

FIRE PERMITS

ELECTRONIC PLAN SUBMISSION AND REVIEW





FIRE PERMITS

ELECTRONIC PLAN SUBMISSION AND REVIEW AGENDA

- ePlan Requirements & Project Status for Current Projects
- Creating a Login Account
- Dashboard Home Page
- Automatic Emails
- Submitting for Initial Plan Review
- Save for Later
- Payments
- Navigating the Dashboard
- Resubmittals
- Using Check Status for Review comments & Project Status
- Submitting for Revisions
- Associated Applications



GovDelivery

Please make sure you have signed up for our Industry Notices through GovDelivery:

https://public.govdelivery.com/accounts/NVLASVEGAS/subscribe/new?topic_id=NVLASVEGAS_124

Any and all pertinent information from Fire Prevention – both Fire Engineering and Inspections – will be sent out this way.



ePlan Requirements & Project Status

How to submit for your current project based on the original Processed Date



Project Status

Any new submittal after the go-live date (04/18/2022) must utilize the Dashboard to submit.

This includes new submittals that had an initial Intake Rejection from uploading to the clv.files website.

This does not apply to intake rejections for CORR resubmittals or as-builts – just new submittals.



Project Status

If your project was initially processed between 08/03/2021 and 04/18/2022, you will need to convert your submittal over to the Dashboard.

Please make sure you have created a Dashboard account, then reach out to BuildingPermits@LasVegasNevada.gov for assistance.

A document will be sent out to Industry prior to the April 18th go-live date that details this process.



Project Status

If your Processed Date was prior to 08/03/2021, you will finish your project by utilizing the clv.files website, but through a new link – the “Fire Engineering” link will be disabled.

The new link will be provided in another document, which will be sent to Industry before the Dashboard go-live date.

Please verify your project’s processed date via the Check Status Website: www.lasvegasnevada.gov/checkstatus



Creating Account/Login

Welcome to the Citizen Portal

By creating an account & logging in you will be able to apply for, manage, pay and update the following

- Building Permit
- Offsite Permit
- Zoning Application
- Business Licensing
- Abandoned Property Registry

Use Google Chrome as your browser for our web functions

Sign in to your account

If you already have an account in our portal, please proceed to sign in and continue to your application

Sign In

Create account

Click the button to create a new city of Las Vegas account with just a few clicks!

Register A New Account



Advisories

If you create an account through Facebook or Gmail, we cannot provide assistance if you forget your password.

You would have to work directly with those companies.

Create a company account that can be accessed by all staff, for example:

LVFireEngineering@LasVegasNevada.gov

If an employee leaves the Company, the Dashboard account can still be accessed.



Citizen Portal

ng in you will

the followin

 Continue with Facebook

 Continue with Google

or create a City account

abby

shields

abbyclvtest@yahoo.com

Sign Up

Already have an account?

Sign In

ount

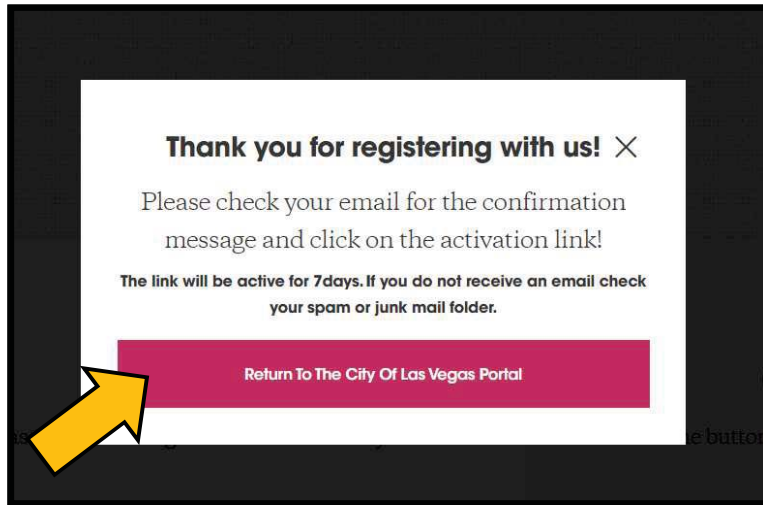
portal, please pro

Creat

the button to create a

just

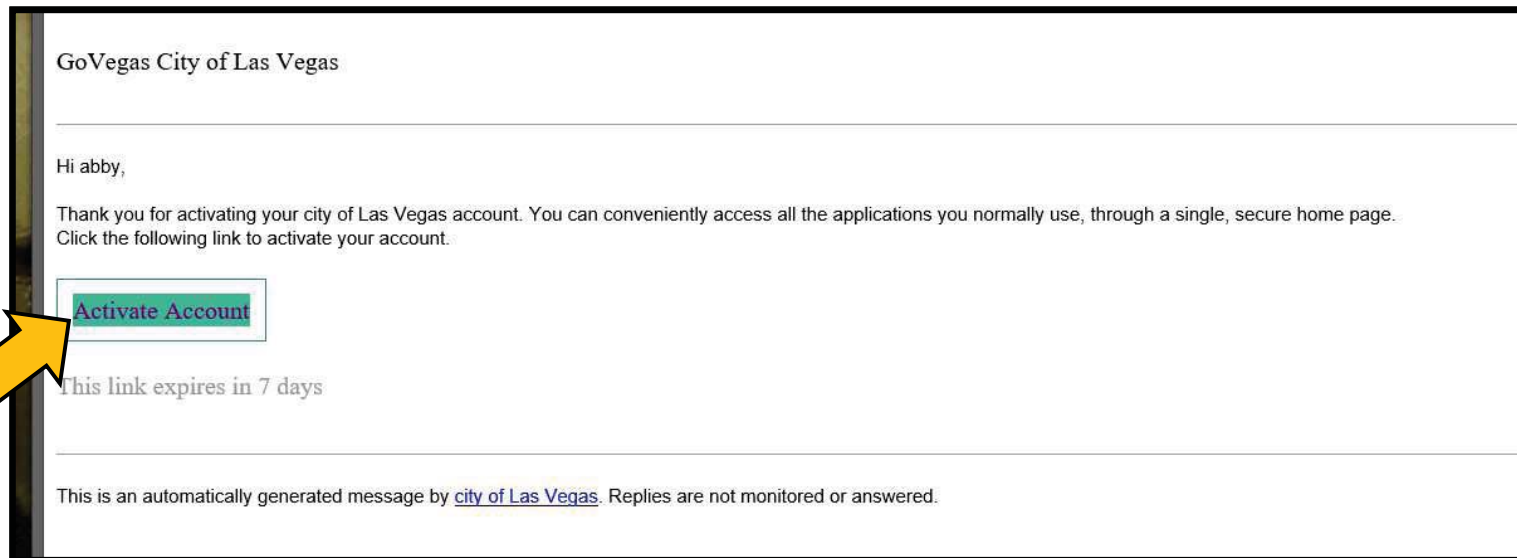
Regis



When you click the “Activate Account” link, it will open in whatever your preferred browser is set to.

If your preferred browser is not Chrome, it will not work correctly.

You will need to either change your preferred browser settings, or copy and paste the link into a Chrome browser.





Set password

Set a unique password for logging in to the City of Las Vegas Portal.

* New Password:



* New Password Confirmation:



[Return To Dashboard](#)

Submit

The City of Las Vegas

Thank you for registering a new account!

Click to login and complete your registration

Login To Your Account



The City of Las Vegas

Thank you for registering

Click to login and complete

 Continue with Facebook

 Continue with Google

or continue with your Citizen Account

 abbyclvtest@yahoo.com



Remember me

Sign In

[Forgot Password?](#)

Don't have an account? **Sign Up**

[Login To Your Account](#)

[Pay](#)

[Jobs](#)

[Jail Information](#)

[Parking](#)





The first time you login with your new account, you will be prompted to edit your profile.

Adding a phone number and address are required for a complete profile.

Edit Profile

Please enter your contact information.
* Denotes a required field

Personal Information

* First Name: Middle Name: * Last Name:

* Primary Email Address:

+ Add Secondary Email

Phone Numbers

Please note: this will be your primary contact number

* Primary Phone Type: * Primary Phone Number:

+ Add Phone

Address

Please note: this will be your primary profile address

* Address Line 1:

Address Line 2:

* City: * Country: * State: * Zip Code:

+ Add Address

⚠ Please enter the required information before proceeding

Three yellow arrows are overlaid on the form. One arrow points to the 'Primary Phone Number' input field in the 'Phone Numbers' section. Another arrow points to the 'Address Line 1' input field in the 'Address' section. A third arrow points to the 'Update Profile Data' button at the bottom right of the form.



Dashboard

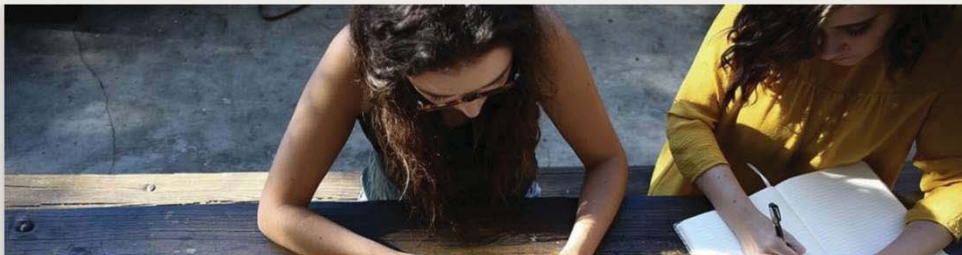
- My Dashboard
- Edit My Profile
- Change My Password
- Delete My Account
- Sign Out



Good Morning Las Vegas!

56°F | Have a great day in your All-America City!

City Council



Discover the Fun



Dashboard Home Screen

LASVEGASNEVADA.GOV

Residents Visitors Business Government Pay News Contact Links

Search

Hi, abby

Hello **abby civtest**

Welcome to the city of Las Vegas

Apply For

- Business Licensing
- Fire
- Building
- Offsite
- Planning and Zoning
- Barricade

Register For

- Property Registry

We did not find any applications/registrations to manage.

Please make a selection from the **APPLY FOR** or **REGISTER FOR** section to submit a new application/registration.

If this is your first time using the Dashboard, it will look like this for your first log in.

You will get a banner once you apply for a permit.



Dashboard Home Screen

The screenshot shows the dashboard home screen for Abby Shields. The header includes the website name "LASVEGASNEVADA.GOV" and navigation links for Residents, Visitors, Business, Government, Pay, News, Contact, and Links. A search bar and a user profile dropdown "Hi, Abby" are also present. The main content area is divided into sections: "Apply For" with links to Business Licensing, Fire, Building, Offsite, Planning and Zoning, and Barricade; "Register For" with a link to Property Registry; and two banners for "Fire Permits" and "Building and Offsite Projects and Permits". A yellow arrow points from the "Fire" link in the "Apply For" section to the "Fire Permits" banner. The text "If you have used the Dashboard before, you will already have some banners available." and "Once you apply for a Fire permit, you will receive a Fire Permits banner" is overlaid on the dashboard.

Apply For

- Business Licensing
- Fire
- Building
- Offsite
- Planning and Zoning
- Barricade

Register For

- Property Registry

Fire Permits [Click to open](#)

Building and Offsite Projects and Permits [Click to open](#)

If you have used the Dashboard before, you will already have some banners available.

Once you apply for a Fire permit, you will receive a **Fire Permits** banner



Automatic Emails

Keeping you up-to-date



Emails

- Any time fees are paid

Plan Review

- Confirmation email for Application Received (after Admin Fee is paid)
- Tech Review/Intake Rejection, *if applicable*
- Plan Check fees due
- Plan Check denial/resubmittal required, *if applicable*
- Permit fees are due
- Approved plan PFDs

Inspections

- Inspection failed/re-inspection fees due, *if applicable*
- Inspection passed
- Permit has been completed/finaled



Apply for Permit

First Submittals



Hello Abby Shields

Welcome to the city of Las Vegas



Apply For

→ Business Licensing

↓ Fire

New Construction

Plan Review and Permitting for the installation or modification of fire protection and fire life safety systems.

APPLY

Building

→ Offsite

→ Planning and Zoning

→ Barricade

Fire Permits

Click to open ▾

Building and Offsite Projects and Permits

Click to open ▾

Register For

→ Property Registry





Tabs

Apply for a New Fire ePlan

No more applications!
All the information will
be collected on the tabs

Select User ✓ Device Details ! Location Job Description Submittal Checklist Applicant Info Acknowledgments Submittal Confirmation



You will not be able to proceed until you have completed all the necessary information on each tab.
The "Next Step" button will be greyed out until all items have been addressed.





Select User



If any of your Account information is associated with other companies, all Users will be listed. You must choose one to proceed.

If your Account information is not associated with another company, you will bypass this screen completely.

Apply for a New Fire ePlan

Select User | Device Details | Location | Job Description | Submittal Checklist | Applicant Info | Acknowledgments | Submittal Confirmation

Select the user information that will be associated with this application. [What's this?](#)

- AS Abby Shields
- JJ Jensen Hughes, Inc.
- AA Able Electrical Services, LLC
- ABBY L SHIELDS

Primary Phone	Address	Email	Select
(702)229-5439		ashields@lasvegasnevada.gov	<input checked="" type="checkbox"/> Select

[Return To Dashboard](#) [Next Step →](#)





Device Details

Permit Type and Details

Each Permit Type has its own specific detail options



Apply for a New Fire ePlan

Select User [Device Details](#) | [Location](#) | [Job Description](#) | [Submission Checklist](#) | [Applicant Info](#) | [Acknowledgments](#) | [Submission Confirmation](#)

Select Work Type

Please select your work type and fill any additional information we may require

Filter: Work Type

Type to filter...

Annual Smoke Control Special Inspection Report

Battery/Energy Storage System

Bulk CO2 System

Bulk Cooking Oil

Central Station Monitoring System

Clean Agent Extinguishing System

Compressed Gases/Cryogenic Systems

Emergency Radio System

Fire Alarm System

Fire Alternate Means/Method Request (AMMR)

Fire Protection Report

Fire Pump

Flammable Combustible Liquid System

General/Other

High Piled Storage

Kitchen Hood Extinguishing System

Liquid Petroleum Gas

Medical Gas

NFPA 13 Sprinkler System

NFPA 13D Residential Sprinkler System

NFPA 13R Residential Sprinkler System

Other Engineered Extinguishing System

Pre Construction Water Flow

Smoke Control System/Removal

Sprinkler Notification System (FASN)

StandPipe System

Traffic Calming Device

Underground Fire Line/Riser

Water District Backflow Upgrade



Select Work Type

Please select your work type and fill any additional information we may require

Filter Work Type

sprinkler

NFPA 13 Sprinkler System

NFPA 13D Residential Sprinkler System

NFPA 13R Residential Sprinkler System

Sprinkler Notification System (FASN)





Details: Waterfall Options

Apply for a NFPA 13 Sprinkler System

Select User ✓ Device Details ! Location Job Description Submittal Checklist Applicant Info Acknowledgments Submittal Confirmation

Selected Work Type

You have selected to apply for a NFPA 13 Sprinkler System [Change Selection](#)

Demo Only Permit

Does this project consist of demo work only?

Yes

No

[Return To Dashboard](#)

[← Previous Step](#)

[Save For Later](#)

[Next Step →](#)



Details: Waterfall Options

Apply for a NFPA 13 Sprinkler System

Select User ✓ Device Details ! Location Job Description Submittal Checklist Applicant Info Acknowledgments Submittal Confirmation

Selected Work Type

You have selected to apply for a NFPA 13 Sprinkler System [Change Selection](#)

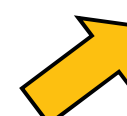
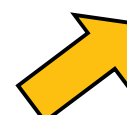
Demo Only Permit

Does this project consist of demo work only? Yes No

Letter for 5 Heads

Are you applying for (5) sprinkler heads or less using a letter in lieu of plans? Yes No

[Return To Dashboard](#) [← Previous Step](#) [Save For Later](#) [Next Step →](#)





Details: Waterfall Options

Apply for a NFPA 13 Sprinkler System

Select User ✓ Device Details ! Location Job Description Submittal Checklist Applicant Info Acknowledgments Submittal Confirmation

Selected Work Type

You have selected to apply for a NFPA 13 Sprinkler System [Change Selection](#)

Demo Only Permit

Does this project consist of demo work only? Yes No

Letter for 5 Heads

Are you applying for (5) sprinkler heads or less using a letter in lieu of plans? Yes No

Plan Submittal

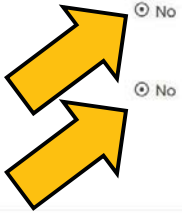
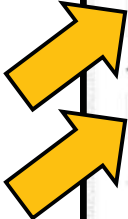
* Total number of heads (new, relocated, and/or replaced), including (1) hydraulic calculation

95

* Additional hydraulic calculation(s), if applicable

0

[Return To Dashboard](#) [← Previous Step](#) [Save For Later](#) [Next Step →](#)





Location



Location: by Address

(preferred method)

Apply for a NFPA 13 Sprinkler System

Select User Device Details Location Job Description Submittal Checklist Applicant Info Acknowledgments Submittal Confirmation

Select Location

Enter the location of the property for which the permit is being requested.
Search for the location by address or parcel number.

Please enter your location:

* Street Number:

12

Direction:

All Directions

* Street Name (Do not include suffix):

ogden

Do not put "Street/St., Drive/Dr., Court/Ct., etc" in the Street Name box. This will not allow the system to search correctly.

[Return To Dashboard](#)

[← Previous Step](#)

[Next Step →](#)

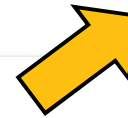


Showing Results 1 to 1 of 1

Click "Select & Continue" next to the correct address

12 E OGDEN AVE , LAS VEGAS NV 89101-

Select & Continue



Select Another Address



Showing Results 1 to 5 of 30

Click "Select & Continue" next to the correct address

Type to filter addresses

333 N RANCHO DR , LAS VEGAS NV 89107-	Select & Continue
333 RANCHO DR , LAS VEGAS NV 89134	Select & Continue
333 N RANCHO DR 100, LAS VEGAS NV 89107-	Select & Continue
333 N RANCHO DR 11000, LAS VEGAS NV 89102-	Select & Continue
333 N RANCHO DR 11000, LAS VEGAS NV 89102-	Select & Continue

Next Page →

Select Another Address

Showing Results 1 to 5 of 30

Click "Select & Continue" next to the correct address

500

333 N RANCHO DR 500, LAS VEGAS NV 89107-	Select & Continue
--	-------------------

Next Page →

Select Another Address



Apply for a NFPA 13D Residential Sprinkler System

Select User ✓ Device Details ✓ Location ! Job Description Submittal Checklist Applicant Info Acknowledgments Submittal Confirmation

Selected Address:

Please verify that this is the location you want to apply for before continuing

Address

Actions

12 E OGDEN AVE LAS VEGAS NV 89101-

↕ Choose Another

[Return To Dashboard](#)

[← Previous Step](#)

[Next Step →](#)





Search by Parcel

If searching by Parcel – it must exist in the Permitting system.

If the search does not yield any result, you must search by address.

If the Parcel is found, make sure to choose the correct address.

Parcel found.

Please verify the parcel # for this application.

13934111002

This parcel is **within** City of Las Vegas limits / jurisdiction.

12 E OGDEN AVE , LAS VEGAS NV 89101-

Select & Continue

213 N 1ST ST , LAS VEGAS NV 89101-

Select & Continue

[Back To Location Search](#)



Special Circumstance

This one particular street must be entered this way in the Street Name field:

W Skye Canyon Park

If the "W" is not included in the Street Name, you will not be able to find the street.

Select Location

Enter the location of the property for which the permit is being requested.
Search for the location by address or parcel number.

Please enter your location:

* Street Number: Direction: * Street Name (Do not include suffix):

Showing Results 1 to 1 of 1

Click "Select & Continue" next to the correct address

9850 W SKYE CANYON PARK DR, LAS VEGAS NV 89166



Job Description

Scope of Work and Review Type



Apply for a NFPA 13 Sprinkler System

Select User ✓ Device Details ✓ Location ✓ Job Description ! Submittal Checklist Applicant Info Acknowledgments Submittal Confirmation

Job Description

* Project Name:

California Hotel and Casino

50 characters maximum

* Valuation:

2000

No dollar sign or comma

* Scope of Work:

Modify (e) fire sprinkler system -- for C21-54321

*Please be descriptive.
If there is an associated GC permit number,
please put it in the scope of work.*

Please describe the scope of work, in detail, and include the associated GC permit number, if applicable.

Please choose one of the following plan review options:

Standard Queue

Overtime (OT) Request

Over the Counter (OTC)

[Return To Dashboard](#)

[← Previous Step](#)

[Save For Later](#)

[Next Step →](#)



Review Options

Standard Queue

Please choose one of the following plan review options:

Standard Queue

Overtime (OT) Request

Over the Counter (OTC)

⚠ Current review time is approximately **4 to 6 weeks** from Intake/Application Review. Please be advised that Standard Queue turnaround time fluctuates depending on the current workload.

NOTE: The Standard Queue review times are updated weekly.



Review Options

Overtime (OT) Request

Please choose one of the following plan review options:

Standard Queue

Overtime (OT) Request

Over the Counter (OTC)

⚠ Please be advised that this option is simply requesting an additional service and not every OT Request may be accepted. If we are able to accommodate the OT Request, the project will be reviewed sooner than it would have been if left in the Standard Queue. Acceptance of an OT Request does not guarantee same day services or plan review approval. If we are unable to accommodate the OT Request, the applicant will be notified via email.

ADDITIONAL COST: \$220.00 per hour, per permit, with a 1-hour minimum.



Review Options

Over the Counter (OTC)

Please choose one of the following plan review options:

Standard Queue

Overtime (OT) Request

Over the Counter (OTC)

▲ Based on the scope of work, this project is eligible for an OTC review appointment. If this review type is chosen and the Administrative Processing Fee has been paid, the project will be processed and reviewed within (3) business days. OTC review does not guarantee plan review approval. Please note - if this option is not available in the future for the same scope of work, we have reached our daily limit of OTC requests - which means you will need to try and re-apply the following day to secure an OTC slot. This feature is available Monday **Thursday** only.

ADDITIONAL COST: \$117.00 per permit, per appointment



Submittal Checklist

Submittal Documents, Contractor Information, and Contact

Each Permit Type has its own specific buckets – some are required, others are optional.



Submittal Checklist

We refer to these as “buckets”.

Some “buckets” are required, while others may be optional.

You have to address each bucket in order to move to the next tab.

Each permit type has its own set of specific “buckets” that will populate on this tab.

These (7) “buckets” are specifically for Fire Sprinkler systems (13, 13D, and 13R).



File Naming

It does not matter what you name the files anymore – just make sure it does not have any special characters

(# is not allowed)

- and _ are allowed

Filename contains special characters

Please make sure that your file name doesn't include special characters.

Dashes and underscores are allowed.

[Back To Submittal Checklist](#)



Upload Your Plans

Upload your plans using the plan type list below. **If the plan type isn't relevant to your project, please select N/A.** Large files may take longer for the upload to be completed. Only one file may be uploaded for each discipline.

Please note that all files will be scanned for viruses.



Fire Plan or Letter (Required)

[Edit Information](#)

Provide a plan for the proposed scope of work. A letter may be supplied if the specific scope of work is eligible for a letter in lieu of plans. Only (1) plan per address/suite and permit type is allowed - do not combine multiple addresses or permit types.

[Browse](#)

RESOLVED.pdf



Allowed file type: **.pdf**, Maximum allowable size: **500 MB**

Files cannot have special characters in the name or the file will not be accepted by the system

100 %



Cut Sheets (Required)

Provide the appropriate cut/data sheets for the project. Only include cut sheets that apply to this specific permit type.

[Browse](#)

New Fire Permit Application - revised 06-30 - draft only.pdf



Allowed file type: **.pdf**, Maximum allowable size: **500 MB**

Files cannot have special characters in the name or the file will not be accepted by the system

[Scanning File](#)

3

LVVWD Fire Flow Letter

Provide the Las Vegas Valley Water District Fire Flow Letter, if applicable.

[Browse](#)

Click the Browse button to upload a file or drag and drop a file here

N/A

Allowed file type: **.pdf**, Maximum allowable size: **500 MB**

Files cannot have special characters in the name or the file will not be accepted by the system



Contractor Info

Search either by Company Name or Contractor's License Number.

Type Contractor Name then click Search.

Document Pending Upload: Fire Plan or Letter (Required)

Please enter the company and contact information responsible for creating the Fire Plan or Letter (Required).

Company Information

Please select 'Search by Company Name' to locate Design Professionals
You can search for a partial company name. You must enter at least 3 consecutive characters.

Search by Company Name

Contact Information

* First Name: * Last Name: Select this contact to be:

Notified on Plan Review Comments
 Use my Profile Information

* Email Address:

* Primary Phone:
Ex: (111) 123-4567

[Return To Submittal Checklist](#)



If you encounter duplicate entries for your company, please email

LVFireEngineering@LasVegasNevada.gov

and we will merge the contacts.

Document Pending Upload: Fire Plan or Letter (Required)

Please enter the company and contact information responsible for creating the Fire Plan or Letter (Required).

Company Information

Please select 'Search by Company Name' to locate Design Professionals
You can search for a partial company name. You must enter at least 3 consecutive characters.

Search by Company Name

Company Name	Address	License #	Action
On Guard Fire Protection	6438 Arville St Suite 155	62095	<input type="button" value="Select"/>

I will enter my own Company Name

Contact Information

* First Name: * Last Name: Select this contact to be:

Notified on Plan Review Comments
 Use my Profile Information

* Email Address:

* Primary Phone: Ex: (111) 123-4567

This is your customer ID with the City of Las Vegas. It has nothing to do with the Contractor's License or Business License number. This will say "Customer #" when we go live.



It is crucial you enter the Contractor Name in the search bar correctly.
Typing it incorrectly may not yield any results.

Company Information

Please select 'Search by Company Name' to locate Design Professionals
You can search for a partial company name. You must enter at least 3 consecutive characters.

Search by Company Name Search

⚠ No Data Found

*Needed spaces
in between*

Company Information

Please select 'Search by Company Name' to locate Design Professionals
You can search for a partial company name. You must enter at least 3 consecutive characters.

Search by Company Name Search

Company Name	Address	License #	Action
E & E Fire Protection, LLC	5678 La Costa Canyon Ct Suite 100	61110	Select

Please refer to your previous submittals to see how your
Contractor Name should be displayed.





Make sure to put enough information in the search bar to help refine the search

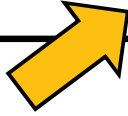
Company Information

Please select 'Search by Company Name' to locate Design Professionals
You can search for a partial company name. You must enter at least 3 consecutive characters.

Search by Company Name

Company Name	Address	License #	Action
Nextgen Laboratories, Inc.	4229 Birch Street #130	1824109	Select
NEXTGEN WATCHMEN L.L.C.	7165 Bermuda Rd,	1805109	Select
NEXTGEN Strategic Solutions LLC	8217 Hot Creek Drive	1676552	Select
NextGen Pickers	3979 Ventura Way	1395729	Select
NEXTGENS TEEN RECREATION CENTER	4855 boulder highway, 1048 D	546816	Select
The Nextgen Investment Group LLC	3901 W Charleston Bl C-141	359079	Select
Nextgen Fire Protection, LLC	7165 Bermuda Rd	61246	Select

Navigation: < 1 2 >



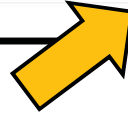
Company Information

Please select 'Search by Company Name' to locate Design Professionals
You can search for a partial company name. You must enter at least 3 consecutive characters.

Search by Company Name

Company Name	Address	License #	Action
THE ADT SECURITY CORPORATION	P.O. Box 310702	1788332	Select
ADT Inc.	PO Box 310702	1695014	Select
THE ADT SECURITY CORPORATION	1501 Yamato Road	1695010	Select
Madtown Vapor, LLC	3839 W Sahara Ave Unit 5 & 6	1363451	Select
LADTAC ARMS LLC	P O BOX 34385	408701	Select
TheLeadTeam	1705 Double Arrow Place	395180	Select
David Ballstadt	2728 Faiss Drive	302112	Select

Navigation: < 1 2 3 >





DO NOT BYPASS COMPANY NAME

Unless you are a brand new company and/or have never pulled a permit with the City of Las Vegas before, you should not be checking “I will enter my own Company Name”.

If you are not able to figure out how your Company is entered in our system, or it's your first time pulling a permit with the City of Las Vegas, please email LVFireEngineering@LasVegasNevada.gov for assistance.

Company Information

Please select 'Search by Company Name' to locate Design Professionals

You can search for a partial company name. You must enter at least 3 consecutive characters.

Search by Company Name	e&e fire	Search
------------------------	----------	--------

⚠ No Data

I will enter my own company Name





Search By Contractor License

Company Information

Please select 'Search by Company Name' to locate Design Professionals

You can search for a partial company name. You must enter at least 3 consecutive characters.

Search by Contractor License

75287

Search

Company Information

Please select 'Search by Company Name' to locate Design Professionals

You can search for a partial company name. You must enter at least 3 consecutive characters.

✓ Selected: **NFP**

+ Search Again

Will automatically select Contractor based on License search, since License number is only associated with that specific Contractor.

Contact Information

* First Name:

* Last Name:

Select this contact to be:



Contact Information

Choose “Use my Profile Information” to auto-fill fields.

Make sure to check “Notified on Plan Review Comments” to receive emails about Plan Review Status.

Document Pending Upload: Fire Plan or Letter (Required)

Please enter the company and contact information responsible for creating the Fire Plan or Letter (Required).

Company Information

Please select 'Search by Company Name' to locate Design Professionals

You can search for a partial company name. You must enter at least 3 consecutive characters.

✔ Selected: **On Guard Fire Protection**

[+ Search Again](#)

Contact Information

* First Name:

Abby

* Last Name:

Shields

Select this contact to be:

Notified on Plan Review Comments

Use my Profile Information

* Email Address:

ashields@lasvegasnevada.gov

* Primary Phone:

(702) 863-6601

[Return To Submittal Checklist](#)

[Next Step](#)





Upload Your Plans

Upload your plans using the plan type list below. **If the plan type isn't relevant to your project, please select N/A.** Large files may take longer for the upload to be completed. Only one file may be uploaded for each discipline.

Please note that all files will be scanned for viruses.

<input checked="" type="checkbox"/>	Fire Plan or Letter (Required) Edit Information
<p>Provide a plan for the proposed scope of work. A letter may be supplied if the specific scope of work is eligible for a letter in lieu of plans. Only (1) plan per address/suite and permit type is allowed - do not combine multiple addresses or permit types.</p>	
<div style="border: 1px solid #ccc; padding: 5px;">Browse RESOLVED.pdf ✕</div>	
<p>Allowed file type: .pdf , Maximum allowable size: 500 MB</p> <p>Files cannot have special characters in the name or the file will not be accepted by the system</p>	
<div style="border: 1px solid #ccc; width: 100%; height: 10px; background: linear-gradient(to right, #ccc 49%, #000 49% 51%, #000 51% 99%, #ccc 99%);"></div> 100 %	
<input checked="" type="checkbox"/>	Cut Sheets (Required)
<p>Provide the appropriate cut/data sheets for the project. Only include cut sheets that apply to this specific permit type.</p>	
<div style="border: 1px solid #ccc; padding: 5px;">Browse New Fire Permit Application - revised 06-30 - draft only.pdf ✕</div>	
<p>Allowed file type: .pdf , Maximum allowable size: 500 MB</p> <p>Files cannot have special characters in the name or the file will not be accepted by the system</p>	
<div style="border: 1px solid #ccc; width: 100%; height: 10px; background: linear-gradient(to right, #ccc 49%, #000 49% 51%, #000 51% 99%, #ccc 99%);"></div> Scanning File	
<input type="checkbox"/>	3 LVVWD Fire Flow Letter
<p>Provide the Las Vegas Valley Water District Fire Flow Letter, if applicable.</p>	
<div style="border: 1px solid #ccc; padding: 5px;">Browse Click the Browse button to upload a file or drag and drop a file here <input type="checkbox"/> N/A</div>	
<p>Allowed file type: .pdf , Maximum allowable size: 500 MB</p> <p>Files cannot have special characters in the name or the file will not be accepted by the system</p>	



Allowed file type: **.pdf** , Maximum allowable size: **500 MB**

Files cannot have special characters in the name or the file will not be accepted by the system



Hydraulic Calculation

Provide all hydraulic calculations, if applicable.

Browse

Click the Browse button to upload a file or drag and drop a file here

N/A

Allowed file type: **.pdf** , Maximum allowable size: **500 MB**

Files cannot have special characters in the name or the file will not be accepted by the system



LVVWD Anti-Freeze Loop Approval

Provide the Las Vegas Valley Water District Anti-Freeze Loop Approval Letter, if applicable.

Browse

Click the Browse button to upload a file or drag and drop a file here

N/A

Allowed file type: **.pdf** , Maximum allowable size: **500 MB**

Files cannot have special characters in the name or the file will not be accepted by the system



Approved Civils

Provide a copy of the approved civils, if applicable. Approved civils must be signed.

Browse

Click the Browse button to upload a file or drag and drop a file here

N/A

Allowed file type: **.pdf** , Maximum allowable size: **500 MB**

Files cannot have special characters in the name or the file will not be accepted by the system



Supplemental

Provide any supplemental information that may be required and does not fit into one of the above buckets.

Browse

Final Permit Testing (Autosaved)_edited 06-09-2021.pdf



N/A

Allowed file type: **.pdf** , Maximum allowable size: **500 MB**

Files cannot have special characters in the name or the file will not be accepted by the system

100 %

[Return To Dashboard](#)

[← Previous Step](#)

[Save For Later](#)

[Next Step →](#)





Applicant Info



Apply for a NFPA 13D Residential Sprinkler System

Select User ✓ Device Details ✓ Location ✓ Job Description ✓ Submittal Checklist ✓ Applicant Info ! Acknowledgments Submittal Confirmation

Designate the Primary Applicant for the Fire Permit by selecting ONE option

The Primary Applicant is the Company / Contractor that the permit is issued to.

Select the "Primary Applicant" checkbox to designate a fire plan contact as the Primary Applicant

Company Name	Contact	Plans	Actions ?
On Guard Fire Protection	Abby Shields	Fire Plan or Letter (Required)	<input checked="" type="checkbox"/> Primary Applicant

[Return To Dashboard](#)

[← Previous Step](#)

[Save For Later](#)

[Next Step →](#)



This page is just confirming the Contractor as the Primary Applicant and the Contact for Plan Review



Apply for a NFPA 13D Residential Sprinkler System

Select User | Device Details | Location | Job Description | Submitted Checklist | Applicant Info | Acknowledgments | Submitted Confirmation

Confirmation

Please review each section and edit as needed, then click "Next" to proceed.

User

Name: Abby Shields
Address: 425 S Main, 1st Floor, Las Vegas, NV 89101
Primary Phone: (702)863-6811
Email: ashields@lsvnegovnevada.gov

Location

Address: 12 E OGDEN AVE LAS VEGAS NV 89105

Primary Applicant

Company Name: On Guard Fire Protection
Contact: Abby Shields
Plans: Fire Plan or Letter (Required)

Application Form

Project Name: Group C: 13D plans v2 calls w/ DT
Estimated Cost of Project: 50000
Scope of Work: Group C: 13D plans v2 calls
Plan Review: Deline (DT) Request

Application Details

Selected Work Type: NFPA 13D Residential Sprinkler System
DEMO Only Permit: No
Letter for S Devices: No
Standard Tract Home Letter: No
Total number of heads (new, relocated, and/or replaced), including (1) hydraulic calculation: 100
Additional hydraulic calculations, if applicable: 2

Documents Submitted

File	Company	Contact Info	Notify	Primary
Fire Plan or Letter (Required)	RECOVERED.pdf	On Guard Fire Protection	Abby Shields, ashields@lsvnegovnevada.gov, (702)863-6811	Plan Review
Call Sheets (Required)	New Fire Permit Application - revised 06-30 - draft only.pdf			
LWWO Fire Flow Letter	Not Applicable			
Hydraulic Calculation	Not Applicable			
LWWO Anti-Freeze Loop Approval	Not Applicable			
Approved Civils	Not Applicable			
Supplemental	Final Permit Testing (Autosave) _edited 06-09-2021.pdf			

Return to Dashboard | Save for Later | Next Step

Tab Summary and Confirmation.
You can "edit" each tab as necessary





Acknowledgements



Apply for a NFPA 13 Sprinkler System

Select User ✓ Device Details ✓ Location ✓ Job Description ✓ Submittal Checklist ✓ Applicant Info ✓ Acknowledgments ! Submittal Confirmation

Acknowledgement

GENERAL

The information submitted is true and accurate to the best of my knowledge and belief. I understand that the City is not responsible for inaccuracies in information presented, and that inaccuracies, false information, and/or incompleteness may cause the application to be rejected. Furthermore, I understand that the administrative fee collected at intake is non-refundable.

The Design Professional and/or Contractor (including any subcontractor) preparing and/or performing the work are familiar and compliant with current Nevada Revised Statutes, Nevada State Fire Marshal Regulations, and Nevada State Contractors Board mandates. Further, I affirm under penalty of perjury, that all required licenses and certifications are in full force and effect, and will ensure the City of Las Vegas be promptly notified of any change in status to these licenses and/or certifications.

ADDITIONAL SERVICES

If either Over the Counter (OTC) or Overtime (OT) Request are selected, I am formally requesting these additional services for every review. If the project is eligible and staff is available to accommodate, I accept all fees associated with the additional services. Even though all efforts to accommodate an OTC or OT Request will be made, I understand there is a possibility my request may not be accepted and the project will remain in the standard queue. Furthermore, I understand that acceptance of an OTC or OT Request does not guarantee intake and/or review approval.

PLAN REVIEW EXPIRATION

Applications for which no permit is issued within (180) days following the date of the most recently conducted technical review shall expire by limitation, and plans and other data submitted for review may be purged. The Fire Marshal may extend the time for action by the applicant for a period of (180) days upon written request, showing that circumstances beyond the control of the applicant have halted the submittal process. An application may only be extended one time if this Code or any other pertinent laws or ordinances have been amended subsequent to the date of application. An administrative fee and any other outstanding fees from the original submittal shall be assessed in accordance with the current adopted Fee Schedule, and must be paid in order to validate the extension.

INSPECTIONS

I authorize representatives of this jurisdiction to enter this property for inspection purposes. I understand that work normally requiring inspections shall not be covered without an approved inspection, and inspections will not be called in until the work is ready. Further, I understand and accept that additional charges may apply if work is not ready at the time of inspection.

PERMIT EXPIRATION

Every permit issued by the Fire Marshal, with respect to work governed by the technical codes, shall expire by limitation and become null and void if the work authorized by such permit is not commenced within (180) days of issuance. Further, a permit shall expire and be considered abandoned (180) days after a qualifying inspection. A qualifying inspection is defined by a "passed" or "partial passed" result.

Any permittee may submit a formal request for extension on an expired permit, showing that circumstances beyond their control have prevented a qualifying inspection. At the discretion of the Fire Marshal, permits may be extended for a period not exceeding (180) days. Additionally, the Fire Marshal may extend a permit more than once. However, no such extension shall exceed a permit of (2) years. After (2) years, new permits shall be required with full fees. If the extension request is approved, the permittee will be required to pay any and all applicable renewal fees.

I have carefully examined and read the previous information and know the same is true and correct. I hereby agree that if a permit is issued, all work shall be done in accordance with all the provisions of the applicable Codes and Ordinances adopted by the City of Las Vegas, Las Vegas Fire & Rescue, and State Laws, whether herein specified or not. I understand that the issuance of this permit does not allow for any violation of Codes or Ordinances currently adopted by this jurisdiction.

[Return To Dashboard](#)

[← Previous Step](#)

[Next Step →](#)



approved, the permittee will be required to pay any and all applicable renewal fees.

- I have carefully examined and read the previous information and know the same is true and correct. I hereby agree that if a permit is issued, all work shall be done in accordance with all the provisions of the applicable Codes and Ordinances adopted by the City of Las Vegas, Las Vegas Fire & Rescue, and State Laws, whether herein specified or not. I understand that the issuance of this permit does not allow for any violation of Codes or Ordinances currently adopted by this jurisdiction.

[Return To Dashboard](#)

[← Previous](#)

[Next Step →](#)





Submittal Confirmation



Apply for a NFPA 13 Sprinkler System

Select User ✓ Device Details ✓ Location ✓ Job Description ✓ Submittal Checklist ✓ Applicant Info ✓ Acknowledgments ✓ Submittal Confirmation ✓

Application Submitted

Thank you for submitting your application.

Your Tracking # is: **F22-00592**

Amount Due: \$ 55.00

Please note:

In order for us to process the application there is a processing fee that needs to be paid in full. The application will expire in 10 days if the fee is not paid.

Upon payment receipt, we will review the completeness of the application.

You will be notified when the review is complete.

[You Can Pay Fees Here](#)

[Return To Dashboard](#)

[← Previous Step](#)



Apply for a NFPA 13 Sprinkler System

Select User ✓ Device Details ✓ Location ✓ Job Description ✓ Submittal Checklist ✓ Applicant Info ✓ Acknowledgments ✓ Submittal Confirmation ✓

Check Out Summary

Please verify the application summary and select one of the options below

Total: \$ 55.00

Continue To Fee Payment

Add To Cart And Pay Later



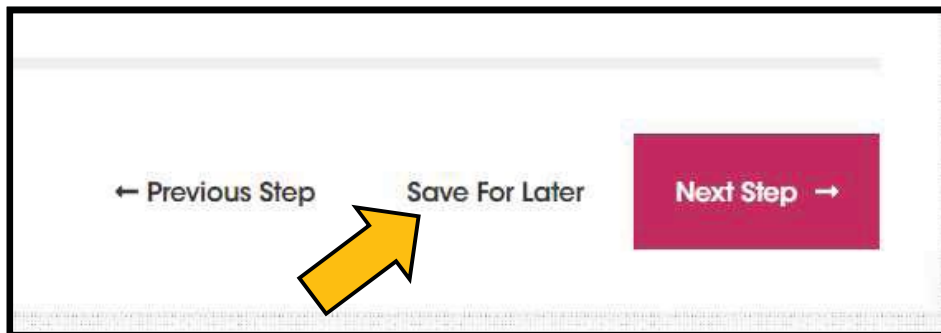
- You have (2) options for paying:
- 1) Pay this one specific permit, or
 - 2) Add it to Cart and pay for multiple permits at once



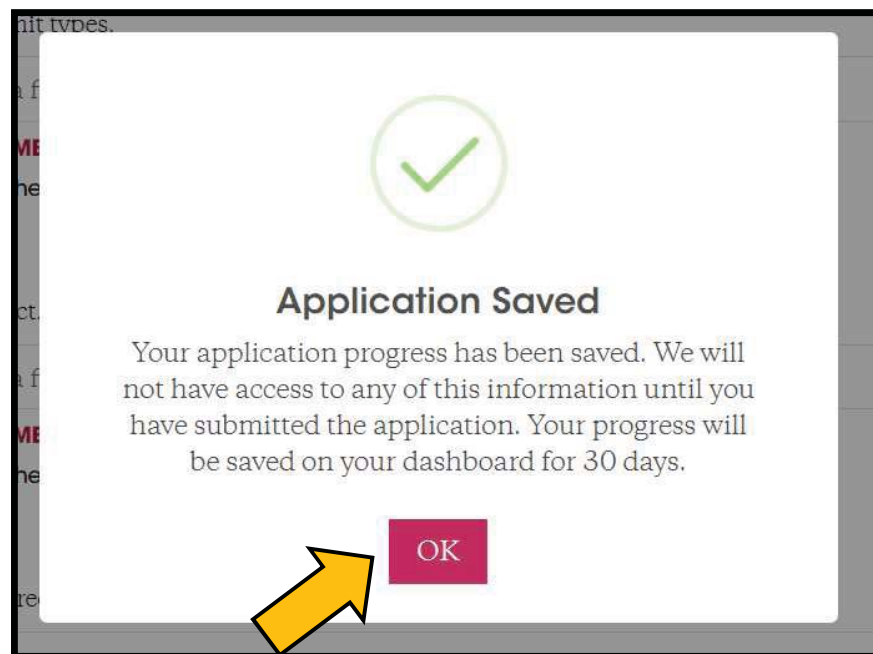
Save for Later



If you need to stop in the middle of your application – just SAVE FOR LATER



If you are uploading a document to a bucket then trying to save, please make sure you let the document get to 100% complete, otherwise it will not save.





Whenever you return to your Dashboard -

Hello **abby clvtest**
Welcome to the city of Las Vegas

Apply For

- Business Licensing
- Fire
- Building
- Offsite
- Planning and Zoning
- Barricade

Saved Applications Click to open ▾

Fire Permits Click to open ▾

If you no longer have any "Saved Applications", this banner will disappear

Saved Applications Click to close ▲

Fire Permits

Project Name	Location	Type	Purge Date	Actions
test LV City Hall	12 E OGDEN AVE LAS VEGAS NV 89101-	FA	Apr 23, 2022	⏪ Resume ⏴ Delete

We have found at least one pending application. Incomplete applications will delete after 30 days including uploaded documents. If you have questions, email us at LVFireEngineering@lasvegasnevada.gov



Payments

When payments are required and ways to pay



Payments

Payments are now required at different milestones:

- Intake
- Plan Review
- Permit Issuance

For projects that are OTC, you will just pay the Admin Fee up front.

The OTC charge, plan review fee, and permit fees will all be collected after plan review approval.

Your Dashboard will let you know when fees are due:

Hello **abby clvtest**
Welcome to the city of Las Vegas

Apply For

- Business Licensing
- Fire
- Building
- Offsite
- Planning and Zoning
- Barricade

Fire Permits Refresh Click to close

Application Number

Actions Needed Active Applications All Applications

Application Number	Project Name	Stage	System Options
F22-00636	Test for PowerPoint	Collect Admin Fees	\$ OPTIONS



Payments

Hello **abby civtest**
Welcome to the city of Las Vegas

Apply For

- Business Licensing
- Fire
- Building
- Offsite
- Planning and Zoning
- Barricade


Fire Permits Refresh Click to close

Application Number Type to start filtering...

Actions Needed Active Applications All Applications

Application Number	Project Name	Stage	System Options
F22-00636	Test for PowerPoint	Collect Admin Fees	\$ OPTIONS

\$ Fees Add to Cart View Documents Add User Contact Us



Hello **abby civtest**
Welcome to the city of Las Vegas

Apply For

- Business Licensing
- Fire
- Building
- Offsite
- Planning and Zoning
- Barricade

Fire Permits Refresh Click to close



Application Number Type to start filtering...

Actions Needed Active Applications All Applications

Application Number	Project Name	Stage	System Options
F22-00636	Test for PowerPoint	Collect Admin Fees	\$ OPTIONS

\$ Fees Added to Cart View Documents Add User Contact Us



1 ITEMS \$55.00






Payments

City of Las Vegas - Mini Cart

App Number	Details	Source	Stage	Fee	
F22-00637	*TEST* Group B: FA w/ plans + OT	Fire Permit	Collect Admin Fees	\$55.00	 REMOVE
F22-00636	Test for PowerPoint	Fire Permit	Collect Admin Fees	\$55.00	 REMOVE

[Back To Dashboard](#)

[Pay Now](#)





Intake: Admin Fee

<https://www.lasvegasnevada.gov/paypermit>

Anyone can pay at the above link – it does not have to be someone with a Dashboard account

The \$55 Admin Fee must be paid in order for your project to move into “Tech Review”.

If unpaid after (10) days, the submittal will automatically VOID.

You can either pay from the Check Out Summary page or go to the Payment Website

Pay For Permit / Application (Development)

.....

VISA MasterCard DISCOVER eCheck

To pay your permit/application fees on-line, please use the form below.
permit/application

Enter Permit/Application Number or Key Number:

f22-00592

Search



Pay For Permit / Application (Development)



To pay your permit/application fees on-line, please use the form below.
permit/application

Enter Permit/Application Number or Key Number:

f22-00592

Search

Search Results

Current Fees for Permit/Application #: F22-00592-Sprnklr13 (1481785)
Address: 12 E OGDEN AVE LAS VEGAS NV 89101-
Project Name: California Hotel and Casino

Fee Description	Amount Due
Administrative Fee	\$55.00

Total: \$55.00

Add To Cart

Pay For Permit / Application (Development)



To pay your permit/application fees on-line, please use the form below.
permit/application

Enter Permit/Application Number or Key Number:

Search

To add another permit/application please enter a different key number and click search.

Payment Summary

Total: \$55.00

You have selected 1 permit/application

Pay Now

Print Shopping Cart

Sort by: Default - Original Selected Order

1. Permit/Application#: F22-00592-Sprnklr13

Address: 12 E OGDEN AVE LAS VEGAS NV 89101-

Project Name: California Hotel and Casino

Total Due: \$55.00

Administrative Fee

\$55.00

Will list multiple permits if paying for several at once



Pay For Permit (Development)




Permit Number: F22-00592
Amount to be charged: \$55.00

This is a secure site. This site accepts VISA, MasterCard and Discover CREDIT cards. We also accept DEBIT cards with the VISA or MasterCard logo.
Please do not use the browser's back button. To return to the previous page, click 'Cancel' below.

Payment Type:

Credit/Debit Cards

ECheck

This site accepts VISA, MasterCard, and Discover cards only.   

* FIRST NAME

* LAST NAME

* CREDIT CARD NUMBER

* EXPIRATION DATE
January

2022

* SECURITY CODE WHAT IS THIS?

* ZIP CODE

* EMAIL

TELEPHONE (optional) May be used to contact you if there is a problem with this transaction

You will have the opportunity to review this information before your credit card is charged.

Pay For Permit (Development)

Payment Details

Please review your payment details. You will have the opportunity to print this information once you process your payment.
Do not use the back button.

Permit Number: F22-00592
Amount to be charged: \$55.00

Credit Card Billing Information

Credit Card Holder's First Name:	abby
Credit Card Holder's Last Name:	shields
Credit Card Number:	<input type="text"/>
Expiration Date:	11/2022
Security Code:	<input type="text"/>
Zip Code:	89106
Telephone:	(222) 222-2222
E-mail Address:	ashields@lasvegasnevada.gov

If the above information is correct, click the Submit Payment button once. To make changes, click Modify Information.



Pay For Permit (Development)

Payment Details

Permit Number: F22-00592
Amount to be charged: \$55.00

Success!

Your credit card was successfully charged.
You can print your receipt by clicking the **Print Receipt PDF** button below.

Payment Confirmation Number: 686564
Payment Transaction Number: A50A0F0BB41F
Authorization Number: 812PNI

Credit Card Billing Information

Credit Card Holder's First Name: abby
Credit Card Holder's Last Name: shields
Credit Card Number:
Expiration Date: 11/2022
Security Code:
Zip Code: 89106
Telephone: (222) 222-2222
E-mail Address: ashields@lasvegasnevada.gov

[Print Receipt PDF](#)

[Pay Additional Fees](#)

Customers can still pay in person instead of online.

Customer Care Center

(next to the Now Café in the City Hall Parking Structure)

500 S Main Street
Las Vegas NV 89101

Hours: Monday - Friday, 7:30am - 5:30pm

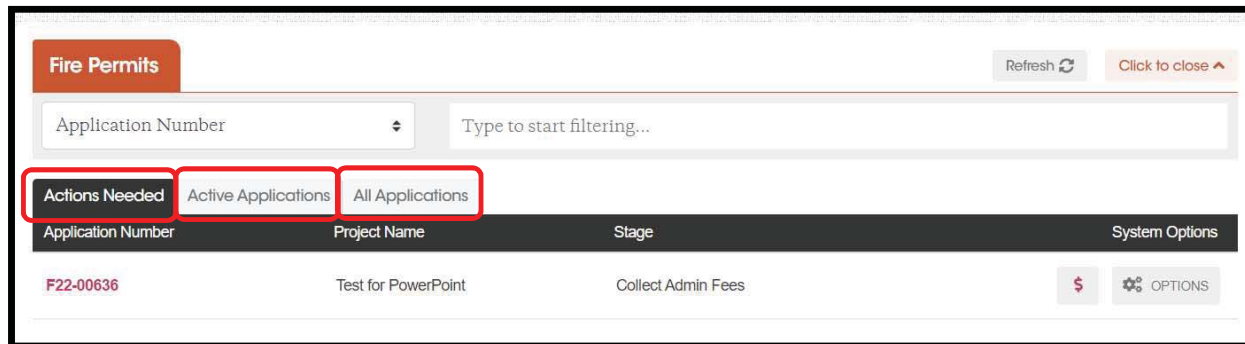


Navigating the Dashboard

Checking project status, viewing documents, authorized users, and message center



Tabs



- **ACTIONS NEEDED** – pending items for Customers to complete
 - Payments
 - Resubmit due to Intake Rejection or Plan Review Comments
- **ACTIVE APPLICATIONS** – pending items for the City to complete (mostly)
 - Awaiting application review
 - Awaiting plan review
 - Inspections
- **ALL APPLICATIONS** – all applications, no matter the status, including “Completed”/finalized jobs



Filters & Refreshing

Fire Permits Refresh Click to close ^

Application Number Type to start filtering...

Application Number
Project Name
Stage

Application Number Project Name Stage System Options

Fire Permits Refresh Click to close ^

Application Number Type to start filtering...

Active Applications All Applications

Application Number	Project Name	Stage	System Options
F22-00637	*TEST* Group B: FA w/ plans + OT	Application Review	OPTIONS
F22-00636	Test for PowerPoint	Application Review	OPTIONS



Stage Determines Banner Options

Fire Permits

Application Number

Actions Needed Active Applications All Applications

Application Number	Project Name	Stage	System Options
F22-00637	*TEST* Group B: FA w/ plans + OT	Returned for Information	OPTIONS
View Documents Add User Contact Us Re-Submit			
F22-00636	Test for PowerPoint	Collect Plan Check Fees	\$ OPTIONS

Fire Permits

Application Number

Actions Needed Active Applications All Applications

Application Number	Project Name	Stage	System Options
F22-00637	*TEST* Group B: FA w/ plans + OT	Returned for Information	OPTIONS
F22-00636	Test for PowerPoint	Collect Plan Check Fees	\$ OPTIONS
\$ Pay Fees Added to Cart View Documents Add User Contact Us			



View Documents

Fire Permits Refresh Click to close

Application Number

Actions Needed | Active Applications | All Applications

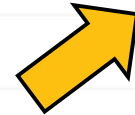
Application Number	Project Name	Stage	System Options
F22-00637	*TEST* Group B: FA w/ plans + OT	Returned for Information	OPTIONS
View Documents Add User Contact Us Re-Submit			
F22-00636	Test for PowerPoint	Collect Plan Check Fees	\$ OPTIONS



Submitted Plans for # F22-00637 Print Document List

Date Submitted	File Name	CLV File Name	Actions
Mar 23, 2022 11:41 AM	RESOLVED.pdf	F22-00637-PlanLtr-V01.pdf	OPEN FILE
Mar 23, 2022 11:41 AM	Schedule Insp Fire - for Rene.pdf	F22-00637-CutSheet-V01.pdf	OPEN FILE

[Back To Dashboard](#)



A Bluebeam Studio file has been shared with you.



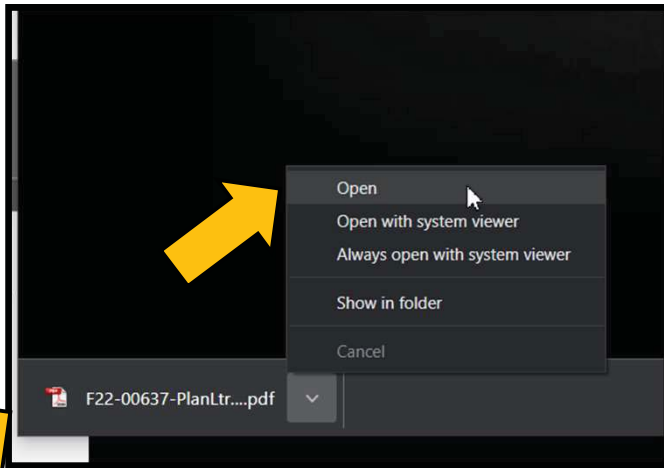
Filename: [F22-00637-PlanLtr-V01.pdf](#)
Shared By: ayelamanchili

Download

Collaborate With Studio

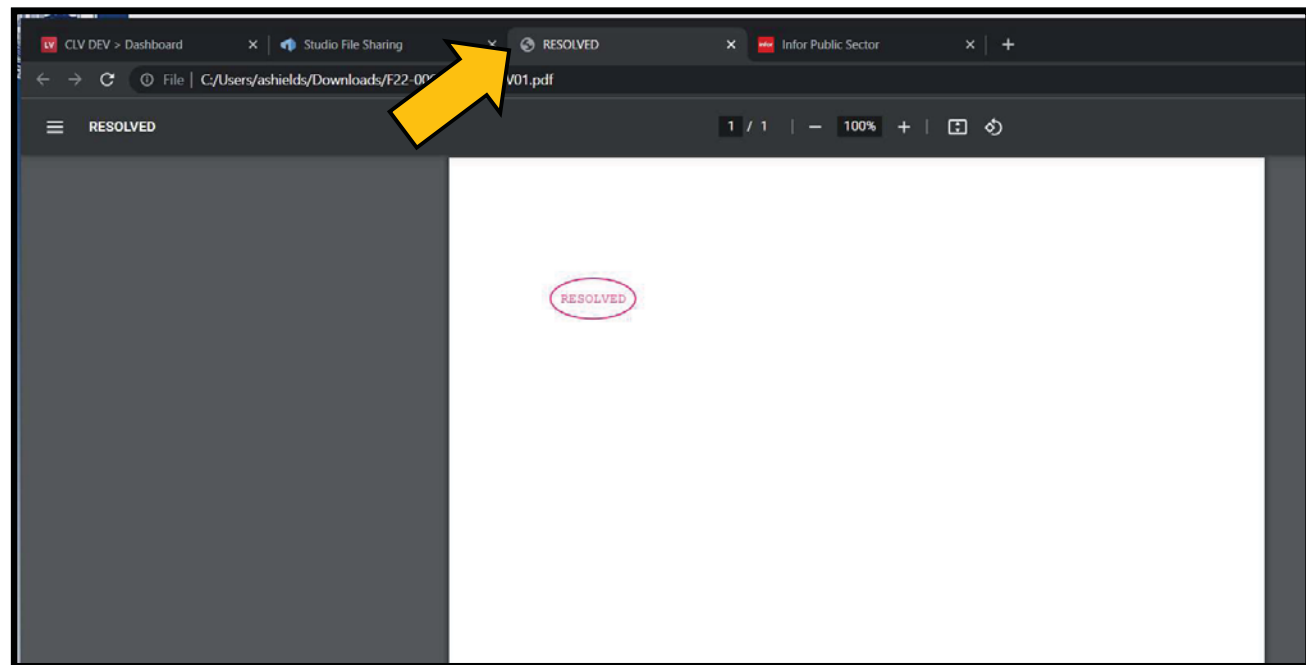
Built into Bluebeam® Revu, Studio enables powerful document management and real-time collaboration. Studio Projects give you a single centralized location to store documents—even entire building projects—in the cloud. And Studio Sessions let project teams review, mark up, modify, and update the same files at the same time. So partners worldwide can instantly connect on the same set of documents.





This will allow you to see any correction mark-ups that may be on the plans after a review is completed, or verify any issues with the documents after an intake rejection.

Oh yeah, my plans aren't signed... Oops...





Authorized Users


Fire Permits Refresh Click to close

Application Number Type to start filtering...

Actions Needed | Active Applications | All Applications

Application Number	Project Name	Stage	System Options
F22-00637	*TEST* Group B: FA w/ plans + OT	Returned for Information	OPTIONS
F22-00636	Test for PowerPoint	Collect Plan Check Fees	\$ OPTIONS

Pay Fees Added to Cart View Docs Add User Contact Us

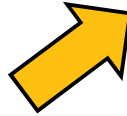


Utilized when adding an employee to manage a specific project

Users for # F22-00636 + ADD ADDITIONAL USERS

Existing Contacts
The following contact already have authorized access to this application.

Full Name	Address	Email
On Guard Fire Protection	6438 Arville St Suite 155, Las Vegas, NV 89118	TEST@TEST.COM
abby clvtest	23757 Valencia Blvd, Valencia, CA 91355, US	abbyclvtest@yahoo.com





Authorized Users

Add Additional Users for # F22-00636

Individual Company

* Email Address:
staulbee@lasvegasnevada.gov

First Name: Steven Last Name: Taulbee

[← Back To All Users](#) [Invite User](#)

Searches permit system to verify that individual already has an account. If the person does not have an account, they will be sent an email asking them to create one.

Select to Add Additional Users for # F22-00636

STEVEN M TAULBEE

✉ staulbee@lasvegasnevada.gov ☎ (702)415-1691 x

[← Back To All Users](#) [Search For Another User](#) [Select](#)



Authorized Users

✕

Add Additional Users for # F22-00636

Individual Company

*Email Address:

Company Name:

[← Back To All Users](#)

[Invite User +](#)



If the Company is not in our system, the email address that is entered above will receive an invite to create an account before they can be formally added as an Authorized User



Authorized Users

Select to Add Additional Users

STEVEN M TAULBEE
staulbee@lasvegasnevada.gov

← Back To All Users

Grant Access?

Are you sure you want to grant access to application
F22-00636
for
STEVEN M TAULBEE

Grant Access Cancel

Search For Another User

Users for # F22-00636 [+ ADD ADDITIONAL USERS](#)

Authorized Users

An authorized user will have access to manage the application to do things like pay fees, make changes, will receive emails and can check the status of the application. This person is not the owner/principal of the business. You may add people to be an authorized user (i.e. design professional, employee etc).

Full Name	Address	Email	Actions
STEVEN M TAULBEE		staulbee@lasvegasnevada.gov	REMOVE ACCESS

Existing Contacts

The following contact already have authorized access to this application.

Full Name	Address	Email
On Guard Fire Protection	6438 Arville St Suite 155, Las Vegas, NV 89118	TEST@TEST.COM
abby civtest	23757 Valencia Blvd, Valencia, CA 91355, US	abbycivtest@yahoo.com



Message Center

Fire Permits Refresh Click to close

Application Number Type to start filtering...

Actions Needed Active Applications All Applications

Application Number	Project Name	Stage	System Options
F22-00637	*TEST* Group B: FA w/ plans + OT	Returned for Information	OPTIONS
View Documents Add Contact Us Re-Submit			
F22-00636	Test of PowerPoint	Collect Plan Check Fees	\$ OPTIONS

Send a message for F22-00637

* Message:

Where are the comments for my plan review denial?

ANSWER
go to the Check Status Website at
www.lasvegasnevada.gov/checkstatus

Back To Dashboard Send

Message Sent

Your message for F22-00637 has been sent

OK



Message Center

DISCLAIMER

Please do not use the Message Center to let us know you have resubmitted.

Our report updates within minutes of you doing so.



Resubmittals

Application Review/Tech Intake Rejection and Plan Review Denials



Resubmittals

The screenshot shows a web interface for managing fire permits. At the top, there is a "Fire Permits" tab, a "Refresh" button, and a "Click to close" button. Below this is a search bar for "Application Number" with a dropdown arrow and a text input field labeled "Type to start filtering...". There are two tabs: "Actions Needed" (selected) and "Active Applications". Below the tabs is a table with columns: "Application Number", "Project Name", "Stage", and "System Options".

Application Number	Project Name	Stage	System Options
F22-00637	*TEST* Group B: FA w/ plans + OT	Returned for Information	OPTIONS
F22-00636	Test for P	Collect Plan Check Fees	\$ OPTIONS

Below the table, there is a row of action buttons: "View Documents", "Add User", "Contact Us", and "Re-Submit". Two yellow arrows point to the "Re-Submit" button in the first row of the table and the "Re-Submit" button in the action bar.

You will be utilizing the same process for “resubmitting” whether it’s a Permit Tech “application review/intake rejection” or a “denied” plan review



Resubmittals

You will only be provided with the “buckets” that correspond to the documents that need fixing.

In this case, the comments from the Tech Review indicate issues with the *plans*, *cut sheets*, and a *miscellaneous document*.

Therefore, the plan bucket, cut sheet bucket, and supplemental bucket have been provided.

These comments can also be viewed on the Check Status website



3 Outstanding Items for FA #F22-00637

The following attachments are required for your resubmittal
Please upload and click "Submit" when complete. Large files may take longer for the upload to be completed.

Please note that all files will be scanned for viruses.

- 1 Cut Sheets**
Provide the appropriate cut/data sheets for the project. Only include cut sheets that apply to this specific permit type.
 Click the Browse button to upload a file or drag and drop a file here
Allowed file type: **.pdf**
Files cannot have special characters in the name or the file will not be accepted by the system
- 2 Supplemental**
Provide any supplemental information that may be required and does not fit into one of the above buckets.
 Click the Browse button to upload a file or drag and drop a file here
Allowed file type: **.pdf**
Files cannot have special characters in the name or the file will not be accepted by the system
- 3 Fire Plan or Letter**
Provide a plan for the proposed scope of work. A letter may be supplied if the specific scope of work is eligible for a letter in lieu of plans. Only (1) plan per address/suite and permit type is allowed - do not combine multiple addresses or permit types.
 Click the Browse button to upload a file or drag and drop a file here
Allowed file type: **.pdf**
Files cannot have special characters in the name or the file will not be accepted by the system

Reviewer Comments:

- 1) plans are locked
- 2) plans are not signed by authorized employee;
- NICET is 3rd party
- 3) cut sheet PDF was blank
- 4) copy of approved FIRE AMMR is required

Additional Notes that you would like to include with submittal:

[Back To Dashboard](#)



3 Outstanding Items for FA #F22-00637

The following attachments are required for your resubmittal

Please upload and click "Submit" when complete. Large files may take longer for the upload to be completed.

Please note that all files will be scanned for viruses.



Cut Sheets

Provide the appropriate cut/data sheets for the project. Only include cut sheets that apply to this specific permit type.

[Browse](#) Final Permit Testing (Autosaved).edited 06-09-2021.pdf

Allowed file type: **.pdf**

Files cannot have special characters in the name or the file will not be accepted by the system

100 %



Supplemental

Provide any supplemental information that may be required and does not fit into one of the above buckets.

[Browse](#) New Fire Permit Application - final_06-16-2021.pdf

Allowed file type: **.pdf**

Files cannot have special characters in the name or the file will not be accepted by the system

100 %



Fire Plan or Letter

Provide a plan for the proposed scope of work. A letter may be supplied if the specific scope of work is eligible for a letter in lieu of plans. Only (1) plan per address/suite and permit type is allowed - do not combine multiple addresses or permit types.

[Browse](#) Fire Engineering Fee Schedule 04-05-2021 - FINAL.pdf

Allowed file type: **.pdf**

Files cannot have special characters in the name or the file will not be accepted by the system

100 %

Reviewer Comments:

- 1) plans are locked
- 2) plans are not signed by authorized employee
- NICET is 3rd party
- 3) cut sheet PDF was blank
- 4) copy of approved FIRE AMMR is required

Additional Notes that you would like to include with submittal:

All items have been addressed.

[Back To Dashboard](#)

[Submit](#) →

Thank you for your resubmittal.

Plans have been received.

[Back To Dashboard](#)



Check Status



Check Status

The Check Status website is where you will go to see your Tech and Plan Review comments.

For the most part, Fire DOES NOT mark up plans with comments - they will be itemized here.

www.lasvegasnevada.gov/checkstatus

The screenshot shows the 'Fire Permits' section of a website. At the top right, there are 'Refresh' and 'Click to close' buttons. Below is a search bar with 'Application Number' and a filter input field. There are three tabs: 'Actions Needed', 'Active Applications', and 'All Applications'. A table with the following columns is displayed: 'Application Number', 'Project Name', 'Stage', and 'System Options'. The first row in the table has the application number 'F22-00637' (highlighted with a yellow arrow), project name '*TEST* Group B: FA w/ plans + OT', stage 'Collect Plan Check Fees', and system options '\$' and 'OPTIONS'.

Application Number	Project Name	Stage	System Options
F22-00637	*TEST* Group B: FA w/ plans + OT	Collect Plan Check Fees	\$ OPTIONS



F22-00637 - Fire Permit (Fire)

Key Number: 1482054

Current Status: Awaiting Review

Application Received: 3/23/2022

Project Name: *TEST* Group B: FA w/ plans + OT

Address: 12 E OGDEN AVE

Type of Work: Fire Alarm System

Location Of The Project: 12 E OGDEN AVE LAS VEGAS NV 89101-

Scope of Work: *TEST* Group B: FA w/ plans + OT

Applicant ▾

Review Info ▾

PRINT SECTION

Review Type	Review#	Plan Submittal Data to City	City Review Start Date	City Review Completion Date	City Plans Reviewer	Plan Review Result	
1	Fire Plan Review	1	3/23/2022				
2	RFI Received	1	3/23/2022	3/23/2022		Completed	
COMMENTS: All items have been addressed.							
3	Tech Application Review	2	3/23/2022	3/23/2022	3/23/2022	ABBY S.	Route as Plan Review
4	Tech Application Review		3/23/2022	3/23/2022	3/23/2022	ABBY S.	Incomplete Application

COMMENTS: 1) plans are locked

2) plans are not signed by authorized employee; NICET is 3rd party

3) cut sheet PDF was blank

4) copy of approved FIRE AMMR is required



Permit Tech Application/Intake Acceptance

If the submittal is accepted, you will be notified, via email, that Plan Check Fees are due.

Log onto the Dashboard to pay the fees online.

Your project will not be opened for review until the Plan Check fees have been paid.

The screenshot shows a web interface for 'Fire Permits'. At the top, there is a 'Refresh' button and a 'Click to close' button. Below this is a search bar with 'Application Number' and a placeholder 'Type to start filtering...'. There are three tabs: 'Actions Needed', 'Active Applications' (which is selected), and 'All Applications'. Below the tabs is a table with the following columns: 'Application Number', 'Project Name', 'Stage', and 'System Options'. The table contains one row with the following data: 'F22-00637', '*TEST* Group B: FA w/ plans + OT', 'Collect Plan Check Fees', and '\$' followed by an 'OPTIONS' button. Two yellow arrows point to the 'Collect Plan Check Fees' text and the '\$' symbol.

Application Number	Project Name	Stage	System Options
F22-00637	*TEST* Group B: FA w/ plans + OT	Collect Plan Check Fees	\$ OPTIONS



Approval

An email will generate once the Plan Review is “Approved” to notify you that the Permit Fees are due.

Again, log onto the Dashboard to pay the fees online.

Once paid, you will receive an email with links to your approved plan PDFs.

The screenshot shows a web interface for 'Fire Permits'. At the top, there is a 'Refresh' button and a 'Click to close' button. Below this is a search bar with 'Application Number' and a filter input field. A navigation bar includes 'Actions Needed', 'Active Applications', and 'All Applications'. The main content is a table with columns: Application Number, Project Name, Stage, and System Options. A single row is visible with application number 'F22-00637', project name '*TEST* Group B: FA w/ plans + OT', and stage 'Prior to Issue'. The 'System Options' column contains a red '\$' icon and an 'OPTIONS' button. Two yellow arrows point to the 'Prior to Issue' stage and the '\$' icon.

Application Number	Project Name	Stage	System Options
F22-00637	*TEST* Group B: FA w/ plans + OT	Prior to Issue	\$ OPTIONS



Dashboard: After Permit Issuance

A screenshot of a web dashboard titled "Fire Permits". At the top right, there are "Refresh" and "Click to close" buttons. Below is a search bar with "Application Number" and a placeholder "Type to start filtering...". A tab bar shows "Active Applications" selected over "All Applications". Below the tabs is a table with columns: "Application Number", "Project Name", "Stage", and "System Options". A single row is visible with values: "F22-00642", "*test* Area 15", "Inspections", and a gear icon labeled "OPTIONS". At the bottom, there is a row of action buttons: "View Documents", "Revisions", "Print Permit / Inspection Card", "Add User", and "Schedule Inspection". Three yellow arrows point to the "Revisions", "Print Permit / Inspection Card", and "Schedule Inspection" buttons.

- Access to print Permit Card (finally!!!)
- Schedule Inspection – will redirect to the Schedule Inspection website: www.lasvegasnevada.gov/scheduleinspection
- Submit Revisions



Submitting for Revisions

When we go-live, our previously used term of “as-builts” will now be referred to as “revisions”



Revisions

Fire Permits

Refresh Click to close

Application Number Type to start filtering...

Active Applications All Applications

Application Number Project Name Stage System Options

F22-00642 *test* Area 15 Inspections OPTIONS

View Documents Revisions Print Permit / Inspection Card Add User Schedule Inspection

The Revision submittal process is similar to the Initial submittal process, but shorter.

These are the tabs for Revisions:

Select User ✓ Job Description ! Submittal Checklist Confirmation Submittal Confirmation



Information from the original application, for your convenience



For Revisions, we want to know what the project consist of after this change.

If the fixture count increased/decreased, what is the new total?

If the fixture count did not change, but the layout did or the fixture type changed, put the same fixture count from the original application.

If the valuation did not change, put the original valuation.

Revisions Application

Application Details:

Application #: F22-00642 (Issued)

Project Name: "test" Area 15

Scope of Work: Installing (5) new sprinkler heads for TI - for C20-012345

WorkType: Fire Permit NFPA 13 Sprinkler System

Valuation: \$2,000.00

Letter for 5 Devices: Yes

Select User Job Description Submittal Checklist Confirmation Submittal Confirmation

Please complete the following below and click Next to continue.

* Revised scope of work: **What does the scope of work consist of now that it's changed?**

Increase number of heads being installed - (10) total

Describe the changes to the original scope of work.

* New, revised total valuation: **What is the new total cost of the job?**

5000

Letter for 5 Heads **What are we reviewing now?**

Are you applying for (5) sprinkler heads or less using a letter in lieu of plans? Yes No

Plan Submittal

* Total number of heads (new, relocated, and/or replaced), including (1) hydraulic calculation

10

* Additional hydraulic calculation(s), if applicable

0

Please choose one of the following plan review options:

Standard Queue Overtime (OT) Request Over the Counter (OTC)

▲ Current review time is approximately 4 to 6 weeks from Intake/Application Review. Please be advised that Standard Queue turnaround time fluctuates depending on the current workload.

NOTE: The Standard Queue review times are updated weekly.

[Return To Dashboard](#)

[← Previous Step](#) [Next Step →](#)





Revisions

Same Submittal Checklist Tab for Revisions as Initial Submittals.

Upload Your Plans

Upload your plans using the plan type list below. If the plan type isn't relevant to your project, please select N/A. Large files may take longer for the upload to be completed. Only one file may be uploaded for each discipline. Do not include characters other than letters, numbers, and periods in the file name.
Please note that all files will be scanned for viruses.

- Fire Plan or Letter (Required)** [Edit Information](#)
Provide a plan for the proposed scope of work. A letter may be supplied if the specific scope of work is eligible for a letter in lieu of plans. Only (1) plan per address/zone and permit type is allowed - do not combine multiple addresses or permit types.
 Final Permit Testing (Autosaved)_edited 06-09-2021.pdf
Allowed file type: .pdf. Maximum allowable size: 500 MB
Files cannot have special characters in the name or the file will not be accepted by the system
100%
- Cut Sheets (Required)**
Provide the appropriate cut/data sheets for the project. Only include cut sheets that apply to this specific permit type.
 New Fire Permit Application - final_06-16-2021.pdf
Allowed file type: .pdf. Maximum allowable size: 500 MB
Files cannot have special characters in the name or the file will not be accepted by the system
100%
- LVVWD Fire Flow Letter**
Provide the Las Vegas Valley Water District Fire Flow Letter, if applicable.
 Click the Browse button to upload a file or drag and drop a file here N/A
Allowed file type: .pdf. Maximum allowable size: 500 MB
Files cannot have special characters in the name or the file will not be accepted by the system
- Hydraulic Calculation**
Provide all hydraulic calculations, if applicable.
 Click the Browse button to upload a file or drag and drop a file here N/A
Allowed file type: .pdf. Maximum allowable size: 500 MB
Files cannot have special characters in the name or the file will not be accepted by the system
- LVVWD Anti-Freeze Loop Approval**
Provide the Las Vegas Valley Water District Anti-Freeze Loop Approval Letter, if applicable.
 Click the Browse button to upload a file or drag and drop a file here N/A
Allowed file type: .pdf. Maximum allowable size: 500 MB
Files cannot have special characters in the name or the file will not be accepted by the system
- Approved Civils**
Provide a copy of the approved civils, if applicable. Approved civils must be signed.
 Click the Browse button to upload a file or drag and drop a file here N/A
Allowed file type: .pdf. Maximum allowable size: 500 MB
Files cannot have special characters in the name or the file will not be accepted by the system
- Supplemental**
Provide any supplemental information that may be required and does not fit into one of the above buckets.
 Click the Browse button to upload a file or drag and drop a file here N/A
Allowed file type: .pdf. Maximum allowable size: 500 MB
Files cannot have special characters in the name or the file will not be accepted by the system

[Return to Dashboard](#)



Revisions

Same Confirmation Tab for Revisions as Initial Submittals.

Confirmation

Please review each section and edit as needed, then click "Next" to proceed.

User

Name	abby chrest
Address	23757 Valencia Blvd , Valencia, CA 91356
Primary Phone	6612122090
Email	abbychrest@yahoo.com

Application Form

Project Name	"test" Area 15
Scope of Work	Increase number of heads being installed - (10) total
Plan Review	


Application Details

Selected Work Type	NFPA 13 Sprinkler System
Letter for 5 Devices	
Total number of heads (new, relocated, and/or replaced), including (1) hydraulic calculation	10

Documents Submitted

	File	Company	Contact Info
Fire Plan or Letter (Required)	Final Permit Testing (Autosaved)_edited 06-09-2021.pdf	Valgas Valley Fire Protection	abby chrest , abbychrest@yahoo.com , 6612122090
Cut Sheets (Required)	New Fire Permit Application - final_06-16-2021.pdf		
LVVWD Fire Flow Letter	Not Applicable		
Hydraulic Calculation	Not Applicable		
LVVWD Anti-Freeze Loop Approval	Not Applicable		
Approved Civils	Not Applicable		
Supplemental	Not Applicable		

Return To Dashboard -- Previous Step -- **Next Step --**





Revisions

Same Submittal Confirmation Tab for Revisions as Initial Submittals.

Revisions Application

Application Details:

- Application #:** F22-00642 (Issued)
- Project Name:** "test" Area 15
- Scope of Work:** Installing (5) new sprinkler heads for TI - for C20-012345
- WorkType:** Fire Permit
NFPA 13 Sprinkler System
- Valuation:** \$2,000.00
- Letter for 5 Devices:** Yes

Application Submitted

Thank you for submitting your application.

Your Tracking # is: **F1336344**

Amount Due: \$ 55.00

Please note:
In order for us to process the application there is a non-refundable processing fee that needs to be paid in full. The application will expire in 10 days if the fee is not paid.
Upon payment receipt, we will review the completeness of the application.

[You Can Pay Fees Here](#)

[Return To Dashboard](#) [← Previous Step](#)

You may notice the oddly formatted Tracking #. Please disregard this number. Once the Admin Fee is paid, the format will change to the original permit number with a "-R###" at the end.

Revisions are assigned sequentially.

Revision #1 will be "-R001", Revision #2 will be "-R002" and so forth.



Revisions

Same Check Our Summary for Revisions as Initial Submittals.

Select User ✓ Job Description ✓ Submittal Checklist ✓ Confirmation ✓ Submittal Confirmation !

Check Out Summary

Please verify the application summary and select one of the options below

Total: \$ 55.00

[Continue To Fee Payment](#) [Add To Cart And Pay Later](#)

Reminder

*The Revision application will be VOID if
Admin Fee has not been paid
within (10) days.*



Revisions

Fire Permits Refresh Click to close

Application Number Type to start filtering...

Active Applications All Applications

Application Number	Project Name	Stage	System Options
F22-00642-R001	*test* Area 15	Application Review	OPTIONS
F22-00642	*test* Area 15	Inspections	OPTIONS
F22-00638	TEST for fee auto-pop in cart	Awaiting Review	OPTIONS
F22-00637	*TEST* Group B: FA w/ plans + OT	Inspections	OPTIONS
F22-00636	Test for PowerPoint	Resubmittal Review	OPTIONS



Revisions

Same process as Initial Submittals through Intake Assessment to Plan Review Approval


Fire Permits Refresh Click to close

Application Number

Actions Needed | Active Applications | All Applications

Application Number	Project Name	Stage	System Options
F22-00642-R001	*test* Area 15	Collect Plan Check Fees	\$ OPTIONS

[\\$ Pay Fees](#) [Add to Cart](#) [View Documents](#) [Contact Us](#)




Fire Permits Refresh Click to close

Application Number

Actions Needed | Active Applications | All Applications

Application Number	Project Name	Stage	System Options
F22-00642-R001	*test* Area 15	Prior to Issue	\$ OPTIONS





Revisions

Once the Revision has been approved, it is "Closed"

Fire Permits

Application Number: Type to start filtering...

Active Applications | All Applications

Application Number	Project Name	Stage	System Options
F22-00642	"test" Area 15	Inspections	OPTIONS
F22-00638	TEST for fee auto-pop in cart	Awaiting Review	OPTIONS
F22-00637	*TEST* Group B: FA w/ plans + OT	Inspections	OPTIONS
F22-00636	Test for PowerPoint	Resubmittal Review	OPTIONS

Red "???" is placed over the Stage column of the first row.

Fire Permits

Application Number: Type to start filtering...

Active Applications | All Applications

Application Number	Project Name	Stage	System Options
F22-00642-R001	"test" Area 15	Completed	
F22-00642	"test" Area 15	Inspections	OPTIONS
F22-00638	TEST for fee auto-pop in cart	Awaiting Review	OPTIONS
F22-00637	*TEST* Group B: FA w/ plans + OT	Inspections	OPTIONS
F22-00636	Test for PowerPoint	Resubmittal Review	OPTIONS



Associated Applications




Fire Permits Refresh Click to close

Application Number

Active Applications | All Applications

Application Number	Project Name	Stage	System Options
F22-00642	*test* Area 15	Inspections	OPTIONS



View Documents Revisions Print Permit / Inspection Card Add User Schedule Inspection View Associated Applications



Project Package for F22-00642 Print Associated Application List

				Actions
F22-00642	*test* Area 15	Inspections	No Fees Required	Print Permit / Inspection Card Schedule Inspection
F22-00642-R001	*test* Area 15	Completed	No Fees Required	

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Questions?

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