

EXPEDITED PLAN REVIEW GUIDE

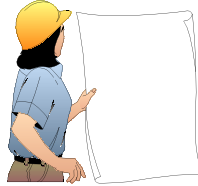


CITY OF

NORTH LAS VEGAS
Your Community of Choice

**City of North Las Vegas
Building Safety Division
2240 Civic Center Dr.
North Las Vegas, NV. 89030
Phone: (702) 633-1536
Facsimile: (702) 642-8064**

**CITY OF NORTH LAS VEGAS
DEPARTMENTAL
LISTINGS**



PLANNING AND ZONING DEPARTMENT

(Planning, coordinating and promoting land development in the community)

- **Planning Division** (land use, setbacks, zoning, height limitations)
☎ 633-1537

PUBLIC WORKS DEPARTMENT

(Development & monitoring of long range planning for roadways, water and sewer utilities, flood control, commercial and residential development and resource acquisition)

- ☎ 633-1200
- **Building Safety Division** (plan review and inspection services to ensure minimum standards of all codes and ordinances are met for all construction and issuance of all building permits)
 - ☎ Plan Check (front counter) 633-1550
 - ☎ Inspections 633-1576
 - ☎ Permit Application Center 633-1536
- **Development & Flood Control Division** (Grading, utilities, flood-related matters, flood zone determinations)
☎ 633-2312
- **Property Management Division** (property acquisition & disposal, relocation, demolition, Geographic Information Services, final map processes)
☎ 633-2087
- **Quality Control Division** (testing & inspection of public installations within the City)
☎ 633-1388
- **Technical Services / Utilities / Environmental Division** (Environmental issues, water supplies, and the planning & design of utilities)
☎ 633-1561
- **Transportation Services Division** (Traffic engineering, transportation planning, performs traffic counts and transportation studies, telecommunications fiber optic network, nuclear waste repository activities)
☎ 633-1235

FIRE DEPARTMENT

(Building and fire protection plans review)

☎ 633-1107

EXPEDITED PLAN REVIEW PROCESS

The expedited plan review process is provided at the applicant's request, and involves the applicant working directly with the outsource plan review agency. The City of North Las Vegas utilizes several outsource agencies to perform expedited review services on a rotating basis.

All submittals are made through the city of North Las Vegas Building Department. This includes initial & subsequent submittals.

Plans submitted by the applicant requesting expedited review will follow the procedures as outlined below.

When plans are submitted requesting expedited review, the applicant will be charged the regular plan check fee, based on the estimated valuation, and an additional 75% over and above the normal assessed plan check fee charged. The plans will then be routed to an outsource agency for review on the following working day. Plan submittals which are incomplete will not be routed until the appropriate documents have been received making for a complete submittal.

1. **First Review (initial submittal)**
 - a. Review of projects with a valuation of less than \$3 million will be completed within seven (7) working days, starting the first working day after the initial submittal, and either an approval or a correction letter will be sent to the applicant and/or contact person.
 - b. Review of projects with a valuation of \$3 million or more will be completed within twelve (12) working days, starting the first working day after the initial submittal, and either an approval or a correction letter will be sent to the applicant and/or contact person.
2. **Second Review (response to correction letter)**

The second review will be completed within the following time frames, starting the following working day after submittal, and either an approval or an additional correction letter will be given.

 - a. Five (5) working days for new residential or commercial buildings.
 - b. Three (3) working days for residential room additions
 - c. One (1) working day for MINOR tenant improvements

NOTE: Major commercial tenant improvements and commercial additions will be reviewed under the schedule for new commercial buildings.

3. **Third Reviews and Subsequent Submittals**

Third reviews and subsequent submittals will follow the same time schedule as noted for 2nd reviews. Third and subsequent submittals will be billed an extra hourly fee by the agency.

4. Correction Letters

- a. All correspondence and correction letters will be mailed to the contact person named on the application, directly from the reviewing agency.
- b. Questions concerning correction items are to be directed to the agency's plan reviewer who signed the correspondence or correction letter.
- c. All responses to correction letters are to be submitted DIRECTLY to the outsource plan review agency performing the review.

HELPFUL HINTS:

1. Make sure plans are complete at time of submittal. Refer to the City of North Las Vegas Plan Submittal Permit Guides for assistance.
2. When responding to correction letters, please resubmit (2) complete sets of plans, along with a response letter addressing each correction item.
3. All revisions shall be clouded and/or delta'd on the plans, and be accompanied by a letter describing such revisions.
4. If you need clarification, please contact your plans examiner.

The City of North Las Vegas utilizes the services of the following agency

Silver State Code Consultanting, Inc.

1785 E. Sahara Ave., Ste. 157

Las Vegas, NV. 89104

Phone: (702) 866-2633

Fax: (702) 893-2463

Contact: Larry Reid