

Chapter 16.16

PRELIMINARY PLATS--PROCEDURE AND CONTENTS*

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16.16.010 Preliminary plat stage (stage II).

The preliminary plat stage includes preparation, submission, review and commission action on the preliminary plat. Processing of the preliminary plat will be expedited by submission of all information essential to determining the intended character and general acceptability of the proposal.

A. Zoning Amendments. The preliminary plat shall be designed to meet the specific requirements of the zoning district in which it is located; however, in the event that an amendment of zoning is necessary, an application for such amendment shall be submitted and processed in conjunction with the preliminary plat. The commission shall not proceed with the processing of the plat unless and until said application is submitted. The application for zoning amendment should be heard by the commission at the same meeting as the preliminary plat, but shall be acted upon separately. When a preliminary plat constitutes only one unit of a larger development intended for progressive platting, zoning amendment shall usually be limited to the area contained in and abutting the initial plat. In any event, any required zoning amendment shall have been approved by the commission prior to preliminary plat approval. Zoning amendments must conform with the general plan, adopted by the city council.

B. Sanitary Sewerage, Water Supply, Storm Drainage and Garbage Disposal. As a prerequisite of preliminary plat review by the commission, the subdivider shall have informed the commission, health department and the city engineer of his tentative plans and shall provide adequate information to determine the general requirements for sewerage disposal, water supply, storm drainage and garbage disposal as applied to the subject tract.

C. Preliminary Plat Submission.

1. Six copies of the preliminary plat and any required supporting data, prepared in accordance with the requirements of this chapter, shall be filed with the commission at least fourteen days prior to the commission meeting at which the subdivider desires to be heard.

Scheduling of the case for commission hearing shall be dependent upon submission of adequate data and completion of processing. If additional copies of the submittal are needed for proper review of the proposal, they shall be furnished by the subdivider;

*Prior history: Prior code §§ 36.210 through 36.270.

2. The submittal shall be checked by the commission for completeness, and, if it meets with all requirements of Section 16.16.020, it shall be assigned a file number; if incomplete, it shall be rejected and the subdivider notified as to its deficiencies;

D. Preliminary Plat Review.

1. The planning department shall distribute copies of the preliminary plat to the city engineer, school district superintendent and utility companies;

2. The commission shall review the preliminary plat submitted for compliance with the provision of this chapter and the zoning requirements, and shall consult with and seek the advice of appropriate city departments and agencies on any matters of design or improvement. It shall be the responsibility of the subdivider to provide any necessary data;

3. In the event the commission requires modification of the plat as submitted, the commission shall so inform the subdivider and may provide him advice in overcoming deficiencies prior to commission hearing. A recommendation for modification or change may be sufficiently important to warrant postponement of commission hearing until the matter has been resolved with the subdivider.

E. Preliminary Plat Approval.

1. The commission shall consider the preliminary plat within forty-five days after the plat has been filed. The commission shall report to the city council within thirty days after review of the preliminary plat. The report shall approve or disapprove the map or maps of the subdivision. If conditionally approved or disapproved, the report shall state the conditions under which the map would have been approved or that approval was withheld because the land proposed to be subdivided was not suitable for such development. If approval is withheld, the report shall state the reasons why the land was not considered suitable;

2. Before approving a tentative plat, the planning commission and city council shall make such findings as are not inconsistent with the provisions of NRS 278.010 to 278.630, inclusive, or local ordinances adopted pursuant thereto, including, but not limited to, findings that the subdivision:

a. Will not result in undue water or air pollution . In making this determination it shall consider:

i. The topography of the land and its relation to the floodplains or areas subject to flooding or water damage,

ii. The nature of soils and subsoils and their ability adequately to support waste disposal,

iii. The slope of the land and its effect on effluents,

iv. The effectiveness of sewerage plans,

v. The applicable health law and regulations,

b. Has sufficient water, meeting applicable health standards, for the reasonably foreseeable needs of the subdivision,

c. Will not cause an unreasonable soil erosion or reduction in the capacity of the land to hold water so that a dangerous or unhealthy condition may result,

d. Will not cause an unreasonable burden on an existing water supply, if one is to be utilized,

e. Will not cause an unreasonable street or highway congestion or unsafe conditions with respect to use of the streets or highways existing or proposed,

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f. Is in conformance with the duly adopted general plan. No provision of this chapter shall be construed to prevent a governing body from disapproving a tentative map if such disapproval is in the best interests of the public health, safety or welfare, and such disapproval is made by a majority vote of its members and made within the time limit provided;

3. If satisfied that the preliminary plat meets all requirements of this chapter, the planning commission may grant preliminary approval, whereupon the secretary shall note such approval on three copies of the plat, return one copy to the subdivider, retain one copy in the permanent commission file, and deliver one copy to the city engineer;

4. If the plat is generally acceptable but requires minor revision, the planning commission may find conditional approval, and the conditions and revisions shall be noted in the meeting minutes. Thereafter, at the discretion of the commission, the plat may be given preliminary approval when it has been satisfactorily revised in accordance with the commission's stated conditions;

5. If the plat is disapproved by the commission, any new filing of a plat for the same tract, or any part thereof, shall follow the aforesaid procedure and be subject to payment of a new filing fee. The subdivider may appeal the planning commission's decision to the governing body within thirty days. The city council may overrule any ruling of the planning commission in regard to the tentative plat;

6. Upon preliminary approval, the subdivider shall deliver one copy of the plat to the utility companies.

F. Significance of Preliminary Approval. Preliminary approval constitutes authorization for the subdivider to proceed with preparation of the final plat and engineering plans. Preliminary approval is based upon the following terms:

1. Basic conditions under which preliminary approval is granted shall not be changed prior to expiration date;

2. Approval is valid for a period of twelve months from date of commission action, and may be extended once for twelve months at the discretion of the commission. The subdivider may submit the final plat, or any part thereof, on or before the expiration date;

3. Preliminary approval does not constitute an authorization to proceed with site improvements prior to approval by the city engineer of engineering plans.

G. Expiration of Preliminary Approval. If preliminary approval expires prior to filing of a final plat for the subdivision, the preliminary plat, if resubmitted, shall be processed as a new case, and a new fee paid. If commission review of a resubmitted plat reveals no significant change from the previously approved preliminary plat, and conditions under which previous approval was granted have not changed the filing fee shall be as set by the city council and the resubmitted plat scheduled for hearing by the commission at its first regular scheduled meeting thereafter. ((Ord 687 § 1.2,2003; Ord. 391 § 104, 1983)

16.16.020 Information required for preliminary plat submission.

A. Form and Scale. Preliminary plat information hereinafter required shall be shown graphically on one or more plan sheets with written data either entered directly thereon or attached thereto. All mapped data for the same plat shall be drawn at the same standard engineering scale, such scale having not more than one hundred feet to the inch. Whenever practicable, the plan scale shall be selected to produce an overall sheet measuring twenty-four inches by thirty-two inches.

B. Identification Data.

1. Proposed subdivision name, location and section, township and range; reference by dimension and bearing to a section corner or quarter section corner;
2. Name, address and phone number of subdivider(s);
3. Name, address and phone number of engineer or surveyor preparing plat, together with the registration number issued to such engineer or surveyor by the Nevada registering board;
4. Scale, north point and date of preparation including dates of any subsequent revisions;
5. A small-scale location map showing relationship of the tract to existing community facilities which serve or influence it, including: arterial streets, railroads, shopping centers, parks and playgrounds and churches;
6. Legal description defining the boundaries of the subdivision.

C. Existing Conditions Data.

1. Topographs by two-foot contour intervals related to USGS survey datum shown on the same map as the proposed subdivision layout. Topographic data shall be adequate to show the character and drainage of the land;
2. Location of water wells, streams, private ditches, washes, and other water features, including direction of flow; location and extent of areas subject to frequent, periodic, or occasional inundation;
3. Within or adjacent to the tract, the location, widths and names of all platted streets, railroads, utility rights-of-way of public record, public areas, permanent structures to remain, and municipal corporation lines;
4. Name, book and page number of all recorded plats abutting the tract or across a boundary street from the tract;
5. Existing zoning classification of the tract and adjacent properties;
6. Dimensions of all tract boundaries; gross and net acreage of tract.

D. Proposed Conditions Data.

1. Street layout, including location and width of streets, alleys, pedestrian ways and easements, including connections to adjoining platted subdivisions and through unsubdivided tracts, proposed names of all streets and approximate grade of all right-of-ways;
2. Lot layout, including dimensions of typical lots; and the dimensions of all corner lots and lots on street curves; each lot numbered consecutively; total number of lots;
3. Location, width and proposed use of easements;
4. Location, extent and proposed use of all land to be dedicated or reserved for public use, including school sites or parks;
5. Location and boundary of all proposed zoning districts;
6. Draft of proposed deed restrictions.

] E. Proposed Utility Methods.

1. Sewage Disposal. It shall be the responsibility of the subdivider to furnish information as to design for sewage disposal connecting to the city's system;
2. Water Supply. Evidence of adequate volume and quality from the utility company's system;
3. Storm Drainage. Preliminary drainage calculations and layout of proposed storm drainage system, including location of outlets, shall be submitted;

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4. Telephone, Power, Gas, Television. Design and location shall be shown.
5. Utility Easements. A five-foot wide utility easement shall be reserved along the street frontage of each lot. (Ord. 506 § 1 (part), 1988; Ord. 391 § 106, 1983)