



DEPARTMENT OF BUILDING & SAFETY

MASS GRADING GUIDELINES

www.LasVegasNevada.gov/BuildingPermits

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

1. A mass grading permit is required for grading that conforms to the approved drainage study. If storing temporary fill material, then a separate stockpile permit will be required for the stockpile (see stockpile permit guidelines).
2. Submit digitally signed** civil improvement plans to Land Development using the online dashboard under 'Offsites' then 'Civil Improvements'. Submittal to comply with Land Development's Initial Civil Plan Submittal Checklist.
3. Initial fees due at submittal*: \$500 minimum plan check and \$54 administrative fee. Additional fees may be generated upon bond approval (e.g. additional plan check fees, inspection fees, etc.).
4. A performance bond is required only for the earthwork associated within the right of way, future right of way, or CLV easements.
5. Plans are reviewed concurrently by all departments just like a standard civil improvement plan.
6. If approved or conditionally approved, Land Development will provide you the approved bond, civil improvement plan with redlines (if any) and additional fees to be paid.
7. After the bond has been posted (if required), fees paid, Request for Permit (if required), SWPPP, and civil improvement plan resubmitted online, the approved plans will be routed for final approval.
8. After the civil improvement plan is fully approved you will be provided a copy of the approved plan. The offsite permit will be available for download from:
<https://www.lasvegasnevada.gov/Business/Permits-Licenses/Building-Permits/Permit-Application-Status>
9. Apply for the onsite grading permit through the online dashboard under 'Building' then 'Building Permit with Plans'. Submit the approved civil improvement plan. You may download the application from: <https://www.lasvegasnevada.gov/Government/Departments/Building-Safety/Building-Safety-Resources>

Please note that a Clark County Dust Control permit is required for disturbance area of over ¼ acre.

* Plans will not enter our **submittal intake** queue until the fees have been paid. Your place in the **review queue** does not begin until we have approved the submittal intake review. If fees are not paid within 10 days of submittal, your submittal will be expunged from our system and you must resubmit.

** See the State Board of Professional Engineers and Land Surveyors digital signature guide at

<https://nvbpels.org/wp-content/uploads/2020/11/Digital-Signature-Guide-FINAL.pdf>

Note: Plans must be designed to 100% before you submit them for review. **Do not** submit incomplete plans per NRS 338.176.