



Clark County Building Department

4701 West Russell Road, Las Vegas, NV 89118 ~ (702) 455-3000

Damage Assessment Inspection Report (DAIR) Building Permit Guide

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Part I. General Information

The Clark County Building Department (CCBD) may allow for an alternate permit application process for some structures that need limited repairs due to damage by fire, water leaks, natural weather-related events, vehicular damage and similar causes. The DAIR process involves a CCBD inspector visiting the damaged portion of the structure and documenting their observations in a Damage Assessment Inspection Report (DAIR), which will identify areas damaged and elements of the structure requiring repair or replacement. The DAIR will outline a scope of repair work and required permits to complete the repairs. **NOTE: Clearing a path for safe access and exposing damaged building elements for inspection does not require a permit.**

The DAIR process is intended to restore the building to its original state prior to the damage having occurred. Building and trade permits issued under the DAIR process shall not include any of the following: general remodeling of undamaged areas; additional square footage or height; changes of use and occupancy; legalization of unpermitted work. The DAIR process is not intended to be used for structures with extensive damage. When determined by the Building Official, the repairs shall follow the regular permitting process of requiring the submittal of plans and calculations for traditional plan review. The DAIR process is optional, and a property may always utilize the traditional method of obtaining repair permits per the requirements of the International Existing Buildings Code (IEBC).

If it is identified during the DAIR inspection that portions of the structure have unpermitted work, then such work shall require a separate legalization permit or otherwise be demolished/removed. If the unpermitted work is in the damaged area, then the DAIR process may not be used and regular permits with plans and calculations etc. will be required. Types of work and extents of damage that may be included in a DAIR process permit is at the discretion of the Building Official.

General inquiries about the DAIR process may be made in person at the Inspections Scheduling counter, via phone (702) 455-8048 or via email dsaceteam@ClarkCountyNV.gov.

Part II. Procedure

A. Case Origination

A request for a damage assessment inspection may be made by the property owner or their representative. Properties which involve an owner/builder must provide a Damage Assessment Request (Form 110F) and an asbestos report as described below. Properties which involve a Homeowners Association and/or Property Management company including, but not limited to, condominiums, townhomes, and apartments, shall be subject to additional review for acceptance when setting up a case; such properties shall provide a Damage Assessment Request (Form 110F) and an asbestos report as described below for each APN involved, as well as a signed work authorization agreement from a contractor.

The request shall be processed through the Administrative Code Enforcement Team (ACET) via email dsaceteam@ClarkCountyNV.gov. Prior to case creation the following shall be provided to CCBD:

- Reporting of asbestos levels shall be provided by the party requesting the damage assessment to ensure the building or structure is environmentally safe, as required pursuant to Clark County Department of Environment and Sustainability Air Quality Regulations Section 13.1, and Nevada Occupational Safety & Health Administration (OSHA) Section 1926.1101(k)(1)(i). Asbestos testing, and a report to verify such testing, is required prior to the renovation or demolition of a structure **regardless of the age of the structure**.
- Contractors requesting a DAIR will need to provide a signed agreement which indicates that the company has been contracted to perform the repair work.

B. Case Creation and Assignment

Upon receipt of completed required documents, a case will be created and assigned to an ACET inspector. The ACET Supervisor/Manager shall assign the triage level of priority of the inspection using the following rating schedule:

- **Priority 1:** Damage concerning potentially imminent threats to the public or occupant safety. Response required within one (1) business day.
- **Priority 2:** Damage which does not pose imminent safety threats, but which requires expedient action. Response required within five (5) business days.

C. Initial Damage Assessment and Fees

The initial inspection response shall be performed within the assigned timeframe. The initial inspection shall be conducted subject to safe access. The structure shall be inspected based upon building code requirements to determine the level of hazard, and the structure or property will be posted accordingly. The property posting shall be noted on the DAIR and is to be one of the following:

- UNSAFE / RED
- LIMITED ACCESS / YELLOW
- ACCESSIBLE / GREEN

Damaged areas and requirements for immediate measures to mitigate any safety hazards and minimize additional loss, and the requirements to secure the premises, when necessary, shall be noted on the DAIR. The DAIR is intended to provide a general scope of work for the required permit(s) and is not a comprehensive list of work required. The inspector shall identify the damaged building elements requiring repair or replacement, the area of damage, the scope of work (i.e., building, electrical, mechanical, plumbing) required to be permitted and if plans or calculations are required to be submitted with the permit application.

The DAIR shall include the total hours worked to the closest one-half (1/2) hour, with a minimum of three hours. A partial inspection may be performed if only specific areas of the structure meet the safe access requirements. The remaining damaged areas may be inspected when the requirements are met, which may incur additional fees. Upon completion of the initial inspection and, if appropriate, follow-up inspection(s), the inspector shall provide a Damage Assessment Inspection Report (DAIR) which includes the current fees associated with the inspection.

D. Follow-Up Damage Assessment

When required, an additional damage assessment inspection shall be conducted when full access is provided, and all damaged areas are exposed. The DAIR shall be designated as a "Follow-Up Inspection." This designation shall be made for all subsequent inspections. The DAIR shall include the total hours worked to the closest one-half (1/2) hour, with a minimum of three hours.

E. Obtaining Building Permits with the Damage Assessment Inspection Report

The permit applicant shall submit all appropriate plans, engineering, and a copy of the DAIR as a part of a new repair permit application for review and acceptance. An expired DAIR cannot be used to obtain building permits (see section H for further details). Please direct questions about the electronic building permit application process directly to the plan submittal team at plansubmittal@ClarkCountyNV.gov. The DAIR indicates if plans and/or calculations are required to be submitted at time of permit application. All repair projects shall have a site plan which identifies where the building is located and where within the building damage repair will occur. For some of the simple DAIR projects with a limited scope of work, there may not be a requirement for repair plans to be submitted in order to obtain permits. For projects that require plans to be submitted, the following identifies potential options for where required plans may be obtained:

- For minor repairs where the work is being restored to the prior approved condition, plans may come from record copies of prior approved permit plans. If this choice is made and the plans are available, then they shall be provided by the applicant at time of submittal. Copies of old plans may be provided for reference only and will not be stamped as approved by the plans examiners.
- Plans prepared by an appropriately licensed Nevada contractor (where allowed).
- Plans prepared by an appropriately licensed Nevada Registered Design Professional.

NOTE: Specific permit requirements shall be determined by Plans Exam based on the DAIR and any plans that have been submitted. The Plans Examiner may require plans to be submitted even if this was not indicated in the DAIR.

F. Plan Review Process

After the electronic permit application has been accepted by the plan submittal team, it will enter the plan review queue. The plans examiner(s) will review the application documents for compliance to Building Code requirements and verify that items marked as required in the DAIR have been provided. The plans examiner will not waive any of the items required in the DAIR. Questions or concerns regarding the contents of the DAIR should be referred to the inspector of record.

In some instances, based on review of the submitted documents and building code requirements, additional items that were not noted on the DAIR may be required.

G. Permit Issuance and Inspections

After plan review steps have been completed and approved, the permit may be issued when the applicant has met any required conditions of approval and paid required fees. In addition to regular permit fees, DAIR fees will typically be collected at the time of permit issue. Reasonable effort shall be made to inform the owner/responsible party of outstanding DAIR fees to have them resolved. If, for any reason, DAIR fees are outstanding upon expiration of the DAIR, the case will be placed in a ACET - Lien status and shall be forwarded to the Sr. Management Analyst for collection processing.

The ACET Supervisor/Manager may determine whether permitted inspections are to be performed by ACET inspectors based on special conditions. The permitted inspections shall otherwise be performed in the same manner prescribed for all permitted projects.

H. Damage Assessment Expiration

The DAIR shall expire 180 calendar days after the initial damage assessment request. This date shall be noted on the report. If a subsequent DAIR is requested after the original report has expired, all fees must be paid prior to a new assessment being initiated. Any subsequent DAIR and inspections shall be subject to the same documentation, safety requirements, and fees as the initial DAIR request.

I. Closing the DAIR Case File

The case shall be closed when a permit(s) is(are) issued, and all fees have been paid. The ACET Supervisor/Manager shall review the case to ensure all aspects of the damage assessment have been adequately addressed and documented. The case may be referred back to the inspector for additional actions, or the ACET Supervisor/Manager may close the case.

The ACET Supervisor/Manager shall review Closed and Completion Pending case files and compare them to the records available in File 360, to ensure all case documentation is included in the permanent record.

Part III. Applicable Codes

- International Building Code, as amended
- International Residential Code, as amended
- International Existing Building Code, as amended
- Clark County Building Administrative Code

Building Department Locations & Services

<p>MAIN OFFICE 4701 W Russell Road Las Vegas, NV 89118 (702)455-3000</p>	<p>In Lobby Services:</p> <ul style="list-style-type: none"> - Assistance with electronic permitting - In-person communications & meetings - Records research
<p>LAUGHLIN OFFICE Regional Government Center 101 Civic Way Laughlin, NV 89029 (702)298-2436</p>	<p>Services:</p> <ul style="list-style-type: none"> - Building Inspection Services - Fire Prevention Inspection Services

Other Clark County Departments/Divisions/Districts

Fire Prevention	4701 W Russell Road, Las Vegas, NV 89118	(702) 455-7100
Public Response Office	4701 W Russell Road, Las Vegas, NV 89118	(702) 455-4191
Animal Control	4701 W Russell Road, Las Vegas, NV 89118	(702) 455-7710
Environment & Sustainability	4701 W Russell Road, Las Vegas, NV 89118	(702) 455-5942
Public Works, Development Review	500 S Grand Central Pkwy, Las Vegas, NV 89155	(702) 455-4600
Comprehensive Planning	500 S Grand Central Pkwy, Las Vegas, NV 89155	(702) 455-4314
Las Vegas Valley Water District	1001 S Valley View Blvd, Las Vegas, NV 89153	(702) 870-2011
Southern Nevada Health District	280 S Decatur Blvd, Las Vegas, NV 89107	(702) 759-1000
Water Reclamation District	5857 E Flamingo Rd, Las Vegas, NV 89122	(702) 668-8888

State of Nevada

Division of Water Resources	400 Shadow Lane, Suite 201, Las Vegas, NV 89106	(702) 486-2770
Nevada State Contractors Board	8400 W Sunset Rd, Suite 150, Las Vegas, NV 89113	(702) 486-1100

Utilities

Nevada Energy	6226 W Sahara Ave, Las Vegas, NV 89146	(702) 402-5555
Southwest Gas	8360 S Durango Dr, Las Vegas, NV 89113	(877) 860-6020

www.clarkcountynv.gov/building