Clark County Department of Building & Fire Prevention

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

Pre-Submittal Meeting Information Form

Samuel D. Palmer, Acting Director/Building & Fire Official · Girard Page, Fire Marshal

Please complete the following information to assist CCBD in ensuring that the proper personnel are in attendance.

CONTACT PERSON: _____ PHONE: _____

EMAIL ADDRESS: _____ FAX: _____

PROJECT NAME: _____

APPROXIMATE LOCATION OF PROJECT: _____

APN: _____ LAND USE APPLICATION NO.: _____

DESCRIPTION: _____

_____

CHECK MARK ALL APPROPRIATE CLASSIFICATIONS AND INCLUDE SQUARE FOOTAGE.

☐ Assembly, Group: A Sq. Ft.: _____ ☐ High Hazard, Group: H Sq. Ft.: _____ ☐ Storage, Group: S Sq. Ft.: _____

☐ Business, Group: B Sq. Ft.: _____ ☐ Institutional, Group: I Sq. Ft.: _____ ☐ Utility, Group: U Sq. Ft.: _____

☐ Educational, Group: E Sq. Ft.: _____ ☐ Mercantile, Group: M Sq. Ft.: _____

☐ Factory, Group: F Sq. Ft.: _____ ☐ Residential, Group: R Sq. Ft.: _____

PROPOSED CONSTRUCTION TYPE: _____ NUMBER OF STORIES: _____

FIRE PROTECTION ASPECTS: _____ TOTAL AREA IN SQ. FT: _____

PROPERTY LINE SETBACKS: North _____ South _____ East _____ West _____ VALUATION: _____

SMOKE CONTROL? ☐ Yes ☐ No COMMISSION ACTION REQUIRED? ☐ Yes ☐ No

LIST ALL DESIGN TEAM MEMBERS WHO WILL BE IN ATTENDANCE ALONG WITH THEIR FUNCTIONS AND COMPANY NAMES.

	NAME	***FUNCTION***	***COMPANY NAME***	***FAX NO.***	***E-MAIL***
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

LIST ALL ISSUES TO BE DISCUSSED:

☐ Zoning ☐ Mechanical Codes ☐ Phasing Construction ☐ Inspections

☐ Civil Engineering ☐ Plumbing Codes ☐ Deferred Submittals ☐ Tenant Improvement

☐ Fire Department ☐ Project Submittal ☐ Alternate Methods ☐ Certificate of Occupancy

☐ Building Codes ☐ Permit Process ☐ Express Plan Review ☐ Other (Describe): _____

☐ Electrical Codes ☐ Fees & Special Fees ☐ QAA _____

Attach additional sheets if necessary.

Fax sheet(s) to: CCBD (702) 221-6380 or (702) 380-9910

Telephone No. (702) 455-8011