


FILED

2023 MAR 29 P 5: 24

JUSTICE COURT  
LAS VEGAS NEVADA  
BY  DEPUTY

JUSTICE COURT, LAS VEGAS TOWNSHIP  
CLARK COUNTY, NEVADA

IN THE ADMINISTRATIVE MATTER  
REGARDING PART 7 OF THE LAS  
VEGAS JUSTICE COURT LOCAL RULES  
OF PRACTICE (LVJCLRP)

ADMINISTRATIVE ORDER # 23-03

WHEREAS, JCRLV 6.5(b)(10) makes the Chief Judge of the Las Vegas Justice Court “responsible for the administration of court rules and administrative orders”; and

WHEREAS, Part 7 of the Las Vegas Justice Court Local Rules of Practice (LVJCLRP) relates to “Traffic Criminal Misdemeanor Citations and Civil Infractions Citations”; and

WHEREAS, portions of the rules in Part 7 need to be temporarily altered due to current issues with the Court’s Online Dispute Resolution System; therefore,

IT IS HEREBY ORDERED that the specific rules listed below shall be altered temporarily as follows:

**Rule 7.5. Resolution of regulatory violations on or before arraignment date.**

(a) All criminal misdemeanor citations alleging only regulatory offenses as defined by Rule 7.1(b) must be resolved using the Court’s Online Traffic Dispute Resolution System, *unless the System is temporarily down for maintenance, in which case such citations may be resolved at the Customer Service Window. A citation must be resolved* on or before the arraignment/appearance date set forth on the citation. Resolution means that either a plea was entered for each violation contained on the citation or is eligible for dismissal pursuant to Rule 7.5(b).

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**Rule 7.8. Two options to resolve traffic civil infractions citation.**

A defendant who has been issued a traffic civil infraction citation must use the Court's Online Traffic Dispute Resolution System to resolve the case, *unless the System is temporarily down for maintenance, in which case the citation may be resolved at the Customer Service Window*. No court hearings will be set before a judicial officer other than as outlined in section (b) below.

**(a) Uncontested Violations.**

A defendant who does not desire to contest the violation(s) in the civil infraction citation must indicate the intent not to contest and pay the civil penalty in full on or before 90 calendar days after the date the citation was issued, *or 90 calendar days after the date that the citation was entered into the Case Management System, whichever is later*. A defendant may make several payments to pay the civil penalty as long as the civil penalty and administrative assessment fees are paid in full on or before 90 calendar days after the date the citation was issued, *or 90 calendar days after the date that the citation was entered into the Case Management System, whichever is later*.

**(b) Contested Violations.** A defendant who desires to contest the violation(s) in the civil infraction must request a hearing to contest the determination that the person has committed the civil infraction using the Court's Online Traffic Dispute Resolution System, *unless the System is temporarily down for maintenance, in which case the defendant may contest the violation(s) at the Customer Service Window*. *When contesting the violation(s), the defendant must [and] post a bond in the amount of the civil penalty.*

(1) An indigent defendant may apply for a waiver of the bond by filing a written application to proceed in forma pauperis. Such application must be filed with the Court at the Court's customer service window or may be filed online using the Court's electronic filing system.

(2) Notice of the hearing date will be provided to the defendant at the time the bond is posted with the Court's Online Traffic Dispute Resolution System *or at the Customer Service Window*, or upon approval of a bond waiver. No further notice will be provided.

(3) Failure to both request a hearing and post the bond (or obtain an order approving waiver of the bond) on or before 90 calendar days after the date the citation was issued, *or 90 calendar days after the date that the citation was entered into the Case Management System, whichever is later*, will be treated as if the defendant took no action to respond to the civil infraction in the manner specified by NRS 484A.704. In such case, the Court will enter an order pursuant to NRS 484A.7043 finding that the person committed the civil infraction and assessing the monetary penalty and administrative assessments prescribed for the civil infraction.

**(c)** Pleadings filed into a civil infraction case through the Court's case management system that amount to either an election to contest the violation(s) and request a hearing, or not contest the violation(s), therefore bypassing the use of the Court's Online Traffic Dispute Resolution System *[will] may* be stricken as nonconforming.