



DEPARTMENT OF PLANNING

CONDITIONAL USE VERIFICATION SUBMITTAL REQUIREMENTS

A Conditional Use Verification (CUV) is used to determine if a use that is permitted conditionally in a zoning district meets the minimum Conditional Use Regulations for the proposed use pursuant to [LVMC Title 19.12 Permissible Uses](#). It is not an entitlement, but rather a verification that the proposed use meets the required conditions at a specific place and time. If not utilized immediately (i.e. a business license application or building permit for the proposed use is not submitted immediately after having a CUV approved), a new CUV may be required to proceed. A previously approved CUV does not impart any future rights of use for the property if the use ceases. In most cases, if a use does not meet the minimum Conditional Use Regulations, a Special Use Permit may be requested at:

<https://www.lasvegasnevada.gov/Business/Planning-Zoning/CLV-EPLAN>.

ONLINE SUBMITTAL ONLY: Go to <https://www.lasvegasnevada.gov/Dashboard>, Planning Applications, as a Conditional Use Verification. Upload the following documents:

JUSTIFICATION LETTER: A detailed letter that explains the request, provides hours of operation, a parking analysis, and any other detailed information that would enable the Director to determine that the specified Conditional Use Regulations for the proposed use are met. The Director may approve a Conditional Use Verification if the Director determines that the use meets all of the minimum Conditional Use Regulations of [LVMC Title 19.12](#).

SITE PLAN: Draw to scale and make legible: the entire subject parcel(s), all proposed and existing structures, signage, and adjacent streets. Site Plans must include (note as existing or proposed):

- PROPERTY LINES CALLED OUT
- ADJACENT LAND USES/STREETS
- VICINITY MAP
- DIMENSIONS (ACTUAL)/SCALE
- LANDSCAPE AREAS
- NORTH ARROW
- STREET NAMES
- SCALE
- INGRESS/EGRESS
- PARKING SPACES / ACCESS
- TEMP FENCING, IF APPLICABLE
- STRUCTURES
- FLAMMABLE GAS OR MATERIALS
- UTILITIES/CONNECTIONS

BUILDING ELEVATIONS (IF APPLICABLE): Draw and make legible: all sides of all buildings on site. **Photographs may be submitted in lieu of detailed drawings.** Building Elevations (or photos) must include:

- DIRECTION OF ELEVATION
- BUILDING MATERIALS & COLORS CALLED OUT
- ELEVATION DIMENSIONS/SCALE

FLOOR PLAN (IF APPLICABLE): Draw and make legible: all rooms and/or spaces contained within the building(s) on the site. Floor Plans must include:

- ENTRANCES/EXITS
- MAXIMUM OCCUPANCY (PER U.B.C.)
- ROOM DIMENSIONS/SCALE
- USE OF ROOMS
- SEATING CAPACITY (WHEN APPLICABLE)
- NORTH ARROW

FEES: None

See following pages for specific requirements regarding Open Air Vending/Transient Sales Lots, Wireless Communications Facilities and Short-Term Residential Rentals.

Conditional Use Verification Submittal Requirements for Open Air Vendors

These requirements are intended to provide guidance for a complete Conditional Use Verification (CUV) submittal for an Open Air Vending/Transient Sales Lot use. Please refer to the Unified Development Code, [LVMC Title 19.12](#) Permitted Uses (“Open Air Vending/Transient Sales Lot”) for a complete list of standards, including additional standards applicable to Mobile Food Vendors and Farmer’s Markets.

For Open Air Vending/Transient Sales Lot:

1. The submitted site plan must depict the location of the vending area on the overall site and contain the following (plans must be to scale or have adequate dimensioning to determine compliance with Title 19.12):
 - a. Overall dimensions of the vending area (not to exceed a maximum of 500 SF, except as allowed by Conditional Use Regulation 7d).
 - b. Setback(s) from all property lines.
 - c. Distance from residential development, if necessary, to confirm a minimum separation of 150 feet. If located within the confines of a commercial subdivision, the legal lot boundary of the subdivision will be used to determine the distance separation.
 - d. Locations of drive aisles, parking spaces and landscape areas, as applicable. The vending area cannot occupy drive aisles, landscape areas or unpaved areas of the site.
 - e. All tables, canopies/shade covers, generators and other items present on the site.
2. If the vending area will occupy parking spaces, a parking calculation is required to verify that enough parking spaces remain to meet the minimum number required for the site.

Please note the following:

1. No more than one vendor is permitted on any one lot, except as allowed by Conditional Use Regulation 7d.
2. No such vending is permitted on undeveloped lots or developed lots with unoccupied structures or on unpaved surfaces;
3. The installation of tables, chairs, tents, shade covers, tarps, umbrellas or other coverings for dining areas is prohibited unless:
 - a. Dining areas have been approved by means of a Site Development Plan Review; or
 - b. The dining areas are located within an established plaza area of a commercial lot.
4. Vending area must be at least 150 feet from a residential development.
5. If the vending area is located on any lot that is adjacent to a residential development, the hours of operation shall be limited to 10 am to 8 pm.
6. No supply or drainage pipes or power supply cords that pertain to the vending operation may be placed on or across surface parking or unimproved areas, or be attached to adjoining or nearby buildings, unless the vending operation is located immediately adjacent to the building so that the attached pipes or power cords have minimal exposure and do not present a potential hazard for passersby.
7. Pictures of vending equipment may be submitted for reference, but cannot substitute for other requirements, i.e. a comprehensive site plan.

If a determination is made that the proposed use does not meet the Conditional Use Regulations, the CUV will be denied. A Special Use Permit may be requested for the use at:

<https://www.lasvegasnevada.gov/Business/Planning-Zoning/CLV-EPLAN>

CONDITIONAL USE VERIFICATION FOR WIRELESS COMMUNICATIONS FACILITIES

These requirements are intended to provide guidance for a complete Conditional Use Verification (CUV) submittal for a Wireless Communication Facility use that qualifies for conditional use approval. Please refer to the Unified Development Code, [LVMC Title 19.12](#) Permitted Uses (“Wireless Communication Facility”) for a complete list of standards.

A CUV may be approved if the Director determines that the proposed facility is a collocation of new transmission equipment, a removal of transmission equipment or a replacement of transmission equipment that:

1. Does not increase the tower height by more than 10% or height of additional antenna array plus 20 feet, whichever is greater,
2. Does not add more than 4 new equipment cabinets or 1 new shelter, and
3. Does not contain a protrusion of more than 20 feet or the width or the tower, whichever is greater.

If the facility is a collocation of new transmission equipment, a removal of transmission equipment or a replacement of transmission equipment, the elevations submitted for the facility should show the “before” and “after” conditions.

Please note that if the addition of equipment to an existing facility changes the type of facility (i.e. the added equipment changes the facility from stealth to non-stealth), additional entitlements may be required to proceed.

For a proposed new facility, in addition to the site plan, elevations, etc. that are required for the submittal of a Conditional Use Verification, the following document is also required:

PHOTO SIMULATION: A color photo depicting the site as it currently exists and a simulation of what the site will appear like with the requested changes, as viewed from the adjacent public rights-of-way.

A comprehensive permit plan set may be submitted as a single document for the site plan.

If the Director determines that the proposed use does not meet the minimum Conditional Use Regulations, or in cases where the office of the City Council requests further review because it is a new facility or the proposed modifications exceed the allowances noted in 1-3 above, a Special Use Permit may be requested at:

<https://www.lasvegasnevada.gov/Business/Planning-Zoning/CLV-EPLAN>

CONDITIONAL USE VERIFICATION FOR SHORT-TERM RESIDENTIAL RENTALS

These requirements are intended to provide guidance for a complete Conditional Use Verification (CUV) submittal for a Short-Term Residential Rental use. Please refer to the Unified Development Code, [LVMC Title 19.12](#) Permitted Uses (“Short-Term Residential Rental”) for a complete list of standards.

For the Short-Term Residential Rental (STR) use submittal:

1. The use may not be located closer than 660 feet to any other STR use.
2. The residence must be owner-occupied during each period the unit is rented.
3. The residence cannot have more than three bedrooms. The dwelling unit is presumed to have the number of bedrooms indicated in the records of the [Clark County Assessor's Office](#) that pertain to that unit, but that presumption may be rebutted by inspection or other competent evidence.
4. No accessory structure (i.e. sheds, pool houses, casitas, etc.), tent, trailer or other mobile unit may be rented as a STR.
5. In the case of a lot or parcel containing more than one dwelling unit, each dwelling unit would constitute a separate STR unit.

Prior to final approval of the CUV for an STR use, the property must pass an inspection by Code Enforcement to ensure compliance with all current city building and fire codes. A business license is required to operate an STR. The CUV must be approved prior to the submittal of a business license for the use.

An STR that was approved prior to the adoption of Ordinance 6663 on 12/05/18, and that has not been discontinued for more than one year, may qualify as a nonconforming use and would not have to comply with some or all of the above restrictions. An approved CUV submittal and passed inspection by Code Enforcement is required for a change of ownership/operation of the use to ensure continued compliance with all city code requirements.

Additional resources regarding STRs, including an interactive map, inspection and licensing information, is available at:

<https://www.lasvegasnevada.gov/Business/Planning-Zoning/Code-Enforcement/Short-Term-Rentals>