



City of Boulder City
Building and Safety Division
401 California Avenue
Boulder City, NV 89005
702.293.9282
www.bcnv.org

Frequently Asked Questions

Regarding Permitting and Inspection Activities

Do I need a permit for a shed?

If the shed is greater than 120 square feet in floor area, a permit is required. Please note that if the shed is less than 120 square feet in floor area, no permit is required. However, setbacks from the property lines still have to be observed, so a Site Plan is still required to be submitted and reviewed by Planning and Zoning Division staff. Contact the Planning and Zoning Division at (702) 293-9282 for additional information on setbacks.

Do I need a permit for a patio cover?

Yes. Structural calculations may also be required if a regional standard is not used.

Do I need a permit for a fence?

This answer varies depending upon the type and height of the fence. Generally, if the fence is constructed of vinyl, chain link or wood, and is less than 4' in height, no permit is required. Also, retaining walls less than 2' in height are exempt from permits. All other fences require permits. For more information, please see the Fence Guide located under the Downloads section of our website. The guide is part of the Building Permit Related Forms downloads.

Do I need a permit to pour concrete or flatwork on my property?

Concrete and flatwork does not require a building permit unless a structure is to be built on top of such concrete or flatwork.

What type of work is exempt from a permit?

Section 106.2 of the Boulder City Building Administrative Code defines all items exempt from permits. The full code can be accessed under the Downloads section of our website under Building Related Information: 2011 Building Administrative Code.pdf.

How much does a permit cost?

This answer varies depending upon the construction activity taking place. Two documents will assist in estimating the fee for a permit. The 2011 Fee Schedule document located under the Downloads section of our website under Building Related Information, lists various flat-rate fees, as well as a valuation table that may be used to calculate fees. A complete list of permit fees can be found in the 2011 Boulder City Administrative Building Code, Section 110. You may also call our office at (702) 293-9282 to speak to the Development Services Specialist for a quote on a permit.

Is there a checklist of required information to be included on my plans and with my permit submittal?

Yes. Please download the Building Permit Application Checklist from the Building Permit Related Forms download page.

Do I need a soils report to build an addition?

At the option of the Building Official, if the addition is less than 600 square feet and there are no known geotechnical soils hazard concerns, a soils report may be exempted.

I plan to attach a structure to my manufactured home. Does the State Manufactured Housing Division issue this permit?

No. The City of Boulder City issues the permit and performs the inspections. The State of Nevada Manufactured Housing Division does need to review and approve the plans if the structure is attached to, or is directly accessible from, the manufactured home.

Are plans available for my house?

It has been the policy of the City of Boulder City not to save construction plans for Single Family Residential properties after one (1) year from the final inspection. This has been due to limited space available for storage of documents. Therefore, plans for residential homes built prior to 2012 may not be available through this department.

If plans are available for a property, may I obtain a copy? If so, what is the charge?

All plans are subject to copyright law and therefore require approval from the person whom created the plans to photocopy them. Written proof must be obtained and shown to Community Development Department staff prior to any photocopies made. If proof is provided, copies will be made and charged according to the currently adopted fee schedule, which can be found under the Building Related Information section of our Downloads page on our website. The document is entitled Fees for Public Records.pdf.

May I speak with an inspector or plans examiner?

Yes. An appointment should be made with the Department Secretary one day in advance unless there is an emergency. In the event of an emergency, the Department Secretary can direct your call to an inspector or plans examiner between 7:00 am and 4:00 pm, Monday through Thursday. Please call our office at (702) 293-9282 for an appointment.

How do I schedule an inspection?

You may schedule an inspection by calling the inspection hotline or sending an email. The inspection hotline phone number is (702) 293-9327 and the email address is buildinginspections@bcnv.org.

When should I schedule an inspection?

When work is complete enough for an inspection, call or email the City a ***minimum of one business day*** in advance to schedule your inspection. This means that a voicemail message or email must be received by our office by 3:30pm for the next business day. Messages and emails received after 3:30pm or on a non-business day (i.e., Friday, weekend or holiday), will result in the inspection being scheduled for two business days later.

***NOTE:** If you email your request, please *do not* also call and leave a voicemail. You only need to call *OR* email your request once.

What information do I include when scheduling an inspection?

When requesting an inspection, please provide the following information:

- 1) The date for inspection
- 2) The project address
- 3) The type of inspection(s) you are requesting (highlighted in yellow on Inspection Record)
- 4) The permit number
- 5) A contact name and phone number

Can I schedule an inspection for the same day?

Yes, as long as the inspector has the availability. If you require a same-day inspection, please be advised there is a fee. The fee is a minimum of \$85. Payment for the inspection is required at the time the inspection is scheduled, and the inspection must be scheduled prior to 12:00 p.m. on the regular business day the inspection is needed. Please **ONLY** call (702) 293-9282 when requesting a **same-day inspection**.

Can I schedule an inspection for a Friday, Weekend or Holiday?

No. Due to decreased staffing levels, we no longer schedule inspections for Fridays, weekends, or holidays. We apologize for the inconvenience.

I am interested in purchasing Real Estate in Boulder City. Can I request an inspection before I purchase?

No. The only inspections performed by the Building and Safety Division are for items for which there is an open permit. There are several private firms and individuals that perform inspections of homes prior to purchase. These firms and individuals must be licensed by the State of Nevada and have a Boulder City business license. They can be located by looking in the yellow pages of the phone book. Your Real Estate agent may also be able to assist you with this.