



## **Requirements for the Submittal of a Tentative Subdivision Map in Washoe County**

**A tentative map may only be submitted for review by the planning commission or a representative that has been authorized to submit the tentative map on behalf of the planning commission per NRS 278.330**

1. Provide the tentative subdivision map showing the design of the subdivision, including the arrangement of lots, the alignment of roads, and easements – each sheet must be individually wet-stamped, signed, and dated in non-black ink by a Professional Land Surveyor or Engineer registered in Nevada.
2. A check payable to the Nevada Division of Environmental Protection or NDEP for \$100.00 + \$1.00 per lot.
3. If the tentative map is being submitted on behalf of the planning commission, a letter designating authorization from the planning commission must be submitted to the NDEP.
4. Supply a letter from the drinking water utility and the wastewater utility stating the availability and accessibility of utilities per NRS 278.349(3c) or supply a “Will-Serve” letter.
5. The number of lots in the subdivision must be stated on the map.
6. The tentative map must give the name of the agencies that will provide drinking water and collection, treatment, and disposal of the wastewater from the proposed subdivision.

A letter from the NDEP recommending approval or denial based on commitment by the stated agencies to provide drinking water and community wastewater service to the proposed subdivision described in the tentative map will be sent to the related planning agency within fifteen (15) calendar days of the receipt of the complete submittal.

Copies will be sent to:

- The City of Reno, Sparks, or Washoe County Planning Department
- The owner of the development
- The engineering firm that prepared the tentative map submittal