

# MASTER EXIT PLAN



## SUBMITTAL CHECKLIST

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### Permit Application Center

2250 Las Vegas Boulevard North, North Las Vegas, Nevada 89030  
(702) 633-1536 phone, (702) 649-9643 fax

This checklist is provided for the convenience of our customers and is intended to provide only general information. Please contact our Permit Application Center for additional information on your specific project. Attention to the completeness and accuracy of information at the beginning of the process generally leads to fewer delays and requests for corrections by City staff.

### SECTION #1

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#### APPLICANTS RESPONSIBILITY

#### Applicants are responsible for submitting complete applications.

Incomplete applications will result in plans being rejected for acceptance or delayed during the review process. City staff is committed to assist in coordinating the approval process, however, applicants are responsible for monitoring and providing all requested corrections and/or information during the review process in a timely manner. All applications expire 180 days from the date of submittal if permits are not issued. Upon expiration, all applications, plans, and documents will be disposed of by staff, unless a written request is submitted to have the documents returned.

### SECTION #2

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#### PREREQUISITES

Any items below which are applicable to your project must be completed **before** a building permit application can be accepted for review:

- Appropriate zoning is currently in place for this proposed use**
- A Special Use Permit, Conditional Use Permit or Variance has been approved**
- A Design Review or Planned Unit Development approved for this site**
- Compliance with Planning Commission and/or City Council action**

### SECTION #3

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#### APPLICABLE CODES

Projects must be designed to meet the following adopted codes, ordinances and regulations:

- ✓ **2024 International Building Code with local amendments**
- ✓ **2024 International Fire Code with local amendments**
- ✓ **2024 Uniform Mechanical Code with local amendments**
- ✓ **2024 Uniform Plumbing Code with local amendments**
- ✓ **2023 National Electrical Code with local amendments**
- ✓ **2024 International Energy Conservation Code with local amendments**
- ✓ **2009 ICC ANSI A117.1 Accessible and Useable Buildings and Facilities**
- ✓ **City of North Las Vegas Municipal Code (Title 15, 16 & 17)**
- ✓ **Conditions of approval for the site from any applicable land development application**

## SECTION #4

### SUBMITTAL PACKAGE

The following information is required at the time you submit your application for a building permit. Submit the required number of copies of plans and related documents for routing to reviewing departments. Plans stamped "Preliminary" and/or "Not for Construction" are unacceptable. **Submittals need to comply with CNLV Electronic Submittal Guidelines.**

### ONE (1) PDF SET

- ENTITLEMENT APPROVAL LETTERS**  
From the Planning and Zoning Division
- COMPLETED BUILDING PERMIT APPLICATION**  
Accurately describe entire scope of work in the description. The application must be **electronically** signed by the General Contractor, who must be licensed with the City of North Las Vegas
- COMPLETED SET OF MASTER EXIT PLAN**  
This may be submitted to initiate the preliminary review process.
- COMPLETED SET OF MASTER EXIT PLAN**  
**Set of plans must be "electronically sealed / signed"** and dated by the design professional, must be submitted for final approval and distribution once the preliminary review is completed

## SECTION #5

### PLAN CONTENTS

Plans must contain the following minimum content requirements. This list is not intended to be all inclusive of every detail required on a set of plans. Rather, it is provided to give an overview of the basic plan contents needed for the review of plan sets. Certain items may not be applicable to your specific project. See the current State of Nevada Blue Book for more information.

### GENERAL

#### **SMOKE CONTROL ZONES**

Revised or updated master exit plans may be required as determined by the plans Examination Division for an **existing facility** when:

- Substantial remodeling is proposed.
- A major addition is proposed.
- Several small remodels and/or additions have been made over a period of time and no comprehensive master exit plan is available.

#### **CODE ANALYSIS**

A code analysis listing the following items shall be included to provide a basis for design and review of the architectural plans and aid in the coordination of the other disciplines:

- Occupancy Classification
- Type of Construction
- Fire Sprinkler - Yes/No
- Height - Actual / Allowable
- Stories - Actual / Allowable
- Area - Actual / Allowable
- Occupant Load
- Exits - Required / Provided (number and width)
- Required fire resistance of the exterior walls and protection of openings due to location on property

### ARCHITECTURAL

#### **SITE PLAN**

(CIVIL SITE PLANS ARE NOT ACCEPTABLE)

A site plan of the entire property shall be provided in the format indicated below and shall show the following Master Exit Plan Submittal Requirements information:

- Property lines (real or assumed) or boundaries with dimensions shall be clearly identified.
- Scale shall be adjusted to make a clear, readable plan.
- Required information shall be limited to a single sheet, if possible.
- Show relationship of all buildings and structures on the property.
- Locations and widths of clear and unobstructed exit discharge to the public way or street shall be shown.
- Show location of and shortest route to the Central Control Station (Fire Command Center), when applicable.

## FLOOR PLAN

A floor plan, which will allow evaluation of the exiting arrangement, shall be provided in the format indicated below and shall show the following information:

- Each floor plan shall be limited to a single sheet, if possible.
- Number of floors that are typical for a given sheet shall be designated.
- If single sheet drawings do not provide a minimum scale of  $1/16" = 12"$ , a key plan and match line drawings in a readable scale shall be provided.
- Show all areas of the building.
- Show primary use of all rooms and/or areas.
- Indicate square footage and occupant load of each room or area.
- Show all exits, openings and their sizes, and the allowable and actual number of occupants each exit is to accommodate.
- Use arrows to indicate the direction of travel and number of occupants using each designated path.
- Show travel distances using the actual path of travel.
- All fire-rated exit ways such as corridors, exit enclosures, and exit passageways, etc. shall be clearly indicated.
- Show location of all occupancy separations and hourly fire-resistive ratings of these separations.
- Show location of all area separation walls and the hourly fire-resistive ratings of these separations.
- Show location of all horizontal exits.
- A scale of  $1/8" = 12"$  is recommended for all areas with high occupant loads to show adequate detail.
- Casino floor plans shall show all gaming areas and gaming layouts. The total gaming area shall be used in computing the occupant load. Circulation areas shall not be subtracted from the floor area, as these areas are already incorporated into the occupant load factor.
- Pool decks shall show the pool and landscaping.
- Floor plans for showrooms, lounges and restaurants shall show the locations of all tables, fixed seats, and permanent partitions.
- Plans for convention halls and meeting rooms shall show all moveable partitions with all possible room configurations, and the location of all exits associated with the different room configurations.
- Width of all stairs, exit openings, hallways, corridors, etc. shall be shown.
- Corridors and hallways shall be labeled to distinguish between fire-rated and non-rated.
- Direction of swing for all doors shall be shown.
- An overall reference grid and number or letter designation shall be provided for each stairway, corridor, hallway and exit doorway to aid in identifying each within a large, complex building.

## SECTION #6

### ADDITIONAL INFORMATION

See below for additional documents that may be required, depending on the specific construction and/or use that is being permitted:

- This guideline is intended to provide design professionals with the minimum requirements for preparing a Master Exit Plan to initiate a preliminary architectural review for large and/or complex projects **prior** to the final construction design plans being submitted to the City of North Las Vegas **Building Safety and Fire Prevention Division** for review and approval. Large and/or complex projects include, but are not limited to, large assembly occupancies, high-rises, malls, atria, and amusement buildings. These minimum requirements may be modified for specific projects based on the complexity of the design as determined by the Building and Fire Safety plans examiners.
- Plan review on the final construction design documents cannot be started until the master exit plan is approved.
- No fee is required for review and approval of the master exit plan.
- When smoke control is required by the International Building Code, the location of all smoke control zones shall be shown. Smoke control zones may be shown on the master exit plan or may be shown on separate sheets, whichever most clearly shows the smoke zone boundaries and does not obscure needed detail on the master exit plan.

**NOTE:** One approved set of Master Exit, Smoke Zone, Fire Protection Report, Fire Sprinkler, and Master Utility plans shall be available in the Fire Command Room or other location approved by the City of North Las Vegas Fire Department for use in the event of an emergency

