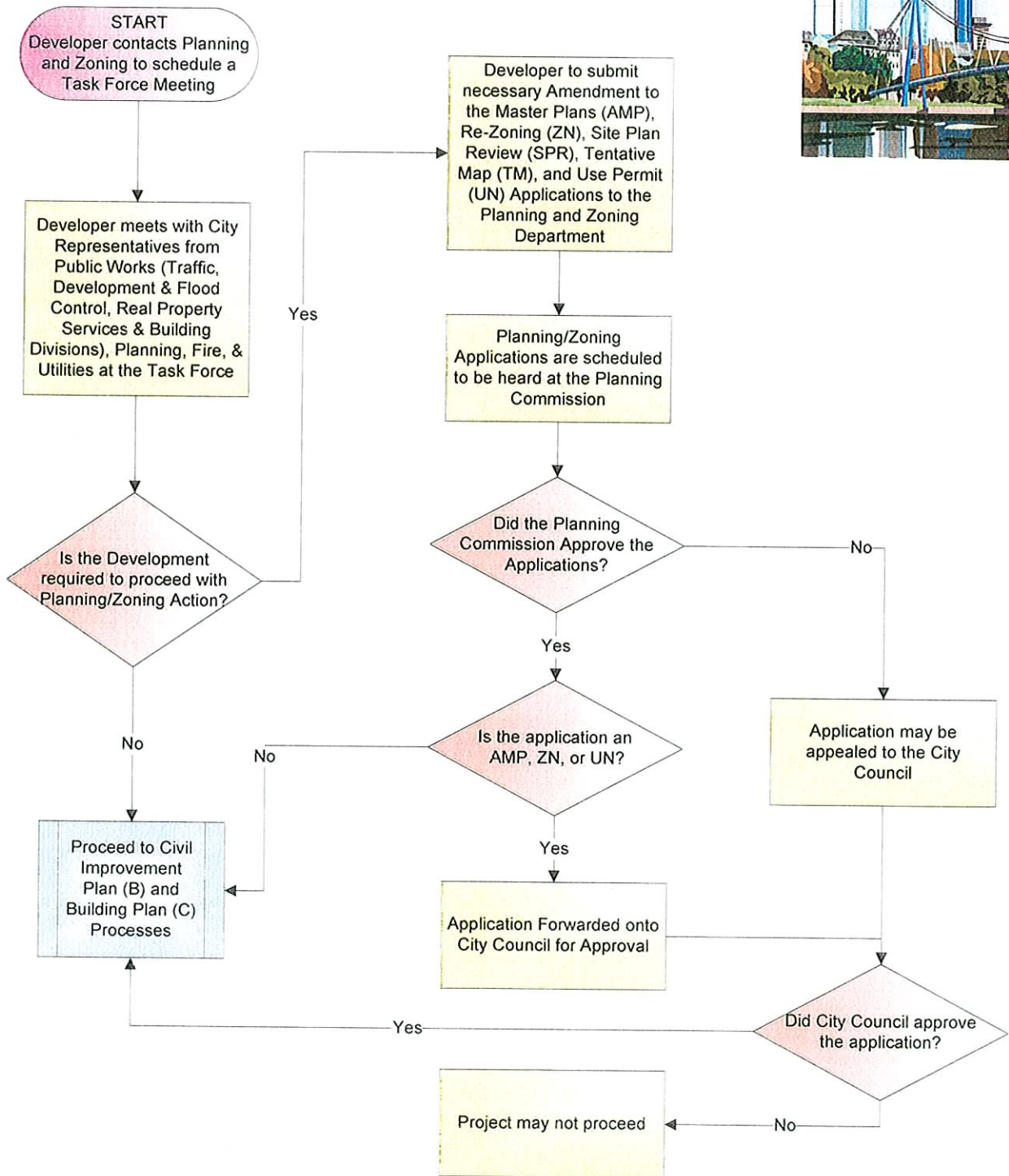


Land Development Overview



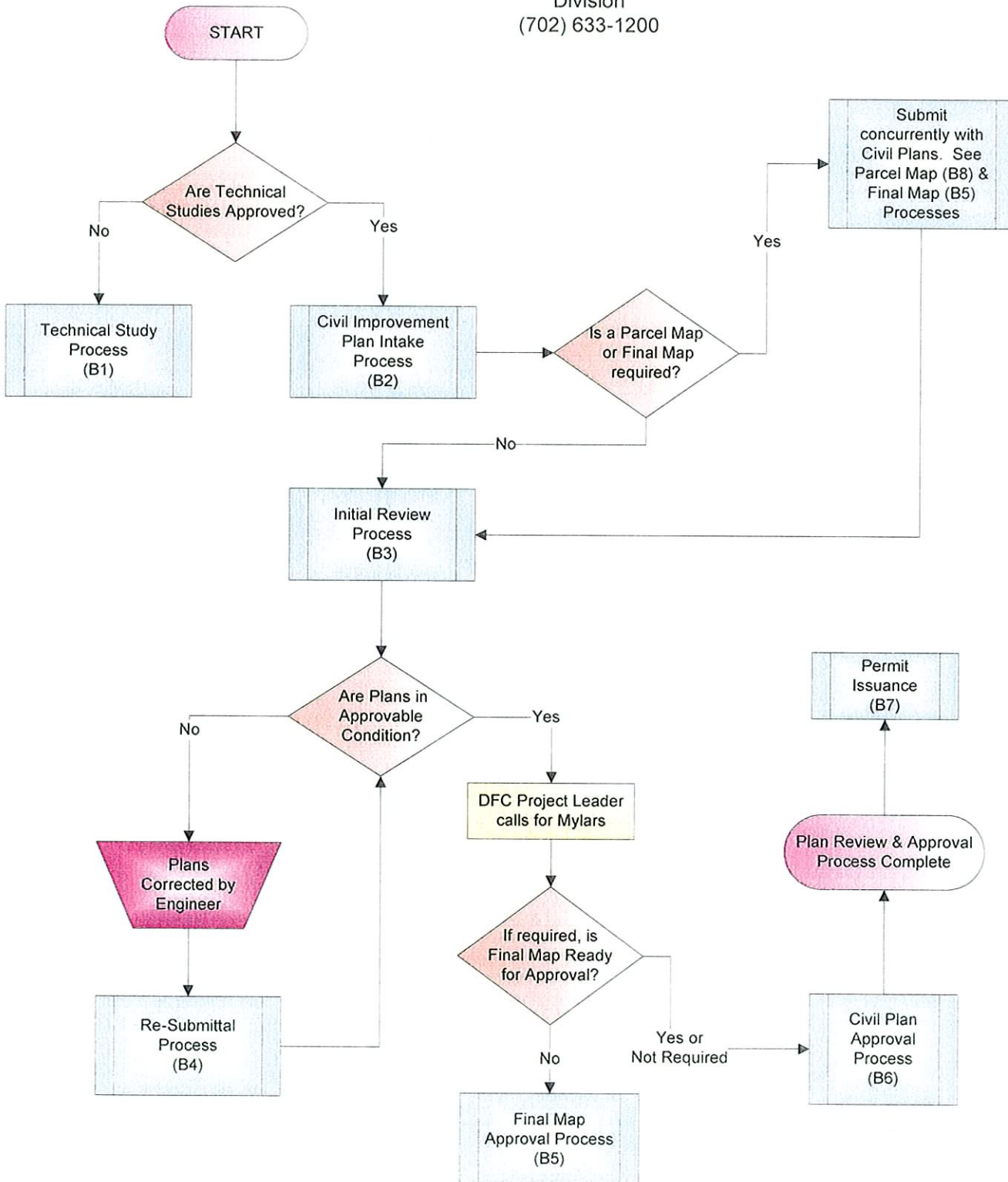
Planning and Zoning Process Overview (A)

City of North Las Vegas
 Planning and Zoning Department
 (702) 633-1537



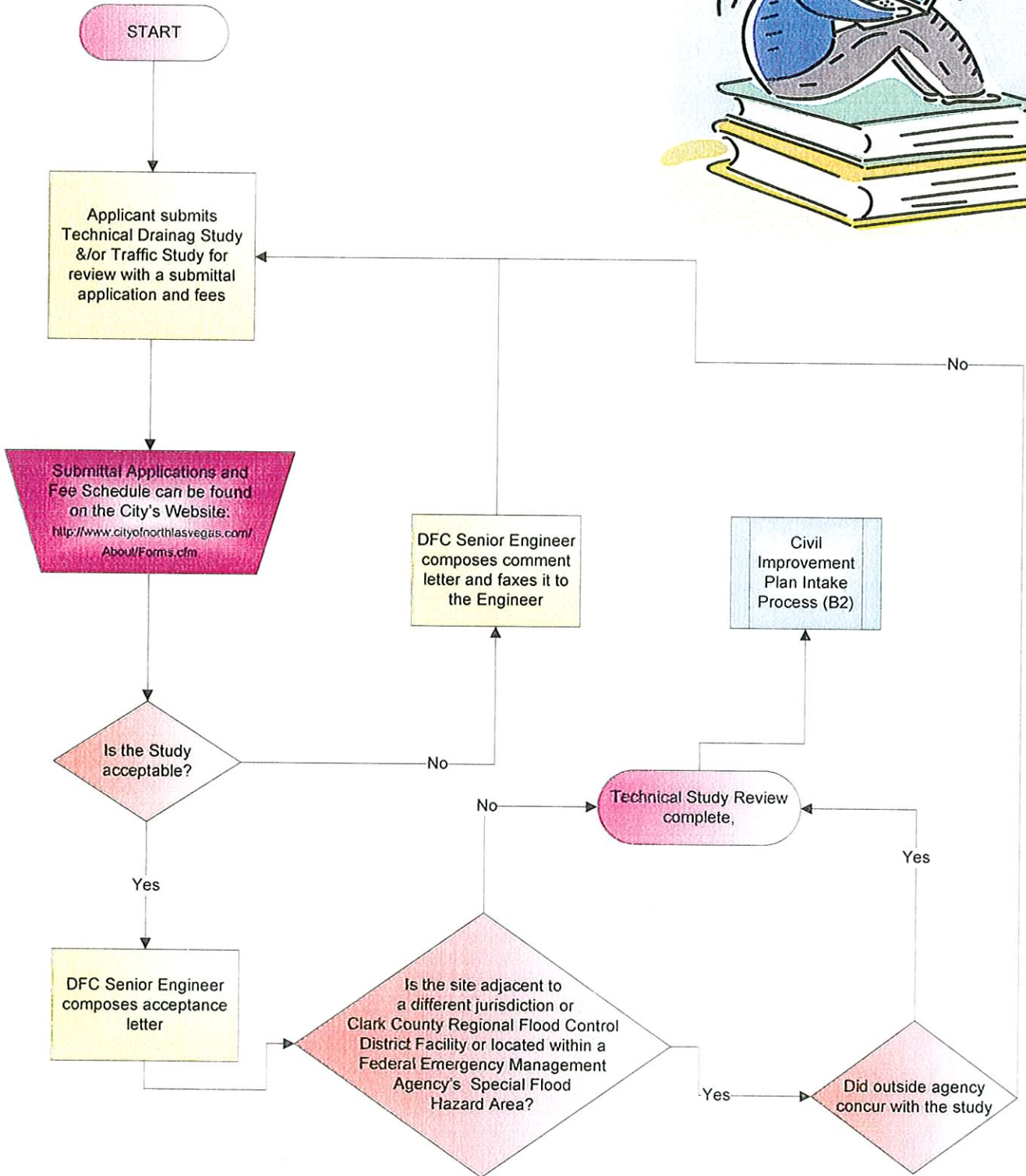
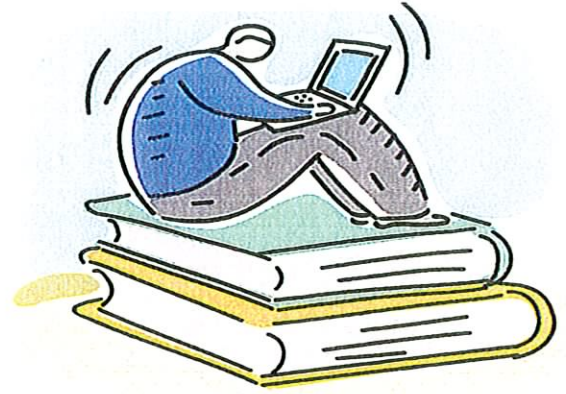
Civil Improvement Plan Review Process Overview (B)

Public Works Department
Development & Flood Control
Division
(702) 633-1200



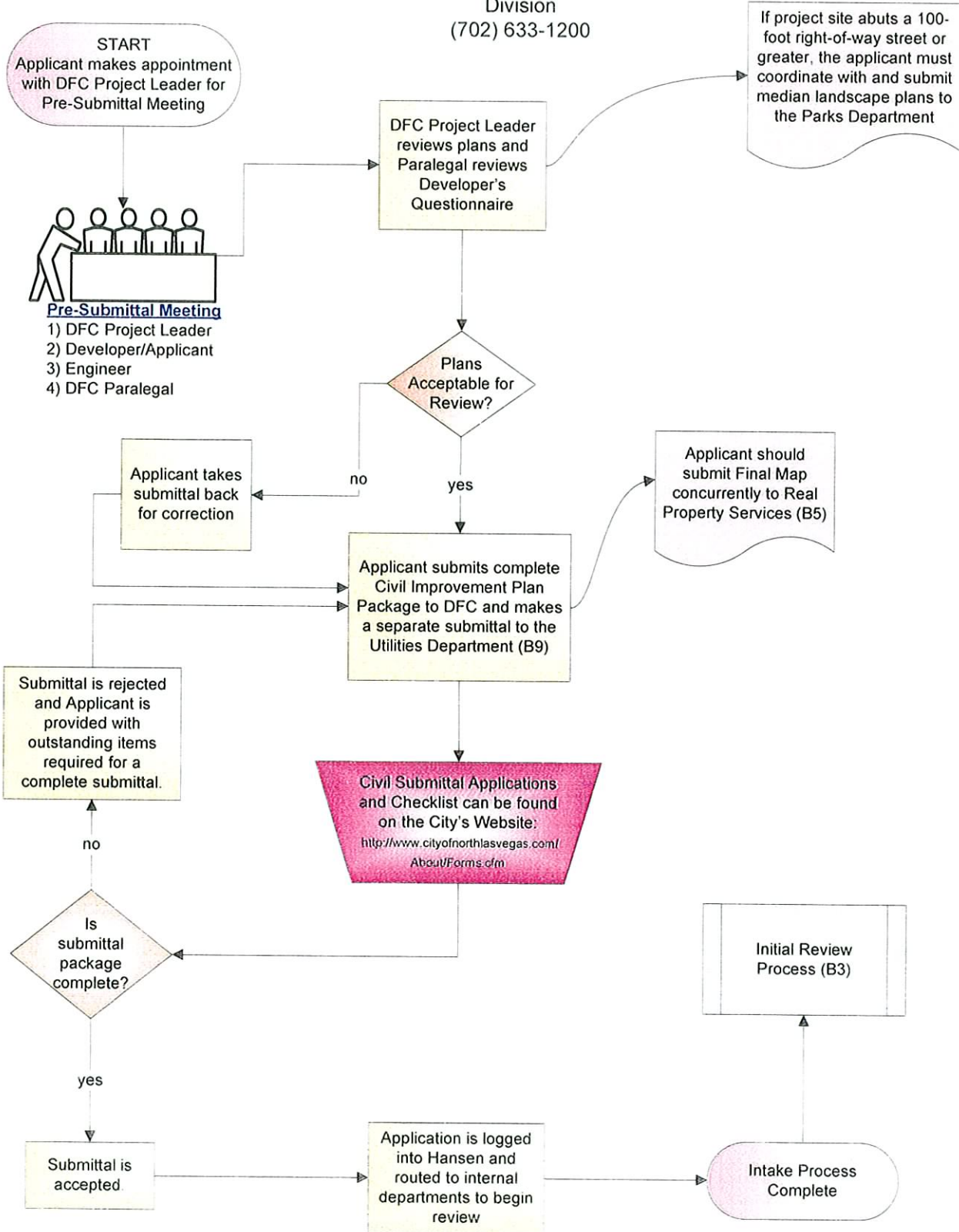
Technical Study Review (B1)

Public Works Department
Development & Flood Control
Division
(702) 633-1200



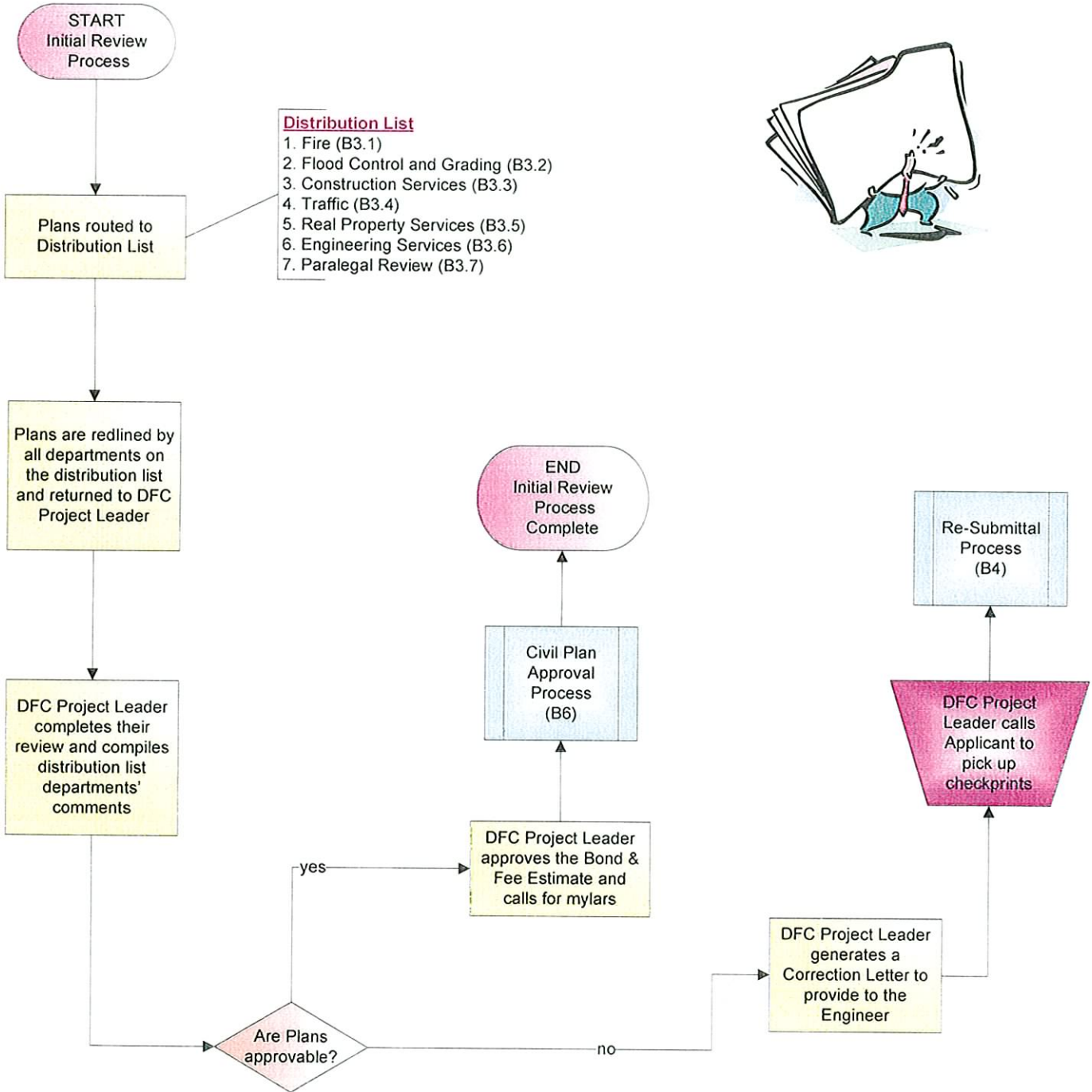
Civil Improvement Plan Intake Process (B2)

Public Works Department
Development & Flood Control
Division
(702) 633-1200



Initial Review Process (B3)

Public Works Department
Development & Flood Control
Division
(702) 633-1200



Fire Department Review of Civil Improvement Plans

(B3.1)

The Fire Engineering Section reviews the Civil Improvement Plans for conformance to the currently adopted Fire Code. The Civil Plans are routed to the Fire Department for review and their comments are included in Development and Flood Control (DFC) Project Leader's correspondence to the applicant. Below is a list of some standard items that the Fire Department looks for on all Civil submittals:

- Street names and widths
- Fire flow requirements
- Fire hydrant locations
- Fire Department Connection locations on commercial projects only
- Fire access routes shaded with all radii labeled
- Fire lane properly marked and painted
- Fire Department civil improvement plans procedures can be located at www.cityofnorthlasvegas.com. Click on Department - Fire and scroll down to click on Fire Protection Engineer



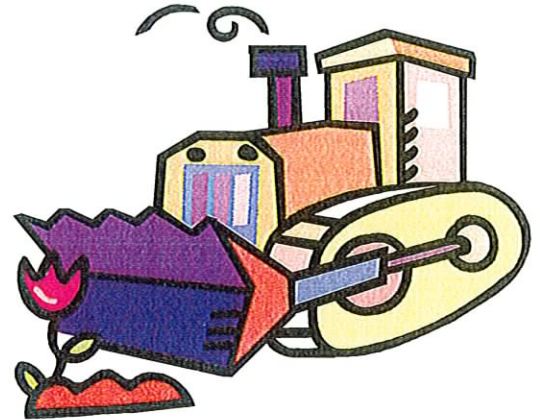
Flood Control and Grading Review of Civil Improvement Plans

(B3.2)

Development and Flood Control's (DFC) Senior Engineer and Project Team Leader reviews the Civil Improvement Plans for conformance to Municipal Code Title 16 requirements, agreement with the approved Technical Drainage Study, concurrence to development agreements (if applicable), and incorporation of Planning Commission Conditions of Approval. Below is a list of some standard items that the DFC staff looks for on all Civil submittals:

On all sheets within a plan set:

- Plans stamped by an engineer licensed to practice in the State of Nevada.
- Name of project (including phase and unit number)
- Name, address, and telephone number of the firm preparing the plans
- North arrow and bar scale
- Sheets numbered consecutively and showing the total number of sheets
- Benchmark and description that conforms to CNLV vertical control NAVD88
- "Call Before You Dig" and "Call Before You Overhead" notation
- Limits of construction clearly shown
- All text, letters, and symbols L80 (0.08") or larger
- 24"x36" sheet size



Cover Sheet and/or Note Sheet:

- Name and address of the Owner and Developer
- Approval Blocks (CNLV website: <http://www.cityofnorthlasvegas.com/About/Forms.cfm>)
- Sheet Index
- CNLV Notes (CNLV website: <http://www.cityofnorthlasvegas.com/About/Forms.cfm>)
- Basis of Bearing
- Abbreviations and legend
- Vicinity Map showing project location and north arrow
- List of quantities

Grading Plan:

- Street names
- Lot numbers
- Approval Blocks
- Existing contours for the property and 100-feet beyond
- Existing improvements (finished floor elevations, top of curb elevations, and centerline elevations) for a minimum of 100-feet beyond the property limits
- Cross sections through all property lines showing elevational relationships, property line, and any existing or proposed walls (walls must meet Municipal Code Title 16 requirements)
- Pad and finished floor elevations for all proposed structures
- Proposed and existing drainage easements with dimensions, elevations, and typical sections
- Size, slope, location, and description of existing and proposed storm drain facilities
- Percentage of grade and direction of flow for all streets and swales (minimum slope of 0.4% for all streets)
- Elevations (top of curb, flowline, and crownline) at project boundaries, limits of construction, PC's, PT's, grade breaks, and lot line extensions.
- Retaining walls and scarps
- Drainage swales with high point elevations on all lots
- Existing and proposed rights-of-way and easements
- Sight visibility easements with dimensions

Flood Control and Grading Review of Civil Improvement Plans

(B3.2)

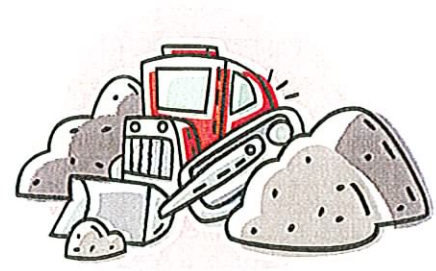
Plan and Profile Sheets:

- Street names
- Plan above profile
- Centerline bearings and stationing
- Curve data
- Sidewalk ramps with case number and "A" & "B" dimensions
- Profile for centerline/crownline
- Existing contours on the plan view extended 100-feet beyond improvement limits
- Utilities labeled as public or private
- Manholes numbered and labeled with rim and invert elevations
- Length of pipe between manholes
- Pipe size, material and slope
- HGL and 100-year flowrate shown on storm drains
- Design of entire intersections, including quadrants of future development
- Transitional grading required to return to existing ground
- Cross section for each street showing dimensions

Construction Services Review of Civil Improvement Plans (B3.3)

The Construction Services Division reviews the Civil Improvement Plans for constructability and conformance to Geotechnical recommendations. The Civil Plans and the Geotechnical Report are routed to the Construction Services Division for review and their comments are included in Development and Flood Control (DFC) Project Leader's correspondence to the applicant. Below is a list of some standard items that the Construction Services Division looks for on all Civil submittals:

- Street section note to use AASHTO R value methodology
- Faults and fissures shown with proper building setbacks
- Street slopes



Traffic Review of Civil Improvement Plans

(B3.4)

The Traffic Division reviews the Civil Improvement Plans for conformance to Clark County Standard Drawings and AASHTO Specifications. The Civil Plans are routed to the Traffic Division for review and their comments are included in Development and Flood Control (DFC) Project Leader's correspondence to the applicant. Below is a list of some standard items that the Traffic Division looks for on all Civil submittals:

- Signage and striping
- Street light locations and stations
- Street light conduit and service points (onsite circuits to be separate from offsite circuits)
- 3" Fiber Optic conduit on 80-foot right-of-way and 4" Fiber Optic conduit on 100-foot right-of-way on both sides of the street
- Existing and proposed pavement markings on 80-foot and 100-foot rights-of-way, including bike routes
- Bus turnouts
- Width, throat depth and spacing of driveways (all existing driveways in the vicinity of the site must be shown)
- COST PARTICIPATION** letter is sent to the developer/engineer. The letter summarizes the project's traffic control obligation, which is required to be satisfied in order to get the City Traffic Engineer's approval of the Civil Improvement mylars.



Real Property Services Review of Civil Improvement Plans

(B3.5)

The Real Property Services Division reviews the Civil Improvement Plans to verify that all right-of-way and easements have been properly denoted, that the Civil Plans match the Final Map, and that all necessary mapping is completed in correlation to the project. The Civil Plans are routed to the Real Property Services Division for review and their comments are included in Development and Flood Control (DFC) Project Leader's correspondence to the applicant. Below is a list of some standard items that the Real Property Services Division looks for on all Civil submittals:

- Street names and widths, common elements, lots, etc on the Civils match the Final Map
- Pedestrian Access Easements are in place where the side walk is not within the public right-of-way.
- Encroachment Agreements are in place where landscaping or other privately maintained improvements are located within the public right-of-way
- Easements for Commercial Driveways are recorded
- Proper widths of drainage easements and right-of-way is dedicated



Engineering Services Review of Civil Improvement Plans

(B3.6)

The Engineering Services Division reviews the Civil Improvement Plans to verify that the proposed project will not impact a Capital Improvement Project in design or under construction. The Civil Plans are routed to the Engineering Services Division for review and their comments are included in Development and Flood Control (DFC) Project Leader's correspondence to the applicant.



Paralegal Review of Civil Improvement Plan Package

(B3.7)

The Development & Flood Control Division's paralegal reviews the Developer Questionnaire, Off-site Improvement Agreements, and surety to verify that the documents are complete and legally binding. The paralegal review includes the following:



Developer Questionnaire:

- Ownership of the Property, which is verified by the Clark County Assessor's website.
- Legal Company Name and confirmation of active status through the Secretary of State.
- Legal Signor for the company, which is confirmed by the Secretary of State

Off-site Improvement Agreement:

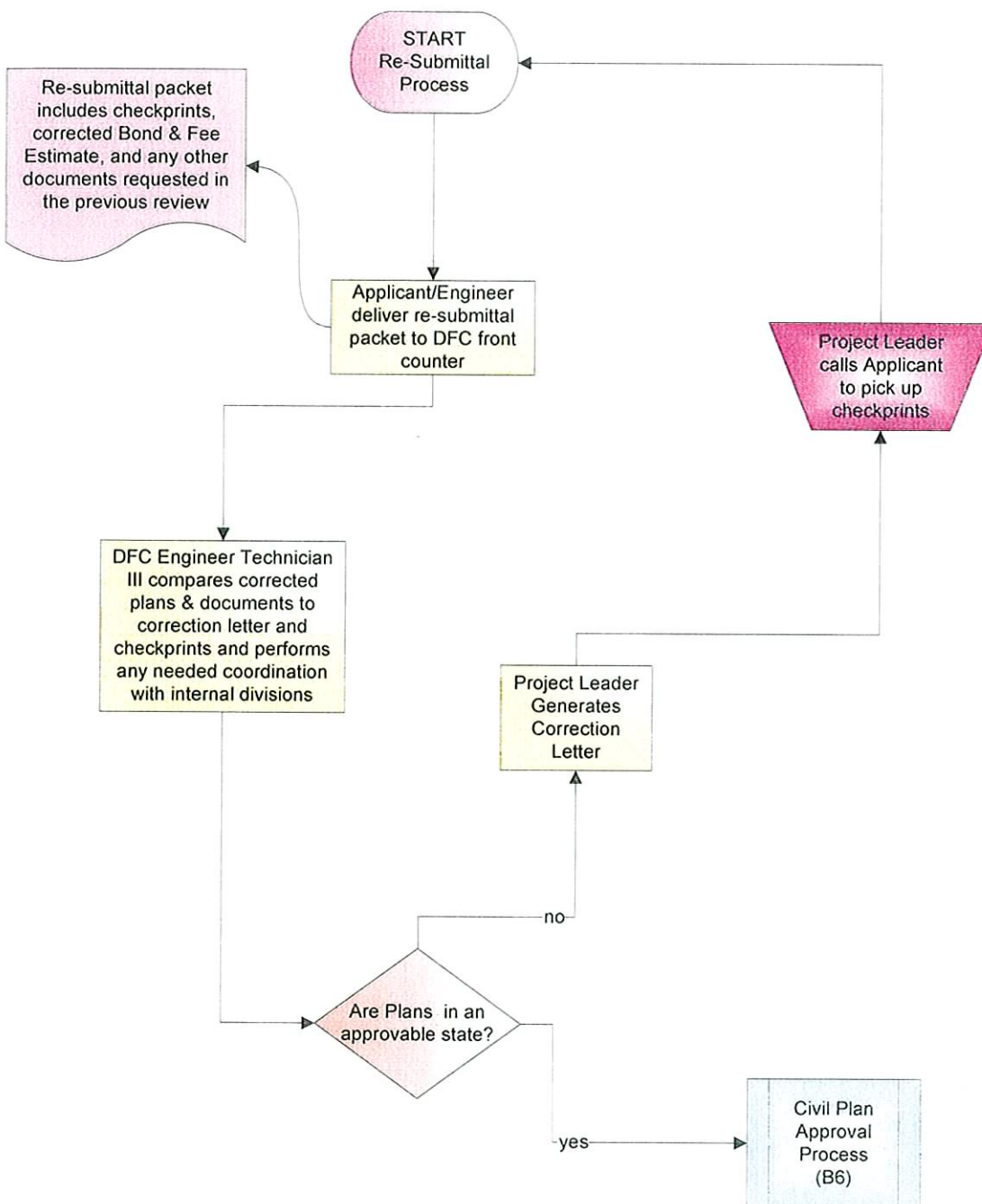
- Ensure proper notarization of the agreement
- Ensure developer's signing authority

Surety:

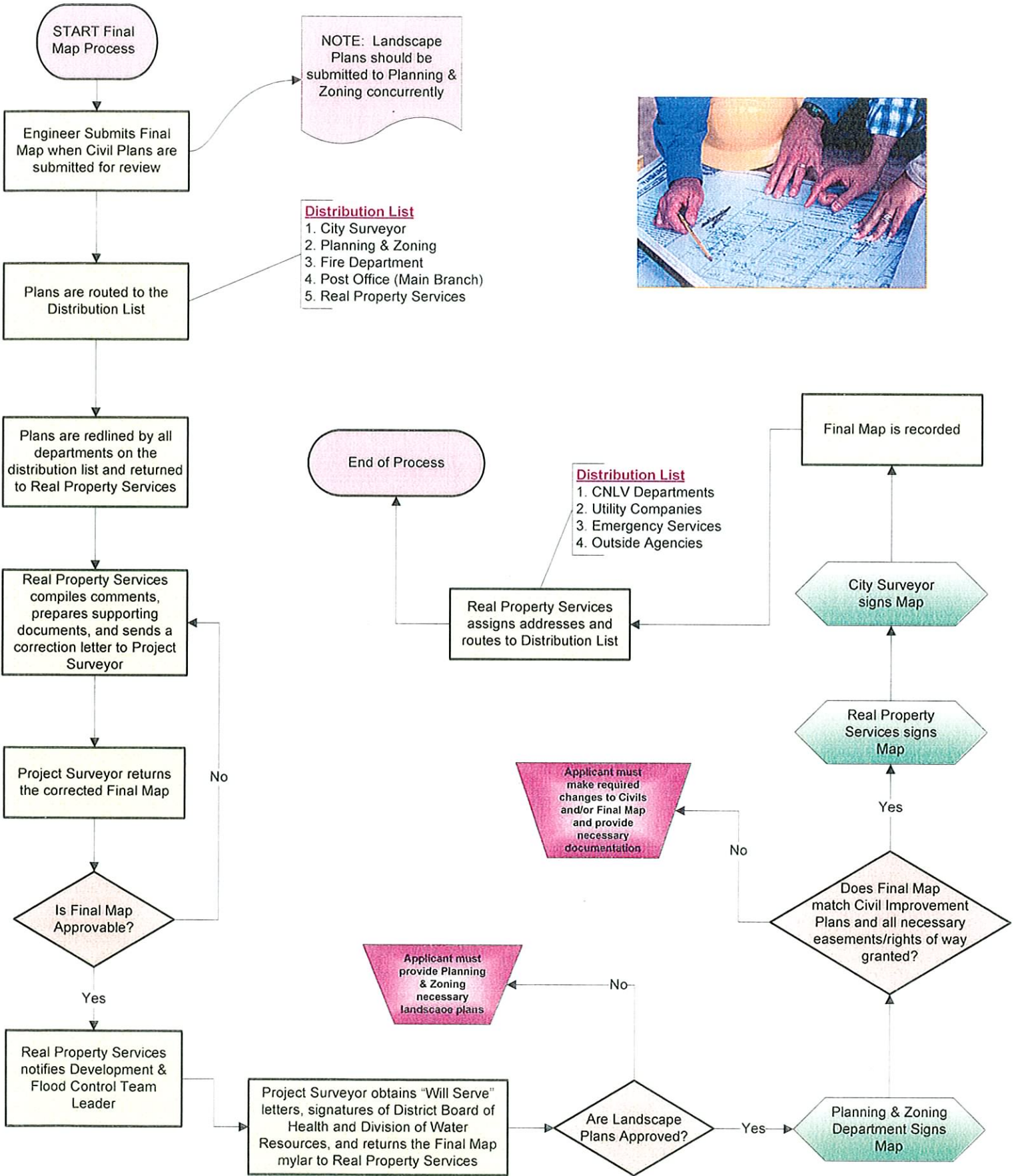
- Ensure proper signing authority
- Verification of surety company rating by A.M. Best Rating Company and the U.S. Treasury Circular 570. Minimum acceptable rating is an "A-"

Re-submittal Process (B4)

Public Works Department
Development & Flood Control
Division
(702) 633-1200

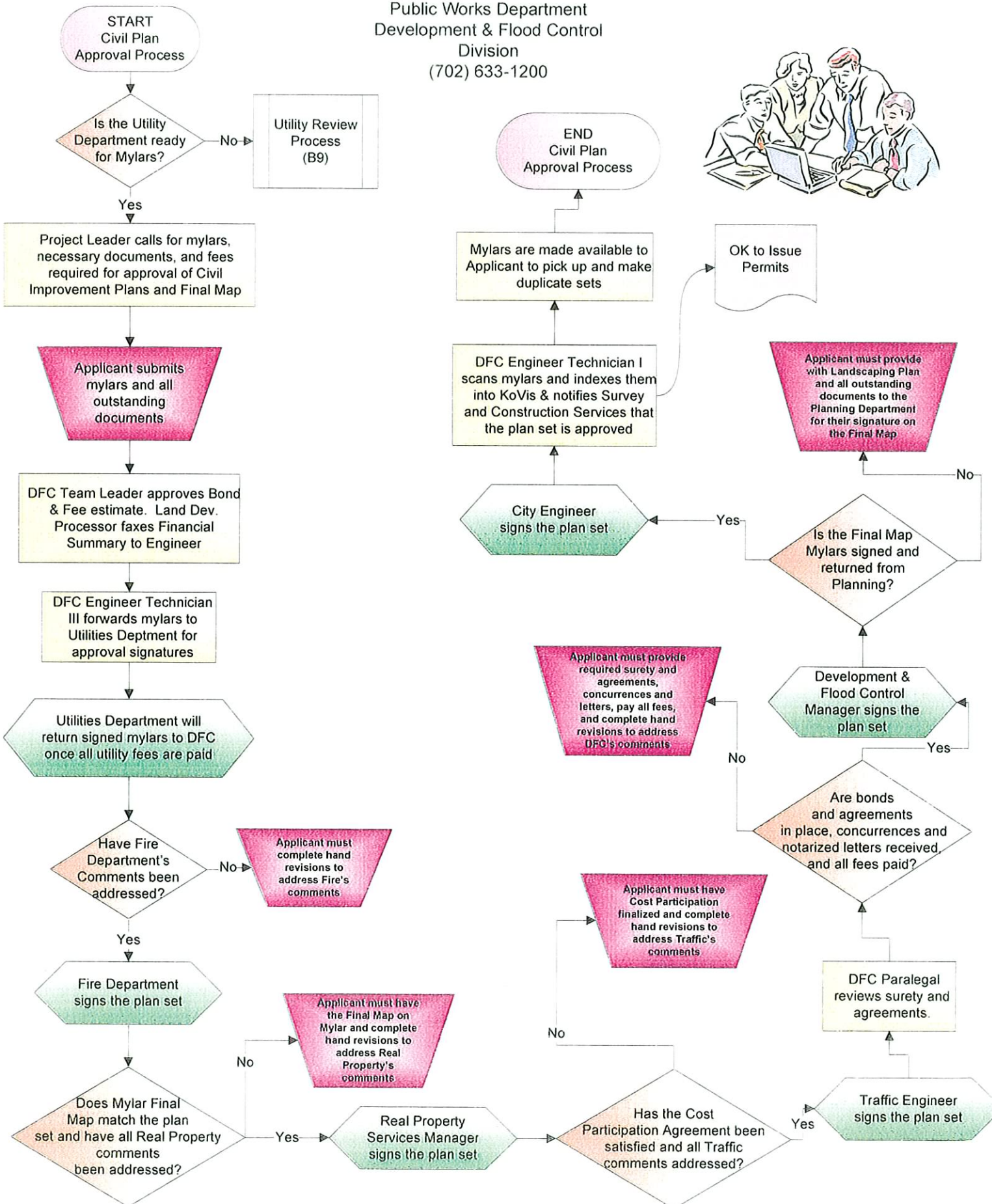


Final Map Process (B5)



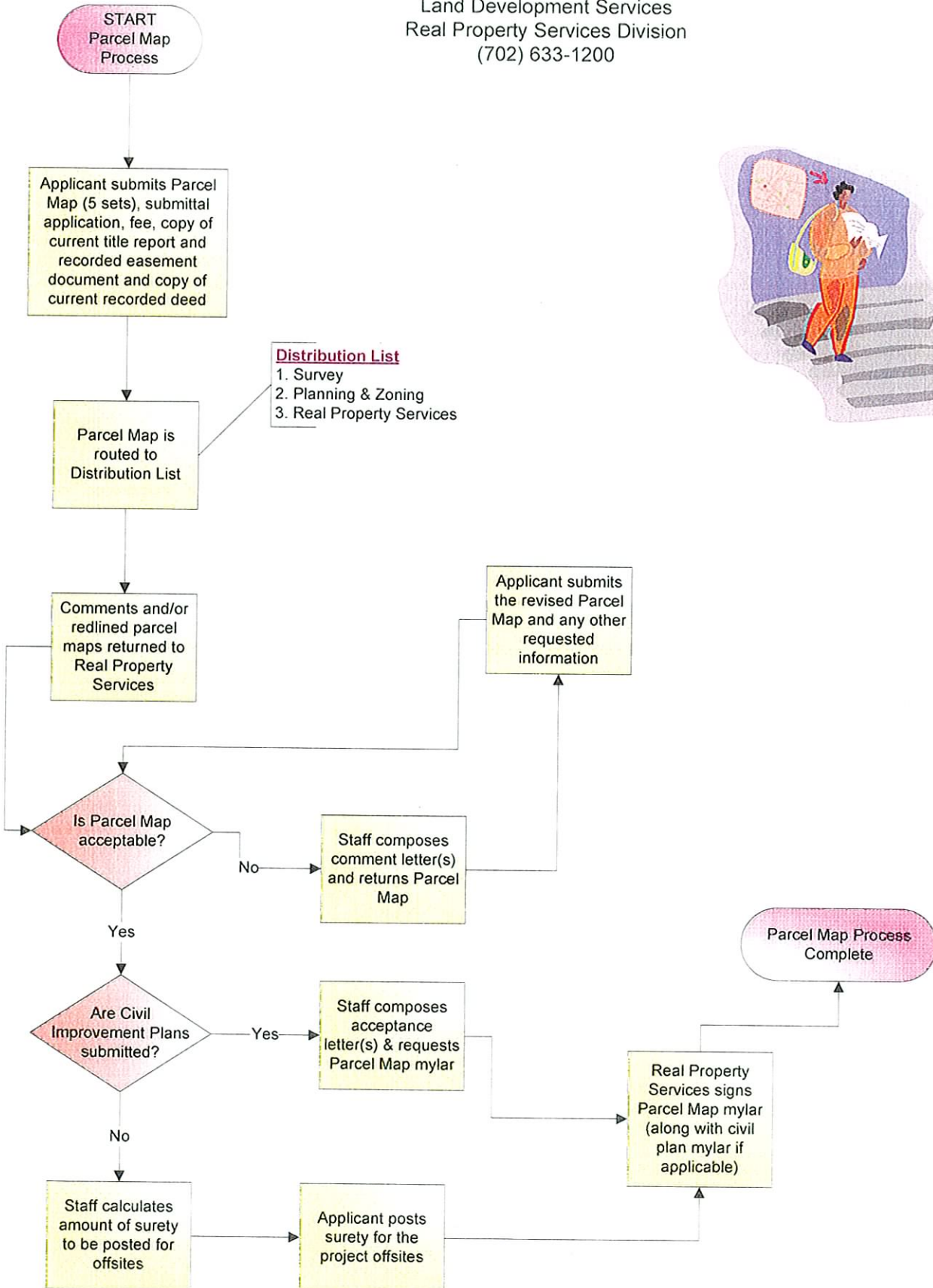
Civil Plan Approval Process (B6)

Public Works Department
Development & Flood Control
Division
(702) 633-1200



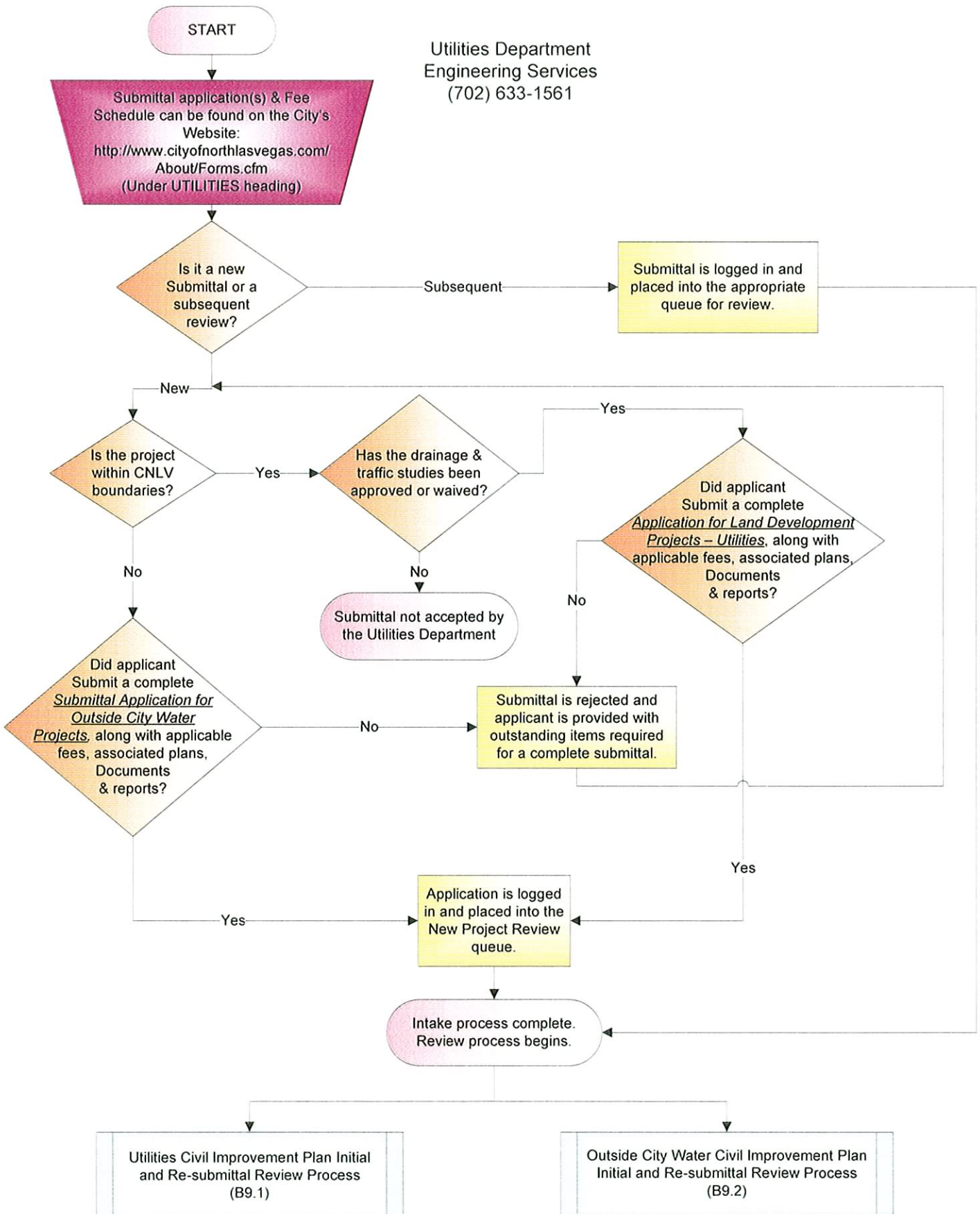
Parcel Map Process (B8)

Public Works Department
Land Development Services
Real Property Services Division
(702) 633-1200



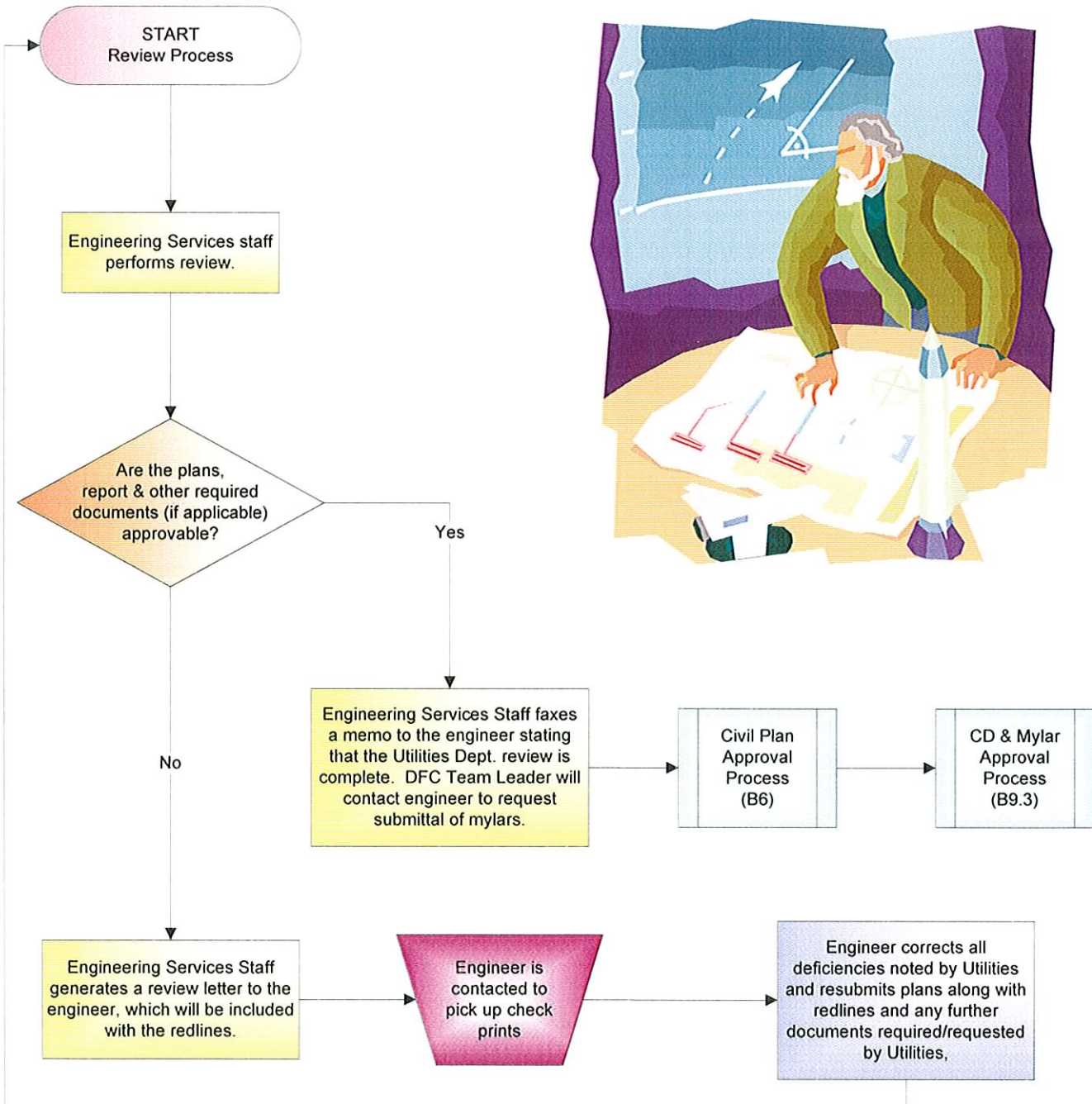
Utilities Civil Improvement Plan Review Intake Process (B9)

Utilities Department
Engineering Services
(702) 633-1561



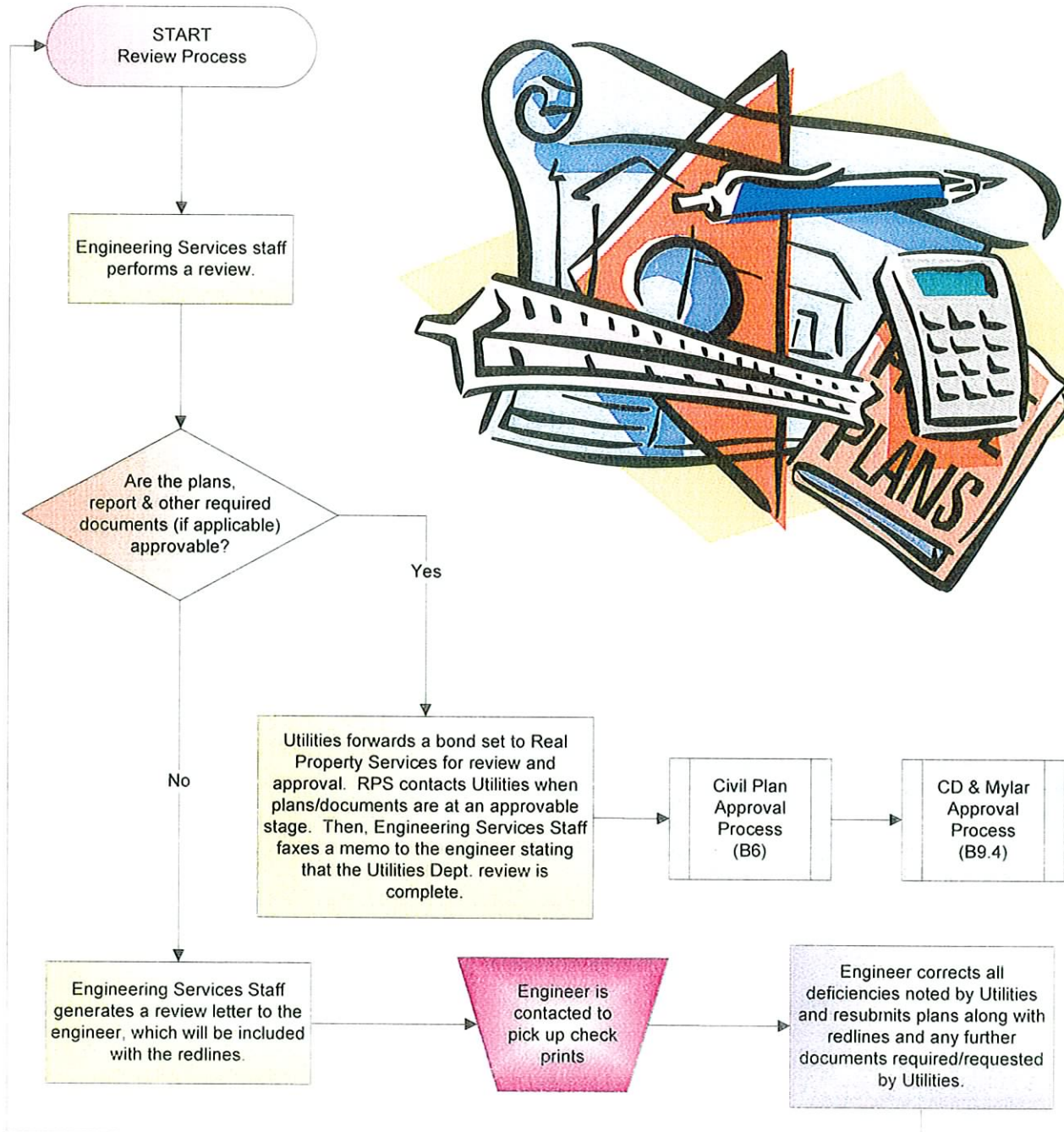
Utilities Civil Improvement Plan Initial and Re-Submittal Process (B9.1)

Utilities Department
Engineering Services
(702) 633-1561

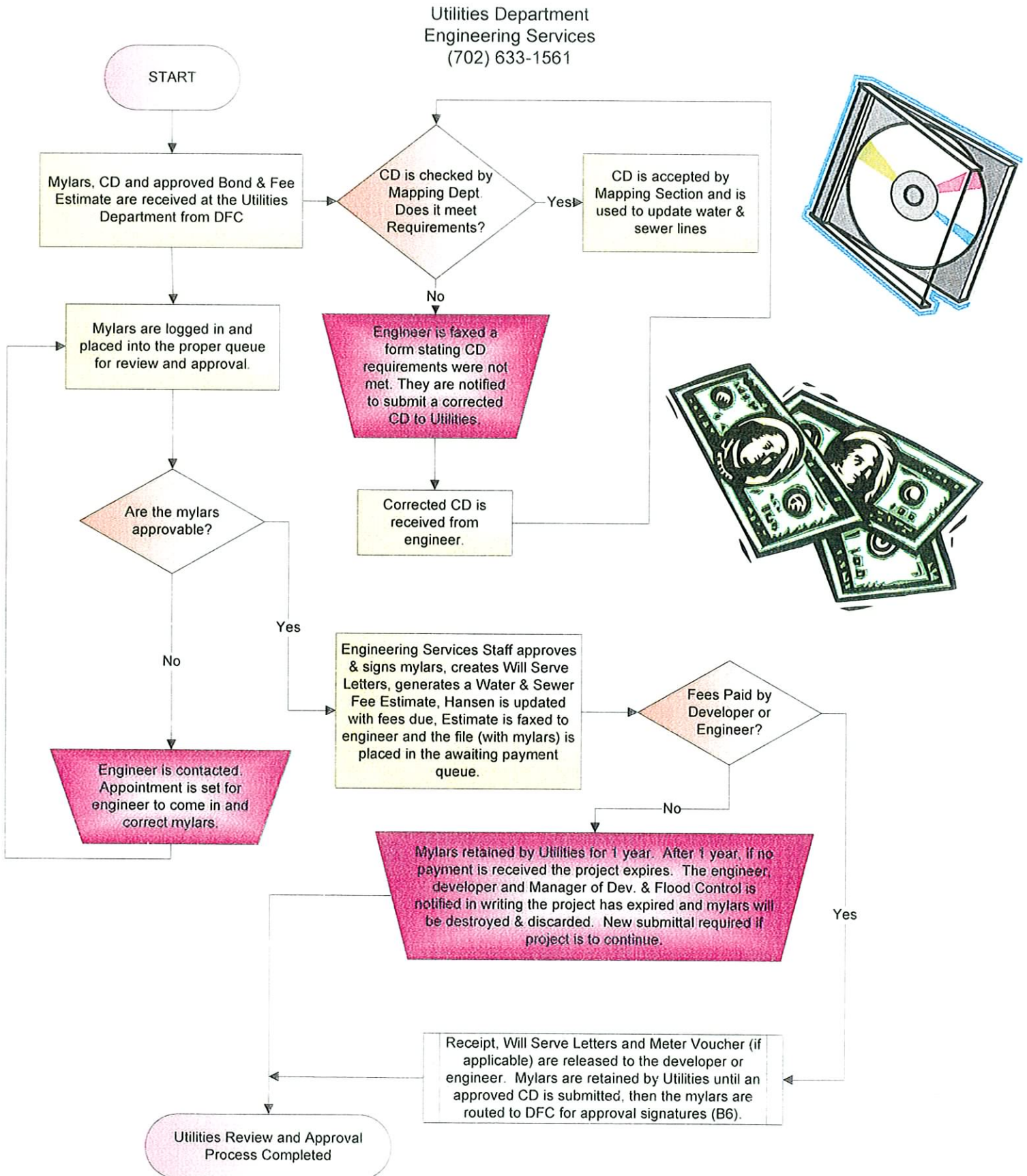


Utilities Outside City Water Civil Improvement Plan Initial and Re-Submittal Process (B9.2)

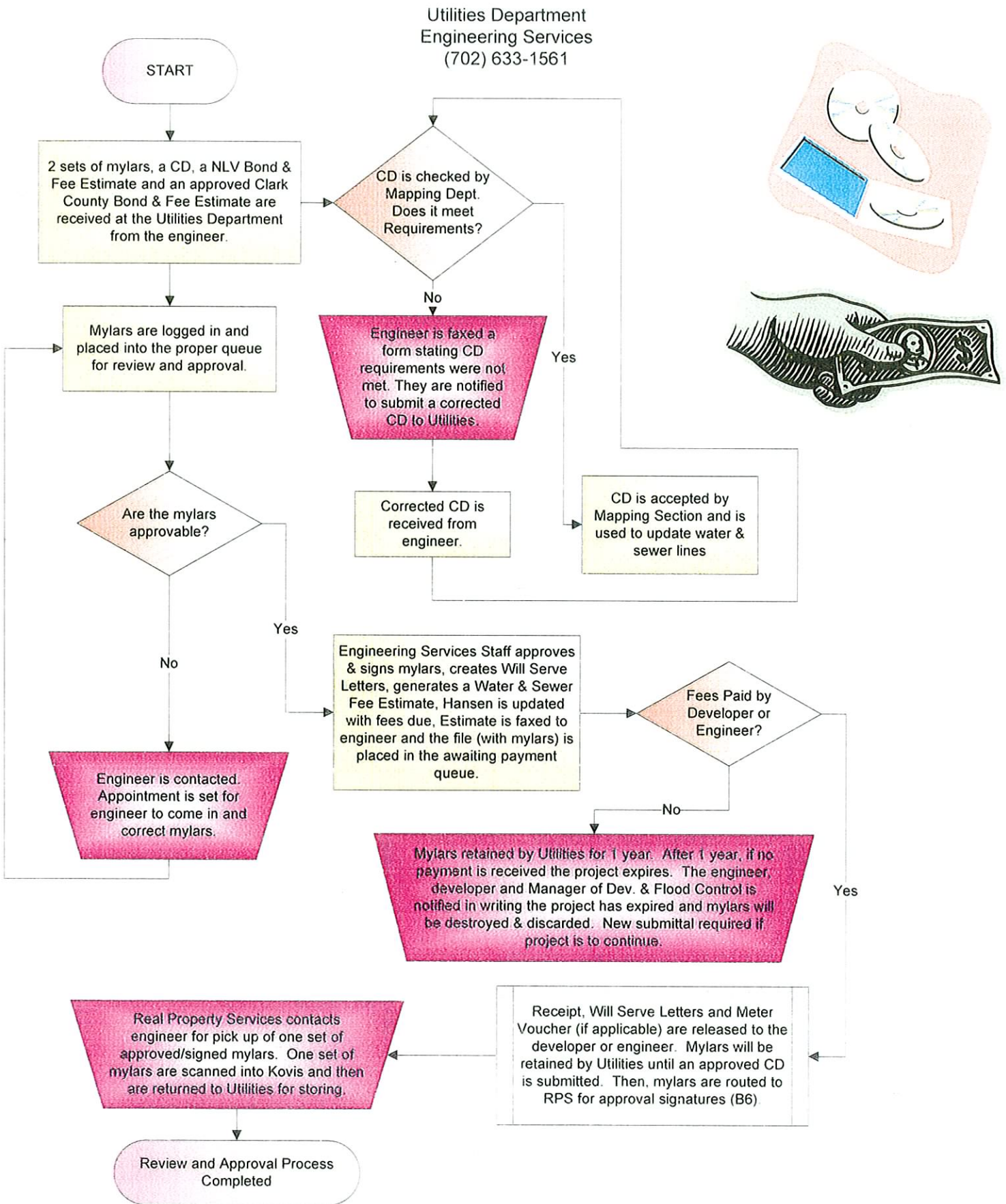
Utilities Department
Engineering Services
(702) 633-1561



Utilities CD and Mylar Approval Process (B9.3)



Utilities Outside City Water CD and Mylar Approval Process (B9.4)

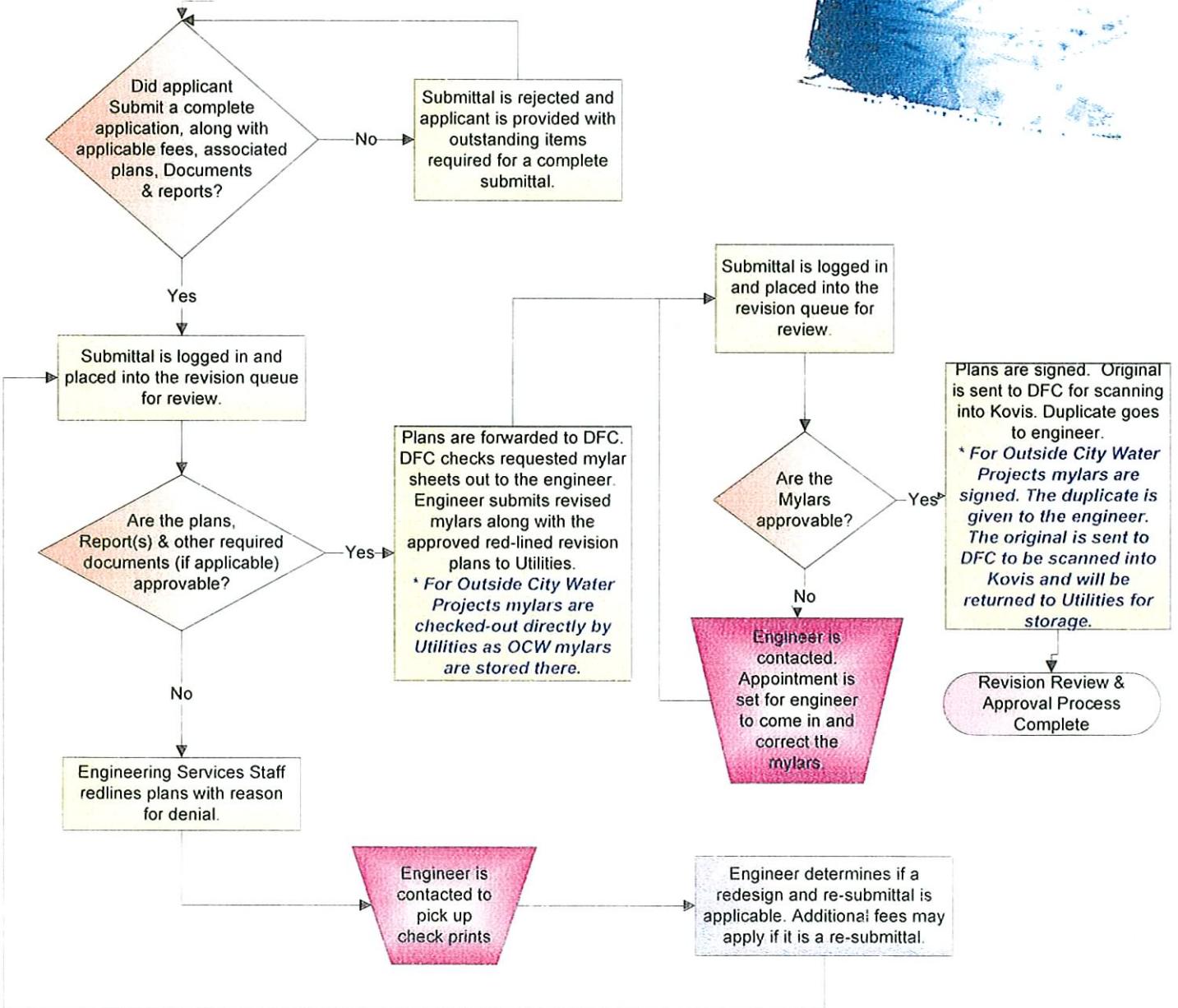
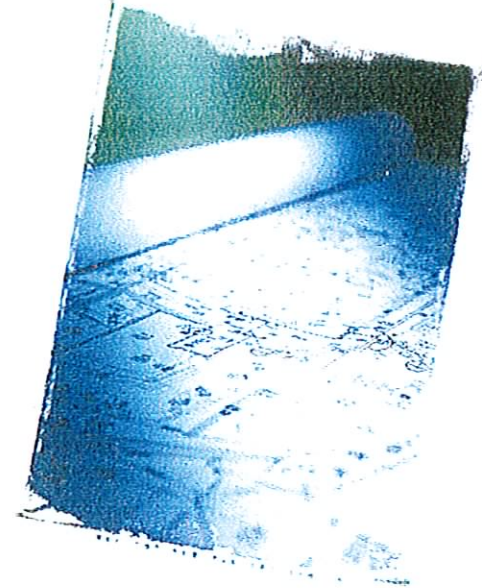


Utilities Civil Improvement Plan Formal Revision Process Overview (B9.5)

Utilities Department
Engineering Services
(702) 633-1561

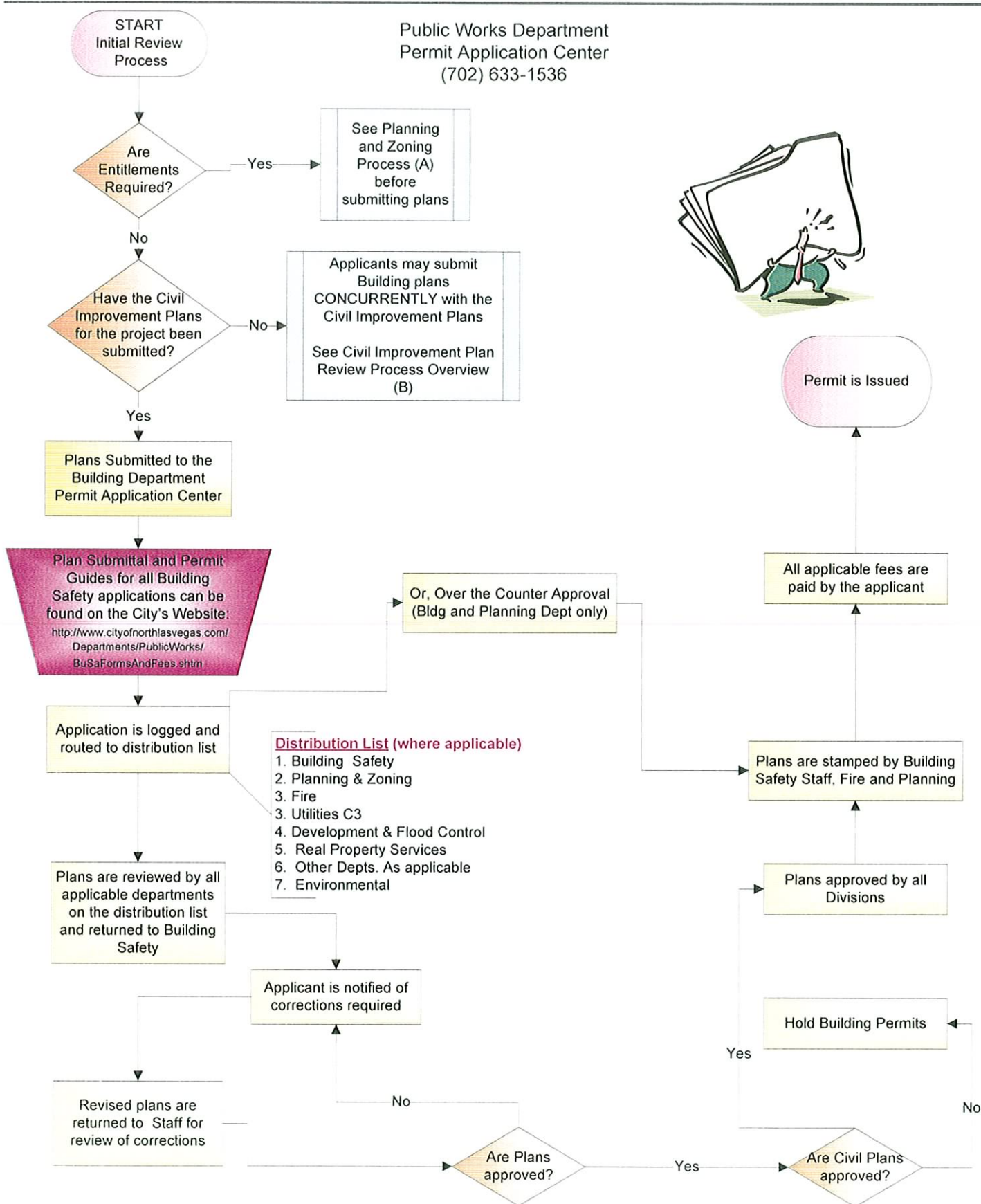
START

Engineer submits revision application, \$50 application fee and 2 sets of revised plans to Utilities. Submittal application for revisions can be found on the City's Website:
<http://www.cityofnorthlasvegas.com/About/Forms.cfm>
(Under UTILITIES heading – Submittal Application for Formal Revision to Approve Plans – Utilities)



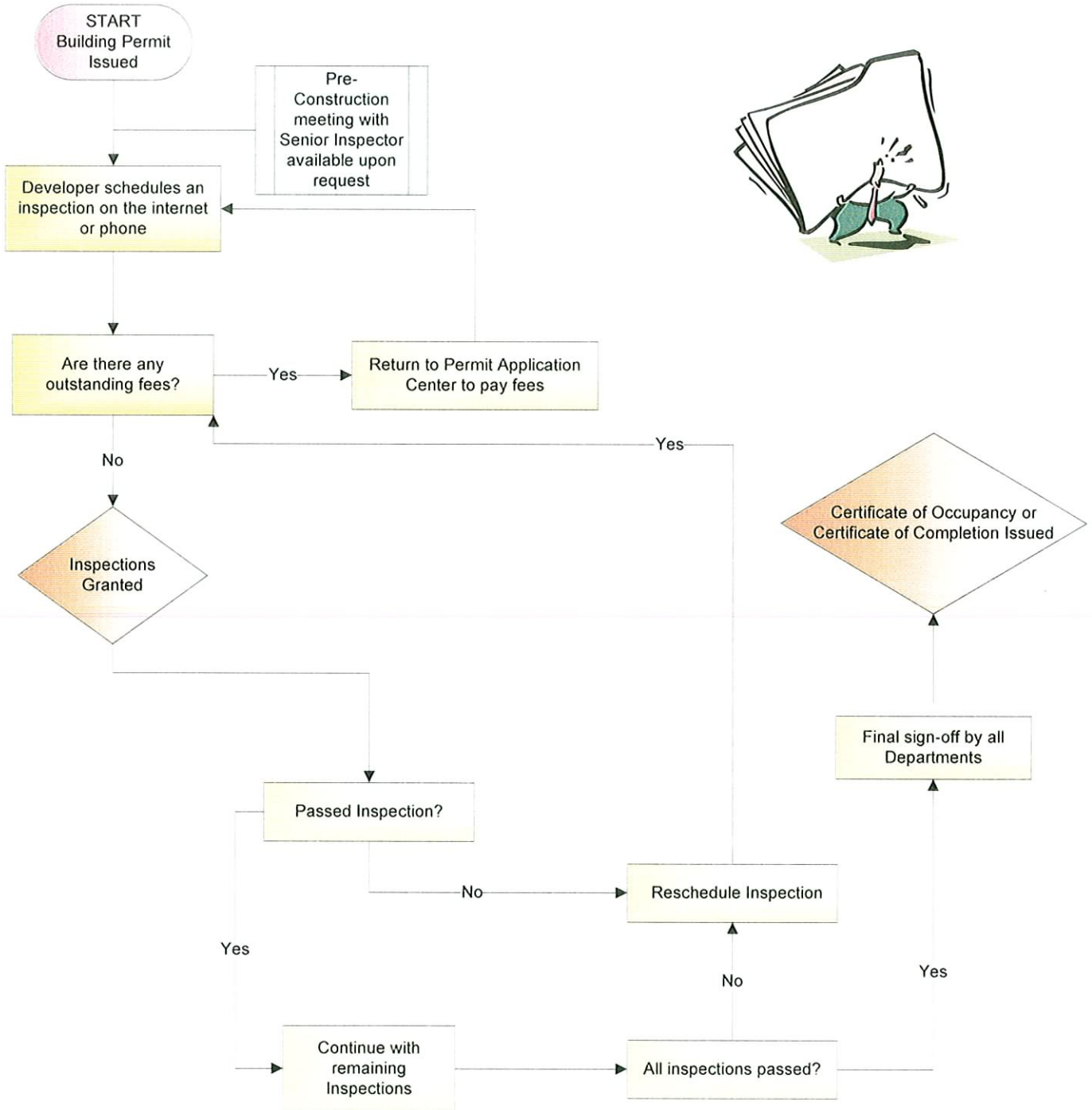
Building Safety Plans Review and Permitting Process Overview (C)

Public Works Department
Permit Application Center
(702) 633-1536



Building Safety Inspection Process Overview (C2)

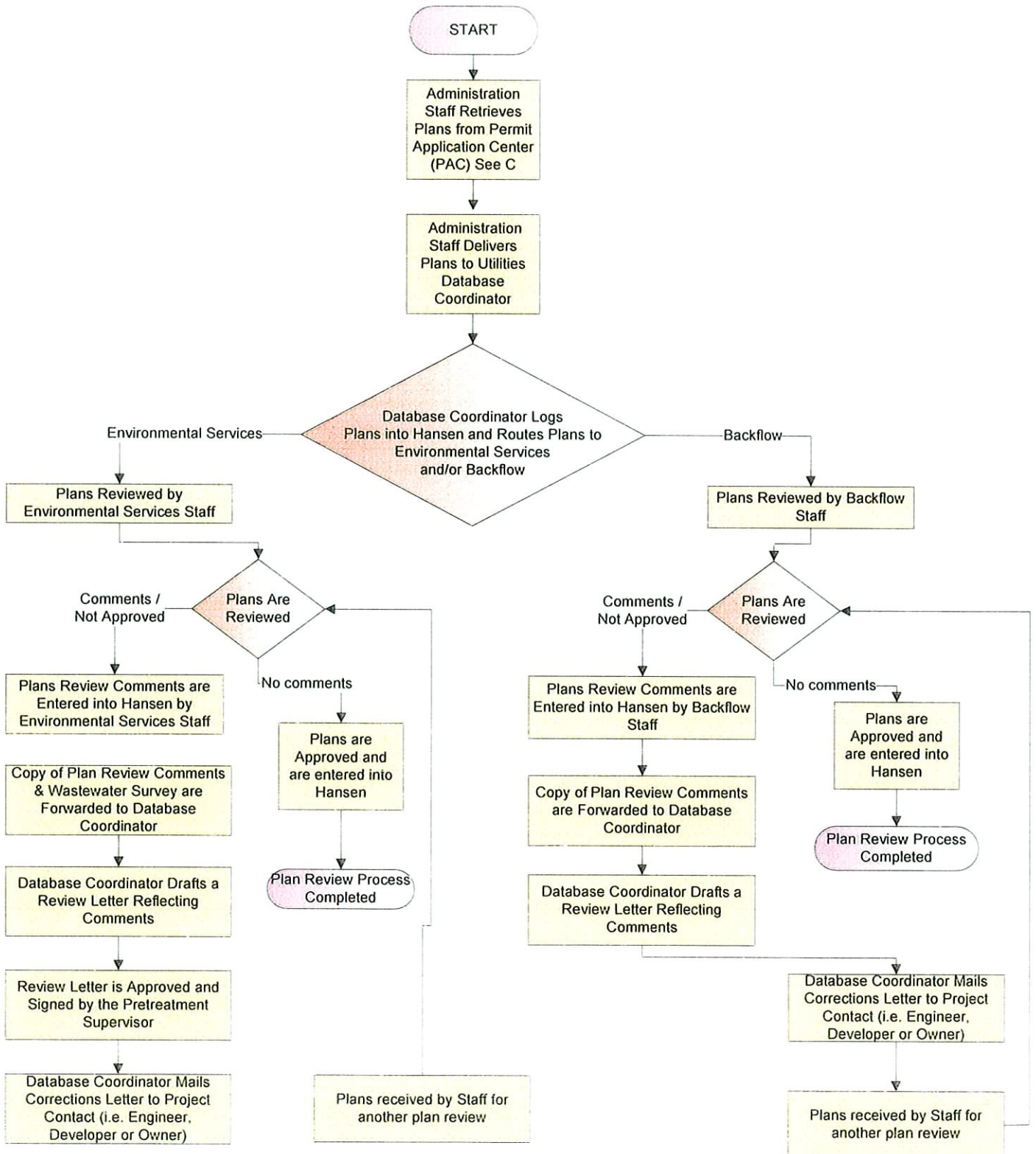
Public Works Department
Building Safety Division
(702) 633-1576



10/4

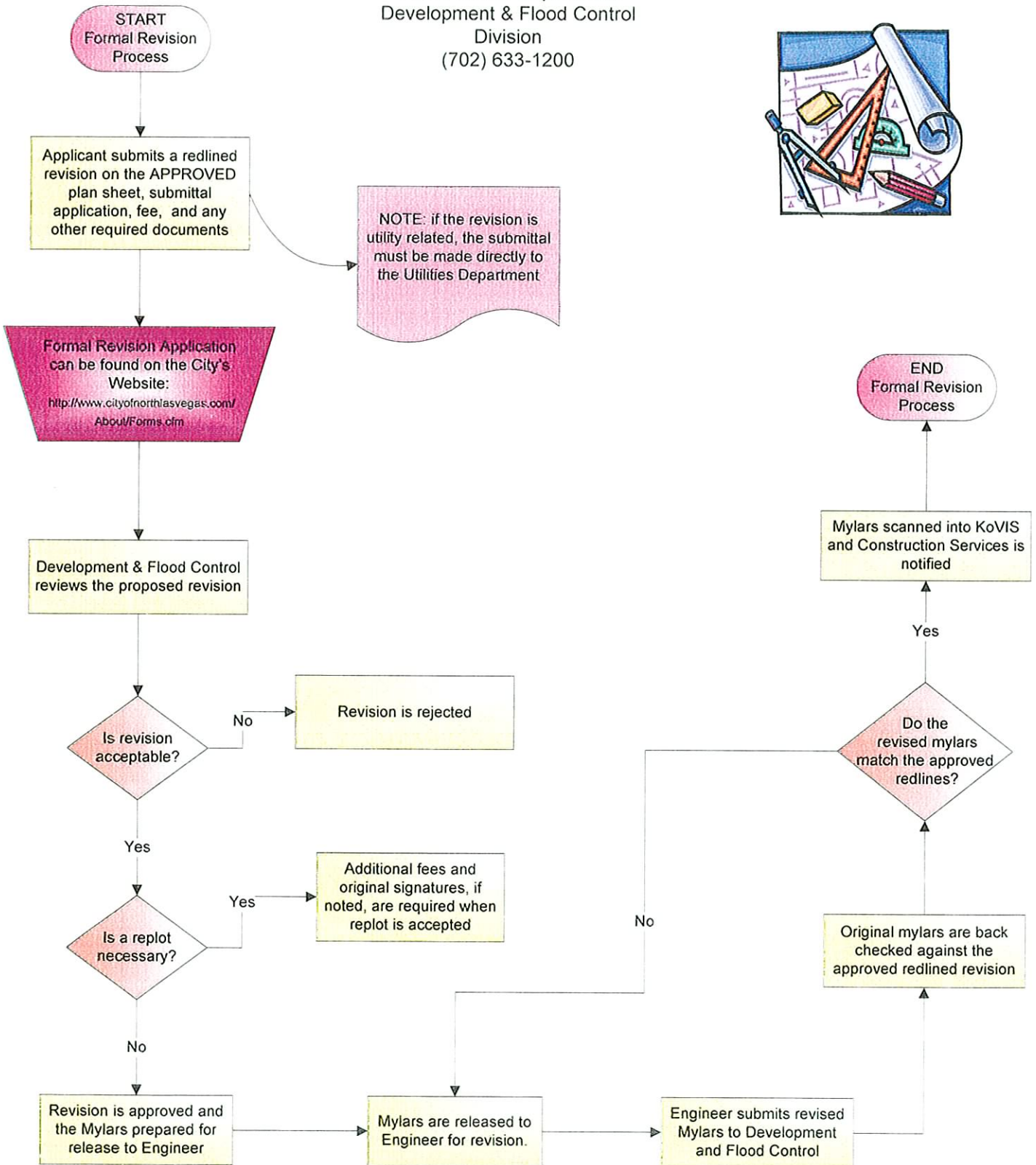
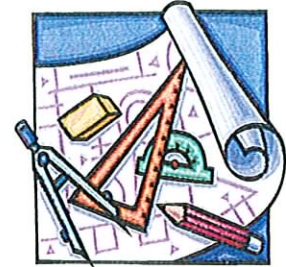
Utility Environmental Building Plan Review (C3)

Utilities
Pretreatment Department
(702) 633-1374



Civil Improvement Plan Formal Revision Process Overview (D)

City of North Las Vegas
Public Works Department
Development & Flood Control
Division
(702) 633-1200



Inspection & Bond Release (E)

City of North Las Vegas
Public Works Department
Construction Services Division
(702) 390-4407

START
Inspection & Bond Release
Process

Contractor picks up
permit from
Development & Flood
Control (B7)

Developer/
Contractor sets
up a
Preconstruction
Meeting
(702-390-4407)

- Attendees
1. Fire
 2. Building & Safety
 3. Utilities
 4. Traffic
 5. Construction Services



Contractor
commences
construction

Developer/
Contractor calls
for Construction
Services
inspections as
required
(702) 390-4407

Contractor completes
necessary
improvements

Does the
work pass
inspection?

Yes

Developer/
Contractor
completes pre-
final punchlist

Is punchlist
complete?

Yes

Developer/
Contractor calls
(702) 390-4407
for final
punchlist

Is punchlist
complete?

Yes

Contractor completes
necessary
improvements

No

Contractor completes
necessary
modifications to As-
Builds

No

Developer/
Contractor
submits As-
Built drawings
to Utilities

Construction Services
notifies Development &
Flood Control for surety
release

Yes

END
Inspection & Bond Release
Process

Are As-Built
acceptable?

No

