

Lander County Building Department



APPLICATION FOR BUILDING PERMIT

This application must be complete with all required attachments to be accepted and processed for permit.
Complete only sections which apply to project.

Permit to be issued to: (check one)

- Applicant
 Owner

I Applicant: _____
Mailing Address: _____
City, State, Zip: _____
Phone Number: () _____

Property Owner: _____
Mailing Address: _____
City, State, Zip: _____
Phone Number: () _____

II Legal description of property (this information may be obtained from your tax statement or from the Lander County Assessor's Office at (775) 635-2610) _____

Assessor's Parcel No: _____

Project Address _____

Zoning of Property _____

Lot Size _____

Building Setbacks (min.) FRONT _____ SIDE _____ REAR _____

FEMA Flood Zone _____

Complete description and estimated valuation of project: _____

III Utilities:
Water (check one)
 Community water system (a will serve letter or receipt from the local utility is required)
 Domestic water well
 Existing
 Proposed - submit well driller's contract. Well must be installed prior to final.

Electrical Service (check one)
 Existing - _____
 Proposed _____

Sanitary Sewer (check one)
 Community sewer system (a will serve letter or receipt from the local utility is required)
 Septic tank and leach lines (I.S.D.S.) (check one)
 Existing - _____
 Proposed (application attached)

IV Contractor(s) Information:(Please attach a separate list of specialty contractors i.e. Concrete, drywall, roofing, welding, etc.)

General Building Contractor: _____

Mailing Address: _____

City, State, Zip: _____ Phone Number: _____

State License Number: _____ Class: _____ Limit: \$ _____

Lander County Business License Number: _____

Plumbing Contractor: _____

Mailing Address: _____

City, State, Zip: _____ Phone Number: _____

State License Number: _____ Class: _____ Limit: \$ _____

Lander County Business License Number: _____

Electrical Contractor: _____

Mailing Address: _____

City, State, Zip: _____ Phone Number: _____

State License Number: _____ Class: _____ Limit: \$ _____

Lander County Business License Number: _____

HVAC Contractor: _____

Mailing Address: _____

City, State, Zip: _____ Phone Number: _____

State License Number: _____ Class: _____ Limit: \$ _____

Lander County Business License Number: _____

Property served by: (check one)

_____ Natural gas

_____ LPG (Propane)

_____ Other (explain) _____

VI I hereby acknowledge that the information I have provided is correct and I agree to comply with all County ordinances and State laws regulating building construction. I understand and agree that **Lander County does not enforce C.C. & R.'s and has no obligation to explain requirements to me prior to my project.**

_____ Owner's Signature (required)*

_____ Date

_____ Applicant's Signature

_____ Date

PROJECT VALUATION: Must include architectural, structural, electrical, plumbing, mechanical work and contractor fees must.

Valuation: _____

VII Plan requirements: (submit two (2) complete sets of plans, (two (2) wet stamped) , and two (2) wet stamped roof truss calculations plus the following). Two (2) Plot plans drawn to scale, showing owner's name, lot address, and assessors parcel number. Information must include all proposed and existing structures and their uses, utility lines, driveways, well location, septic tank and leach field, drainage paths, cut or filled areas with existing and proposed grades if over 24" cut of fill, and **all related dimensions**. Also, include easements and right-of-ways. Please note "proposed" and "existing". Plans must include a foundation plan, floor plan, electrical plan, wall/cross sections and building elevations. Plans must indicate the professional designer (by stamp) or contractor (by name, license #, signature) of owner-builder (by printed name with signature).

*If not property owner, provide written authorization from owner.

**If electricity shall be provided off electric company grid ie: solar or generator;
System must be designed and installed by Nevada licensed contractor.
Lander County accepts no responsibility for any off grid system failures.**

Manufactured home requirements may be obtained from the Building Department

ATTACH A COPY OF BLM RIGHT-OF-WAY GRANT IF APPLICABLE

LANDER COUNTY, NEVADA PLAN DRAWING GUIDELINES

WHO CAN DRAW PLANS? For residential projects, owner / builders, contractors (for their own work) and architects. Owner / builder may hire licensed contractors for work in which a valid permit has been obtained, only if the design and plans submitted to the LCBD were prepared by the owner / builder. **For Commercial or Industrial projects, only plans prepared by a registered and licensed engineer or architect will be accepted.**

WHO APPROVES PLANS? Lander County has contracted with a Nevada State Licensed agency to perform plan reviews in accordance with IBC Section 105 (Permits) Section 108 (Fees) and Section 109 (Inspections). The Lander County Building Official may waive plan review and fee's when deemed feasible / practical.

HOW LONG DOES IT TAKE FOR A PLAN REVIEW? Non-commercial plans normally will not take longer than three weeks for review, depending upon the complexity of the structure and design requirements. Commercial plans may take as long as three (3) months or more depending upon the complexity of the structure and design requirements.

PLAN DESIGNS REQUIRING A NEVADA STATE LICENSED ENGINEER OR ARCHITECT: All commercial buildings, structures two (2) stories or more in height and pole buildings larger than 36' X 48' are required to be structurally engineered. This requirement is necessary due to the seismic zone in Lander Co. and associated exposures. Lander County building criteria for construction and engineering is based on non-failure due to the following: Seismic zone D2, Freeze depth of 24", wind factor of 90 MPH, Snow load of 20 to 30 lbs. (depending on elevation) and Exposure C. Any applicant proposing a residence over 1,500 square feet, or any residence where there is two floors or more or ceiling elevation changes shall be required to provide structural calculations prepared by a registered engineer. All basements shall require structural engineering. All engineered steel structures which do not include engineered foundation plans require separate engineering for foundations. Structural engineering may be waived when a licensed, registered architect has provided the entire set of plans. Plans prepared by other than a registered architect must be accompanied by structural calculations.

Three sets of plans must be submitted for review, two full size (24" X 36") (with wet stamp) and one 11" X 17" (copy ok), one will serve as a field copy that must remain on the job site at all times. All building permits are required to have a minimum of a plot plan showing the location of and distance to all structures, utilities and parcel lines of the property in which the applicant intends to improve. Plans shall show structural integrity, life safety, architectural designs, compliance with applicable codes, and a definition of the scope of work.

A **Floodplain Development Permit** shall be required if construction is proposed in a designated Flood Zone, applications for a permit shall be made on forms furnished by the Lander County Building and Planning Department and may include, but not be limited to: plans in duplicate drawn to scale showing the nature, location, dimensions and elevation of the area in question, existing of proposed structures, fill, storage of materials, drainage facilities and the location of the foregoing.

PLAN REQUIREMENTS:

1. Plans shall be drawn as close to scale as humanly possible.
2. Where a discrepancy in scale and measurements is evident, the written measurement will prevail.
3. Cover sheet shall show project identification, project location and vicinity map, all persons or firms associated with the drawings, owner of the project, type of construction, square footage, seismic zone (Lander County is D2) height and number of stories, occupant load, land use zone, freeze depths (24" Min.) and wind loads, If the first sheet does not reflect these minimums, the Building Department will not accept the plans.
4. Site plan shall show all other structures and their proximity to the proposed construction, existing utilities, parking where applicable, elevation relative to nearest street.
5. Foundation plan shall show all foundations and footings, reinforcements, rebar sizes and locations, anchor bolts sizes and locations and tie-downs and locations, and under floor ventilation with formula for proper ventilation (one square inch of ventilation for each square foot of under floor space).
6. Floor plan shall show all floors including basements and garage, overall dimensions of all rooms, doors, windows, fire assemblies, area separations and draft stops.
7. Framing plan shall show all structural members, materials and their sizes, method of attachment and floor and roof construction with truss calculations.
8. Mechanical plans shall show the entire mechanical system and its branches. Including unit sizes and ductwork sizes.
9. Plumbing plans shall show all fixtures, piping and sizes, point of connection to utilities, septic tanks and water wells.
10. Electrical plans shall show all electrical fixtures, wiring sizes, grounding, load calculations and point of connection to utility.

Building Permit & Commercial Plan Review applications shall be filled out in their entirety, and shall be signed by each contractor for their classification of work prior to acceptance of plans by the Building Department.

GENERAL INFORMATION

FLOOD RESISTANT CONSTRUCTION

As most residents know, flooding is a **very real hazard** in Lander County. In 1962 “flooding” caused severe damage throughout the region. More recently, areas of the county experienced intense rainfall resulting in local drainage problems that damaged both public and private property.

Lander County is a participant in the National Flood Insurance Program (NFIP) which enables and **sometimes requires** property owners to purchase **insurance** protection against losses from flooding. Lander County Code, Chapter 15.20, as well as adopted International Building Codes (IBC 1612 & G501) provide regulations regarding **flood damage prevention** required by the NFIP.

The NFIP is administered by Lander County under the direction of the Lander County Building Department, NV Division of Water Resources and the Federal Emergency Management Agency, aka **FEMA**. Useful information is available from these agencies, most conveniently on appropriate web sites (www.water.nv.gov & www.fema.gov). This document is intended to provide a brief overview of current requirements.

As part of a Flood Insurance Study conducted in 1988, FEMA has designated certain areas of the county as “**Special Flood Hazard Areas**” (SFHA). These areas are indicated on the Flood Insurance Rate Maps (FIRM) available for reference at the county building department. These SFHA are areas of land that have been determined to have a one percent chance of flooding in any given year, hence the often used but misleading term “hundred-year flood”. As a rule, lending institutions **will require flood insurance** for development in these SFHA. FEMA plans to update the current maps in the future.

The local building official's only obligation is to have flood hazard information available and accessible to the public. Local officials who assist property owners in determining flood zone status provide this for **informational** purposes only. It is important to know that if a parcel is outside a designated SFHA it **may still be subject to flooding** depending upon surrounding elevations, direction of drainage and, of course, the weather. Current methods of flood hazard **damage reduction** include floor elevation, flow-through passive vents in foundation walls, anchoring (particularly mfg. homes) or (in nonresidential construction) professionally designed water-tight flood proofing. The lowest floor elevation in SFHA must be **at or above** the design flood elevation indicated on the flood map. If the map provides no design elevation the IBC sets it at two feet above the highest existing grade at the building perimeter. Although the International Energy Code discourages passive vents in foundation walls, the Lander County Building Dept. recommends and approves their use due to the possible flood hazards in many locations.

The Lander County Building Dept. shall require flood elevation certificates and other appropriate certifications based on **actual** construction **prior to approving** a building for occupancy in a flood hazard area. Further information can be obtained by contacting our office. Elevation certificates **must be** completed by a Nevada licensed surveyor.

FLOOD DAMAGE PREVENTION PERMIT APPLICATION

1. Applicant Name: _____
Authorization Agent Name: _____
Property Address: _____ City: _____
Mailing Address: _____
State: _____ Zip: _____ Phone: _____
Assessor's Parcel #: _____
Legal Description: _____
Builder: (Check one) Owner Contractor
2. Contractor Name (if applicable): _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
License #: _____ Phone #: _____
3. Brief Description of Development: _____

Proposed Start Date: _____ Estimated Completion Date: _____
Applicant or Agent Signature: _____ Date: _____

DO NOT WRITE BELOW THIS LINE

Flood Zone: _____ Community #: _____ Panel #: _____ Suffix: _____
Date Checked: _____ By: _____
Approved:
Exempt: _____ Date: _____
Flood Damage Prevention Inspector: _____
Comments: _____

Permit #: _____
Check #: _____