



City of Boulder City
Community Development Department
Building and Safety Division
401 California Avenue
Boulder City, Nevada 89005

April 9, 2020

BUILDING PERMIT SUBMITTALS

Notice to all contractors, builders and homeowners submitting applications and plans for building permits

Due to the Covid-19 pandemic and in compliance with the Governor's mandate for social distancing, the Community Development Department is now accepting plans in electronic format (.pdf). Without the ability to have direct contact with our customers, this method is not only safer but also faster and more efficient for processing your building permit. This is also more cost-effective, as you will no longer need to submit multiple sets of paper plans.

You can submit plans electronically in the following ways:

- Email electronic files (.pdf) to buildingpermits@bcnv.org (20MB per email limit)
- Upload plans to a file-sharing website (Dropbox, OneDrive, etc) (for files larger than 20MB) and provide us with permission to access the files

Electronic submittals are being accepted for:

- New permit requests
- Active permits that require revisions, deferred submittals or changes

For applicants that do not have the ability to create electronic plans, paper plans can be scanned either at home or at local printing businesses in .pdf format and then submitted electronically.

All building permit applications and forms can be found in electronic format on our website at www.bcnv.org/171/Building-Permit-Guidelines-and-Forms.

If you have any questions regarding this process, please contact us at 702-293-9282. We will accept plans in paper format and scan them for you, when necessary, on a case-by-case basis.

Sincerely,

Mark Palm, CBO
Building Official