



Department of Building Inspection Division

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SUBJECT: TG-210 REVISION BY INSPECTOR (RBI)

1.0 PURPOSE: The purpose of this technical guideline is to outline the Revisions by Inspector Program. Revisions by Inspector Program allows an Inspector to review and accept limited construction document modifications in lieu of Plan Examination staff.

2.0 SCOPE: The scope of this technical guideline specifies review limitations, assignment, supervision, fees, record keeping and auditing requirements.

3.0 ABBREVIATION & ACCRONYMS: Abbreviations and acronyms used within the body of this Technical Guideline or referenced documents.

BAC: Building Administrative Code of Clark County

CCBD: Clark County Building Department

P&P: Policy and Procedure

RBI: Revision by Inspector

TG: Technical Guideline

4.0 DEFINITIONS: For the purposes of this TG, certain terms, phrases, words and their derivatives shall be construed as specified in this section and the BAC.

- **Approved Construction Document:** Construction documents that have been reviewed and accepted for permit by the Building Official pursuant to the BAC.
- **Inspector:** The person assigned to inspect permitted work.
- **Permit Holder:** The person to whom a permit is issued.
- **Permitted Work:** The work for which a permit is issued.
- **Supervising Building Inspector:** The person responsible for inspection assignment and inspector oversight.

APPROVED DATE: A MONTH XX, 2013

EFFECTIVE DATE: E MONTH XX, 2013

Written by:	Concurred by:	Approved by:
Brenda A. Thompson Manager, Building Inspections	Gregory J. Franklin Assistant Director	Ronald L. Lynn, B.O. Director/Building Official

5.0 REFERENCES:
Building Administrative Code of Clark County
Clark County Policies & Procedures

6.0 RESPONSIBILITIES:

6.1 Revision Applicant:

The revision applicant is responsible to initiate the revision process by making the request at developing@clarkcountynv.gov. The applicant shall provide the begin construction documents on site for the on-site revision by inspector review.

6.2 CCBD Inspectors:

The Inspector shall plan check the construction documents in accordance with the plan check checklist and the parameters set forth in section 7.0. The inspector shall perform the plan check in accordance with section 8.0

6.3 CCBD Supervising Building Inspector:

Plan Review by Inspector (PRBI) shall be assigned by the Supervising Building Inspector to the appropriate Inspector. The Supervising Building Inspector shall perform on the job training and technical audits of PRBI.

7.0 PARAMETERS:

Review Parameters
<ul style="list-style-type: none">• Truss repairs within the following parameters<ul style="list-style-type: none">○ Metal Plate Connected Wood Trusses with a maximum length of 60 feet○ Maximum of 2 repairs per truss○ Repairs do not include multiple ply (girder) trusses or change of bearing points along any truss• Interior reconfigurations of nonstructural, nonrated walls ¹• Relocation of plumbing, mechanical, and electrical components ^{2 3 4}

8.0 REVIEW PROCESS:

8.1 At a time of review, the permit holder is required to present to the inspector two copies of the construction documents. The documents shall be prepared and sealed by the person responsible for preparation of the initially approved construction documents.

¹ Wall reconfiguration shall not be reviewed in the field for work associated with adult entertainment and beauty shop uses.

² Residential plumbing, mechanical, and electrical plans are not initially plan checked, therefore, relocation revisions are not required.

³ As a component of the plumbing permit, gases piping isometric drawings are plan checked and are eligible for RBI.

⁴ When electrical load calculations have been initially required, all revisions to the load calculations must be submitted through Clark County Plan Division.

- 8.2 The construction documents shall be reviewed in accordance with the Clark County Plan Review check lists, Clark County codes and ordinances,
- 8.3 The Inspector shall review the proposed revision to confirm the changes or repairs:
 - 8.3.1 Meet the parameters of Section 7.0.
 - 8.3.2 Were prepared in accordance with 8.1
 - 8.3.4 Remedy a deficiency or code violation.
 - 8.3.4 Clearly specify what is to be done and the final condition.
 - 8.3.5 Can be inspected.
- 8.4 Each copy of the revision shall have the permit and the address on the top right hand area of the document.
- 8.5 **Acceptance:**
 - 8.5.1 Upon acceptance, the inspector shall stamp construction document with the “Field Revisions Stamp” and sign as approved.
 - 8.5.2 One copy of the accepted construction documents shall be *retained* by the permit applicant and maintained available on-site during construction.
 - 8.5.3 One copy of the accepted construction documents shall be *returned* to the office by the inspector for inclusion into the permanent record.

9.0 FEES:

- 9.1 The RBI shall be assessed fees in accordance with the BAC hourly rate for inspections.
- 9.2 Fees collected in the field will be by check or money order in accordance with the P&P BI-PP-038. Cash shall not be accepted in the Field.
- 9.3 A services receipt shall be provided for the fee collection in accordance with P&P BI-PP-038.
- 9.4 A deferral of the fee collection may be processed by the Inspector using the deferred portion of the Inspection Services Report collection in accordance with the P&P BI-PP-038.

10.0 AUDITS:

- 10.1 All plan revisions submitted under the RBI Program are subject to an audit to determine if the revisions are in compliance with the Clark County Adopted codes and ordinances. Supervising Building Inspector shall perform audits in accordance with P&P BI-DI-016 and the administrative audit elements specified herein.

❖ **Administrative Audit Elements are to include:**

- ✓ Review in accordance with section 8.0
- ✓ Document acceptance in 8.5
- ✓ Document service and fee collection 9.0
- ✓ Records 11.0

11.0 RECORDS: All revisions completed through the RBI program shall be sent to the Records for inclusion into the permanent record.

REVISION HISTORY:

Title	Revision/Approved Date	Effective Date
TG-XXX-2013	A Month 1, 2013	E Month 1, 2013