Part I. General Information
Most residential pool permits will be an over-the-counter review and permits are often obtained on the first visit.

Part II. Applicant’s Responsibility
- Completed Residential Pool/Spa Permit Application (for the pool/spa itself and plumbing).
- Completed Residential Pool/Spa Permit Application (for the electrical components, if required) to be applied for by the appropriate licensed C-2 electrical contractor.
- Commercial Applications are required for non-residential pools/spas/water features.

NOTE: Only one (1) application is required if an owner/builder is applying for residential pool/spa. Two (2) separate applications are required if requested by an A-10 licensed contractor (with a Clark County business license), or for all commercial pool/spa/water feature applications.

Part III. Applicable Codes
Current adopted version:
- Southern Nevada Pool Code.

Part IV. Submittal Package
Prior to permit issuance, sanitation or septic approval is required

Part V. Plan Contents
- Plot Plan which includes the following items:
  - North arrow
  - Location(s), type of material, and height of access barriers
  - Property lines and all known utility and/or other easements
  - Site drainage
  - Location and specifications of pool/spa/water feature equipment (including heating, circulating, filtering, and water-handling equipment)
  - Location and specifications of decking, pool stairs, steps, ladders, recessed treads, handrails/handholds, seats, and lighting
  - Location of all glazing within the prescribed distance from the pool deck area and how the glazing safety requirements will be resolved
  - Dimensions, materials, and method of construction
  - Wind sensors for water features
  - Area of pool/spa/water feature with property line setback
• Area and width of deck
• All existing structures on the same property or parcel within twenty feet of any portion of the proposed pool, spa, or water feature
• Location and distance from any septic system components leach field, and lines
  ▪ Structural plan*** prepared by a Nevada registered professional civil or structural engineer, which includes: (All sets must be stamped and signed by the registered engineer.)
  • Soil bearing capacity and fill characteristics.
  • Reinforcing steel placement, steel diameter, steel specifications, and steel strength.
  • Concrete specifications and strength.

  ▪ If pool/spa is pre-manufactured, provide make, model number, and manufacturer’s installation instructions. Provide an Evaluation Services approval # for pools and IAPMO # for spas.

  ***AN APPROVED STANDARD PLAN MAY BE USED BUT ONLY BY A LICENSED CONTRACTOR***

**NOTE:** A geotechnical investigation report, prepared by a licensed Nevada engineer, will be required for those projects within a special geologic consideration zone as identified by the Clark County Soil Guidelines Map.

**Part VI. Other Information**

▪ ADDITIONAL PERMITS MAY BE REQUIRED (to be applied for by the appropriately licensed contractor or by the owner/builder.
  • Fence/Block Wall
  • Gas Line(s)

▪ PLAN PREPARATION
Construction design plans and supporting documents must be prepared, signed, and stamped by a Nevada registered architect or professional engineer (as applicable for the discipline involved). A residential designer may submit design plans for single family or multi-family (maximum 4-plex) structures as authorized by the Nevada Revised Statutes (NRS 623). Each sheet of plans must be stamped, signed, and dated by the design professional. The cover sheets of each discipline require a wet-stamp with an original signature of the design professional. The following exceptions are applicable provided that the stated conditions are met:

A contractor licensed under the provisions of the Nevada Revised Statutes (NRS 624) may prepare and submit his own plans provided that the plans are signed by the contractor and meet the conditions specified in the Nevada Revised Statutes (623).

As allowed under an exception to the Nevada Revised Statutes (NRS 623), owner/builders may prepare and submit their own plans for their private residential use. In order to utilize this exemption, the applicant will be required to title the plans without reference to being prepared by a party other than the property owner who is building or overseeing the building activities.
• AGENCY APPROVAL
  • If property is on sewer system, you must provide the Clark County Water Reclamation Receipt prior to permit issuance.
  • If property is on septic system, the plans must be stamped by the Clark County Health District prior to permit issuance.
  • If the pool/spa is for public use, or if the public water feature is for full or partial human submersion, all plans of water treatment, filtration and recirculation devices and hydraulic lines and systems must be approved by the Health District prior to requesting a permit application.
Department Of Building & Fire Prevention Locations & Services

**MAIN OFFICE**
4701 W. Russell Road
Las Vegas, NV 89118
(702)455-3000

- On-Site Plan Submittals
- All “Walk-Through” Plan Review / Permitting Functions
- Residential Tract Submittal / Permitting
- All Sub-Trade (Electrical, Plumbing & Mechanical) Permitting
- Building Inspection Scheduling Functions
- Fire Prevention Inspection Services Records

- Temporary Certificate of Occupancy Submittals
- Building Inspections
- Building Inspector Inquiries
- Amusement / Transportation Systems Operation Certificates
- Approved Fabricators
- Quality Assurance Agency Listing

**LAUGHLIN OFFICE**
Regional Government Center
101 Civic Way
Laughlin, NV 89029
(702)298-2436

- Building Inspection Services
- Fire Prevention Inspection Services

**OVERTON OFFICE**
320 North Moapa Valley Blvd.
Overton, NV 89040
(702)397-8089

- Building Inspection Services
- Fire Prevention Inspection Services

Automated Phone System (702) 455-3000

**Option 1:** For all Inspection services or to report a building code violation.
**Option 2:** For information regarding on-site permits or new plan submittals.
**Option 3:** For the Building Plans Examination division or QAA information.
**Option 4:** For the Zoning Plans Examination division.
**Option 5:** For information or copies regarding land development, construction documents, plans or permits.
**Option 6:** To speak with Management staff.
**Option #:** For hours of operation, Office location and website information.

Other Clark County Departments/Divisions/Districts

<table>
<thead>
<tr>
<th>Department/Division/District</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Quality &amp; Environmental Management</td>
<td>500 S. Grand Central Parkway, Las Vegas NV</td>
<td>(702) 455-5942</td>
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<tr>
<td>Public Works, Development Review Services</td>
<td>500 S. Grand Central Parkway, Las Vegas NV</td>
<td>(702) 455-6000</td>
</tr>
<tr>
<td>Comprehensive Planning</td>
<td>500 S. Grand Central Parkway, Las Vegas NV</td>
<td>(702) 455-4314</td>
</tr>
<tr>
<td>Fire Department</td>
<td>575 E. Flamingo Road, Las Vegas NV</td>
<td>(702) 455-7316</td>
</tr>
<tr>
<td>Las Vegas Valley Water District</td>
<td>1001 S. Valley View Boulevard, Las Vegas NV</td>
<td>(702) 870-2011</td>
</tr>
<tr>
<td>Southern Nevada Health District</td>
<td>625 Shadow Lane, Las Vegas NV</td>
<td>(702) 759-1000</td>
</tr>
<tr>
<td>Water Reclamation District</td>
<td>5857 E. Flamingo Road, Las Vegas NV</td>
<td>(702) 668-8888</td>
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<tr>
<td>State of Nevada</td>
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<tr>
<td>Division of Water Resources</td>
<td>400 Shadow Lane, Suite 201, Las Vegas NV</td>
<td>(702) 486-2770</td>
</tr>
<tr>
<td>Nevada State Contractors Board</td>
<td>2310 Corporate Circle, Suite 200, Henderson NV</td>
<td>(702) 486-1100</td>
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<tr>
<td>Utilities</td>
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<tr>
<td>Nevada Power</td>
<td>6226 W. Sahara Avenue, Las Vegas NV</td>
<td>(702) 402-5555</td>
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<tr>
<td>Southwest Gas</td>
<td>5241 Spring Mountain Road, Las Vegas NV</td>
<td>(877) 860-6020</td>
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[www.clarkcountynv.gov/building](http://www.clarkcountynv.gov/building)