



**City of Boulder City**  
Community Development Department  
**Building and Safety Division**  
401 California Avenue  
Boulder City, Nevada 89005  
702-293-9282 (Main Line)  
702-293-9392 (Fax)

## Permit Plan Submittal Checklist

**CHECKLIST MUST BE COMPLETED BY YOU & SUBMITTED WITH YOUR APPLICATION & PLANS**

Submittal documents shall comply with the Nevada Blue Book standards for building plans. A copy of the Nevada Blue Book is available online at the Nevada State Board of Architecture website [www.nsbaird.state.nv.us](http://www.nsbaird.state.nv.us) or in the office of the Building and Safety Division.

**Applicant Must Check All That Apply for Each Section; Write N/A if it Does Not Apply**

### Minimum Requirements

- Completed permit application in blue or black ink only. **Application must have a state-licensed contractor or Owner/Builder listed and must be signed by a representative of the company or the Owner/Builder. Applications submitted by design professionals or with "TBD" listed for the general contractor will not be accepted.**
- Plan review deposit (*new construction only*). Make check payable to "City of Boulder City"  
The deposit for new residential units is \$500.00  
The deposit for new commercial units is \$1,000.00
- Three (3) sets of **BOUND** plans (accepted sizes: 8 ½ x 11, 8 ½ x 14, 11 x 17 and all architectural sizes)
- Two (2) sets of backup documents submitted on standard 8 ½ x 11, 8 ½ x 14 or 11 x 17 size paper only  
**(NOTE: Structural calculations, truss calculations, geotechnical report and energy compliance report shall be prepared by properly registered and/or licensed professionals. These may be deferred with approval by the Building Official)**

### Documents Prepared By

- Owner / Builder (all documents signed as "Owner / Builder")
- Nevada Licensed Contractor (all documents signed by contractor performing the work)
- Nevada Registered Design Professional (all documents signed and sealed by designer)

### Cover Sheet

- Project identification, address and site map
- Indicate square footage of area involved
- Indicate code editions used (for current editions, visit <http://www.bcnv.org/163/Building-Division>)
- Identification of all responsible design persons/firms
- Indicate type of construction
- Indicate any deferred submittal documents (such as truss calculations etc.)
- Indicate building height and number of stories
- Indicate occupant load (commercial)
- Indicate seismic design category and wind speed & exposure design
- Indicate occupancy group
- Indicate special inspection program (if applicable – commercial only)
- Indicate fire alarm system and fire sprinkler system (if applicable)

**Applicant Must Check All That Apply For Each Section**

**Site Plan**

- Indicate North arrow
- Indicate all property lines and their dimensions
- Indicate all new and existing structures
- Indicate all set backs
- Indicate all streets and easements
- Indicate all existing utility locations, proposed service routes and points of connection
- Indicate finished floor and pad elevations with reference to adjacent streets
- Indicate drainage and grading information
- Indicate vehicle parking locations

**Foundation Plan**

- Indicate all footings and foundations with dimensions and reinforcing
- Indicate all imbedded items such as anchor bolts and hold downs
- Reference soils report

**Floor Plan**

- Indicate all levels, all rooms, all dimensions and location of openings
- Provide window and door schedule
- Indicate all occupancy separations and fire assemblies

**Exterior Elevations**

- Indicate all vertical dimensions and heights
- Show all views openings and identify finish materials
- Show building address per Section 11-44-8 of the Boulder City Municipal Code

**Building & Wall Sections**

- Indicate all vertical dimensions, materials of construction and fire-rated assemblies

**Framing & Roofing Plans**

- Indicate all structural components with sizes and materials

**Mechanical System**

- Indicate all equipment, ducts with dimensions and equipment schedules

**Plumbing System**

- Indicate all piping sizes, slopes and materials
- Indicate all fixtures
- Indicate point of connection to sewer and water

**Electrical System**

- Indicate all components, fixtures, outlets, receptacles, switches, size of service equipment and conductors
- Indicate point of connection to source
- Indicate UFER, if applicable
- Indicate AFCI outlets, GFCI outlets, smoke alarms and carbon monoxide alarms
- Provide load calculations

**Landscaping-Irrigation**

- Indicate and identify all materials and species, quantities and irrigation devices

*For Use by COBC Staff Only*

Checklist reviewed by: \_\_\_\_\_

Checklist reviewed on: \_\_\_\_\_

Application Number: \_\_\_\_\_



**Community Development Department**  
**Building & Safety Division**  
 401 California Avenue  
 Boulder City, NV 89005-2600

# Application For Building Permit

**Main Line:** (702) 293-9282    **Inspection Scheduling Hotline:** (702) 293-9327    **Fax:** (702) 293-9392  
**Inspection Email:** buildinginspections@bcnv.org    **Website:** www.bcnv.org/communitydevelopment/

## Project and Property Ownership Information

Section 1

Project Address: Boulder City NV 89005  
City State Zip Code Parcel Number

Use Zone: \_\_\_\_\_ Project Type:  Residential  Commercial / Industrial Project Valuation: \$ \_\_\_\_\_

Scope of Work: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_ Are you an Owner / Builder? (Check One)  
 Yes  No

Address Where You Currently Reside - **Owner/Builder ONLY** City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Contact Person \_\_\_\_\_ Email Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Section 2

### General Contractor

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

BC Business License No. \_\_\_\_\_ State Contractor's License \_\_\_\_\_

Signature of Authorized Agent \_\_\_\_\_ Date \_\_\_\_\_

### Electrical Contractor

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

BC Business License No. \_\_\_\_\_ State Contractor's License \_\_\_\_\_

Signature of Authorized Agent \_\_\_\_\_ Date \_\_\_\_\_

### Plumbing Contractor

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

BC Business License No. \_\_\_\_\_ State Contractor's License \_\_\_\_\_

Signature of Authorized Agent \_\_\_\_\_ Date \_\_\_\_\_

### Mechanical Contractor

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

BC Business License No. \_\_\_\_\_ State Contractor's License \_\_\_\_\_

Signature of Authorized Agent \_\_\_\_\_ Date \_\_\_\_\_

Section 3

## Signature of Applicant

I hereby certify that the information provided above and as included with this application to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local laws regulating construction.

Applicant Signature \_\_\_\_\_ Applicant Name (please print) \_\_\_\_\_ Date \_\_\_\_\_

**INFORMATION ON THIS PAGE TO BE COMPLETED BY COBC STAFF ONLY**

Application Number: \_\_\_\_\_ Date of Application: \_\_\_\_\_ Routed by: \_\_\_\_\_

Permit Number: \_\_\_\_\_ Date of Issuance: \_\_\_\_\_ Issued by: \_\_\_\_\_

<b>Section 4</b>	<b>Code Analysis</b>		
	Occupancy Type _____	Construction Type _____	Occupant Load _____
	Code Edition(s) _____		

<b>Section 5</b>	<b>Structure Details</b>	
	Total Area (sq. ft.) _____	Building Height _____
	Living _____	Number of Stories _____
	Accessory _____	Number of Exits _____
	Patio/Porch _____	Fire Sprinklers _____

<b>Section 6</b>	<b>Valuation</b>	<b>Fees</b>																																																			
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\* Fees collected on behalf of Clark County

<b>Section 7</b>	<b>Staff Approval</b>	
	Reviewed and/or Approved by: _____	Date: _____
	<b>Conditions of Approval</b>	
	_____	
	_____	