



Department of Building & Fire Prevention

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NOTICE TO INDUSTRY

Residential Tract - Standard Plan Submittals

Effective November 2, 2015, the Clark County Department of Building and Fire Prevention will be changing how documentation is submitted to CCDB&FP for residential tract standard plan approvals. The changes affect both the Step 1 and Step 2 submittals and processing of these applications. The changes noted below are as follows:

In addition to the documents already required in the Step 1 process, the following documentation shall be provided:

- Two copies of the Landscape Plan for any common areas within the Subdivision.
- Two copies of the approved Water Utility Plan

At the time of the Step 1 submittal a Step 2 application number will be assigned to the project. Building and Zoning Plan Review staff will perform the normal Step 1 plan reviews.

Upon recordation of the Final Map, the following documentation shall be provided, and may be provided as a deferred submittal to the Step 2 application.

- Two 24" x 36" copies of the Final Map with reference to the Tentative Map
- Completed Landscape Certificate of Compliance
- Completed Final Map/Approved Grading Plan Certificate of Compliance.

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The review coordination of the Final Map and the Approved Grading Plan will be a function of the Registered Design Professional for boundaries, set-backs, dimensions, easements, and other pertinent information that applies to the subject development. This will no longer be reviewed by Building and/or Zoning Plans Examination staff.

Upon approval of the modified Step 2 process, the Site (Lot) Plan Approval and Permit Issue process will continue as currently documented in the Department's Standard Plan Process for Residential Development – Building Permit Guide.

A copy of the revised Building Permit Guide is posted on the department's website along with this notice to industry. This document will clearly delineate the required documentation at each step of the process.

If you have any questions with respect to this letter, please contact me.

A handwritten signature in black ink, appearing to read 'K. McOsker', written in a cursive style.

Kevin T. McOsker, P.E., C.B.O.
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