



Self-Certification Program OVERVIEW

The Self-Certification Program allows a registered professional to bypass the normal plan review process and get permits in four (4) working days. Participating professionals must meet minimum qualifications and attend a Self-Certification training class.

Professional Qualifications

- Architect or structural engineer registered in Nevada for at least three years to certify building plans
- Fire Protection Engineer for sprinkler design
- Civil engineer registered in Nevada for at least three years to certify onsite civil commercial/industrial improvement plans
- Successful completion of self-certification training from City of North Las Vegas

Submittal Requirements

- Building projects must obtain all planning, zoning, grading and drainage approvals as necessary prior to the city's intake of the plans.
- Onsite Civil Commercial/Industrial Improvement projects must obtain all planning, zoning, off-site civil, drainage and traffic study, and addressing approvals as necessary prior to the city's intake of the plans.
- For buildings less than 25,000 sf, a Structural Peer Review Certificate by a city-approved Structural Peer Reviewer will be required for projects with structural scope of work.
- For buildings greater than 25,000 sf, the city will perform an automatic audit in place of the structural peer review.
- All plan sheets must be sealed by a professional registered in the State of Nevada.
- Additional program requirements for all projects include: a hold-harmless letter signed by all registrants, a building owner/tenant indemnification letter, and a copy of the Self-Certified Professional's Certification of Insurance.

Eligibility Building Plans

Project scope of work must comply with the Self-Certification Program Eligibility Chart

Eligible projects include:

- Interior alterations and tenant build-outs of business, mercantile, factory, some assembly, and storage.
- Residential model home complexes
- Fire Sprinkler plans designed by a Fire Protection Engineer
- New construction of commercial buildings with occupied floor less than 55 feet above Fire Department access



Self-Certification Program OVERVIEW

Projects not eligible Building Plans

- New high-rise buildings with occupied floor more than 55 feet above Fire Department access
- Extra-large assembly occupancies (A4 & A5)
- Projects requiring a Fire Protection Report
- Medical Marijuana cultivation and production facilities
- Hazardous Occupancies
- Projects in FEMA Special Floodplain Hazard Areas
- Any project considered uniquely complex by the Building Official or Director of Public Works

Eligibility Civil Plans

- New construction and improvements for Commercial Pad developments
- New construction and improvements for Commercial or Industrial developments as determined by Public Works

Projects not eligible Civil Plans

- Projects in FEMA Special Floodplain Hazard Area
- All other civil plans

For more information, forms and checklists please visit
www.cityofnorthlasvegas.com