



CITY OF WEST WENDOVER - COMMUNITY DEVELOPMENT DEPARTMENT BUILDING PERMIT APPLICATION

*** All information on the application must be completed (both pages). Use N/A for non-applicable items**

~NOTICE~

1. All permits must be obtained by a Nevada Licensed Contractor with the exception of One or Two Family Dwellings which can be obtained by the property owner; provided he/she lives in the dwelling or is building it for his/her own use and it is not intended for lease or resale.
2. All commercial and multi-family building plans for plan review are submitted to West Coast Code Consultants (WC-3), the city's third party plan reviewer. You can access the building plan submittal form here:
[West Wendover - Building Plan Review Document](#)
3. All commercial and multi-family building plans will be submitted to WC-3 as well for State Fire Marshall's review. The plan submittal form can be accessed here: [West Wendover - Fire Plan Review Application](#)
4. The Building Official or representative will inspect all work prior to being concealed. Work concealed prior to being inspected may have to be re-opened for an inspection. Citations may be issued for concealing work prior to an inspection.
5. All City of West Wendover Building and Zoning Regulations and related Codes shall apply. Per City Code 7-1-2, applicable Building Codes are updated/amended from time to time. **Current codes in use are the 2018 International Building Codes. Please verify proper Building Codes for your project.** You can access the current code list here: [Building Codes 9-1-2020 Update to 2018 IBC](#)
6. All contractors and sub-contractors shall have a Nevada Contractors License for the "Trade" they are performing and shall have a City of West Wendover Business License.
7. Inspections will require a 24-hour advance notice to the Building Official or his designee.
8. Plan Submittals:
 - a. **For One and Two Family Residential (new construction):** (2) sets of plans prepared and stamped by a Nevada Licensed Architect or Nevada Licensed Contractor including plot plan submitted to the Community Development Department.
 - b. **For One and Two Family Residential Additions, Remodels (i.e. car ports, porches, sheds):** (1) set of plans prepared by a Nevada Licensed Contractor or Nevada Licensed Architect or Property/Home owner including plot plan submitted to the Community Development Department.
 - c. **For Commercial Construction including Multi-Family Projects:** Once the Site Plan Approval Process has been completed or in parallel with that process plans are submitted to WC-3. The guide for submittal can be accessed here: [West Wendover - Building Plan Review Document](#)

X

APPLICANTS SIGNATURE

DATE

Applicants Initials: _____ Date: ____ / ____ / ____ Assessor's Parcel #: _____ - _____ - _____

Job Site Physical Address: _____ Nearest Cross Street: _____

Subdivision: _____ Lot: _____ Blk: _____

Project Flood Zone Info: Special Flood Hazard Area (Zone: _____) Floodway Area Other Flood Area (Zone: _____)

Detailed Description of Work (use additional pages if necessary): _____

Occupancy: _____ Type: _____ No. of Stories: _____

Estimated Cost (Valuation): _____ Square Footage: _____

Property Owner: _____ Telephone: _____ Email: _____

Mailing Address: _____ City: _____ State/Zip: _____

Building Contractor: _____ Telephone: _____ Email: _____

Mailing Address: _____ City: _____ State/Zip: _____

State Contractor's License #: _____ City License #: _____

Plumbing Contractor: _____ Telephone: _____

Mailing Address: _____ City: _____ State/Zip: _____

State Contractor's License #: _____ City License #: _____

Electrical Contractor: _____ Telephone: _____

Mailing Address: _____ City: _____ State/Zip: _____

State Contractor's License #: _____ City License #: _____

Mechanical Contractor: _____ Telephone: _____

Mailing Address: _____ City: _____ State/Zip: _____

State Contractor's License #: _____ City License #: _____

Excavation Contractor: _____ Telephone: _____

Mailing Address: _____ City: _____ State/Zip: _____

State Contractor's License #: _____ City License #: _____

Comments (use additional pages if necessary): _____

***Fill Out All Requests for Information Completely to Avoid Delays in Issuing Permit**