



WASHOE COUNTY

COMMUNITY SERVICES DEPARTMENT

Planning & Building Division

Permit # _____

1001 EAST 9TH STREET
 RENO, NEVADA 89512
 PHONE (775) 328.2020
 FAX (775) 328.6132

UTILITY PERMIT APPLICATION

Please Read Page 4 Required Code Updates

Parcel Number: _____ **Address:** _____

Unit No. _____

Owner Information: _____ **Owner/Builder Permit?** ___ Yes ___ No*

Name: _____ **Phone No:** _____

Address: _____

* Owner/Builder permits are only applicable to primary residences per NRS 624.031 – If Owner/Builder – Please complete the [Owner/Builder Affidavit](#) and include with this application.

Contractor Information:

Licensed Contractor: _____ **Contact Name:** _____

Address: _____

Phone: _____ **Email:** _____

Nevada License No.: _____ **County Business License No.:** _____

Person to contact regarding the permit:

Name: _____ **Phone No.:** _____

Email: _____

Electrical: Description of Work _____

Service: Amperage _____ **New** **Upgrade** **Temp** **Power Pole**

Number of outlets/switches/lights: _____

New Circuits: _____

Adding electric to Garage/Accessory Structure: **Square footage:** _____



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Plumbing: Description of Work _____

Number of fixtures/traps: _____ Water piping: _____ ft
 New gas piping: _____ ft Lawn sprinkler:
 Number of gas outlets: _____ Back flow device: _____ size
 Water heater: Gas Electric New Replacement

Mechanical: Description of Work _____

Fau/Unit Heater: Btu _____ New * Replacement
 Boiler: Btu _____ New * Replacement
 New gas line: No _____ Yes _____ See above
 AC: Location of condenser: Inside Outside **
 Ventilation Fan(s): How many _____
 Evaporative Cooler: Roof mount Yes *** No

* May require energy calculations if installed in a previously non-conditioned area.
 ** Incline installations need TRPA permit if new coverage is created.
 *** Roof mount may require engineering and plans.

Wood/Pellet Stove: Location in Residence _____

New Replacement
 Parcel size: _____ Zoning: _____

Note: Provide dealer's affidavit of sale from Washoe County Air Quality.

Applicant (print): _____ **Date:** _____

Signature: _____



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Permits need to be submitted online at www.onenv.us. We do not accept applications via email, fax, or in person.

Please be sure to read and initial both locations below. There is important information at the end of this page regarding inspections and office hours. Inaccurate or incomplete description of work may result in additional fees and/or additional permits.

IMPORTANT TIME DEADLINES: _____ (initial)

I UNDERSTAND THAT FINAL INSPECTION OR RENEWAL OF THIS PERMIT MUST BE MADE PRIOR TO THE EXPIRATION DATE OR NEW PLANS MUST BE SUBMITTED AND PERMIT FEES PAID PRIOR TO FINAL INSPECTION. PERMITS EXPIRE 18 MONTHS FROM THE DATE OF ISSUE, WITH NO GRACE PERIOD. IF THE DATE OF EXPIRATION FALLS ON A WEEKEND OR HOLIDAY, THE PERMIT MUST BE RENEWED ON THE LAST BUSINESS DAY PRIOR TO THE EXPIRATION. I UNDERSTAND THIS IS THE ONLY NOTICE I WILL RECEIVE FOR RENEWAL OF THE PERMIT AND KEEPING THE PERMIT RENEWED AND IN A VALID STATUS IS MY RESPONSIBILITY.

DISCLAIMERS: INDEMNIFICATION: ACKNOWLEDGMENTS BY PERMITTEE: _____ (initial)

I UNDERSTAND THAT THE INSPECTIONS PROVIDED BY WASHOE COUNTY ARE VERY LIMITED AND DO NOT COVER ALL OF THE WORK PERFORMED UNDER THE AUTHORITY OF THIS PERMIT. THE INSPECTIONS ARE OCCASIONAL SPOT CHECKS, MUCH LIKE AN AUDIT; THEREFORE MANY PARTS OF THE WORK ARE NOT INSPECTED. IF MORE INSPECTION IS DESIRED, A PRIVATE INSPECTOR MUST BE HIRED BY THE PERMITTEE. NEITHER THE INSPECTIONS BY THE COUNTY NOR THE CERTIFICATE OF OCCUPANCY CONSTITUTE A REPRESENTATION BY THE COUNTY THAT THE WORK WAS INSPECTED OR THAT THE WORK COMPLIES WITH COUNTY ORDINANCES.

I HEREBY AGREE TO DEFEND AND TO SAVE, INDEMNIFY AND KEEP HARMLESS THE COUNTY OF WASHOE AND ITS OFFICERS, EMPLOYEES AND AGENTS AGAINST ALL LIABILITIES, JUDGEMENTS, COSTS AND EXPENSES WHICH MAY ACCRUE AGAINST THE COUNTY IN CONSEQUENCE OF GRANTING OF THIS PERMIT OR CERTIFICATE OF OCCUPANCY, IN CONSEQUENCE OF THE COUNTY'S OWN NEGLIGENCE OR ITS OTHERS ACTS OR OMISSIONS WITH RESPECT TO THIS PERMIT OR A CERTIFICATE OF OCCUPANCY, OR IN CONSEQUENCE OF THE USE OR OCCUPANCY OF ANY WORK, SIDEWALK, SUB-SIDEWALK OR STREET, OR OTHERWISE BY VIRTUE THEREOF, AND WILL IN ALL THINGS STRICTLY COMPLY WITH THE CONDITIONS OF THIS PERMIT AND PROVISIONS OF THE RULES, REGULATIONS AND ORDINANCE OF THE COUNTY OF WASHOE.

Inspections and hours:

Office hours are 7:30am to 4:30pm Monday through Friday. In office monetary transactions must be completed by 4:00pm.

BUILDING DEPARTMENT INSPECTIONS MUST BE REQUESTED AT LEAST ONE DAY IN ADVANCE. INSPECTIONS MUST BE TURNED IN BY 4:00PM. IF USING THE BUILDING INSPECTION APP IT NEEDS TO BE REQUESTED BY 11:00PM. FOR ANY INSPECTION REQUIRING ACCESS, A SECOND CALL TO (775) 325-8000 IS REQUIRED ON THE DAY OF THE INSPECTION BETWEEN 8:00 AND 8:30 A.M.

NOTICE: Inspection times are available via the inspection app the day of or by calling the office between the hours of 8:00 A.M. to 8:30 A.M. M-F.



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Code Update Requirement Notices per the 2018 IRC and the NNICC Northern Nevada Amendments

Electrical:

Per Section E3608.4 Supplemental electrode required. A single rod, pipe, or plate electrode shall be supplemented by an additional electrode of a type specified in Sections E3608.1.2 through E3608.1.6. The supplemental electrode shall be bonded to one of the following:

1. A rod, pipe, or plate electrode.
2. A grounding electrode conductor.
3. A grounded service entrance conductor
4. A nonflexible grounded service raceway.
5. A grounded service enclosure.

Where multiple rod, pipe, or plate electrodes are installed to meet the requirements of this section, they shall not be less than 6 feet apart.

Plumbing and Mechanical (Gas Fired Appliance Installation): Carbon Monoxide Alarms Per Northern Nevada Amendments-

R315.2.2 Alterations, repairs and additions. Where alterations, repairs or additions requiring a permit occur the individual dwelling unit shall be equipped with carbon monoxide alarms located as required for new dwellings.

Exceptions:

1. Work involving the exterior surfaces of dwellings, such as the replacement of roofing or siding, or the addition or replacement of windows or doors, or the addition of a porch or deck.
2. Installation, alteration or repairs of plumbing or mechanical systems.

Per Section R315.3 Location. Carbon monoxide alarms in dwelling units shall be installed outside of each separate sleeping area in the immediate vicinity of the bedrooms. Where a fuel-burning appliance is located within a bedroom or its attached bathroom, a carbon monoxide alarm shall be installed within the bedroom.

CODE UPDATE REQUIREMENT ACKNOWLEDGMENTS BY PERMITTEE: _____ (initial)



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