



PHASED CONSTRUCTION GUIDE

www.LasVegasNevada.gov/BuildingPermits

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Part I. General Information

The Phased Construction Program was created to allow permits to be issued in phases for very complex facilities. The following are the minimum requirements to be provided by the developer and approved by the City of Las Vegas Department of Building and Safety, prior to any permits being issued or commencement of construction. This Program does not apply to amusement or transportation attractions or tenant improvements. Any holders of a Phased Design permit proceed at their own risk without assurance that a permit for the entire structure will be granted. Per the City of Las Vegas Administrative Code Section 303.1.1 a fee that is 15% of the plan check fee, will be added in addition to the standard plan review fee, for each permit that is a part of a phased construction agreement.

Part II. Prerequisites

The following are the minimum requirements to be eligible for phased design and permitting:

- The project scope must exceed \$20,000,000 in valuation or the construction duration must exceed eighteen (18) months, from foundations to final Certificate of Occupancy.
- A preliminary meeting may be required between the City of Las Vegas, the owner or his representative and the various project designers to review the project scope, the proposed phased design schedule, the valuation of each proposed design phase and to answer any questions the owner or designers may have regarding the phased design process or code requirements. The meeting can be during a Post Entitlement Approval Conference (PEAC) Meeting or Pre-review meeting.

Part III. Preliminary Meeting

The preliminary meeting will be scheduled by the City of Las Vegas. The attendees must include the developer/owner or their representative and any of the design team or contractor.

- Two weeks prior to the preliminary meeting date, the following documents, are required to be submitted in electronic format (.pdf or .doc) to the City of Las Vegas by emailing techs@lasvegasnevada.gov.
 - a) A list of owners, developers and design professionals associated with the project
 - b) A detailed description of the entire project
 - c) A site plan indicating all existing and proposed property lines
 - d) Sufficient building elevations and cross-sections necessary to convey the overall project scope.
 - e) A preliminary construction schedule
 - f) The proposed phased design schedule, detailing the scope of work, the valuation and the permit application submittal dates of each proposed design phase.
 - g) Copies of the land use approvals and any conditions of approval.

The Department of Building will provide the following information:

- Preliminary answers to questions regarding building and civil code requirements.
- Describe construction limits which will be placed on each of the proposed phased design applications.
- Provide permit and estimated plan review fee information.
- Describe procedures for all phased design permit applications, including plan revisions, corrections and deferred submittals.
- Review the proposed phased design application and describe any necessary modifications to the preliminary application.

Part IV. Application for Phased Design

- The final phased design application and phased design schedule must be submitted and approved by the Plans Examination Supervisor. The application form and proposed phasing schedule can be found on the City of Las Vegas Website at:
 - <https://www.lasvegasnevada.gov/Government/Departments/Building-Safety/Building-Safety-Resources?tab=4>
- A completeness review must be performed prior to submitting for a phased design permit application. Please email techs@lasvegasnevada.gov to initiate the completeness review.

Part V. Phase I Design: Life Safety Package

Phase I of the phased design process may require the submittal of the Life Safety Package. A copy of the approved Phased Design Schedule is required to be included with these construction documents. These construction documents must be submitted online for review a minimum of 30 days prior to the submittal of the subsequent phased permit application and includes the following:

- The Fire Protection Report, if required.
- Master Exit Plans, which must include the design summary, building code analysis and all passive fire protection design elements.
- Site Plans, which indicate all existing and proposed property lines, easements, and fire department access, all accessibility routes on the property from parking spaces, between buildings and from the right-of-way, all on-site parking (identifying all accessible and van accessible spaces and parking calculations), all buildings/structures and separation distances.
- Civil Plans, indicating all fire hydrant locations and all underground plumbing, electrical and mechanical, if applicable.
- Applications for any known alternate materials/alternate methods which may be required.

Part VI. Phase II Design: Grading/Foundations

The second phased design submittal package is typically the grading and the foundations of each of the buildings or structures, dependent upon the approved phased design schedule. The required construction documents include the following:

- Development summary sheet indicating the following:
 - Project's complete scope of work and percentage of work performed for the design phase.
 - Assessor Parcel Number (APN) or Master Site Address.
 - Owner's name and address.
 - Code Analysis identifying all items shown on the Code Analysis Handout.
- A complete grading plan, including landscape and irrigation, any temporary or permanent dewatering system for the entire site.
- Geotechnical Reports prepared by a Nevada licensed design professional.
- Site/Utility Plans, clearly indicating the scope of work for the phase.
- Complete structural foundation plans, structural calculations, for the design phase, and all other supportive data for that phase.
- Complete structural design and calculations for vertical structure considering all loads including mechanical, plumbing and electrical equipment.
- All electrical, mechanical and plumbing plans associated with the scope of work proposed for the foundation design phase.
- Electrical power distribution plans, including all grounding and bonding.
- Architectural reference plans of the exterior elevations and floorplans for each building or structure within the design phase.

Part VII. Phase III Design: Structural

The third phased design submittal is typically the entire structural design of each building or for the entire project, dependent upon the approved phased design schedule. Complete set of plans are required for each phased permit application. The required construction documents include the following:

- Complete set of all structural plans, structural calculations, and all other supportive data.
- All electrical, mechanical and plumbing plans associated with the scope of work proposed for the structural design phase (i.e. concrete or masonry embeds, etc.).
- Electrical power distribution plans, including all grounding and bonding.
- Steel fireproofing plans and schedules which must include:
 - Structural framing backgrounds with hourly fire-resistance ratings
- Architectural reference floor plans of each floor for the building(s) proposed for the design phase.

Part VIII. Phase IV Design: Complete Architectural, Electrical, Plumbing and Mechanical Designs

The fourth phased submittal package is typically the complete architectural, electrical, mechanical and plumbing designs either by individual building(s) or for the entire project, dependent upon the approved phased design schedule. The required construction documents include the following:

- Complete architectural, mechanical, plumbing and electrical plans for the scope of work in the design phase, including all items shown in the [Commercial Submittal Checklist](#).

Part IX. Permits

Permits for construction will only be issued after the phased design application has been submitted, reviewed and approved. The number of permits issued on a single project will vary based on the number of separate design phases for which plans are submitted. It will be at the discretion of City of Las Vegas to determine the number of plans and information to be submitted prior to issuing permits for the next design phase.

Close control will be maintained to assure that the latest approved plans are on the job site and that construction does not proceed beyond the permitted scope of work. Construction will be stopped if it progresses beyond the scope of work for which permits have been issued.

- **Grading Permits:**
 - A phased permit for grading only may be obtained separately for the entire project site. This permit includes excavation only for the foundation and may include on-site drainage channels and underground box culverts.
 - If a site contains multiple buildings, a grading permit will be required for the entire site. Grading permits will not be issued for partial sections.
 - Grading only permit fees will be based on the most current adopted fee schedule.
- **Foundation Permits:**
 - A foundation only permit may be obtained when submitted and approved as a separate design phase.
 - The scope of work for a Foundation only permit is limited to the concrete work for footings, piles and slabs-on-grade, up to and including the finished floor elevation. This work includes:
 - Vertical rebar dowels extending above slab-on-grade which are necessary to tie into columns or walls.
 - Retaining walls (concrete or masonry) to support a slab-on-grade.
 - The foundation plans shall clearly indicate the assumed design loads being transferred to the foundation.
 - Retaining walls for basements.
 - Bolts or embed plates cast in the slab-on-grade.
 - Temporary and/or permanent dewatering systems, as required by the geotechnical report.

- All under-slab utilities (electrical, mechanical and plumbing) must also be included in the approved plans and permit.
- Foundation only permit fees will be based on the most current adopted fee schedule.
- Items NOT included in a foundation only permit:
 - Columns above finished grade.
 - Walls above finished grade.
 - Any elevated slabs (i.e., slabs over basements).
 - Any construction above surrounding ground level.
- **Structural Permits:**
 - Structural permits include the full structural elements of a building and may or may not include the foundation. There are a limited number of structural permits we will issue for one structure and we will not have more than one permit for an entire hotel tower portion of the phased structural permits.
 - Structural permit fees will be based on the most current adopted fee schedule.
- **Building Permits:**
 - Building permits will be issued as approved for the scope of work described and approved in the Phased Design Agreement. The building permit includes associated plumbing, mechanical, and electrical work.
 - Building permit fees will be based on the most current adopted fee schedule.
- **Onsite Permits:**
 - Site work including site plumbing, electrical for underground work, trash enclosures, etc. will only be issued after grading or foundation permits have been issued.