



*Industry Advisory from the  
Building & Safety Department*

**Update Regarding Electronic Plan  
Submittals at City of Las Vegas**

Effective **January 1, 2020**, **ALL** new applications and plans for building permits must be submitted electronically as PDF files and will be reviewed electronically. Projects previously submitted on paper and their revisions will stay on paper submittals, but new projects must all be electronically submitted through our website at <https://lasvegasnevada.gov/dashboard>. If paper plans are submitted for review, we will only be able to electronically scan plans with fewer than 20 sheets. The following timelines will apply for submittals between 5-20 sheets:

- Up to 1-week delay for the scanning of the plans into the system. The plan review clock will not start until the plans are processed and plan check fees paid.
- Fees will include \$110 collation/digitizing fee + \$3.00 per sheet for scanning and indexing.

We will be holding an additional public training on Electronic Plan Submittal Thursday, January 23 from 1:30-3:30pm. Please respond to the attached invitation to attend.

If you have any questions or concerns, please feel free to contact us at (702) 229-6251, or email our Deputy Director, Michael Cunningham, at [mcunningham@lasvegasnevada.gov](mailto:mcunningham@lasvegasnevada.gov).

Sincerely,

A handwritten signature in blue ink that reads "mil cun".

Michael Cunningham, P.E.  
Deputy Building and Safety Director  
City of Las Vegas  
Building and Safety Department