



# VACATION APPLICATION

Date: 04/04/24

## Project Information:

Project Name: N. Belt Road

Assessor's Parcel No.: 123-22-301-001

Project Address/Location: 6052 E. North Belt Road

Gross Acreage: 69.82 Ward: \_\_\_\_\_

## Applicant Information:

Applicant Name: Lisa Brady c/o Prologis LP Phone: 702.891.9141

Address: 3883 Howard Hughes Parkway, Suite 850

City: Las Vegas State: NV Zip: 89169 Cell: 702.217.5460

E-mail: lbrady@prologis.com Fax: \_\_\_\_\_

Representative: Treasea Wolf c/o Kimley-Horn Phone: 702.786.1830

Address: 6671 Las Vegas Blvd. South, Suite 320

City: Las Vegas State: NV Zip: 89119 Cell: 702.683.1107

E-mail: treasea.wolf@kimley-horn.com Fax: \_\_\_\_\_

Property Owner: 17730 Magnolia LLC Phone: \_\_\_\_\_

Address: 550 South Hill Street, #770

City: Los Angeles State: CA Zip: 90013 Cell: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

## Legal Information:

Property Owner(s) Signature(s) \_\_\_\_\_

Mark Kestenbaum Manager

Owner(s) Name(s) Printed Title

Property Owner(s) Signature(s) \_\_\_\_\_

Owner(s) Name(s) Printed Title

Property Owner(s) Signature(s) \_\_\_\_\_

Owner(s) Name(s) Printed Title

## Department Filing Information:

Case No.: \_\_\_\_\_

Reference Case(s): \_\_\_\_\_

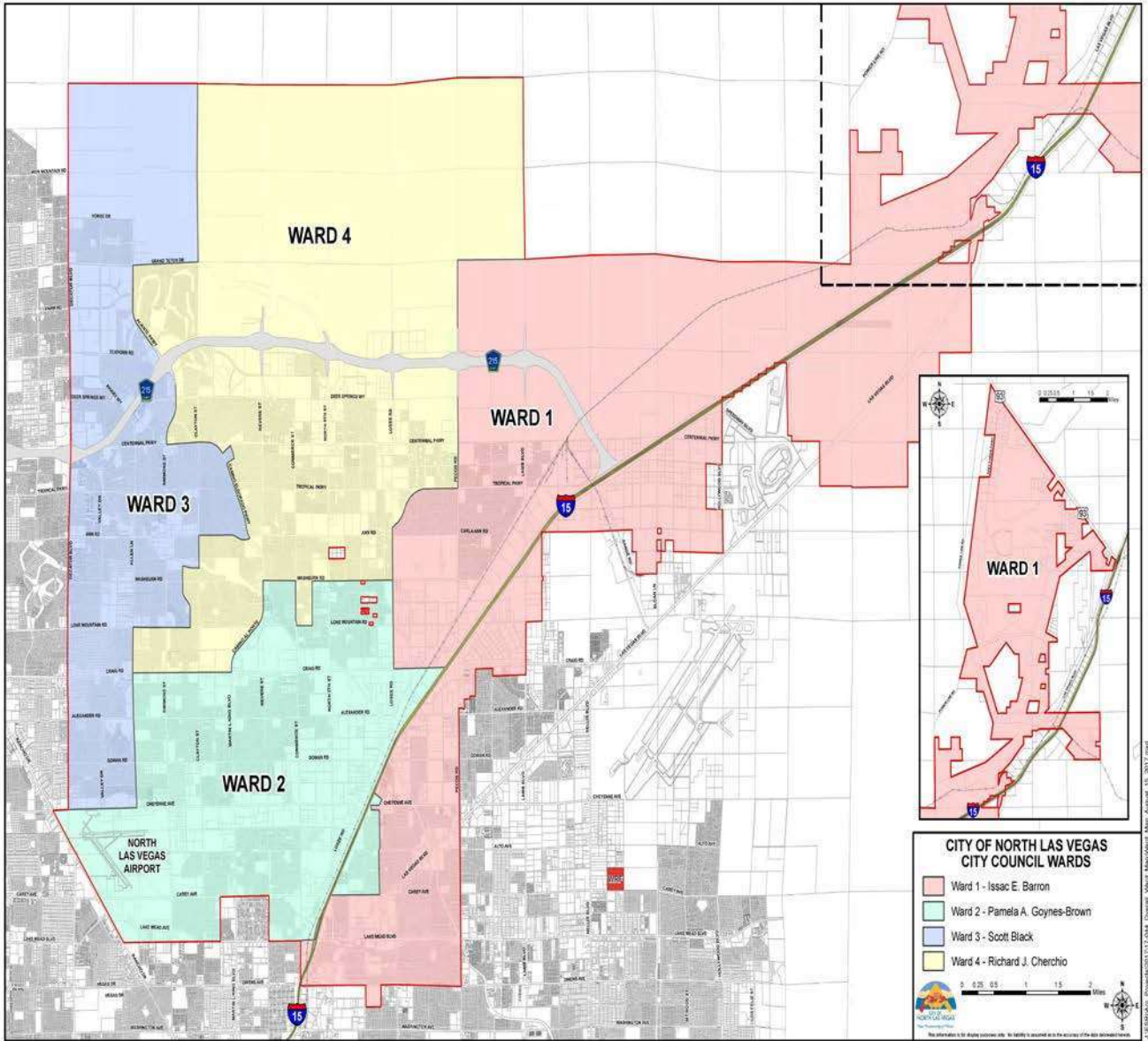


## Vacation: Submittal Requirements

<b>PRE-APPLICATION REVIEW</b>  <i>(This is the first step and must be completed prior to "Official Submittal")</i>	<p>The purpose of the RPS pre-application review is to ensure that the owner's documents are correct for processing and public notification as the Vacation will proceed immediately to City Council for final action. The pre-application form is available at the CNLV Real Property Services website:</p> <p><a href="http://www.cityofnorthlasvegas.com/departments/public_works/survey_and_real_property_services.php">http://www.cityofnorthlasvegas.com/departments/public_works/survey_and_real_property_services.php</a></p> <p><b><i>The Pre-Application Review, including "No objection" letters from Utility Companies (if required) must be completed in its entirety and the form signed by Real Property Services staff prior to officially submitting the Vacation at the Customer Self Service portal.</i></b></p>
<b>JUSTIFICATION LETTER:</b>	<p>A detailed letter describing the request and its purpose. The letter must discuss how the request could affect traffic conditions, the surrounding neighborhood, and how it would benefit the general public. (NOTE: A Traffic Study may be required.)</p> <p>For vacation of a public streets, public utility easements or roadway easements, existing utilities (wet or dry) must be identified. If there are existing utilities, the letter must state whether relocations will be completed with the proposed development project or if they are to remain.</p> <p>If the Vacation is associated with a land development project, a timetable for project construction should be included in the letter.</p>
<b>VICINITY MAP:</b>	Vicinity Map exhibit depicting proposed vacation area (8 ½" x 11") – jpeg <u>and</u> pdf (no scanned copies).
<b>LEGAL DESCRIPTION:</b>	Legal description and exhibit indicating length, width and approximate square footage of the proposed vacation area (8 ½" x 11") – electronic and wet stamped.
<b>TITLE REPORT:</b>	Preliminary Title Report
<b>APN MAP:</b>	Assessor's Parcel Map (8 ½ x 11) identifying the affected parcels
<b>SITE PLAN:</b>	Site plan of the Vacation area drawn to scale; also include a site plan of the associated development if applicable.
<b>DEED(S)</b>	Current owner's deed(s) for each property abutting the proposed vacation area.
<b>CREATION DOCUMENT</b>	Recorded plat map, parcel map, patent or other document that created the public right-of-way or easement.
<b>APPLICATION / OWNER SIGNATURE:</b>	<p>(Page 1 of this document.) All property owners, or an authorized agent, must sign the application. Verified digital signatures are acceptable.</p> <p>If someone other than the property owner has signed the application, <i>legal documentation</i> proving that the owner authorized the individual to sign on their behalf must be provided. If the property is owned by a company or a trust, the legal signatory documents or a copy of the trust must be included to show the authorized signatory of the company or trust.</p>
<b>OFFICIAL SUBMITTAL:</b>	Visit: <a href="https://eg.cityofnorthlasvegas.com/EnerGov_Prod/SelfService#/home">https://eg.cityofnorthlasvegas.com/EnerGov_Prod/SelfService#/home</a> and create an account. Click on "Apply for Planning & Zoning" and then "Apply" for the Vacation.
<b>FEE:</b>	<p>Vacation Fee = \$300.00; Notification Fee (City Council) = \$500.00 {Total = \$800.00} To be invoiced after the Vacation has been received and all submittal documents verified.</p> <p>Check payments are processed in the office. Credit card or e-check payments must be made online using the CSS portal: <a href="https://eg.cityofnorthlasvegas.com">https://eg.cityofnorthlasvegas.com</a>.</p> <p><b><i>**All credit card transactions will be charged a non-refundable convenience fee of 2.85%.**</i></b></p>



# City Council Ward Map





## Vacation Meeting Schedule

**IMPORTANT:** Completed applications must be submitted online at the Customer Self Service portal by **3:00 p.m.** on the closing date. Incomplete submittals will be rejected.

Application Closing Date**	City Council Meeting***
February 2, 2021	March 17, 2021
February 23, 2021	April 7, 2021
March 9, 2021	April 21, 2021
March 23, 2021	May 5, 2021
April 6, 2021	May 19, 2021
April 20, 2021	June 2, 2021
May 4, 2021	June 16, 2021
May 25, 2021	July 7, 2021
June 8, 2021	July 21, 2021
June 22, 2021	August 4, 2021
July 6, 2021	August 18, 2021
July 20, 2021	September 1, 2021
August 3, 2021	September 15, 2021
August 24, 2021	October 6, 2021
September 7, 2021	October 20, 2021
September 21, 2021	November 3, 2021
October 5, 2021	November 17, 2021
October 19, 2021	December 1, 2021
November 2, 2021	December 15, 2021
November 16, 2021	January 5, 2022

**\*\*Reference the Department of Public Works “Vacation: Policy and Procedure”**

**\*\*\*Confirm with City Clerk’s Office for Actual Hearing Date\*\*\***

**NOTE:** This page is provided for planning purposes only. All dates are subject to change.