



DEPARTMENT OF BUILDING & SAFETY

# REVISION APPLICATION

333 North Rancho Drive, Las Vegas NV 89106-3703

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

**NOTE: THIS APPLICATION IS FOR PLAN REVIEWS PERFORMED ON AN HOURLY BASIS ONLY. IF YOU ARE ADDING ADDITIONAL SCOPE OF WORK TO AN EXISTING PERMIT OR TO AN EXISTING BUILDING, A NEW PERMIT APPLICATION IS REQUIRED. THE FOLLOWING INFORMATION MUST BE COMPLETED BY THE CONTRACTOR, DEVELOPER, ARCHITECT, ENGINEER OR OWNER:**

## PROJECT INFORMATION

PARENT (ORIGINAL) PROJECT#: \_\_\_\_\_ REVISION # \_\_\_\_\_

## PROJECT INFORMATION

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

(Include Suite/Space No. or Letter Designation if Applicable)

## DESCRIPTION

Detailed description of work (If additional space is needed attached a detailed narrative to this application): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Does this revision impact the Quality Assurance Agreement (QAA):  Yes (Will need to provide updated QAA prior to completion of the revision)

No

For SFD Tracts provide all affected lot numbers: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## PLANS SUBMITTED

CHECK THE PLAN TYPES SUBMITTED WITH THIS APPLICATION:

Architectural     Structural     Mechanical     Plumbing     Electrical

Other \_\_\_\_\_

I certify that the information I have supplied on this application is true and correct. By signing this application, I agree to comply with all conditions as noted on this application.

\_\_\_\_\_  
Contractor or Agent / Owner

\_\_\_\_\_  
Date

**Permit Expires 180 Days After Abandonment of Work**  
Permits expire when no inspection has been approved for any 180-day period after the permit has been issued.



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## REVISIONS SUBMITTAL CHECKLIST

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\*\*\* Revisions are changes made to designs after the permit has been issued. Do not use the revision application for projects that are pending permit issuance. \*\*\*

### Required Components of a revision submittal:

- Provide the current permit number the revision is modifying.
- Provide a completed application including any narratives.
- Provide a narrative explaining each change by sheet (Uploaded with the application in one file).
  - The narrative shall indicate what delta number the package is referencing.
- Provide only the sheets from every discipline of the drawing package that are impacted by the revision (Uploaded to their respective discipline).
- Verify all sheets are digitally signed by the appropriate design professional or electronically signed by the contractor.
- All changes from previous approved plans shall be clouded and the delta number shall be provided in direct proximity to the plan modification.
- All previously, approved revisions shall not be clouded on the current revision submittal but shall have the revision number (The delta that was assigned to that change by the design professional) remain next to the previously approved change.
- If the original project was submitted on paper, include a copy of the previously approved plans as an "Other" file.
- Fees shall be paid at the time of submittal. Any additional fees such as additional plan check fees will be paid at revision issuance.

### **If any of these components are not provided, the revision will not be processed in for review.**

#### Notes:

The Permit Technician will verify the submittal is a revision and not a correction or deferred submittal to a plan in current review.

Depending on the number of reviews required for approval for the revision, additional plan check fees may be incurred. Our hourly fee of \$176.00 per hour will be applied for any time beyond a second review for a particular discipline at the time of revision issuance.

The plans will be routed to the affected disciplines within the Building Department as well as other departments such as Planning, Land Development, and the Fire Department depending on the scope of the revisions.

Once plans check has been completely approved, the Permit Technician will process the revision, to include tabulating all fees and notifying the contractor. Holds are automatically placed on the permit restricting any further inspections until the revision fees are paid.