



# **Number of Plan Sets Required for Building Permit**

For Incline permits please see Incline Submittal Checklist

**EFFECTIVE July 1st , 2017**

In an effort to reduce the review time, Building Division man hours and speed up the permitting process the following submittal changes will be implemented July 1, 2017.

## **RESIDENTIAL:**

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\* **Full Sets: 3** complete sets, signed/wet or electronically sealed according to applicable NRS requirements, with 2 sets of all supporting documents i.e. energy compliance certification, structural and truss calculations, truss certification letter from project engineer, coverage calculations if approaching 25,000 sq ft of disturbance etc. (For: *Building-Office & Field and Fire*)

### **Partial Sets: 3 or 4 (If GID) Sets**

Three sets (copies of stamped sets) consisting of site plan, floor plan and elevation sheets. (For: *Engineering, Health, Planning and GID's, if applicable.*)

### **Site Plans: 2 Sets**

**AND If the project is on a septic system,** Two additional site plans (signed/wet or electronically sealed). (For: *Health*)

### **If Submittal is just for FIRE Alarm and/or Sprinkler permit/s:**

**3 sets** for Alarm, **4 sets** for Sprinkler (signed/wet or electronically sealed) (For: *Fire*)

## **COMMERCIAL:**

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\* **Full Sets- 6 or 7** (If GID) complete sets including Civil, Architectural, Structural, MEP wet stamped or electronically sealed according to applicable NRS requirements with **3 sets** (8x11) supporting documents i.e. energy compliance statement, structural and truss calculations, soils report where applicable, specifications, etc. ( For: *Building – Office & Field, Engineering, Fire, Planning, Health and GID's, if applicable*)

### **If Submittal is just for FIRE Alarm and/or Sprinkler permit/s:**

**3 sets** for Alarm, **4 sets** for Sprinkler (signed/wet or electronically sealed) (For: *Fire*)

## **CORRECTIONS OR REVISIONS:**

For corrections, please provide corrected sheets only in the same # of copies as above. For revisions, please provide all changed and affected sheets and those needed for context.

\*These additional plan sets allow concurrent review by all Washoe County departments and outside reviewing agencies, without missing partial sets that may delay approval. Plans will be distributed simultaneously to every department or agency involved.