Community Services Department Planning and Building ADMINISTRATIVE REVIEW PERMIT APPLICATION



Community Services Department Planning and Building 1001 E. Ninth St., Bldg. A Reno, NV 89512-2845

Telephone: 775.328.6100

Administrative Review Permit

Washoe County Code (WCC) Chapter 110, Article 809 Administrative Review Permits authorizes and specifies procedures for the Administrative Review process. This provides a method for reviewing proposed uses identified in Article 302 which have the potential to adversely impact other land uses, transportation or services and facilities in the vicinity. The Director of the Planning and Building Division, or their designee, shall review the application request for compliance with the Development Code taking into consideration any testimony offered by affected property owners and the applicant. The Director, or their designee, may approve, approve with conditions, modify, modify with conditions, or deny the request. See WCC 110.809, for further information.

Development Application Submittal Requirements

Applications are accepted on the 8th of each month. If the 8th falls on a non-business day, applications will be accepted on the next business day. Applications are accepted in person or online.

If you are submitting your application online, you may do so at OneNV.us

- 1. Fees: See Master Fee Schedule. Most payments can be made directly through the OneNV.us portal. If you would like to pay by check, please make the check payable to Washoe County and bring your application and payment to the Community Services Department (CSD).
- 2. **Development Application:** A completed Washoe County Development Application form and all supplemental questions.
- 3. **Owner Affidavit:** The Owner Affidavit must be signed and notarized by all owners of the property subject to the application request.
- 4. **Proof of Property Tax Payment:** The applicant must provide a written statement from the Washoe County Treasurer's Office indicating all property taxes for the current quarter of the fiscal year on the land have been paid.
- 5. **Application Materials:** The completed Administrative Review Permit Application materials.
- 6. Site Plan Specifications:
 - a. Lot size with dimensions drawn using standard engineering scales (e.g. scale 1" = 100', 1" = 200', or 1" = 500') showing all streets and ingress/egress to the property.
 - b. Show the location and configuration of all proposed buildings (with distances from the property lines and from each other), all existing buildings that will remain (with distances from the property lines and from each other), all existing buildings that will be removed, and site improvements on a base map with topography expressed in intervals of no more than five (5) feet IF there is a difference in elevation of the two dwellings of five (5) feet or more
 - c. Show all required yard setbacks, location and configuration of wells and well house, septic systems and leach fields, overhead utilities, water and sewer lines, and all easements.
 - d. Date, north arrow, scale and number of each sheet in relation to the total number of sheets, and the name of person preparing the plans.
- 7. Building Elevations: Elevations of the main dwelling unit and the detached accessory dwelling, existing or proposed for construction, shall be clearly depicted in vertical architectural drawings provided in accurate architectural scale. All architectural elevations from all building faces shall be presented. Photographs of existing buildings (all sides) may be submitted in place of elevations of existing building.

- 8. **Floor Plans:** Floor plans to scale with all rooms and spaces labeled for both the main dwelling unit and the detached accessory dwelling.
- 9. **Submission Packets:** One (1) packet and a flash drive. Any digital documents need to have a resolution of 300 dpi. If materials are unreadable, you will be asked to provide a higher quality copy. The packet shall include one (1) 8.5" x 11" reduction of any applicable site plan, development plan, and/or application map. Labeling on these reproductions should be no smaller than 8 point on the 8.5" x 11" display. Large format sheets should be included in a slide pocket(s). Any specialized reports identified above shall be included as attachments or appendices and be annotated as such.

Notes:

- (i) Application and map submittals must comply with all specific criteria as established in the Washoe County Development Code and/or the Nevada Revised Statutes.
- (ii) Based on the specific nature of the development request, Washoe County reserves the right to specify additional submittal packets, additional information and/or specialized studies that clarify the potential impacts and potential conditions of development in order to minimize or mitigate impacts resulting from the project. No application shall be processed until the information necessary to review and evaluate the proposed project is deemed complete by the Director of Planning and Building.
- (iii) **Labels:** If the assigned planner determines the abandonment will affect the access to a mobile home park, the applicant will be required to submit a list of mailing addresses for every tenant residing in the mobile home park.
- (iv) Please be advised that the Washoe County Director of the Planning and Building Division or their designee has the ability to determine if the application is incomplete if it cannot be ascertained what the applicant is requesting, or if there is insufficient information to determine a favorable outcome.

Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Building staff at 775.328.6100.

Project Information	s	Staff Assigned Case No.:							
Project Name:									
Project Description:									
Project Address:									
Project Area (acres or square fee	et):								
Project Location (with point of reference to major cross streets AND area locator):									
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:						
Section(s)/Township/Range:									
	oe County approval	s associated with this applicat	ion:						
Case No.(s).									
Applicant Inf	ormation (attach	additional sheets if necess	ary)						
Property Owner:		Professional Consultant:							
Name:		Name:							
Address:		Address:							
	Zip:		Zip:						
Phone:	Fax:	Phone:	Fax:						
Email:		Email:							
Cell:	Other:	Cell:	Other:						
Contact Person:		Contact Person:							
Applicant/Developer:		Other Persons to be Contact	ed:						
Name:		Name:							
Address:		Address:							
	Zip:		Zip:						
Phone:	Fax:	Phone:	Fax:						
Email:		Email:							
Cell:	Other:	Cell:	Other:						
Contact Person:		Contact Person:							
	For Office	Use Only							
Date Received:	Initial:	Planning Area:							
County Commission District:		Master Plan Designation(s):							
CAB(s):		Regulatory Zoning(s):							

Property Owner Affidavit

Applicant Name:	
The receipt of this application at the time of submittal do requirements of the Washoe County Development Capplicable area plan, the applicable regulatory zoning, o be processed.	Code, the Washoe County Master Plan or the
STATE OF NEVADA)	
COUNTY OF WASHOE)	
I,(please print	name)
being duly sworn, depose and say that I am the own application as listed below and that the foregoing sta information herewith submitted are in all respects compl and belief. I understand that no assurance or guarar Building. (A separate Affidavit must be provided by each	er* of the property or properties involved in this tements and answers herein contained and the ete, true, and correct to the best of my knowledge ntee can be given by members of Planning and
Assessor Parcel Number(s):	
7.6555557	
Printe	ed Name
	Signed
	Address
Subscribed and sworn to before me this day of,	(Notary Stamp)
Notary Public in and for said county and state	
My commission expires:	
*Owner refers to the following: (Please mark appropriate	e box.)
☐ Owner	
☐ Corporate Officer/Partner (Provide copy of recor	rd document indicating authority to sign.)
☐ Power of Attorney (Provide copy of Power of Att	orney.)
☐ Owner Agent (Provide notarized letter from prop	perty owner giving legal authority to agent.)
☐ Property Agent (Provide copy of record docume	nt indicating authority to sign.)
☐ Letter from Government Agency with Stewardsh	ip

Administrative Review Permit Application

Supplemental Information(All required information may be separately attached)

1.	Describe the type of development that is proposed (e.g. accessory dwelling unit, accessory structure, etc.)
2.	If this proposed administrative review permit application is for an accessory dwelling or structure, what is the square footage of the proposed building? If the building is a manufactured or modular home, also list the age and size of the unit.
3.	How are you planning to integrate the proposed building to provide architectural compatibility with the
	subject property and neighborhood?
5.	How many off-street parking spaces are available? Parking spaces must be shown on site plan. Will any new roadway, driveway, or access improvements be required?
6.	What will you do to minimize any potential negative impacts (e.g. increased lighting, removal of existing vegetation, etc.) your project may have on adjacent properties?
7.	If your project falls under WCC 110.220.60 Sitting on Corner and Sloped Lots, address how the project meets the requirements of WCC 110.220.60(a)(1-6).
8.	Is the proposed building intended to be used for a business or as a short term rental (STR)? If so, have you obtained a business license or STR permit?

9.	Is the subject property part of an active Home Owners Association (HOA) or Architectural Control Committee?														
		Yes		No	If yes, pl	ease list the HOA name.									
10.			•			ts, recorded conditions, o ling on your property?	or deed	restrictions (CC&Rs) that may							
		Yes		No	If yes, pl	yes, please attach a copy.									
11.	gues		ent,	mother	-in-law uni operty?	it, next-gen addition with k	kitchen	allowed per parcel. Is there a or any other type of secondary							
		Yes		No	If yes, pl	ease provide information o	n the se	econdary unit.							
12.	List v	who the s	servi	ce provi	ders are fo	or the main dwelling and ac	ccessory	y dwelling:							
						Main Dwelling		Accessory Dwelling							
	Se	wer Serv	rice												
	Ele	ctrical S	ervic	е											
	So	lid Waste	e Dis	posal S	ervice										
		ter Serv		-											

	2026	PUBLIC HEA	RING APPLIC	ATION AND M	IEETING DAT	ES		
PLANNING C	OMMISSION	BOAF ADJUS			AP REVIEW	MASTER PLAN AMENDMENTS		
Intake Date	Tentative Meeting Date	Intake Date	Tentative Meeting Date	Intake Date	Tentative Meeting Date	Intake Date	Tentative PC Meeting Date	
11/10/2025	1/6/2026	11/10/2025	1/5/2026	11/10/2025	1/8/2026			
12/8/2025 1/8/2026	2/3/2026 3/3/2026	12/8/2025 1/8/2026	2/5/2026 3/5/2026	12/8/2025 1/8/2026	2/12/2026 3/12/2026	1/8/2026	3/3/2026	
2/9/2026 3/9/2026	4/7/2026 5/5/2026	2/9/2026 3/9/2026	4/2/2026 5/7/2026	2/9/2026 3/9/2026	4/9/2026 5/14/2026			
4/8/2026	6/2/2026	4/8/2026	6/4/2026	4/8/2026	6/11/2026			
5/8/2026 6/8/2026	7/7/2026 8/4/2026	5/8/2026 6/8/2026	7/2/2026 8/6/2026	5/8/2026 6/8/2026	7/9/2026 8/13/2026	5/8/2026	7/7/2026	
7/8/2026	9/1/2026	7/8/2026	9/3/2026	7/8/2026	9/10/2026			
8/10/2026 9/8/2026	10/6/2026 11/3/2026	8/10/2026 9/8/2026	10/1/2026 11/5/2026	8/10/2026 9/8/2026	10/8/2026 11/12/2026	9/8/2025	11/3/2026	
10/8/2026	12/1/2026 1/5/2027	10/8/2026	12/3/2026	10/8/2026 11/9/2026	12/10/2026			
11/9/2026 12/8/2026	2/2/2027	11/9/2026 12/8/2026	1/7/2027 2/4/2027	12/8/2026	1/14/2026 2/11/2026			

DEVELOPMENT CODE (Washoe County Code Chapter 110) MASTER FEE SCHEDULE

Applications accepted by CSD, Planning and Building

		COMI	MUNITY	SERVICES DE	PARTME	NT FEES			HEALTH FEES		NLTFPD FEES	
APPLICATIONS	I	Planning		Engineeri	ng		Parks		Health D	istrict	NLTFPD	
AFFLICATIONS	PLANNING	NOTICING	RTF	ENGINEERING	UTILITIES	RTF	<u>PARKS</u>	<u>RTF</u>	ENVIRON.	VECTOR	North Lake Tahoe Fire	TOTAL
ABANDONMENT												
Not Tahoe	\$1,111	\$200	\$52.44	\$195	\$26	\$8.84	-		\$174		-	\$1,767.28
Tahoe	\$1,111	\$200	\$52.44	\$195	-	\$7.80	-		\$174	-	\$87	\$1,827.24
ADMINISTRATIVE PERMIT									\$174			
Not Tahoe	\$1,265	\$200	\$58.60	\$65	\$38	\$4.12	-		\$174			\$1,804.72
Tahoe	\$1,265	\$200	\$58.60	\$65	-	\$2.60	-		\$174	\$0	\$87	\$1,852.20
ADMINISTRATIVE REVIEW PERMIT												
Detached Accessorty Dwelling (DADAR)												
Not Tahoe	\$1,000	\$200	\$48.00	\$65	\$203	\$10.72	-		\$324	-	-	\$1,850.72
Tahoe	\$1,000	\$200	\$48.00	\$121	-	\$4.84	-		\$324	-	\$87	\$1,784.84
Short-Term Rental - Tier II (STRAR) (See Note 0)												
Not Tahoe	\$1,000	\$200	\$48.00		-	\$0.00				-	-	\$1,248.00
Tahoe	\$1,000	\$200	\$48.00		-	\$0.00	-			-	\$87	\$1,335.00
AGRICULTURAL EXEMPTION LAND DIVISION	\$250	-	\$10.00	\$500	-	\$20.00	-		\$1,138	-	-	\$1,918.00
AMENDMENT OF CONDITIONS	\$700	\$200	\$36.00	\$390	-	\$15.60	-		-	-	-	\$1,341.60
APPEALS/INITATION OF REVOCATION												
No Map	\$803	\$200	\$40.12	-	-		-		-	-	-	\$1,043.12
With Map	\$803	\$200	\$40.12	\$390	-	\$15.60	-		-	-	-	\$1,448.72
Administrative/Code Enforcement Decision	-	-		-	-		-		-	-	-	\$0.00
BOUNDARY LINE ADJUSTMENT												
Not Tahoe	\$51	-	\$2.04	\$268	\$38	\$12.24	-		\$174	-	-	\$545.28
Tahoe	\$51	-	\$2.04	\$268	-	\$10.72	-		\$174	-	\$87	\$592.76
COOPERATIVE PLANNING	\$1,230	-	\$49.20	-	-		-		-	-	-	\$1,279.20
DEVELOPMENT AGREEMENT												
Less Than 5 Parcels	\$3,500	\$200	\$148.00	-	-		-		\$324	\$0	-	\$4,172.00
5 or More Parcels (See Note 1)	\$5,000	\$200	\$208.00	-	-		-		\$324	\$0	-	\$5,732.00
DEVELOPMENT CODE AMENDMENT	\$2,242	\$200	\$97.68	\$1,299	-	\$51.96	-		-	-	-	\$3,890.64
DIRECTOR'S MODIFICATION OF STANDARDS	\$338	-	\$13.52	-	-		-		-	-	-	\$351.52
DISPLAY VEHICLES	\$65	-	\$2.60	-	-		-		\$174	-	-	\$241.60
DIVISION OF LAND INTO LARGE PARCELS (See Note 2)	\$252	-	\$10.08	\$416	\$35	\$18.04	-		\$47	-	-	\$778.12

		COM	MUNITY		HEALTH FEES		NLTFPD FEES					
APPLICATIONS	Planning			Engineering			Parks		Health District		NLTFPD	
	PLANNING	NOTICING	RTF	ENGINEERING	UTILITIES	RTF	<u>PARKS</u>	RTF	ENVIRON.	VECTOR	North Lake Tahoe Fire	TOTAL
EXTENSION OF TIME REQUESTS												
Subdivision	\$340	-	\$13.60	-	-		-		-	-	-	\$353.60
Not Subdivision	\$546	-	\$21.84	-	-		-		-	-	-	\$567.84
MASTER PLAN AMENDMENT												
Not Tahoe	\$3,576		\$159.04	\$54	\$2,549	\$104.12	-		\$325	-	-	\$7,167.16
Tahoe	\$3,576	\$400	\$159.04	\$54	-	\$2.16	-		\$325	-	\$87	\$4,603.20
NOTICING, ADDITIONAL OR RE-NOTICING AT APPLICANT'S REQUEST	\$52	-		-			-		-	-	-	\$52.00
REGULATORY ZONE AMENDMENT											-	
Not Tahoe	\$2,481		\$107.24	\$54	\$2,549	\$104.12	-		\$324	-	-	\$5,819.36
Tahoe	\$2,481	\$200	\$107.24	\$54	-	\$2.16	-		\$324	-	\$87	\$3,255.40
REGULATORY ZONE AMENDMENT (Article 442, Specific Plan)												
Not Tahoe	\$3,449	\$200	\$145.96	\$1,039	\$1,274	\$92.52	\$65	\$2.60	\$324	_	_	\$6,592.08
Tahoe	\$3,449		\$145.96		Ψ1,274	\$41.56	\$65		\$324		\$87	
REINSPECTION FEE	φο,++ο	Ψ200 -	ψ140.00	ψ1,039 -	-	ψ+1.50	-	Ψ2.00	- 4324	_	φ0 <i>1</i>	\$5,554.12 \$50/hr.
RESEARCH/COPIES (See Note 3 for Total)	_	-			_		_				_	Note 3
REVERSION TO ACREAGE												11010 0
Not Tahoe	\$51	_	\$2.04	\$215	\$26	\$9.64	_		\$174	_	_	\$477.68
Tahoe	\$51	_	\$2.04	\$215	-	\$8.60	_		\$174		_	\$450.64
SIGN PERMIT INSPECTION - (Permanent or	7.0		7-10	7=10	T	Be Deter	mined		****			V 100101
Temporary)					, ,	o Bo Boton	<i></i>					
SPECIAL USE PERMIT												
Residential												
Not Tahoe	\$1,162	\$200	\$54.48	\$65	\$203	\$10.72	-		\$324	-	-	\$2,019.20
Tahoe	\$1,162	\$200			-	\$2.60	-		\$324	-	\$87	\$1,895.08
With Environmental Impact Statement	\$1,162	-	\$46.48	-	-	*	-		-	-	-	\$1,208.48
Commercial, Industrial, Civic												
Minor (See Note 6)	\$2,165	\$200		\$130	\$203	\$13.32	-		\$324			\$3,129.92
Major (See Note 6)	\$2,165	\$200	\$94.60	\$520	\$203	\$28.92	-		\$324	\$0	-	\$3,535.52
Tahoe Minor (See Note 6)	\$2,165	\$200		\$130	-	\$5.20	-		\$324	\$0	\$87	\$3,005.80
Tahoe Major (See Note 6)	\$2,165	\$200	\$94.60	\$520	-	\$20.80	-		\$324	\$0	\$87	\$3,411.40
With Environmental Impact Statement	\$2,240	-	\$89.60	-	-		-		-	-	-	\$2,329.60

		COMI	MUNITY	SERVICES DE	PARTME	NT FEES			HEALTH FEES		NLTFPD FEES	
APPLICATIONS		Planning		Engineering			Parks		Health District		NLTFPD	
	<u>PLANNING</u>	NOTICING	RTF	ENGINEERING	<u>UTILITIES</u>	RTF	<u>PARKS</u>	RTF	ENVIRON.	VECTOR	North Lake Tahoe Fire	TOTAL
TENTATIVE PARCEL MAP/PARCEL MAP WAIVER												
No System	\$803	\$200	\$40.12	\$345	\$68	\$16.52	-		\$1,162	-	-	\$2,634.64
1 System (Sewer)	\$803	\$200	\$40.12	\$345	\$153	\$19.92	-		\$603	-	-	\$2,164.04
1 System (Water)	\$803	\$200	\$40.12	\$345	\$153	\$19.92	-		\$1,162	-	-	\$2,723.04
2 Systems (Water and Sewer)	\$803	\$200	\$40.12	\$345	\$203	\$21.92	-		\$603		-	\$2,216.04
Tahoe (Sewer)	\$803	\$200	\$40.12	\$345	-	\$13.80	-		\$603	-	\$87	\$2,091.92
Sun Valley (No WC Utilities)	\$803	\$200	\$40.12	\$345	\$51	\$15.84	-		\$603	-	-	\$2,057.96
TENTATIVE SUBDIVISION MAP (See Note 5)												
No System	\$2,422	\$200	\$104.88	\$1,299		\$51.96	\$129	\$5.16	\$1,176	\$0	-	\$5,388.00
1 System (Sewer)	\$2,422	\$200	\$104.88	\$1,299	\$2,039	\$133.52	\$129	\$5.16	\$620	\$0	-	\$6,952.56
1 System (Water)	\$2,422	\$200	\$104.88	\$1,299	\$1,019	\$92.72	\$129	\$5.16	\$1,176	\$0	-	\$6,447.76
2 Systems (Water and Sewer)	\$2,422		\$104.88	\$1,299	\$3,059	\$174.32	\$129	\$5.16	\$620	\$0	-	\$8,013.36
Tahoe (Sewer)	\$2,422	\$200	\$104.88	\$1,299	-	\$51.96	\$129	\$5.16	\$620	\$0	\$87	\$4,919.00
With Hillside Ordinance - ADD	\$2,422	-	\$96.88	-	-		-		-	-	-	\$2,518.88
With Significant Hydrologic Resource - ADD	\$2,422	-	\$96.88	-	-		-		-	-	-	\$2,518.88
With Common Open Space - ADD	\$2,422	-	\$96.88	-	-		-		-	-	-	\$2,518.88
TRUCKEE MEADOWS REGIONAL PLANNING AGENCY	See Note 4											
VARIANCE -												
Not Tahoe	\$1,060	\$200	\$50.40	\$65	\$26	\$3.64	-		\$174	-	-	\$1,579.04
Tahoe	\$1,060	\$200	\$50.40	\$65	-	\$2.60	-		\$174	-	\$87	\$1,639.00

- NOTE 0: Administrative Review Permits for Tier 2 Short-Term Rentals are exempt from Engineering and Health District fees.
- NOTE 1: \$5,000 deposit on time and materials. Additional \$5,000 increments may be required.
- NOTE 2: \$750 fee capped by NRS for Division of Land into Large Parcels only. (Excludes RTF)
- NOTE 3: \$50 per hour after first 1/2 hour for Planner, \$20 per hour after first 1/2 hour for Clerk, Public Records Research/Copying.
- NOTE 4: Fee to be established by Truckee Meadows Regional Planning Agency.
- NOTE 5: Separate checks are required for the Nevada Departments of Environmental Health and Water Resources. See Submittal Requirements.
- NOTE 6: The following are major permit applications: bed and breakfast inns; commercial animal slaughtering; convention and meeting facilities; destination resorts; eating and drinking establishments; gasoline sales and service stations convenience and full service; gaming facilities: limited and unlimited; hostels; hotels and motels; liquor sales on premises; lodging services; major public facilities; recycling centers: full service and remote collection and residential hazardous substances; vacation time shares. All other uses constitute minor permits.

DEVELOPMENT CODE (Washoe County Code Chapter 110) MASTER FEE SCHEDULE

Applications accepted by CSD, Engineering and Capital Projects

		COMMUNITY SERVICES DEPARTMENT FEES HEALTH FEES											
APPLICATIONS	ı	Planning		Engineeri	ng		Parks		Health District				
ALLEGATIONS	PLANNING	NOTICING	<u>RTF</u>	ENGINEERING	UTILITIES	RTF	<u>PARKS</u>	RTF	ENVIRON.	VECTOR		TOTAL	
AMENDMENT OF MAP (MINOR) (NRS 278.473)	-	-		\$70	-	\$2.80	•		-	-		\$72.80	
AMENDMENT OF MAP (MAJOR) (NRS 278.480)													
(See Note 7)													
With Sewer	\$520	ı		\$429	-		•		\$620	\$0		\$1,569.00	
No Sewer	\$520	•		\$429	-		-		\$1,176	\$0		\$2,125.00	
CONSTRUCTION PLAN REVIEW (See Note 7)													
With Catch Basin	\$308			\$1,949	-		•		\$554	\$535		\$3,346.00	
Without Catch Basin	\$308	1		\$1,949	-		•		\$554	\$586		\$3,397.00	
FINAL SUBDIVISION MAP (See Note 8)													
Not Tahoe without Construction Plan	\$520	ı	\$20.80	\$780	\$102	\$35.28	•		\$328	-		\$1,786.08	
Not Tahoe with Construction Plan with Catch Basin	\$828	1	\$33.12	\$2,729	\$102	\$113.24	•		\$328	-		\$4,133.36	
Not Tahoe with Construction Plan without Catch Basin	\$828	ı	\$33.12	\$2,729	\$102	\$113.24	•		\$328	-		\$4,133.36	
Tahoe without Construction Plan	\$520	•	\$20.80	\$780	-	\$31.20	•		\$328	-		\$1,680.00	
Tahoe with Construction Plan with Catch Basin	\$828	•	\$33.12	\$2,729	-	\$109.16	-		\$328	-		\$4,027.28	
Tahoe with Construction Plan without Catch Basin	\$828	-	\$33.12	\$2,729	-	\$109.16	-		\$328	-		\$4,027.28	
With Hillside Ordinance - ADD	\$520	-	\$20.80	-	-		-		-	-		\$540.80	
With a Significant Hydrologic Resource - ADD	\$520		\$20.80		-		-		-	-		\$540.80	
With CC&Rs - ADD	\$520	-	\$20.80	-	-		-		-	-		\$540.80	

NOTE 7: This application applies to construction plans that are not submitted as part of a Final Subdivision Map. The stand-alone Construction Plan Review application is not currently available through the Regional License and Permit Platform (Accela), so no regional technology fees (RTF) are charged. The RTF will be added once the application is available through the Platform (Accela).

NOTE 8: Contact the Engineering and Capital Projects Division for Technical Map Check fees.

MASTER STORM WATER INSPECTION FEE SCHEDULE (Article 421) Inspection of Storm Water Quality Controls

INSPECTION FEES								
CHARGES FOR PROJECT DURATION AND/OR LOCATION (See Note 9)	CHARGES PER ACRE							
0 - 6 Months Construction	\$30							
7 - 12 Months Construction	\$60							
13 - 18 Months Construction	\$90							
19 - 24 Months Construction	\$120							
Over 24 Months Construction	\$190							
Project within 1,000 feet of a FEMA Flood Zone A, AO, or AE	Additional \$30							
Projects of less than one acre but are deemed sensitive/permitted by NDEP	Additional \$30							
ADMINISTRATIVE SERVICE FEE (See Note 9)	FOR EACH APPLICATION							
Per Site	\$30							

NOTE 9: The above listed fees shall be doubled if the construction activity is commenced prior to the issuance of the required permit and/or installation of the storm water controls. Payment of the double fee shall not preclude the County from taking any other enforcement actions within its authority. This application is not currently available through the Regional License and Permit Platform (Accela), so no regional technology fees (RTF) are charged. The RTF will be added once the application is available through the Platform (Accela).

DEVELOPMENT CODE (Washoe County Code Chapter 110) Short-Term Rental (STR) Applications

	APPLICATIONS	COMMUNITY S	ERVICES DEP	T. FEES	FIRE FEES	TECH FEES	
		Base Fee	<u>Planning</u>	<u>Building</u>	Fire District	<u>RTF</u>	TOTAL
	SHORT-TERM RENTAL (Article 319) (See Notes 10 & 11)						
Truckee Meadows Fire	Initial Permit (See Note 12)	\$803	-	\$180	\$170	\$46.12	\$1,199.12
Protection District (TMFPD)	Initial Permit (with licensed property manager as local responsible party)	\$723	-	\$180	\$170	\$42.92	\$1,115.92
	Renewal with Inspection	\$755	-	\$90	\$80	\$37.00	\$962.00
	Renewal with Inspection (with licensed property manager as local responsible party)	\$680	-	\$90	\$80	\$34.00	\$884.00
	Renewal with Self-Certification	\$755	-	\$45	\$0	\$32.00	\$832.00
	Renewal with Self-Certification (with licensed property manager as local responsible party)	\$680	•	\$45	\$0	\$29.00	\$754.00
North Lake Tahoe Fire	Initial Permit (See Note 12)	\$851	•	\$180	\$174	\$48.20	\$1,253.20
Protection District (NLTFPD)	Initial Permit (with licensed property manager as local responsible party)	\$771	-	\$180	\$174	\$45.00	\$1,170.00
	Renewal with Inspection	\$803	-	\$90	\$87	\$39.20	\$1,019.20
	Renewal with Inspection (with licensed property manager as local responsible party)	\$728	-	\$90	\$87	\$36.20	\$941.20
	Renewal with Self-Certification	\$803	-	\$45	\$0	\$33.92	\$881.92
	Renewal with Self-Certification (with licensed property manager as local responsible party)	\$728	-	\$45	\$0	\$30.92	\$803.92
	Change of local responsible party/property	-	\$45	-	-	\$1.80	\$46.80
	Change of maximum occupancy (no inspection needed)	-	\$90	-	-	\$3.60	\$93.60
	Change of maximum occupancy (with inspection)	-	\$90	\$90	-	\$7.20	\$187.20
	APPEAL BY APPLICANT OF STR TIER 1 DIRECTOR DECISION (See Note 13)	-	\$803	-	-	\$32.12	\$835.12
	APPEAL OF STR ADMINISTRATIVE HEARING ORDER/DECISION to Board of County Commissioners	-	\$250	-	-	-	\$250.00
	INVESTIGATIVE OR ADDITIONAL INSPECTION FEE (per hour for relevant agencies)	-	-	-	-	-	\$90/hr. +RTF

NOTE 10: These fees are for a Tier 1 short-term rental (STR) permit only. Tier 2 STRs required an Administrative Review Permit and Tier 3 STRs require a Special Use Permit, as identified in Article 302. Fees for those permits can be found within the Master Fee Schedule.

In accordance with Nevada Revised Statutes, application fees must be deposited the day of receipt. This does not guarantee the application is complete or that a permit will be issued.

NOTE 11: Building and Fire District fees are based on a standardized rate. Final Fire District fees subject to adoption by each district's governing board and may vary.

NOTE 12: The Fire fee is charged for STR properties located in Extreme and/or High IWUI Fire Risk Ratings (per adopted Fire Code/Amendments and GIS mapping) only. This fee does not include repeated fire inspections. The need for Fire Inspections are determined by the applicable Fire District.

NOTE 13: This appeal fee is for Tier 1 permits only. Appeals related to planning applications required by Tier 2 and Tier 3 STRs will pay the appeal fees applicable to all planning applications.

NOTE 14: Fees shall be reduced by \$100 for initial permits and \$50 for renewal permits for properties listed as low cap status per the Washoe County Assessor's Office.