



DOUGLAS COUNTY

COMMUNITY DEVELOPMENT DEPARTMENT

1594 Esmeralda Avenue, Post Office Box 218,

Minden, Nevada 89423

TEL (775) 782-6224 * FAX (775) 782-9007

building@douglasnv.us / www.douglascountynv.gov

For Office Use Only

Date _____

Received By _____

Application Number _____

GENERAL BUILDING PERMIT APPLICATION

The following application form is provided for persons to submit a **General Building Permit Application** with Douglas County. As an applicant, you must complete this form and incorporate all requested information, as prescribed by the submittal requirements, before the application is accepted by the Community Development Department. Note: Upon review of this application, Douglas County may require additional documentation and/or applications. By completing this application you are also confirming you have read Title [20.01.100 Right to Farm](#).

Permit will expire if the first inspection has not been performed within 180 days from date of issuance

APPLICATION TYPE: (CHECK ALL THAT APPLY):			
Residential	Commercial	Other	
<input type="checkbox"/> Residential Permit	<input type="checkbox"/> Commercial Permit	<input type="checkbox"/> Pool / Spa / Hot tub	
<input type="checkbox"/> Allocation (Valley Only)	<input type="checkbox"/> Sign - Commercial	<input type="checkbox"/> Revision (# _____) (Only pg 1 & 3 req)	
<input type="checkbox"/> Manufactured Home	<input type="checkbox"/> Change of Occupancy	<input type="checkbox"/> Solar Photovoltaic/Geo thermal/Wind Turbine	
<input type="checkbox"/> Septic / Perc		<input type="checkbox"/> Generator	
<input type="checkbox"/> Patio/Deck/Retaining Wall		<input type="checkbox"/> Grading Permit <input type="checkbox"/> Residential / <input type="checkbox"/> Commercial	
		<input type="checkbox"/> Elevation Certificate	
PROJECT LOCATION/INFORMATION:			
Street Address (if available):			Unit #:
Assessor's Parcel Number(s):		Required-Assessor's website- www.douglascountynv.gov	
Town/GID (if applicable):		Regional/Community Plan (if applicable):	
Floodplain*:			
Zoning (current):		Master Plan Land Use (current):	
Lot Setbacks-Front:	Side/Street side:	Rear:	Square Ft:
Total Project Valuation (this includes all material, labor and services to complete project): \$			
*A Floodplain Development Permit is required for a development in Special Flood Hazard Areas and Flood Zones A, AE and AO require Elevation Certificates at design and before final inspection (Section 110 IBC).			
PROJECT DESCRIPTION:			
Project Name (if applicable):			
Brief description of project or request:			
Uses (check all that apply):			
<input type="checkbox"/> Agriculture	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial/Industrial/Manufacturing	<input type="checkbox"/> Other _____

Residential

Residential Permit: Single Family Accessory Dwelling Accessory Structure Duplex Triplex Townhome
 Other (Patio Cover; Solar; _____)

Will this be sent out for 3rd party review? (Fee paid directly to 3rd party) Yes No

Rebuild Addition Remodel/Repair

Fire Sprinklers Yes No

VALLEY Fire hydrants outside of 1000 feet and homes over 5000 sf require a submittal to [East Fork Fire](#).

TAHOE BASIN Homes over 3600 sf or greater than 2 stories require sprinklers. All Tahoe Basin permits require TRPA approval, IWUIC Compliance and submittal to Tahoe Douglas Fire.

See Title 20 – Appendix B [903.2.2](#) for details.

Accessory: Barn/Shed Carport Garage/Shop Accessory Structure (with conditioned space Yes No)
 New Existing Remodel Number of Bedrooms _____ Fixture Units _____

Building Allocation (if applicable-Valley ONLY) (DCC [20.560](#)): Individual (1-4) Project (5+) Vested Not applicable

Allocation Transfer Time Extension

Request for _____ allocation(s)

Request to transfer _____ allocation(s). Please attach a justification statement describing the circumstances under which the transfer is being sought (refer to DCC [20.560.140](#) for eligibility)

If requesting exemption under DCC [20.560.100](#), ask Staff for application.

Tahoe Basin Allocation will be issued a reservation letter when the building permit is submitted and deposit paid.

Manufactured Home:

New Replacement

Tie Down Foundation-Footing/Stem wall

Year: _____ Make: _____ Model: _____

Serial Number: _____

Dimension (length x width): _____ Square Footage: _____

Sewer Provider: (provide connection receipt)

From: _____

Water Provider: (provide connection receipt)

From: _____

Well:

Permit # _____

Septic (if applicable): New Existing Replacement Conventional Engineered

Number of Bedrooms: _____ Fixture Units: _____

Septic Tank Size: _____ Number of Leach Lines: _____

Leach Line Length: _____ Acreage of Parcel: _____

Percolation Test performed by: _____ Date: _____

Does the plot plan accurately show location of percolation test? Yes No

Deck/Patio Cover: Attached Unattached Dimension: _____ Sq.Ft. _____

Retaining Wall: Over 4 feet (measured from base of footing) Yes No Lineal Ft: _____

Owner Builder: Yes No

If YES, a signed [State of Nevada Owner/Builder Affidavit](#) must be submitted with application.

Commercial

Commercial Permit: New Addition Tenant Improvement Change of Occupancy Temporary Office Townhome

Occupancy Type:

Occupancy Load:

Construction Type:

Square Footage:

Fire Sprinkler System:

Yes No

Fire Hydrant (within 100 ft):

Yes No

Kitchen Hood (Type 1 hood):

Yes No

Health Dept Permit: Food/Bar Pool/Spa Childcare Other _____

Sewer Provider: (provide permit or approval receipt)

Water Provider: (provide permit or approval receipt)

Commercial Sign Information: Wall Monument Other _____ Estimated Value \$ _____

Existing sign Sq Ft: _____ Proposed Sign Sq Ft: _____ Total Sign Face Sq Ft: _____

Height from ground to bottom of sign _____ Signs to be removed Yes No If yes, Sq Ft: _____

(See Checklist for requirements.) * Some signs may be subject to a previously approved Master Sign Plan for multi-tenant commercial buildings. Minimum submittal paper size is 11" x 17". Elevation drawings may be included on the site plan.

It is not recommended that a sign be ordered or fabricated prior to Sign Review Approval.

****Application must be signed by the property Owner/HOA/or Property Manager.**

Other	
Generator: Size: _____ (If Commercial, Fire District approval required)	
Tahoe Basin: <input type="checkbox"/> Yes <input type="checkbox"/> No (Verify disconnect location requirements)	
Tahoe/TRPA ONLY: On existing coverage <input type="checkbox"/> Yes <input type="checkbox"/> No (If Yes, TRPA is exempt; If No, TRPA review/approval required)	
Solar: <input type="checkbox"/> Roof Mount <input type="checkbox"/> Ground Mount (IF Commercial, Fire District approval required)	
Hot Tub: <input type="checkbox"/> New <input type="checkbox"/> Replacement	
<input type="checkbox"/> Verify safety glass/egress <input type="checkbox"/> Verify disconnect location <input type="checkbox"/> Verify safety cover <input type="checkbox"/> Verify structural integrity of deck	
Elevation Certificate:	Size of Existing Structure/Addition (SF): _____;
Principal Use of Proposed Improvement: _____	Value \$ _____
Accessory Use of Proposed Improvement (e.g. storage, parking, etc): _____	Size of Proposed Structure/Addition (SF): _____;
Is the proposed improvement an addition or modification to a non-conforming use? _____	Value \$ _____

APPLICANT INFORMATION:

Property Owner	Authorized Representative/Contact*
Name: _____	Name: _____
Mailing Address: _____	Address: _____
City: _____ State: _____ Zip: _____	City: _____ State: _____ Zip: _____
Phone: _____	Phone: _____
Email: _____	Email: _____
Design Professional	Contractor
Name: _____	Name: _____
Address: _____	Address: _____
City: _____ State: _____ Zip: _____	City: _____ State: _____ Zip: _____
Phone: _____	Phone: _____
Email: _____	Email: _____
NV State License #: _____	NV State Contractor's License #: _____ Class: _____

Owner:
 As the owner, I agree to save, indemnify, and keep harmless the COUNTY OF DOUGLAS, its officers, employees, and agents against all liabilities, judgements, cost, and expenses which may accrue against them in consequence of the granting of this permit, inspections, or use of any on-site or off-site improvements placed by virtue hereof, and will in all things strictly comply with all applicable rules, ordinances and laws.

 Property Owners Name Property Owner's Signature Date

Authorized Representative:
 As the owner's authorized representative, I agree to comply with all applicable rules, codes and laws relative to this application.

 Owner's Authorized Representative Representative's Signature Date

*The authorized representative/contact person listed on the permit will be the person addressed on all correspondence and phone calls.

DOUGLAS COUNTY GENERAL BUILDING APPLICATION SUBMITTAL REQUIREMENTS CHECKLIST																
775-782-6224	Residential								Commercial			Other				
	Residential Permit/Accessory	Allocation (Valley only)	Manufactured Home	Septic/Perc	Patio/Deck/Retaining Wall	Garage/Shop (no conditioned space)	Barn/Shed	Carport	Commercial Permit	Sign - Commercial	Change of Occupancy	Pool / Spa	Revision / Name Change	Solar Photovoltaic/Geo thermal/Wind Turbine	Generator	Grading Permit
FEE- check with staff	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
01. APPLICATION FORM	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
02. NOT APPLICABLE LETTER	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
03. DIGITAL COPY OF ENTIRE SUBMITTAL	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
04. TAX RECEIPT (Paid Current)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
05. CONNECTION LETTER/RECEIPT/PERMIT	1		1			1	1		1							
06. STRUCTURAL CALCULATIONS	2		2		2	2	2	2	2	2		2		2		
07. PLANS																
COVER SHEET									2							
PLOT/SITE PLAN	1		2	2	2	2	2	2	2	2	2	2	2	2	2	2
FOUNDATION PLAN & STRUCTURAL FLOOR PLAN	1		2		2	2	2	2	2	2			2	2		
FLOOR PLAN	1		2		2	2	2	2	2		2		2			
ROOF FRAMING PLAN	1				2	2	2	2	2				2	2		
ELEVATION PLAN	1		2		2	2	2	2	2	2			2	2		
BUILDING SECTIONS	1		2		2	2	2	2	2	2		2		2		
ELECTRICAL/MECHANICAL/PLUMBING PLANS	1				2	2	2	2	2	2		2	2	2	2	
STRUCTURAL PLANS	1		2		2	2	2	2	2	2		2		2		
08. A SEPARATE SUBMITTAL TO THE LOCAL FIRE AGENCY	*		*	*	*	*	*	*	*	*	*	*	*	*	*	*
09. COMMERCIAL REQUIREMENTS									2	2						
10. ADDITIONAL REQUIREMENTS	2		2	2	2	2	2	2	2	2	2	2	2	2	2	2
Notes:																
a) Refer to the following pages for a description of the submittal requirements.																
b) The numbers in the squares denote the minimum number of copies required for submittal																



Application Submittal Requirement Description

Note: Upon review of this application, Douglas County may require additional documentation and/or applications.

Plan size requirements, to approved scale: Plot (site) scales; 1"=10', 20' up to 60' max. Construction plans approved scales; ¼"=1'0"; minimum size of 11 x 17 inch paper; maximum size 24" x 36". No varying size pages (paper size must be consistent on all pages). Each set of plans must have an original signature of the person responsible for plan design, submitted with a plan check deposit.

1. **Application Form and Application Fee.** The four pages of the completed General Building Application form, including all required information and signatures, plus one copy of each required checklist item (see checklist matrix) must be submitted along with the deposit. Fees vary from project to project. Please contact the public counter for estimates 775-782-6224.
2. **Not Applicable Letter.** For any item that is required on the submittal requirement checklist, but not included with the application, the applicant shall provide a letter stating the reason for not providing each item.
3. **Digital Copy of Application Material.** Each item required by the submittal checklist must be included in pdf format. The pdf files must be submitted via email or a file sharing service acceptable to the county. The pdf files must be flattened and unprotected allowing read/write access by staff. **Each pdf file must be named according to the submittal requirement checklist, e.g. "01. Application Form.pdf"**.
4. **Tax Receipt.** Provide documentation showing that all taxes and assessments are paid current as of the date of the application.
5. **Connection Receipt.** Connection receipts of payment from the utility purveyor will be required at time of submittal. Failure to provide receipts for services will result in an incomplete submittal and all documents will be returned to customer.
6. **Structural Calculations.** Calculations package by approved Nevada Engineer.

7. Plans

Cover Sheet. Plans shall include the following minimum sheets or details.

- Construction Codes used for project (Current Design Criteria)
 - Indicate if the building has fire sprinkler suppression system
 - Square footage – existing ft² + proposed additional ft² = total ft² (breakdown for T.I.'s with additional square footage)
 - Special Inspection/structural observation (if required)
 - Identification of all design professionals
 - Deferred submittals
- Additional items for Commercial –**
- Shell Building Construction Type
 - Occupancy Type (with architectural design analysis for mixed occupancy T.I.'s)
 - Occupant load – existing + proposed additional load = total occupant load (breakdown for T.I.'s with additional square footage)
 - Plans shall include **Key Plan**, identifying the location of the unit or suite to be remodeled or improved within a larger complex.

Plot Plan or Site Plan

- Provide North Arrow.
- Provide APN and address of proposed project.

- Show proposed new structures, any existing buildings or structures, all property lines with dimensions, all streets, easements and setbacks. (at required scale)
- Provide structures (complete) footprint along with all setbacks lines (distance between proposed structure and the property lines) and distances between other structures on the parcel (existing and proposed) and all easements.
- Show required and approved drainage around structure; provide single contour lines showing direction (slope) of flow, finished floor elevation and existing pad elevation grade.
- Provide location of all utility laterals to the structure (water, sewer, septic, replacement field, well power, natural gas or propane. (existing and proposed)
- Provide locations and call out street(s) name(s) and new (if required) or show existing curb, gutter, sidewalk, driveway(s) (proposed cut for new driveway) or County approved residential driveway approach(s).
- If proposed project is in a flood zone, provide flood zone boundary lines and, if applicable, provide locations of designated multiple flood zone areas.
- **Commercial** – show required building separations.

For Septic please include information (See Exhibits A, B & C):

- Signature of owner or owner's representative.
- Show the distance of neighboring well and septic systems from the proposed septic system.
- Dimensionally locate well on the lot. Show distance from the well to the nearest portion of the proposed septic system. Minimum distance allowed is 100' when well is sealed to 50' and 150' when well is not sealed.
- Dimensionally locate percolation holes. Note: Location of percolation test must be within the actual area of the proposed field.
- Show (label and dimension) all proposed septic system components (distribution box, tank, leach lines, etc.) and note the size of the septic tank.
- Show the distance of the well and proposed septic system from all property lines.
- Show number of bedrooms in the house, existing and/or proposed.
- Show the depth, length, width and spacing of septic field trenches.
- Show the distance of any watercourse (pond, lagoon, stream, drainage ditch, etc.) within 500 feet of proposed septic system. If there are none, then note that on the plot plan.
- Dimensionally locate sewer clean-out within 2' outside of the structure.
- Indicate percentage of slope in two (2) directions across the leach field.
- Note the distance to the nearest public sewer system.
- Indicate the location of the replacement leach field area.

Foundation Plan & Structural Floor Plan

- Show all foundations and footings.
- Indicate size, locations, thicknesses, materials, strengths and reinforcing
- Show all locations, size, type and spacing of floor joists, girders and beams – show location of all double joists for bearing walls.
- Call out size and type of floor sheathing.
- Provide location of required under-floor access opening and size (min. 22" x 30").
- Provide under-floor ventilation system calculations along with all the location & sizes of foundation vents.
- Provide under-floor venting (type, sizes & locations) and finish floor elevation if in special hazard flood zone.

Floor Plan

- Provide floor layout for each level or story and dimension all walls, openings and construction points.
- Indicate and label the use of each room within the dwelling or structure.
- Square footage – include all habitable, garage, deck/patio/covered/uncovered, total fire area. If an addition, please include existing square footage.
- Provide all window locations, sizes and type (fixed, slider, casement, etc.) and meet natural light and ventilation requirements for habitable rooms.
- Note all required fire-wall(s), materials and locations.

- Provide all door locations, sizes, types and direction of swing.
- Provide section detail for all stairways, handrails and guardrails.
- Show location and size of attic access (min. 22" x 30").
- Call out all room ceiling style types and heights.
- Provide locations of all plumbing fixtures (bathtubs/showers/sinks), water heater(s), hose bibs, any other plumbing equipment and required vacuum breaker if lawn sprinkler system is included.
- Provide location of all built-in kitchen and bathroom cabinets, and fixed appliances (both interior and exterior).
- Provide location of each type of heating, cooling and ventilation unit equipment.
- Provide all location(s) of fireplace(s) along with the required ICBO/UL listing number; for masonry fireplaces, provide required details and installation from manufacturer.

Roof Framing Plan

- Provide required attic ventilation calculations.
- Provide locations, types and size of attic roof vents.
- Show location and size of attic access (min. 22" x 30").
- Provide and call out all beam and header locations, type and size.
- Provide any special framing details or special connections.
- Call out all locations and types of mechanical hardware.
- Show any and all roof features (sky-lights) with required details.
- Provide location of all girder trusses as per truss drawings.
- Provide location, size and spacing for all roof joists, rafters and ridge beams.
- Pre-Manufactured Trusses - trusses will be designed by a Registered Nevada Engineer. Provide approval letter for truss design and shall bear the signed/ wet or electronic, signature and date from the engineer.
- Conventional Roof Framing - design per Chapter 8 of the International Residential Code.

Exterior Elevations

- Provide all exterior views (4-sides typical) of structure.
- Show all exterior windows and door locations.
- Provide location of any fireplace chimneys with height dimensioned from adjacent roof.
- Call out all exterior finishes (siding/stucco/brick) and any special features.
- Provide vertical height dimensioning from finish grade to finish floor(s), wall heights and roof peaks on each elevation side along with roof pitch slopes, roofing material and overhang lengths.

Building Sections

- Show as many building sections as necessary to clearly show all framing details. Provide complete sections (half sections are unacceptable). Include garage section and all open covered porch and patio areas.
- Provide complete construction details including bearing walls, spans of rafters, ceiling joists or trusses spacing and sizes.
- Call out roof sheathing type and size.
- Call out roof slope and type of roof covering.
- Provide details or note all required connections of columns, posts and beams.
- Provide and show insulation of R-value in ceiling, walls, under-floor or stem-walls.
- Provide dimensions for all points of construction.
- For habitable rooms or areas with various ceiling heights (sloped), provide a room cross-section that has floor and ceiling dimensions at the lowest and highest areas.
- Commercial – show height, number of stories and any rooftop mechanical equipment with screening details.

Electrical, Mechanical & Plumbing Plan

- Provide complete floor(s) plan, identifying room areas, doors and windows.
- Provide all electrical receptacles (outlets) and identify all required GFCI and AFCI type receptacles (outlets/lights/switches) with single line designation, any sub-panels and identify any 240-volt receptacles.

- Show location of main meter/service panel and provide panel size (amperes) along with description of required grounding.
- Provide locations of all required smoke and carbon monoxide detectors throughout structure.
- Provide exhaust fan(s) with switch, in bathrooms and water closet compartments.
- Provide location of all built-in kitchen and bathroom cabinets and fixed appliances (both interior and exterior) with all electrical serving these areas noted.
- Provide location of all electrical disconnects in relationship to fixed appliances.
- Electrical calculations are required for photovoltaic and generator systems.

****Structural Plans, Details and General Construction notes by approved Nevada Engineer****

8. A separate submittal to the local fire agency. It is the applicant's responsibility to submit their building permit to the local fire agency.

9. Commercial Requirements.

- Douglas County Major Design review approval letter with response required and the applicable Town final approval letter.
- Soils / Geological / Drainage Report
- Landscaping & Irrigation Plan
- Engineers Estimated Cost of Site Improvement
- Civil Plans (2 with commercial submittal & 4 individual civil plans)
- Equipment Cut sheets
- [Health Department](#) submittal (Restaurant/Bar, pools/spas, School and Childcare, Tattoos & Piercings and more)
- Sign – Elevations in color, bolting or attachment information, dimension of building, Engineering if req'd. All easements must be shown on the site plan. Also provide a site triangle in accordance with Design Standards- [Engineering Division 3.9.2.5.](#)

10. Additional Submittal Requirements

- If project is located within the Lake Tahoe Basin, **TRPA** approval Qualified Exempt or Exempt must be indicated on the plans by their original stamp and/or applicable approved TRPA permit.
- If project is a new Dwelling Unit located within the Lake Tahoe Basin, a **TRPA** allocation is required.
- Tahoe Township within Douglas County Water service area, a new pit setter & meter is required for any project with valuation of \$20,000 or more.
- If project is a new Dwelling Unit located in the Valley, an Allocation Application must be submitted concurrently with the Building Permit Application, if not in a vested subdivision.
- Energy compliance - calculations REScheck / COMcheck & Manual J & S (deferred submittal at framing)
- Accessory Dwelling – submit Accessory Dwelling Disclaimer – see **Exhibit "D"**, Domestic [Water Well form](#) and follow our [Accessory Dwelling submittal guide](#).
- Accessory Structure ONLY – [Plumbing Fixture Count for Detached Non-Dwelling Units document](#) (per NAC 444.818)

All Architects, Engineers, and Contractors shall be licensed in the STATE OF NEVADA



EXHIBIT "A"

Percolation Test Results

Percolation Test # 1

Presoak Start Time: _____

Presoak End Time: _____

Depth of Hole: _____

Number of Hours Presoak: _____

Date of Test: _____

Start Time	Water Depth Start	Stop Time	Water Depth Stop	Time Intervals	Drop in Inches

Perc Rate _____

Percolation Test #2

Presoak Start Time: _____

Presoak End Time: _____

Depth of Hole: _____

Total Hours Presoak: _____

Date of Test: _____

Start Time	Water Depth Start	Stop Time	Water Depth Stop	Time Intervals	Drop in Inches

Perc Rate _____

Use lowest drop in inches to compute perc rate.

Divide time interval in minutes by drop in inches equals perc rate.

Minimum design rate is 10. (Per NAC 444)



Exhibit "B"

Soils Analysis & Depth to Ground Water

Define soil by type and color at 1' intervals to 10' below grade.

Identify highest potential to ground water.

Date: _____

<i>Soils Analysis</i>	<i>Depth to Ground Water</i>
1'	1'
2'	2'
3'	3'
4'	4'
5'	5'
6'	6'
7'	7'
8'	8'
9'	9'
10'	10'



Exhibit "C"

Calculating Size of System

NOTE: The system is sized based on tank size, perc rate and effective depth.

<u>Number of Bedrooms</u>	<u>Minimum Liquid Capacity of Tank (in gallons)</u>
3 or less	1,000
4	1,200
5 or 6	1,500
More than 6	150 gallons for each additional bedroom must be added to 1,500 gallons.

<u>Percolation Rate</u>	<u>Design Application Rate (gallon/square foot)</u>
0-10	1.6
11-15	1.3
16-20	1.1
21-25	1.0
26-30	0.9
31-40	0.8
41-50	0.7
51-60	0.6

Example of how to size your system

Step 1 – Choose tank size based on number of bedrooms.

Step 2 – Use the slower percolation rate to determine gallon/square foot design application rate.

Step 3 – The absorption area is calculated by dividing the capacity of the septic tank by the design application rate as follows:

4 bedroom house = 1,200 gallon tank
 Perc rate of 23 minutes = 1
 1,200 by ÷1 = 1,200 square feet

Step 4 – Multiply the effective sidewall by 2, maximum depth is 4', 4 x 2 = 8.

Step 5 – Determine the required length by dividing the required absorption area by the effective sidewall as follows:

1,200 square feet ÷ 8 (depth of trench multiplied by 2) = 150 lineal feet.

Step 6 – Maximum length of leach line is 110 feet. A minimum of two trenches, 75 feet long with 4 feet of aggregate beneath the distribution lines, is acceptable.

.....
Enter your calculation below:

Number of Bedrooms _____ Tank Size _____ Perc Rate _____

Tank Size _____ ÷ Design Application Rate _____ = _____

Sidewall depth X 2 = _____ Number & Length of lines _____

Or Number of Infiltrators used _____



Exhibit "D"

ACCESSORY DWELLING DISCLAIMER

The proposed structure to be permitted under building permit number _____ has not gone through minor design review and is not recognized as an accessory dwelling by Douglas County.

Douglas County Code, Title 20, [Appendix A](#), defines an accessory dwelling as an attached or detached dwelling unit* determined by minor design review to be accessory to the permitted principal use; which provides complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation; which is intended for occupation by paying or non-paying guests, members of the family, or person employed on the premises; which is located on the same parcel as the permitted principal use.

It is the responsibility of the property owner to utilize the proposed structure as intended and not as an accessory dwelling. If in the future the property owner decides to convert the structure into an accessory dwelling, the property owner will be responsible for going through the minor design review process and obtaining all necessary permits.

* * *

I hereby certify that I am the owner of the property listed below; that I understand the definition of accessory dwelling; and that I will not use the proposed structure permitted under building permit number _____ as an accessory dwelling without legally converting it to an accessory dwelling by going through the minor design review process and obtaining all necessary permits.

APN: _____

APN Flagged: _____

Staff Initial Here

Physical Address of Project: _____

Description of Work: _____

Legal Property Owner (Print Name)

Signature

Date

Mailing Address

City

St

Zip

Witness: _____

Print Name/Title

Signature

Date



Exhibit “E”

BUILDING CODES AND DESIGN CRITERIA

Douglas County Board of County Commissioners adopted the following codes on June 6, 2019. **It will be effective for all submittals on or after July 1, 2019.**

Adopted Building Codes:

- 2018 International Building Code (IBC)
- 2018 International Residential Code (IRC)
- 2018 Uniform Plumbing Code (UPC)
- 2018 Uniform Mechanical Code (UMC)
- 2017 National Electrical Code (NEC)
- 2018 International Energy Conservation Code (IECC)
- 2018 International Fire Code (IFC)
- 2018 International Fuel Gas Code (IFGC)
- 2018 International Urban Wildfire Interface Fire Code for the Lake Tahoe area (WUI)

Amendments to these codes are available on the County website: www.douglascountynv.gov or Douglas County Code Title 20-Appendix B

Site elevations of 5,999 Feet and under:

- **Seismic Zone:** IBC = D / IRC = D2 & E for some site-specific areas
- ***Wind Speed:** Minimum 120 MPH V ult’ – Exposure C (see footnotes)
- ****Snow Load:** 40 PSF Ground snow load**
- **Frost Depth:** 18” (inches) minimum
- **Soil Bearing:** 1,500 PSF maximum or site specific

Site elevations 6,000 Feet and above:

- **Seismic Zone:** IBC = D / IRC = D2 & E for some site-specific areas
- ***Wind Speed:** Minimum 120 MPH V ult’ – Exposure C
(Exposure B may be used in areas between ¼ mile of the lakeshore & below the elevation of 7,200 feet)
- ****Snow Load:** 190 PSF ground snow load (Design Reductions Allowed)
- **Frost Depth:** 24” (inches) minimum
- **Ice Shields Required** above 6,000 feet elevation
- **Soil Bearing:** 1,500 PSF maximum or site specific

Single Family Dwelling (SFD) Design: Per Title [20.690.030\(Z\)](#).

- Minimum Roof Pitch: 4:12 (inches) – Maximum Building Height: 35’-0” (feet)
- Minimum Soffit Eaves (overhang): 18” (inches)
- 3 or more gable ends and building offsets recessed/alcove or similar features
- Minimum of 2-car off-street covered parking (carport or garage) Per Title [20.692.050](#)

***Wind Speed:** (SFD’s) Minimum basic wind speed for risk category II shall be 120 mph V ult’
Minimum basic wind speed for category III shall be 130 mph V ult’
Minimum basic wind speed for category 1 shall be 110 mph V ult’

**** Snow Load:** County policy requires that the 40 PSF ground snow load must be used as the minimum design snow load. Design reductions will not be allowed to reduce below 31 PSF.