REVOCABLE OCCUPANCY PERMIT INSTRUCTIONS

The attached Revocable Occupancy Permit (pages 1, 2, 3 and Exhibit “A”) is in accordance with the FORMAT REQUIRED BY THE WASHOE COUNTY RECORDER. Note: All signatures and Notary Stamps must be originals. Requirements may be viewed at the Washoe County Recorders web page.

Exhibit “A” must be legible in both text and line work and be 8.5” X 11” in size. Exhibit “A” shall be in plan view, show the extent and type of encroachment to be placed in the Washoe County right-of-way, right-of-way location and property lines. Please refer to Exhibit “A” for an example.

FEES

One check for $26.00 payable to Washoe County is required for the following fees:

1. Permit fee in the amount of $25.00
2. RTF (Regional Technology Fee) $1.00

OWNER CONTACT INFO

NAME: ________________________________________________________________

MAILING ADDRESS: __________________________________________________

CONTACT PHONE #: __________________________________________________

EMAIL: _____________________________________________________________

(Do not record this sheet)
REVOCAIBLE OCCUPANCY PERMIT

Pursuant to the provisions of Chapter 244 of the Nevada Revised Statutes and the Washoe County Code, WASHOE COUNTY hereby grants a revocable permit to _____________________ ___________________________ hereinafter referred to as “Owner”, to construct ___________________________________________________________ partially within the right-of-way __________________________ . The authority hereby granted permits the installation of ___________________________________ as shown on the drawing attached hereto as Exhibit “A”, and hereby made a part hereof.

The improvements permitted hereby are for the benefit of the Owner’s real property and all restrictions and conditions set forth herein shall be binding upon the Owner, his legal representatives, successors and assigns. Said Owner’s real property is more particularly described as follows:

Physical Address: _________________________________________________________
Mailing Address:  _________________________________________________________
APN: ____________________ Lot: ___________________ Block: _________________
Subdivision: _____________________________________________________________

This permit is subject to the following conditions:

1. During the construction operation, proper barricades, warning and directional signs, flags, flares or other protective devices shall be installed and maintained as a protection to the traveling public when determined necessary by the County Engineer.

2. Any surface or public road appurtenance damaged or disturbed shall be returned to its original condition within two (2) days of completion of work, and if not so performed, the Washoe County Engineer reserves the right to make necessary replacements and repairs and the Owner hereby agrees to pay the actual cost of such work performed by the County upon receipt of proper billing of such work.
3. The Owner shall indemnify the County of Washoe and save it harmless from and against any and all liability for injury to persons or damage to properties whether said properties may belong to Owner, County, or to third parties, which injury or damage is sustained by reason of any cause directly resulting from the exercise of the privilege herein granted.

4. The Owner shall make any and all repairs to the facilities installed by authority given in this permit as soon as the need therefore arises and shall at all times maintain said facilities. The Owner further agrees to indemnify the County of Washoe and save it harmless from and against any and all liability for damages to said facilities which may result from road maintenance operations.

5. Upon notification in writing from the County of Washoe of the necessity therefor, the Owner shall adjust or remove the encroachment at its own expense, within thirty (30) days after receipt of such notice, unless the emergency of the situation requires the work to be done in a shorter time.

THE OWNER AGREES TO THE ABOVE RESTRICTIONS AND CONDITIONS AND ACKNOWLEDGES THAT SAID RESTRICTIONS AND CONDITIONS SHALL RUN WITH THE OWNER’S REAL PROPERTY AND BE BINDING UPON HIS LEGAL REPRESENTATIVES, SUCCESSORS AND Assigns.

Dated this _________ day of ______________________________, 20________.

__________________________________________
Property Owner(s)

__________________________________________
Printed

__________________________________________
Property Owner(s)

__________________________________________
Printed

STATE OF NEVADA )
) SS:
COUNTY OF WASHOE )

On this __________ day of ________________________, 20______, the above signed, ___________________________________________ personally appeared before me, ___________________________________________, a Notary Public, who acknowledged that he/she/they executed the above instrument.

__________________________________________
NOTARY PUBLIC
FOR WASHOE COUNTY USE ONLY:

___________________________________________
DWAYNE SMITH
Director, Engineering & Capital Projects

STATE OF NEVADA )
) SS:
COUNTY OF WASHOE )

On this ______ day of ________________________ 20 ______, DWAYNE SMITH,
personally, appeared before me, a Notary Public, and who acknowledged that he executed the
above instrument.

__________________________________________
NOTARY PUBLIC

Return to:
Washoe County Community Services Department
Engineering Division
EXHIBIT "A"
Lot 14  Smith St
Showing landscaping and driveway to be installed

SMITH STREET

15' Washoe County right-of-way

15' x 20' portion of concrete driveway to be built within R-O-W

228 Smith St
APN: 591-863-09

Property Line

Property Line

1" Margin

1" Margin

1" Margin

1" Margin