



# Clark County Building Department

4701 West Russell Road, Las Vegas, NV 89118 ~ (702) 455-3000

James Gerren, P.E., Director

Werner Hellmer, P.E., Deputy Director ~ Scott Telford, P.E., Deputy Director

## Checklist for Single Family – Residential Submittals

DATE: \_\_\_\_\_ ASSESSOR'S PARCEL #: \_\_\_\_\_ APPLICATION #: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

PROPERTY OWNER NAME: \_\_\_\_\_ CONTRACTOR NAME \_\_\_\_\_

SCOPE OF WORK \_\_\_\_\_ ST. LICENSE NO# \_\_\_\_\_

\_\_\_\_\_ COMMISSION APPROVAL \_\_\_\_\_

### CITIZEN ACCESS CONTACT INFORMATION

NAME: \_\_\_\_\_ CONTACT ID: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE NO: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

APPLICANT SIGNATURE

DATE

### UTILITIES / REQUIREMENTS

WATER:  LVVWD  WELL  OTHER \_\_\_\_\_

SANITATION:  CCWRD  SEPTIC  OTHER \_\_\_\_\_

DUST:  DUST PERMIT (REQUIRED IF OVER .25 ACRES) \_\_\_\_\_

### ADDITIONAL DEVELOPMENT FEES MAY APPLY

#### (OFFICIAL USE ONLY)

- STORM SEWER
- RESIDENTIAL CONSTRUCTION TAX
- TRANSPORTATION TAX
- PFNA
- MSHCP MITIGATION
- TRAFFIC MITIGATION
- NV STATE WATER USAGE

### PLANS PREPARED BY:

- NEVADA REGISTERED ARCHITECT
- NEVADA REGISTERED RESIDENTIAL DESIGNER
- LICENSED GENERAL CONTRACTOR
- STRUCTURAL PLANS INCLUDED (STAMPED AND SIGNED BY A NEVADA REGISTERED ENGINEER)
- OWNER

### SUBMITTAL: ARCHITECTURAL / STRUCTURAL (IBC)/CIVIL

- GRADING PLANS STAMPED BY A NEVADA PROFESSIONAL CIVIL ENGINEER **OR**  COPY OF APPROVED GRADING PLANS
- MSHCP FORM COMPLETED AND STAMPED BY CIVIL ENGINEER
- GEOTECHNICAL REPORT STAMPED
- UPDATE LETTER STAMPED (IF ORIGINAL IS OVER (1) YEAR OLD)
- DRAINAGE STUDY APPROVAL LETTER (IF APPLICABLE)
- PLANS STAMPED/SIGNED BY A NEVADA DESIGN PROFESSIONAL OR OWNER – TO INCLUDE:
  - ARCHITECTURAL PLANS
    - CODE ANALYSIS
    - SITE PLAN
    - FLOOR PLAN(S)
      - (ROOMS LABELED, WINDOWS & DOORS SCHEDULE)
    - FIREPLACE
      - GAS PIPED  EPA APPROVED
      - OUTSIDE HYDROLOGICAL BASIN/ABOVE 4,000 FT
    - ELEVATIONS (FRONT, REAR, SIDES)
    - CROSS SECTIONS (CONSTRUCTION DETAILS, ROOF PITCH, ETC)
      - STAIR DETAILS (IF APPLICABLE)
      - FOUNDATION & FOOTING PLAN (DETAILS)
    - ELECTRICAL (NEC)
      - ELECTRICAL LOAD CALCULATIONS
    - GAS PIPING PLAN
    - ENERGY CALCULATIONS (IECC)
  - STRUCTURAL PLANS
    - FOUNDATION PLAN
    - FLOOR FRAMING PLAN (IF APPLICABLE)
    - ROOF FRAMING PLAN (ALL HEADER & BEAM SIZES)
    - FOUNDATION & FRAMING DETAILS
  - STRUCTURAL CALCULATIONS
  - TRUSS CALCULATIONS
    - DEFERRED
  - UTILITY PLANS  
(IF OVER 3,600 SF UNDER ROOF, AND NOT ON WELL)

### OWNERSHIP DOCUMENTS REQUIRED IF NOT UPDATED IN ASSESSORS RECORDS

RECORDED DEED OR  DEED OF TRUST OR  ESCROW INSTRUCTIONS

SUBMITTAL WILL EXPIRE IF PERMIT IS NOT ISSUED WITHIN 180 DAYS OF APPROVAL. SEE ADMINISTRATIVE CODE FOR MORE INFORMATION