



# REQUEST FOR REASONABLE ZONING ACCOMMODATION FORM

## DEPARTMENT OF COMPREHENSIVE PLANNING

- Any person with a disability may request a reasonable accommodation to the Clark County Zoning Code. A reasonable accommodation is a change to the zoning code that is necessary for a person with a disability to have an equal opportunity to use and enjoy a dwelling. A reasonable accommodation request does not require the payment of a fee.
- Any private or medical information provided or attached to this form will be kept confidential and not made public.
- The Department of Comprehensive Planning will evaluate your request in accordance with federal law and provide you a decision within 30 business days of receiving your request.
- If necessary to reach a determination on the request, the Department may request further information consistent with fair housing laws. The 30-day period to issue a decision is stayed until you respond.
- Grievance Procedure: If you disagree with the decision, you may request an appeal within 5 business days of your receipt of the decision and the appeal will be scheduled for a hearing before the Board of County Commissioners within 30 business days of receipt of the appeal request. A decision will be rendered by the Board within 30 business days of the hearing date. The hearing will be public as required by Nevada Law, but confidential information can be submitted and presented to the board during a closed session so as to safeguard the requestor's private medical information. To request an appeal, please contact Comprehensive Planning via one of the methods listed below - no specific form is required.
- This form can be emailed to [cpadmin@clarkcountynv.gov](mailto:cpadmin@clarkcountynv.gov), faxed to (702) 455-3271, or mailed to Comprehensive Planning at P.O. Box 551741, Las Vegas, NV 89155-1741. Though you may also request a reasonable accommodation orally or in a different written format, we strongly encourage you to use this form to ensure that your request is clear and contains all necessary information. Please contact Comprehensive Planning if you require assistance with completing this form.
- For general questions about reasonable accommodations and the County's accessibility policies, please contact the Clark County Office of Diversity (the Clark County ADA Coordinator) at (702) 455-5760 or [officeofdiversity@clarkcountynv.gov](mailto:officeofdiversity@clarkcountynv.gov).

PLEASE PRINT

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **CITY:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**Date the accommodation is needed:** \_\_\_\_\_

**Time period the accommodation is needed:** \_\_\_\_\_

**Identify the accommodation you will need and at what location:**

\_\_\_\_\_

\_\_\_\_\_

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Reason that the accommodation may be necessary for use and enjoyment of the dwelling:

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Identify the related zoning code section(s) or policy:

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Attach additional information or documentation as needed.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY**

Received – Date and Time: \_\_\_\_\_

Notification to Requestor (Name): \_\_\_\_\_

Date/Time: \_\_\_\_\_ Processed by: \_\_\_\_\_