

Contractor's License and Plan Submittal Requirements

Subject

Nevada licensed contractors may prepare and submit plans within their license discipline to the Department of Building & Safety for their own construction activities provided the contractor's signature is placed on the plans indicating responsibility. The Washoe County Department of Building & Safety will check to determine whether or not contractors applying for a building permit are licensed in Washoe County and with the State of Nevada Contractor's Board. A contractor's signature and license number shall be placed within the stamp provided by Washoe County Department of Building & Safety.

Permit Services shall verify that the contractors' bid amount does not exceed the authorized limit of their license. If the amount of the limit does not cover the valuation of construction, then the contractor shall be sent to the State Contractor's Board for approval.

If a contractor prepares the plans, he/she must sign for the permit.

A contractor cannot make changes to plans prepared by a design professional. The plans shall be re-stamped by the design professional before the Department accepts them.

Background

These common questions are asked often. The above policy guidelines are in line with the NRS requirements. (See the Blue Book.)