



*Industry Advisory from the  
Building & Safety Department*  
**Updates to Processes for Tract Applications  
January 03, 2022**

The City of Las Vegas Department of Building & Safety is pleased to provide updates to the process for tract plans.

In an effort to streamline our process, tract applications submitted after November 2021, the City of Las Vegas will no longer issue model option sheets. There is no change from the applicant's submittal process. This is an internal modification that will allow us to save time and make our review process and data entry more efficient. This new change will allow:

- The application to be setup for the largest habitable square footage for a particular model.
- Each model permit within a subdivision will have the same permit fee.
- The City of Las Vegas will no longer need to create and email model sheets at permit issuance.
- The plot plan submittals will no longer need to identify model options being proposed. If the applicant wants to provide that information on the plot plan for their own internal tracking that is acceptable.

All guidelines and forms have been updated and can be found on City of Las Vegas website at:

<https://www.lasvegasnevada.gov/Government/Departments/Building-Safety/Building-Safety-Resources?tab=4>

If you have any questions or concerns, please feel free to contact me at (702) 229-2002 or email me at [mcunningham@lasvegasnevada.gov](mailto:mcunningham@lasvegasnevada.gov).

Sincerely,

A handwritten signature in blue ink that reads "Mil C." followed by a stylized surname.

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

