BUILDING & SAFETY

RESIDENTIAL SUBMITTAL GUIDELINE

http://www.lasvegasnevada.gov/BuildingPermits

Phone: (702) 229-6251

Follow link for Instructions on creating the dashboard: http://www.lasvegasnevada.gov/ePlanGuideline

Application Checklist	New Single Family Dwelling	Exterior Addition	Interior Remodel	Garage Conversion	Photovoltaic System with ESS	Casita or Utility Structure	Demolition	Swimming Pool	Retaining/ Screen Wall	Patio/ Carport	Received
An "X" in the box indicates it must be submitted with your initial application for it to be accepted for review.											
Residential Building Application	X	X	X	X	X	X	X				
Owner/Builder Affidavit	X	X	X	X	X	X	X	X	X	X	
Site Plan	X	X	X	X	X	X	X	X	X	X	
Construction Drawings	X	X	X	X	X	X	X	X	X		
Structural Engineering and Calculations or SNBO Regional Standard Detail	X	X	X	X		X		X	X	X	
2024 International Energy Conservation Code Calculations	X	X	X	X		X					
Truss Calculations or Deferred Submittal	X	X				X					
Soils Report	X					X		X	X		
Desert Conservation Program (DCP Form)	X										

Residential Building Application – Must be filled out completely and submitted with the online application when required.

Contractor's Board Owner/Builder Affidavit – Fill out completely and HAVE approved if pulling permit as Owner Builder.

SITE PLAN - Show all property line dimensions, existing and proposed structures (identifying all projections) property setbacks, adjacent roads, driveways, and all easements. Example site plans: http://www.lasvegasnevada.gov/SitePlanExamples

CONSTRUCTION DRAWINGS– Draw to scale with electronic or digital signatures. All submissions, plans and docs must be electronic: LasVegasNevada.gov/BuildingForms/EplanGuideline

STRUCTURAL ENGINEERING AND CALCULATIONS – Is required if a standard drawing from CLV Website or SNBO is not used. The Structural plans and calculations must be digitally signed.

INTERNATIONAL ENERGY CONSERVATION CODE CALCULATIONS – Go to www.energycodes.gov and click on RESCheck.

TRUSS CALCULATIONS OR DEFERRED SUBMITTAL – When required, submit digitally signed trusses with original application. The deferred application agreement: http://www.lasvegasnevada.gov/DeferredSubmittalApplication

SOILS REPORT – A digitally signed soils report that is less than a year old is required for structures 600 square foot or greater.

DESERT CONSERVATION PROGRAM (DCP FORM) – This form must be submitted with the initial application on lots that have not been previously developed or graded. https://files.lasvegasnevada.gov/building-safety/DCP-Handout.pdf

SUBMITTAL GUIDELINES: SUBMIT ALL PLANS AT: LASVEGASNEVADA.GOV/DASHBOARD

- Coordinate all plans between design disciplines. Civil and Architectural site plans must match property lines. "Preliminary" and/or "Not for Construction" stamped plans are unacceptable
- Make sure plans are completed and have necessary supporting data. All Plans must show existing and proposed areas of work.
- A Nevada Registered Architect or Engineer must draw, stamp, sign & date each sheet. A Nevada Licensed Contractor may also draw plans.
- Draw information on plans to scale fully dimensioned not to exceed 42x30 inches in size. Show in detail with sufficient clarity indicating the location, nature, and extent of work proposed. Show in detail that the work will conform to the provisions of the technical codes and all relevant laws, ordinances, rules, and regulations.
- We do not accept plans that have revisions (deltas or clouds) on original submittals.

ARCHITECTURAL PLANS: ***(provide architect's contact info with submittal)***

PLOT/SITE/GRADING PLANS

- Legal description of plot or lot. Clearly identify property lines or boundaries with dimensions
- Show all easements, right-of-ways, streets, locations of buildings, dimensions, setbacks and identify building use.
- Show septic tank, leach field, and well locations. Soil Report for new structures with a 600 square foot or greater

FLOOR PLANS

- Names of rooms and spaces with complete dimensions. Sizes and types of doors and windows.

EXTERIOR ELEVATIONS

- Specify wall coverings by components, thickness, and material specification.
- One-coat stucco systems require an approved applicator. Owner/builders cannot apply these systems.
- Specify roofing by its type, manufacturer's name, and the product name.

STRUCTURAL PLANS AND DOCUMENTS: ***(provide licensed engineer's contact info with submittal)***

A licensed engineer must submit stamped and digitally signed structural calculations, specifications, soils report, and other documents.

STRUCTURAL

- Calculations to include vertical and lateral analysis. Identifying all required special inspection items
- Plans to detail load path elements, listing all structural material specifications.
- In accordance with the 2024 International Building Code, the Building Official shall approve the steel fabricator. The City of Las Vegas considers fabricators approved by the American Institute of Steel Construction (A.I.S.C.) and/or Clark County Department of Building and Fire Prevention, Las Vegas, Nevada (CC) and/or International Accreditation Services (I.A.S.) and/or International Code Council Evaluation Services (I.C.C.E.S.) and/or International Association of Plumbing and Mechanical Officials (I.A.P.M.O.) and/or City of Los Angeles. Copies of these certifications (unexpired) shall be submitted to the Structural Plans examiner prior to permit issuance or as a deferred submittal (additional fees apply).

FOUNDATION

- Show all footings, posts, walls, slabs, anchor bolts, spacing, hold-downs, sections and details,
- Material specifications, foundation notes, size, depth, and reinforcement. Post-tensioned slab foundation where required.

FRAMING PLANS AND DETAILS

- Show roof, floor, location and spacing of trusses, joists and rafters, beams, headers, posts, trimmers, king studs, exterior and interior bearing walls, framing hardware, connections and details.
- Lateral force resisting system including shear walls, rigid frames, cantilevered columns, drag struts, collectors, diaphragm, nailing schedule, hold-downs, framing hardware and connections.
- Structural details depicting explicit and complete load path and shear transfer details from point of load application to vertical in addition, lateral load-resisting elements.
- Framing layouts and connection details are included when trusses are used. Truss design and shop drawings prepared, stamped in addition, signed by a Nevada licensed engineer must be submitted prior to permit issuance or Deferred Application must be submitted (if requested by applicant). Truss fabricator must be included in the current Clark County listing of approved truss fabricators.
- We do not accept unstamped plans. Stamps must comply with the EOR design intent. EOR prior to submittal

ELECTRICAL PLAN REQUIREMENTS: ***(provide licensed engineer or contractor's contact info with submittal)***

- New structures: Show outlets, lights, smoke detectors, and other electrical equipment served.
- For additions or alterations: Plan of original structure showing areas being added or altered. Size and location of existing and proposed electrical service and sub-panels. Provide service and calculations to include the old and new loads. Load calculations not required if adding twelve (12) devices or less.
- Identify names/uses of the new areas (bedrooms, porch, etc.). New outlets, switches, light fixtures, smoke detectors, and special outlets.

MECHANICAL PLAN REQUIREMENTS: ***(provide licensed engineer or contractor's contact info with submittal)***

- Heating/Cooling unit capacity, location, and working space for the following equipment:
- Evaporative cooler -- Number of Horse Power. Heat Pump -- tonnage and KW strip. Electrical AC/furnace -- total KW demand.
- Gas furnace -- BTU demand or input.
- Type of ductwork to be used and Duct insulation information. Exhaust fans -- size, type, and location. Dryer vent location.
- Attic mounted/roof mounted equipment to show method of support and engineering calculations if required. Detail access and platform when a roof pitch exceeds 4:12.

NOTE: PROVIDE ACCESS AND WORKING SPACE FOR ALL CONCEALED EQUIPMENT.

PLUMBING PLAN REQUIREMENTS: ***(provide licensed engineer or contractor's contact info with submittal)***

Show location, size and material specification of all water and DVW piping. Indicate fixture types with appropriate symbols. Individual fixtures and fixture groups may have pipe sizes indicated in a fixture schedule. Provide water supply fixture unit count with required meter size. UPC Table 610.4 or Appendix L.

- Location and size of gas piping with Btu/h demands, pipe lengths and material used.
- Location, type and size of water heater. Detail combustion air requirements if gas.
- Location and size of cleanouts to be shown.

ADDITIONS OR ALTERNATIONS TO PLUMBING/MECHANICAL:

- Plan view of existing piping to appliance/fixtures together with point of connection and new system.
- BTU demand and distance of existing gas appliances to meter is required.

INTERNATIONAL ENERGY CONSERVATION CODE:

- Provide 2024 International Energy Conservation Code calculations. Include a completed Residential Energy Schedule applied to the plans. Take window values from manufacturer's NFRC label information. For windows without NFRC labels, use the listed default values. Go to www.energycodes.gov/rescheck
- System Analysis: Designed and stamped/signed by a State of Nevada licensed architect or engineer.
- Component performance (No signature or stamp required)
- Prescriptive requirements (No signature or stamp required)