



Clark County Department of Building & Fire Prevention

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

Checklist for Single Family - Residential Submittals

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

ASSESSOR'S PARCEL NUMBER: _____ APPLICATION NUMBER: _____

ADDRESS: _____ CITY: _____ ZIP: _____

OWNER: _____ CONTRACTOR: _____

CONTACT PERSON: _____ PHONE: _____ FAX: _____

E-MAIL: _____ CELL: _____

CONTACT'S ADDRESS: _____

Date Received: _____ Received By: _____ Commission Approval: _____

Scope of Work: _____

Basement No Yes (If Yes, contact Civil Engineering at 455-4600 for finish floor waiver information.)

PLANS PREPARED BY:

- Nevada Registered Architect
- Owner
- Nevada Registered Residential Designer
- Licensed General Contractor
- Structural Plans Included – stamped and signed (original) by a Nevada Registered Engineer

FOR OFFICE USE ONLY – Items Prior to Issue:

Water: LVVWD Domestic Well (domestic wells require affidavit)
 Community Well Other _____

Sewer: CCWRD Septic Other _____

Dust Permit: Yes (required if over .25 acres)

Mitigation: Acreage = _____ Grading # _____

BUILDING PLANS: 3 Sets

- Site Plan
- (3) Geotechnical Reports Wet Stamped (one for ESGI) Update Attached (required if original is over (1) year old)
- (1) CD Electronic Submittal of Geotechnical Information (ESGI)
- Floor Plan showing all Rooms Labeled, Windows and Doors Window and Door Schedules
- Elevations (front, rear, side)
- Cross Sections Showing Construction Details, Roof Pitch, Sizes & Spacing of Structural Members
- Fireplace(s) Gas Piped EPA Approved Outside Hydrological Basin/Above 4,000 ft.
- Gas Piping Plan
- Energy Calculations
- Electrical Plans Electrical Load Calculations (if required)
- Floor Framing Plan (if applicable) Stair Details (if applicable)
- (3) Structural Plans (if applicable) Structural Calculations (2) (if applicable)
- Foundation Plan and Footing Detail Roof Framing Plan with All Header and Beam Sizes
- Truss Calculations (reviewed and stamped by structural engineer) Deferred
- Utility Plans (if over 3,600 sq. ft. under roof and not on well)

OWNERSHIP/LEGAL DESCRIPTION: Recorded Deed Deed of Trust Escrow Instructions

GRADING PLANS: (New or revised grading plans may be required during the review process for additions and secondary structures)

- 4 Copies Stamped and signed by a Nevada Professional Engineer (One Original Stamp/Signature)
- 3 Copies Approved Subdivision Grading Plan from Civil Engineering Plan Room
- 2 Copies of Parcel Map Grading Plan from Civil Engineering Plan Room

BUILDING PLANS EXAM FEES:

	Structure 1	Structure 2	Structure 1	Structure 2
Living Area	_____	_____	Estimated Value	_____
Garage Area	_____	_____	Plan Check Fee	_____
Basement Area	_____	_____	Date Paid	_____
Fireplace	_____	_____		

Submittal will expire if permit is not issued within 180 days of approval or if applicant fails to respond to plan review comment within six (6) weeks of notification.