

Clark County, NV, adopted a new code, 22.02.065, in February of 2019, in which the Clark County Buildings Department will need to issue a Temporary Structure Permit to any exhibitor that is erecting either a multi-level booth (regardless of the size) or a single story structure that is greater than 7,500 square feet, or any structure that exceeds 45 feet in height.

This permit will be **IN ADDITION** to any Clark County Fire Department permit that is normally required.

Since this permit is new, the County has not completely finalized their guidelines, but we have attached the draft that has been created thus far, so we do not slow down your planning process.

- All structures will require an engineered drawing to accompany the permit application stamped by a Nevada State Engineer, no other stamp will be accepted.
- You may follow the IBC (International Building Code) 1606 through 1608 for many of the calculations required.
- Please refer to Table 3103.9.1 for wind loads (table listed at end of document) for outdoor structures.
- The permit fee is based on a percentage of the rental value of the structure, you may use the fee calculator by clicking on the following link:
<http://dsnet.co.clark.nv.us/dsFeeCalculators/DSFeesCalc10.aspx?calcType=bpTotProjVal>
- The Building Department permit application along with the engineered drawings and 65% of the permit fee (due at the time of submitting application) must be hand delivered to the buildings department in person at Clark County Building & Fire Prevention, 4701 W. Russell Road, Las Vegas, NV 89118. Payment can be made in Cash, Credit Card or Company Check – no personal checks will be accepted, there is no on-line submittal process at this time.
- Once the permit is approved, you will need to have it picked up in person by a Nevada State Licensed Contractor, along with the remaining balance of the permit fee, most engineering firms can assist you with this process.

All Booth plans should also be sent to the Las Vegas Convention & Visitors Authority Safety Office, these can be submitted to boothplans@lvcva.com

Table 3103.9.1

	Duration of exposure in days	1 – 7	8 – 30	31 – 179
Occupant Load	Floor Area (Sq. Ft.)	Minimum Design	Wind Speed	(mph)
1,000 – 4,999	7,500 or greater	77	83	89
5,000 or greater	All	83	89	Per IBC 1609
All	Exceeding One Story	83	89	Per IBC 1609

GES is pleased and proud to partner with the Association of Equipment Manufacturers on the CONEXPO-CON/AGG & IFPE 2020 Show and will be here for you and your staff to assist with these new County regulations in any way that we can. We will continue to update you with additional information as we receive it.

If you require additional assistance, please contact us at CIFPEservice@ges.com



Clark County Department of Building & Fire Prevention

4701 West Russell Road, Las Vegas, NV 89118~(702) 455-3000

Jerome A. Stueve, P.E., Director

James Gerren P.E., Assistant Director

Samuel D. Palmer P.E., Assistant Director

Girard Page, Fire Marshal

Temporary

Building/Structures Permit Guide 401

Part I. General Information

This guide is intended to serve as a helpful tool to assist permit applicants in understanding the basic requirements for obtaining building permits for temporary buildings or structures regulated under the 2018 Clark County Building Administrative Code (CCBAC) Section 22.02.065. Examples of such structures include but are not limited to tents, stages, platforms, bleachers, reviewing stands, etc. **The listed requirements in this guide are not intended to be all inclusive, nor do they entail a limit to the extent of the information, etc., which may be necessary to properly evaluate the submitted plans and documents.** Department staff will work with applicants during the application set up, plan review and inspection processes to address compliance with the required building code provisions. Note that temporary buildings and structures may in many instances also require Fire Prevention permits in accordance with the 2018 International Fire Code as amended and this guide does not cover those requirements.

Many temporary buildings or structures are exempt from the requirement for obtaining a building permit based upon 2018 CCBAC Section 22.02.190 Item (H). Temporary structures are described in the 2018 International Building Code (IBC) Section 3103 as being erected for a period of less than 180 days and are generally regulated under the International Fire Code (IFC). Please note that for Buildings or Structures that are regulated under the 2008 Amusement and Transportation Systems (ATS) Code, 'temporary' is considered as being erected or installed for a period of less than 30 days in accordance with 22.16.020.

Some temporary buildings or structures will require building permits in accordance with 2018 CCBAC 22.02.065. The following list defines conditions where a temporary building permit is required:

1. Greater than single story (i.e. having a floor area where occupants can be below an elevated floor or any building with a height that exceeds 45 feet as defined in NRS 625.260)
2. Having a total occupant load that exceeds 1000 persons
3. Covering an area that exceeds 7500 square feet
4. Temporary structures that are connected to and receive structural support from an existing building or structure. When a temporary building or structure will be erected inside a building that has a Certificate of Occupancy for use as a convention space, a temporary building permit for such buildings/structures will not be required unless otherwise required by criteria 1, 2 or 3 above.

Part II. Permit application and submittal requirements

1. Applicant submits for a building permit for each proposed structure to the Building Division Permit Application Center.

Submittal requirements include:

- Completed Building Permit Application form including a general description of the purpose and planned use of the temporary building/structure.
- Two (2) copies of a site plan that represents the proposed location(s) of any proposed temporary building(s) or structure(s). The site plan shall clearly depict the site vicinity by showing major cross streets as well as the locations of all property lines, existing structures on the same property and existing structures on adjacent properties that are within 30 feet of property lines. Site plan shall be either drawn to scale or provide specific dimensions indicating setbacks to property lines, easements and other structures where applicable.
- Two (2) copies of architectural plans that show plan views, elevations and details of accessibility for the proposed building(s) or structure(s). Where the location of a proposed temporary building or structure impacts the access/egress to an existing occupied building or structure this shall be indicated on the plans. The plans shall include a code analysis that identifies the construction type, size, proposed use and occupancy.
- Two (2) copies of structural plans and calculations (at least one copy of each must be wet stamped) prepared by a Nevada Registered Design Professional. Plans shall show complete framing details, member sizes, connections and materials of construction. Foundation requirements including ballasting or staking/pinning shall be clearly shown and match calculated loading conditions.
 - ✦ Loading criteria shall comply with the 2018 International Building Code as amended
 - ✦ ASCE 37 is not recognized for use on buildings or structures that are in use by or in close proximity to the public except where specifically referenced in ANSI E1.21-2013.
 - ✦ Reduced wind loading for tents and membrane structures in accordance with Clark County Amendments to the 2018 International Fire Code (IFC) Section 3103.9.1 are permissible
 - ✦ ANSI E1.21-2013 may be used to determine required loads as referenced in the 2018 IFC Section 3105 subject to the limitations of those provisions (including being erected for a maximum period of six consecutive weeks).
 - ✦ Alternate Materials and Methods Requests (AMMR) may be considered and are required for any alternate proposed load criteria or when a High Wind Action Plan or Emergency Action Plan are specified in the structural design.

- Two (2) copies of mechanical, electrical and plumbing plans/documents where required by scope of work.
 - Plan Check fee.
2. Permit setup staff validates the submittal package and assigns permit application tracking number(s). The submittal package is then routed to Building Department Plans Exam and Engineering Divisions for a concurrent plan review.

Part III. Plan review process and permit issuance requirements

1. Building Plans Exam Division reviews the architectural, mechanical, electrical and plumbing plans and will coordinate any necessary corrections/revisions with the applicant.
2. Building Department Engineering Division reviews the structural plans and calculations and will coordinate any necessary corrections/revisions with the applicant.
3. Applicant (and/or their contractors and design professionals) submits any required corrections to the appropriate plan review division. It is important that the applicant/engineer coordinate their submittals such that corrections from each plan review division are incorporated on each set of plans.
4. After all of the review disciplines are approved, the Building Department Engineering Division coordinates the approval process and submits to the Permit Issue staff for fee workup.
5. Required permit fees must be paid and the permit can only be issued to an appropriately licensed Nevada Contractor.
6. Temporary Building Permits are valid for a period of 180 days from the day the permit is issued and expire on the 181st day.
7. Temporary Building Permits will not be renewed or extended. After a temporary building permit expires the applicant will need to apply for a building permit as a permanent structure.

Part IV. Inspection process and final closeout

1. Contractor shall schedule and request required inspections prior to concealment of any work.
2. Failed inspections shall be remedied by correction of non-conforming work and may necessitate revisions of plans and calculations originally submitted and approved. Re-inspection requests shall be made in a timely fashion.

-
3. All required inspections shall be approved prior to use of regulated structures by the public. The minimum Temporary Building Permit inspections are as follows:
- Siting location, configuration and general assembly in accordance with approved construction documents.
 - Structure is properly ballasted, staked/pinned or otherwise attached per approved construction documents.
 - Other inspections that may be specified by the Engineer of Record (only where specified on construction documents).
 - Trade inspections, if required (i.e. electrical, plumbing, mechanical, etc.

Clark County Department of Building Locations & Services

MAIN OFFICE 4701 W. Russell Road Las Vegas, NV 89118 (702)455-3000	On-Site Plan Submittals All "Walk-Through" Plan Review / Permitting Functions Residential Tract Submittal / Permitting All Sub-Trade (Electrical, Plumbing & Mechanical) Permitting Building Inspection Scheduling Functions Records	Temporary Certificate of Occupancy Submittals Building Inspections Building Inspector Inquiries Amusement / Transportation Systems Operation Certificates Approved Fabricators Quality Assurance Agency Listing
LAUGHLIN OFFICE Regional Government Center 101 Civic Way Laughlin, NV 89029 (702)298-2436	Building Inspection Services	
OVERTON OFFICE 320 North Moapa Valley Blvd. Overton, NV 89040 (702)397-8089	Building Inspection Services	

Automated Phone System (702) 455-3000

Option 1: For all Inspection services or to report a building code violation. **Option 2:** For information regarding on-site permits or new plan submittals. **Option 3:** For the Building Plans Examination division or QAA information.
Option 4: For the Zoning Plans Examination division.
Option 5: For information or copies regarding land development, construction documents, plans or permits.
Option 6: To speak with Management staff.
Option #: For hours of operation, Office location and website information.

Other Clark County Departments/Divisions/Districts

Air Quality & Environmental Management	500 S. Grand Central Parkway, Las Vegas NV	(702) 455-5942
Public Works, Development Review Services	500 S. Grand Central Parkway, Las Vegas NV	(702) 455-6000
Comprehensive Planning	500 S. Grand Central Parkway, Las Vegas NV	(702) 455-4314
Fire Department	575 E. Flamingo Road, Las Vegas NV	(702) 455-7316
Las Vegas Valley Water District	1001 S. Valley View Boulevard, Las Vegas NV	(702) 870-2011
Southern Nevada Health District	625 Shadow Lane, Las Vegas NV	(702) 759-1000
Water Reclamation District	5857 E. Flamingo Road, Las Vegas NV	(702) 668-8888

State of Nevada

Division of Water Resources	400 Shadow Lane, Suite 201, Las Vegas NV	(702) 486-2770
Nevada State Contractors Board	2310 Corporate Circle, Suite 200, Henderson NV	(702) 486-1100

Utilities

Nevada Power	6226 W. Sahara Avenue, Las Vegas NV	(702) 402-5555
Southwest Gas	5241 Spring Mountain Road, Las Vegas NV	(877) 860-6020

www.clarkcountynv.gov/depts/development_services

The following are instructions on how to fill out the Clark County Building Department Temporary Structure Permit if your booth is located at the Las Vegas Convention Center:

- Check the “Commercial” box
- Assessor Parcel 162-10-302-002
- Project Name – CONEXPO-CON/AGG & IFPE 2020
- Property Address – 3150 Paradise Road, Las Vegas NV 89109
- Property Owner –Las Vegas Convention & Visitors Authority
- Tenant Name – Exhibiting Company / Contact Name
- Lot/STE/Unit # - leave this section blank
- Property Owner Email – leave this section blank
- Tenant Email – list exhibitor contact email (whoever is responsible for the submittal of permit)
- Description of Work – just write “TEMPORARY STRUCTURE BUILDING PERMIT 22.02.065”
- Check the “structure” box and leave the rest of this section blank
- Owner/Builder Declaration – leave this section blank
- Citizen Access Contact Information – this section can be created and filled out on-line in advance of submittal, <https://citizenaccess.clarkcountynv.gov/CitizenAccess/>
- Contractor’s Declaration – not needed until permit approved, still working this process out.
- Leave the rest of the form blank.

The Building Department permit application along with the Nevada stamped engineered drawings and 65% of the permit fee (due at the time of submitting application) must be hand delivered to the buildings department in person at Clark County Building & Fire Prevention, 4701 W. Russell Road, Las Vegas, NV 89118. Payment can be made in Cash, Credit Card or Company Check – no personal checks will be accepted, there is no on-line submittal process at this time.

Once the permit is approved, you will need to have it picked up in person by a Nevada State Licensed Contractor, along with the remaining balance of the permit fee. Most engineering firms can assist you with this process.



Clark County Department of Building & Fire Prevention

4701 West Russell Road, Las Vegas, NV 89118 ~ (702) 455-3000 ~ Fax (702) 221-0630
Jerome A Stueve, P.E., Director ~ Samuel D. Palmer P.E., Assistant Director ~ Girard W. Page, Fire Marshal

Building Permit Application

☐ Residential ☒ Commercial

ASSESSOR PARCEL # 162-10-302-002

PROJECT NAME: CONEXPO-CON/AGG & IFPE 2020

APPLICATION NO:

PROPERTY ADDRESS: Las Vegas Convention Center, 3150 Paradise Rd, Las Vegas, NV 89109 LOT/STE/UNIT #:

PROPERTY OWNER NAME: Las Vegas Convention & Visitors Authority

PROPERTY OWNER EMAIL:

TENANT NAME: Exhibiting Company / Contact Name

NEW TENANT ☐

TENANT EMAIL: Exhibiting Contact's email

DESCRIPTION OF WORK

TEMPORARY BUILDING STRUCTURE PERMIT 22.02.065

PLANS INCLUDE: ☐ ARCH ☒ STRUC ☐ ELEC ☐ MECH ☐ PLUM ☐ NO PLANS

THIS PROPERTY IS BEING SERVICED BY: ☐ SEPTIC ☐ SEWER FIP#: NOV#: NO. UNITS: NO. STORIES:

TYPE OF CONSTRUCTION: OCCUPANCY: SQ. FT: SPRINKLER SYSTEM: QAA REQ'D:

OWNER/BUILDER DECLARATION

I hereby certify that I have read this application and state that the above information is correct. I agree to comply with all County ordinances and State laws relating to building construction, and hereby authorize representatives of this County to enter upon the above mentioned property for inspection purposes.

OWNER/BUILDER SIGNATURE

DATE

OFFICIAL USE ONLY

COMMENTS:

STANDARD PLAN #:

CITIZEN ACCESS CONTACT INFORMATION

NAME: SET THIS UP ON-LINE IN ADVANCE CONTACT ID:

COMPANY NAME:

EMAIL ADDRESS:

PHONE NO:

MAILING ADDRESS:

CITY: STATE: ZIP:

APPLICANT SIGNATURE

DATE

CONTRACTOR'S DECLARATION

I hereby certify that I am licensed under the provisions of N.R.S. 624.

ST LIC NO: NOT NEEDED UNTIL PERMIT APPROVED CLASS:

MULTI-JUR BUSINESS LIC NO:

COMPANY/DBA NAME:

PHONE NO:

MAILING ADDRESS:

CITY: STATE: ZIP:

CONTRACTOR SIGNATURE

DATE

APPROVALS

ZONING REVIEW BY: DATE:

BLDG PLAN REVIEW BY: DATE:

FEES

VALUATION: \$

PERMIT: \$

PLAN REVIEW FEE PAID: \$

BAL. DUE/CREDIT OF PLAN REVIEW: \$

ZONING PLAN REVIEW: \$

ELECTRICAL PERMIT: \$

ELECTRICAL PLAN REVIEW: \$

MECHANICAL PERMIT: \$

MECHANICAL PLAN REVIEW: \$

PLUMBING PERMIT: \$

PLUMBING PLAN REVIEW: \$

STORM SEWER: \$

PARK: \$

TRANSPORTATION: \$

PFNA: \$

MSHCP: \$

MITIGATION REPORT: \$

TRAFFIC MITIGATION: \$

NOV: \$

\$

\$

BALANCE DUE: \$

☐ CASH ☐ CC ☐ CHECK NO

ISSUED BY: DATE: