#### **DEPARTMENT OF BUILDING & SAFETY**



### **EARLY GRADING APPLICATION**

www. Las Vegas Nevada. gov/Building Permits

Phone: (702) 229-6251 Fax: (702) 382-1240

Date:_		_	
Land D	evelopmen	t Project Number (e.	g. L21-01234):
Develo	per Addres	s:	
Develo	per Phone:		
Engine	er Name:		
Engine	er Address:		
Engine	er Phone:		
	Provided	Not Applicable	
1.			Justification Letter for Early Grading.
2.			At-Risk Letter.
3.			Bond for the Project Posted.
4.			All Fees Paid.
5.			Filled out SWPPP Form.
6.			All Deviation(s) Approved.
7.			All Easement Documents Received.
8.			All Right of Way Documents Received.
9.			Final Map Technical Review Approved.

# \*\*SAMPLE\*\* EARLY GRADING WORK REQUEST

#### SHOULD BE ON DEVELOPER/OWNER LETTERHEAD

Date of request

City of Las Vegas Land Development Services Building and Safety Department 495 S. Main St. Las Vegas, NV 89101

Subject: Name of project/development and location

Gentlemen:

As Developer of the above referenced project, we would like to commence **early grading** for **Name of project** on **Date (optional)**. We understand and agree that any early work that occurs prior to final approval of the Construction Plans is done entirely at the risk of the Developer. We further agree that if any design changes are required in order to obtain final approval, we will **regrade** in accordance with the approved plans at our own expense.

Please feel free to contact our office with any questions that you may have. I can be reached at **Phone** # .

Very truly yours,

Digratiwa

Developer/Owner

#### **DEPARTMENT OF BUILDING & SAFETY**



## ROUGH GRADING, CLEAR AND GRUBB, STOCKPILE

www. Las Vegas Nevada. gov/Building Permits

Phone: (702) 229-6251 Fax: (702) 382-1240

A/P NUMBER (For CLV Use Only):	VALUATION:\$						
PROJECT/MASTER SITE ADDRESS:							
OWNERS NAME:							
PROJECT/BUSINESS NAME:							
RECORDED SUBDIVISION:							
CONTRACTOR:	NV LICENSE #:						
WORK DESCRIPTION: □ROUGH GRADING	□CLEAR AND GRUBB	□STOCKPILE					
TOTAL CUBIC YARDS MOVED (cut and import): _							
TOTAL ACRES BEING DISTURBED:							
CLARK COUNTY DUST CONTROL PERMITNUM	BER:(Required ¼ acre o	r more disturbed)					
□ COMMERCIAL □ SINGLE FAMILY RE							
CONTACT PHONE #:							
CONTACT FAX #:							
CONTACT E-MAIL:							

CLARK COUNTY DEPARTMENT OF AIR QUALITY

PHONE: (702) 455-5942 FAX: (702) 383-9994 E-MAIL: <u>airquality@clarkcountynv.gov</u>

# OF LAS VEGE

#### **DEPARTMENT OF BUILDING & SAFETY**

# CLEARING/GRUBBING AND GRADING PERMIT SUBMITTAL REQUIREMENTS

www.LasVegasNevada.gov/BuildingPermits

Phone: (702) 229-6251 Fax: (702) 382-1240

All clearing/grubbing and grading permits shall be submitted as a building permit that will be used in direct relationship to a commercial or residential project.

#### **REQUIREMENTS**

- Clark County Desert Conservation Program (MSHEP/Desert Tortoise) Land Disturbance/Mitigation Form
- 2. Dust Control Permit (Clark County Department of Air Quality) Contact by phone: (702) 455-5942, fax (702) 383-9994, or by email: <a href="mailto:airquality@clarkcountynv.gov">airquality@clarkcountynv.gov</a> or by their website\_http://www.clarkcountynv.gov/depts/airquality/pages/default.aspx
- 3. One set of approved grading plans.
- 4. Total acres (grading, clearing and grubbing) or stockpiling.
- 5. Total cubic yards of material being moved, cut and imported (grading)
- 6. Permit cost: Refer to Grading Fees outlined in Bill 2014-59 (Table 3-E) or our online Permit Fee Estimator at: Permit Estimator
- 7. Valuation (necessary for statistical report)
- 8. A signed Quality Assurance Agreement with Item G listed for the scope of work.
- 9. A Final Grading Report must be submitted prior to receiving a 140 inspection (Building Final), on a building or grading permit, if required due to special inspection requirements.

Each recorded subdivision will be issued a separate permit.



# BUILDING AND SAFETY DEPARTMENT QUALITY ASSURANCE AGENCY SPECIAL INSPECTION AGREEMENT

The Building Official, in accordance with the Chapter 17 of 2018 International Building Code (IBC) has identified a requirement for onsite special inspection and/or testing services for that work which falls within the categories specifically identified in the **Section E** of this agreement and approved structural plans for

Project Name:	Work Type: Grading
Owner:	Revision Comments:
Permit #:	Address:

Multiple Application Permit # / Address / Work Type:

**BEFORE A PERMIT CAN BE ISSUED:** The Owner or Owner's agent, herewith is responsible for obtaining all special inspection and testing services from a special inspection agency approved by the Clark County Department of Building and Fire Prevention Bureau's Building Official.

**APPROVAL OF SPECIAL INSPECTORS:** Each special inspection agency shall be approved by the Clark County Department of Building and Fire Prevention Bureau's Building Official (Clark County Building Official) and pursuant to the Clark County's Technical Guidelines (TG) including, but not limited to TG-016, prior to permit issuance and prior to performing any duties. Special inspectors shall display approved identification, as stipulated by the Clark County Building Official, when performing the function of a special inspector.

Special inspection and testing shall meet the minimum requirements of IBC Chapter 17 and, including, but not limited to Clark County's Technical Guidelines TG-016.

#### A. Duties and Responsibilities of the Special Inspector and Special Inspection Agency:

#### 1. Observe work:

The special inspector shall observe the work for conformance with the City of Las Vegas Building Department approved (stamped) design drawings and specifications and applicable workmanship provisions of the IBC.

#### 2. Report non-conforming items:

The special inspector shall bring non-conforming items to the immediate attention of the contractor and note all such items on the daily report. If any item is not resolved in a timely manner or is about to be incorporated in the work, the special inspector shall immediately notify the City of Las Vegas Building Department by telephone or in person, notify the engineer or architect, and post a discrepancy notice.

#### 3. Furnish Daily reports:

On request, each special inspector shall complete and sign both the special inspection record and the daily report form for each day's inspections to remain at the job site with the contractor for review by the City of Las Vegas (and/or Clark County) Building Department's inspector.

#### 4. Furnish weekly Reports:

The special inspector or inspection agency shall furnish weekly reports of tests and inspections directly to the City of Las Vegas Building Department, project engineer or architect, and others as designated. These reports must include the following:

- a. Description of daily inspections and tests made with applicable locations;
- b. Listing of all non-conforming items;
- c. Report on how non-conforming items were resolved or unresolved as applicable; and
- Itemized changes authorized by the architect, engineer and building department if not included in nonconformance item.

#### 5. Furnish final report:

The special inspector and/or special inspection agency shall submit a final signed report to the City of Las Vegas Building Department stating that all items requiring special inspection and testing were fulfilled and reported and, to the best of his/her knowledge, in conformance with the approved design drawings, specifications, approved change orders and the applicable workmanship provisions of the IBC. Items not in conformance, unresolved items or any

discrepancies in inspection coverage (i.e. missed inspections, periodic inspections when continuous was required, etc.) shall be specifically itemized in his report. Final report shall be reviewed, signed and stamped by the principal of the special inspection agency who is a State of Nevada Licensed Civil or Structural Engineer.

6. The special inspection agency shall provide a complete and accurate final report based on the requirements of the City of Las Vegas QAA-5 document and/or Clark County's Technical Guidelines (including, but not limited to TG-016). An hourly fee shall be assessed for each final inspection report submitted as noted on the document SI-3 (G). If a substandard report is submitted to the City of Las Vegas Building Department, the report will be rejected and assessed the full review fee. The same hourly fee will be assessed for each additional review of the same report.

#### B. Contractor's Responsibilities

#### 1. Notify the special inspector:

The contractor is responsible for notifying the special inspector and/or special inspection agency regarding individual inspections for items listed in the Section E as noted on the City of Las Vegas Building Department approved plans. Adequate notice shall be provided so that the special inspector has time to become familiar with the project.

#### 2 Provide access to approved plans:

The contractor is responsible for providing the special inspector access to approved plans at the job site.

#### 3. Retain special inspection records:

The contractor is also responsible for retaining at the job site all special inspection records submitted by the special inspector, and providing these records for review of the City of Las Vegas (or Clark County) Building Department's inspector upon request.

4. Wind or seismic force resisting systems, designated seismic system or wind or seismic resisting component. By signing this agreement, the contractor acknowledges contractor's responsibility and the contractor is aware of the special requirements contained in the statement of special inspection, approved structural plans and approved structural specifications per sections 1709 of the 2009 International Building Code (or sections 901.5 and 1704.4 of the 2012 International Building Code).

#### C. Engineer of Record's responsibilities:

- 1. Specify on the project plans and specifications all items requiring special inspections, including periodic inspections in accordance with Chapter 17.
- 2. In the structural specifications provide a statement of special inspections in accordance with 2009 IBC Section 1705 (or identify required verification and special inspections in accordance with the 2012 IBC Sections 1704.2.3 and 1705) and identify inspections as a continuous or periodic special inspections.
- 3. If structural observation is required per section 1710 of the 2009 IBC (or sections 1702.1 and 1704.5 of the 2012 International Building Code), the engineer of record's structural specifications shall clearly identify the frequency and extent of structural observations.
- 4. If structural observation is required per section 1710 of the 2009 IBC (or sections 1702.1 and 1704.5 of the 2012 International Building Code), the State of Nevada Licensed Civil or Structural Engineer shall conduct structural observations and complete the City of Las Vegas' Structural Observation Report. The final Structural Observation Report is to be wet stamped, originally signed, dated and submitted (two weeks prior to building final inspection; inspection 140) to the City of Las Vegas' area Inspection Supervisor. Additional plan review fees will apply. The review fee is one hundred seventy six dollars (\$176.00) per hour with a one hour minimum.

#### D. Owner's responsibilities:

- 1. Obtain and fund special inspection services by contract with a special inspection agency approved by the Clark County's Building Official.
- 2. Submit the signed and dated Special Inspection Agreement to the Building Official prior to permit issuance.
- If structural observation is required per section 1710 of the 2009 IBC (or sections 1702.1 and 1704.5 of the 2012 International Building Code) obtain and fund structural observation by a State of Nevada Licensed Civil or Structural Engineer as required by Section 1710 of the 2009 IBC (or sections 1702.1 and 1704.5 of the International Building Code).

4. To provide copy of this Special Inspection Agreement to the special inspection agency (and their consultants), Contractor, Engineer of Record, all sub-Contractors, all consultants (e.g. engineers, architects, etc.).

#### E. Scope of Work:

All work falling within the categories identified and approved structural plans shall be inspected and/or tested in accordance with the provisions of Chapter 17 of the 2018 International Building Code:

#### 1<sup>st</sup> Primary special inspection agency:

(The primary agency accepts full responsibility for work, actions and performance of the special inspection agency's subconsultant). (To see the list of the approved agencies please visit http://dsnet.co.clark.nv.us/siLookup/gaaLookup)

- G Soils, helical pile foundations, rock retaining walls (rock placement, rock size, footing, embedment, drainage, backfill, compaction, filter fabric, batter, slope and other items specified by engineer od record), rammed earth walls and similar construction. (IBC and Southern Nevada Amendments).
- F. All Final Special Inspection reports are to be submitted to the City of Las Vegas' by emailing the final report to\_<u>SIReports@lasvegasnevada.gov</u>. The review fee is one hundred seventy six dollars (\$176.00) per hour with a one hour minimum.

I have read and agree to comply with the terms and conditions of this agreement:

Owner:\_\_\_\_\_\_\_Date: \_\_\_\_\_\_

By: \_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_

Note: Please print this agreement and return to the City of Las Vegas with the owner's signature along with your grading application.

#### LAS VEGAS VALLEY STORMWATER QUALITY MANAGEMENT PROGRAM

#### CONSTRUCTION PERMIT SUBMITTAL CHECKLIST

(Applies to all Grading, Site Development, Building, and Encroachment Permits and plans including Final, Parcel, Subdivision, Site Drainage and Erosion and Sediment Control Plans)

Owner / Operator (applicant) Information

	,		
Name:			
Phone:			
Address:			
City:		State:	Zip Code:
Project Name:			
Project Address/Location	on:		
Signature:			Date:
Total planned area of la permit application).	nd disturbance =		acres (should match grading
Notice of Intent (NOI) regulated under Storm for payment of the ann	to Nevada Division owater General Permit Nuual fee or the letter of a	f Environmenta /R100000 and authorization fron	t must submit a copy of their land Protection (NDEP) to be submit a copy of the receip n NDEP (address attached) mediately covered under the
1. Copy of NOI	attached		
2. Copy of rece	ipt or letter of authorizati	on from NDEP a	attached

By submitting a copy of the NOI and the receipt or authorization from NDEP, the applicant acknowledges that they are aware of the requirements set forth in the State's General Permit and have developed and will implement a site specific Stormwater Pollution Prevention Plan (SWPPP). The applicant further acknowledges that they are aware of the Las Vegas Valley Construction Site BMP Guidance Manual and the required performance standards set forth in Section 3.2 of the manual. To ensure compliance with these performance standards, the applicant shall submit a completed Performance Standards Compliance Checklist, indicating the BMPs that implement standards 1-12. It is recommended that the applicant also attach a copy of the checklist to their SWPPP.

	Cop	by of Performance Standards Compliance Checklist attached					
Yes	No	Were calculations required for sizing of diversion channels and/or sediment retention basins? If the answer is yes, pursuant to NRS 625.565, a Nevada Registered Professional Engineer must review and stamp plans, such as grading plans and reports that require engineering calculations.					
follow	ing sl	to the submittal requirements specified above and in the ordinances, the hall be included as a set of standard notes to be depicted on all site plans that a acre or larger.					
	Standard notes from Section 3.5 of the Las Vegas Valley Construction Site BMP Guidance Manual on design plans						
To Sul	omit a	Notice of Intent (NOI) Contact:					
Prote	ction	vision of Environmental Bureau of Water Pollution Control Stewart Street					

Phone: (775) 687-9418 Fax: (775) 687-4684 Web: http://ndep.nv.gov/bwpc/index.htm

Carson City, NV 89701-5249

Suite 4001

#### LAS VEGAS VALLEY STORMWATER QUALITY MANAGEMENT PROGRAM

#### PERFORMANCE STANDARDS COMPLIANCE CHECKLIST

The checklist that follows identifies the BMPs that can be used at construction sites to meet each of the Performance Standards of the Las Vegas Valley Construction Site BMP Guidance Manual (BMP Guidance Manual). You must select at least one BMP for each performance standard to meet the minimum requirements. Please refer to the BMP Guidance Manual to assist you in selecting BMPs for your site. It is the responsibility of the person who fills out this checklist to ensure that the BMPs selected are included in the contract bid documents and implemented at the site. If your project or site has characteristics that make meeting a performance standard infeasible or inapplicable (e.g. size of site, slope of site), please explain these characteristics at the bottom of the form.

Name:		Phone:			
Address:					
		State:Z	ip Code:		
Project Name:					
Project Address/Location:					
Pignoturo:		Data			
Signature:		Date:			
Performance Standard	Check if Selected	BMPs	Comments		
1- Schedule		PL-1 Site Design			
construction and	H	PL-2 Scheduling			
minimize clearing		PL-3 Phased Construction			
and grading		PL-4 Topsoil Reuse			
		EC-3 Protection of Trees and Vegetation in Construction Area			
		Other			
		N/A			
2- Stabilize disturbed		EC-1 Erosion Control Mats			
areas		EC-2 Mulching			
arcas	부	EC-7 Dust Control			
	부	EC-12 Surface Roughening			
	ᆜ	SPC-6 Revegetation			
		Other			
		N/A			
3- Protect slopes	<del></del>	EC-9 Diversion Dikes			
3- Protect slopes	<del></del>	EC-4 Pipe Slope Drains			
	<del></del>	EC-12 Surface Roughening			
	<del></del>	EC-7 Dust Control			
	<del></del>	EC-1 Erosion Control Mats			
	<del></del>	SPC-6 Revegetation			
	<del></del>	SPC-1 Organic Filter Barriers			
	<del></del>	SPC-2 Sand Bag Barrier			
	<del>- <u>I</u></del>	SPC-2 Sand Bag Barrier SPC-3 Gravel Filter Berms			
	<del></del>	Other			
	<del></del>	N/A			
4 5 :		· ·			
4- Design conveyance		EC-9 Diversion Dikes SPC-4 Check Dams			
for non-erosive velocities		EC-11 Outlet Protection			
velocities		Other			
	<del></del>	N/A			

	Performance Standard	Check if Selected	BMPs	Comments
5-	Protect waterways,		PL-1 Site Design	
J-	natural drainages		EC-9 Diversion Dikes	
	and storm drains		EC-3 Protection of Trees and Vegetation	
		H	SPC-1 Organic Filter Barriers	
			SPC-2 Sand Bag Barriers	
			SPC-3 Gravel Filter Berms	
	<u> </u>	-H	SPC-5 Silt Fence	
	<u> </u>	-H	SPC-8 Temporary Stream Crossing	
	-	H	EC-11 Outlet Protection	
	<u> </u>		SPC-7 Storm Drain Inlet Protection	
	-	H	Other	
	-	-	N/A	
c	In stall as diseaset		SPC-4 Check Dams	
6-	Install sediment		SPC-1 Organic Filter Barrier	
	traps and retain		SPC-1 Organic Filter Barrier  SPC-2 Sand Bag Barrier	
	sediment caused by erosion on site		SPC-2 Sand Bag Barrier SPC-3 Gravel Filter Berm	
	by erosion on site		SPC-5 Silt Fence	
	<u> </u>		SPC-9 Temporary Sediment Traps	
	<u> </u>		SPC-9 Temporary Sediment Traps  SPC-8 Temporary Sediment Basins	
	_		Other	
			N/A	
7-	Remove		Use Standard Note No. 5 located on	
	accumulated		CONSTRUCTION PERMIT SUBMITTAL	
	sediment		CHECKLIST)	
	_		Other	
			N/A	
8-	Control site		EC-5 Stabilized Construction Entrance	
	entrances and		EC-6 Construction Road Stabilization	
	exits		SPC-11 Construction Entrance/Exit Tire Wash	
			GH-6 Road Sweeping/Trackout Cleaning	
			Other	
			N/A	
9-	Manage materials		GH-2 Solid Waste Management	
•	and wastes	Ħ	GH-5 Spill Containment Plan	
			Other	
			N/A	
10-	Manage		GH-3 Equipment Maintenance Procedures	
10-	equipment and	H	GH-4 Designated Washdown Area	
	vehicles	Ħ	Other	
		-	N/A	
11-	Stabilization of		PL-4 Topsoil Reuse	
1 1-	inactive disturbed		EC-2 Mulching	
	areas		EC-7 Dust Control	
	41043		SPC-6 Revegetation	
			Other	
	H	-	N/A	
		1 1		



#### **CITY OF LAS VEGAS**

#### **Construction Site Stormwater Inspection Checklist**

The contractor or other responsible party shall inspect the site at a minimum weekly and within 24 hours after a storm event of 0.5 inches of rain or greater. The owner/operator may use their own construction site inspection checklist, however, it must contain, at a minimum, the information required by this checklist. Inspection checklists shall be maintained onsite for review by NDEP and CLV inspectors.

Site Information							
Project Nar	ne:						
CLV Projec	t Number:	Inspection Number:		Total Acreag	e of Disturb	oance:	
Project Loc	ation:		APN:				
Developer (	Company Name (Owner/Applicant	t):					
Developer	Contact Name:		Developer E-Mail Add	ress:			
Developer	Street Address:						
•		Developer Cell Phone	9:	Developer Fa	ax Number	:	
			Contractor E-Mail Add	ress:			
		T					
Developer Office Phone:  Contractor Company Name (Operator):  Contractor Contact Name:  Contractor Street Address:  Contractor Office Phone:  Inspector Name:  Inspector E-Mail:  Date of Inspection:  Type of Inspection:  Routine □ Post-Storm □ Other:  Question  1. Was a copy of the SWPPP available for review and 2. Were contractor self-inspection forms completed a 3. Are perimeter control BMPs properly installed, mail 4. Are egress areas free of tracked materials?		Contractor Cell Phone		Contractor Fa	ax Number	:	
Inspector Name: Inspector E-Mail: Date of Inspection:			•				
Inspector E-Mail: Inspector Cell Phone:  Date of Inspection: Time of Inspection:  Type of Inspection: Post-Storm Other:  Question Site Inspection							
	pection: Routine Post-Storm						
Question		Sit	e Inspection				
1.	Was a copy of the SWPPP availa	able for review and a C	SW # posted on a sign?	)	Yes	□ No	□ N/A
2.	<ol> <li>Was a copy of the SWPPP available for review and a CSW # posted on a sign?</li> <li>Were contractor self-inspection forms completed and available for review?</li> <li>Yes</li> <li>No</li> <li>N/A</li> </ol>						
3.	2. Were contractor self-inspection forms completed and available for review?   3. Are perimeter control BMPs properly installed, maintained and functioning?   Yes No N/A						
4.	Site Inspection  1. Was a copy of the SWPPP available for review and a CSW # posted on a sign?						
5.	Are all erosion control BMPs pro	ned, and functioning?		☐ Yes	□ No	□ N/A	
6.	Are sediment control BMPs prop	ed, and functioning?		☐ Yes	□ No	□ N/A	
<ol> <li>Are all erosion control BMPs properly installed, maintain</li> <li>Are sediment control BMPs properly installed, maintain</li> <li>Are inlets/outlets protected, maintained and functioning</li> <li>Are the temporary BMPs installed in the public right-o</li> </ol>			with appropriate BMPs?	?	Yes	□ No	□ N/A
Are the temporary BMPs installed in the public right-of-way					☐ Yes	□No	□ N/A
9.			s, etc. on stormwater dr	ainages?	☐ Yes	□No	□ N/A
10.	Are concrete washouts properly	installed, maintained, a	and functioning?		☐ Yes	□ No	□ N/A
11.	Are liquid materials (vehicle fluids, paints, oils, lubricants, etc.) properly stored (covered				☐ Yes	□No	□ N/A
12.	Are construction material storage	e areas orderly?			☐ Yes	□ No	□ N/A
13.	Are waste materials properly sto	red (covered, contained	d, labeled, etc.)?		☐ Yes	□ No	□ N/A
14.			·		☐ Yes	□ No	□ N/A
15.	Contractor Street Address: Contractor Office Phone:   Contractor Cell Phone:   Inspector Title:   Inspector F-Mail:   Inspector Cell Phone:   Inspector Inspection:   Inspector Cell Phone:   Inspecto						
16.					☐ Yes	□ No	□ N/A

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If any of the answers to Questions 1 – 16 is No, a Violation has occurred, include the applicable question number; provide a written description of the observed violation(s); attach photo(s); and the required deadline date to return to compliance (RTC) for the indicated violation(s).

Question	Comments for Violation(s) Observed and Corrective Actions Required	Return to Compliance Deadline

The NO answers and comments noted above indicate that a stormwater violation(s) has been found and must be corrected.

Please note; during a City of Las Vegas stormwater construction inspection the inspector will provide a "Return to Compliance" date that violations must be corrected by. For violation(s) deemed as willful conduct or if no corrective action has taken place by the "Return to Compliance Deadline", additional enforcement actions (an Order) will be taken pursuant to the authority granted under Municipal Code 14.18. These Orders may include, but are not limited to: cease and desist order; revoke City permits, licenses and agreements pertaining to work on the premises; administrative penalties for noncompliance; City will conduct cleanup and abatement and recover costs from the Owner and/or Operator; City will pursue civil and/or criminal actions; City will impose a perpetual lien on and against the premises; or other actions as provided for in any provisions of City of Las Vegas Municipal Code 14.18. Administrative penalties may be assessed at \$500 to \$10,000 per day. Civil action may be pursued for \$1,000 to \$25,000 per day. Delinquent penalties may include late fees of 10% of the fee, accrued monthly, not to exceed two times the original penalty amount. Requests for reconsideration of violation(s) and appeals must follow the processes and associated fee(s) indicated in Municipal Code 14.18.160. The responsible party will be asked to acknowledge the Notice of Violation(s) and that they understand the explanation(s) of the violation(s) and the Return to Compliance deadline(s).

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