



Elko County

Building & Safety Division

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Elko County Policies & Procedures	Effective Date 08-13-2014	Policy # UAC 303.1
Single Family Dwelling – Standard Plan Policy for “Spec or Tract Homes”	Pages 2	Revision None

Subject: The submittal for Single Family Dwelling Standard Plan(s) and Re-submittal Guidelines.

Background:

This policy is intended to allow the re-submittal of an approved “standard plan” for repetitive single family dwelling(s) for new construction. This policy for re-submittal of plans, will allow for some minimal option designs, and allows for the construction of “spec or tract homes” to provide a quicker plan review and approval of the permit. A thorough plan review will not be performed as required by the Uniform Administrative Code section 303.1 for each re-submittal.

Initial single family dwelling standard plans for “spec or tract home” re-submittals that are not prepared by a licensed professional need to be drawn within the provisions or intent of the code or approved standard. Complete plans, specifications and roof designs (including truss calcs) are to be submitted for the initial review. Preparation by a licensed design professional affords for designs exclusive of the adopted code that can provide pertinent calculations when necessary. Variations in the snow load for structures above the 6,000 feet elevation will necessitate that each structure is to be individually designed based on geographic site location.

The initial “standard plan” submittals will be assessed permit fees and plan review fees. If there are no changes or they have minimal changes from the approved standard plan, the plan review fee will not be assessed on subsequent submittals.

Standard plans cannot be accommodated for commercial, industrial, hotels, motels, R2 or R3 custom homes due to the complexity of construction standards and requirements.

Standard Plan Procedure:

1. If and when a licensed professional is directly or indirectly accountable for the single family dwelling design, prior written approval is required from the licensed professional Architect, Engineer, or Residential Designer granting the re-submittal of the standard plan for “spec or tract home” plans each time it is submitted. Written approval must contain the licensed design professional’s stamp, signature and date, as per NAC 623.766 and 625.611.
2. A licensed general contractor is entitled by state law to design a standard plan for their own use of a Single Family Dwelling with the Mechanical, Plumbing & Electrical plans designed by their subcontractors. The designing subcontractors must be used during construction to utilize the approved standard plan. If an original subcontractor is not available for a subsequent project, a plan submitted of their trade by the new subcontractor may serve as a replacement. (Please notify the building department if it is to be a permanent replacement.)

3. For an initial review, please submit two (2) sets of the plans for a complete review including truss calculations and a structural analysis when applicable. One (1) set will be retained by the Department of Building & Safety and one (1) set will be returned to the contractor for their records. After approval, one (1) copy of the approved plans is to be submitted for each subsequent application. Please provide a minimum standard "C" size plans.
4. Plans are to be drawn to scale per the Uniform Administrative Code, section 302.3. The minimum scale used for the plans is to be 1/4" per foot, unless otherwise approved.
5. A matrix, table or other approved methods are to be included on the plans, showing the base model and a listing of all options and the plan pages that apply. Clear presentations of all the options to be used are to be identified.
6. All sheets of the plans are to be labeled with the model number or name including option designations.
7. **Standard plan classifications** are as follows:
 - Options that do not change square footage:
 - Interior changes. i.e. standard bathroom layout; bedroom/den option; kitchen layout. *Floor plan configurations are limited to four possible combinations in total.*
 - Free standing fuel burning appliances
 - Crawlspace/slab on grade
 - Deck or Patio
 - Options that have minimal change in square footage and are non-structural:
 - Bay windows, breakfast nook, bonus room within the truss system (with no additional wall height).
 - No more than (2) garage variations (i.e. 2 or 3 car)
 - No more than (2) roof line changes or variations (i.e. gable or hip truss roof, but not cut & stacked)
 - Cantilevered covered porch
 - Options that change square footage and structural design:
 - Basement (unfinished, finished, partially finished)
 - No more than (2) garage variations (i.e. 2 or 3 car)
 - No more than (2) roof line changes or variations (i.e. gable or hip truss roof, but not cut & stacked)
 - Bonus room within the truss system that adds wall height or an additional story
 - Covered porch or covered deck
8. For subsequent re-submittals, an application and two site plans with dimensions and a copy of the approved standard plan identification model number or name. Plot plans are to be drawn on the minimum paper size of 8½" x 11" and with a legible font size showing all dimensions. Mirroring a standard plan is allowed with the submittal of a plot plan that shows the actual orientation of the dwelling. The more complicated designs "may" require the plans to be submitted in the correct orientation. (To be determined by the Building Official & Assistant County Manager.)
9. If additional options are desired that change the buildings structural foot print and increase the square footage, a new separate standard plan can be submitted for approval.
10. Any deviation from the approved standard plan during construction will require submittal of the "changes only" prior to the continuation of the project and will be subject to additional fees. If the change is to be made a permanent part of the standard plan, then the standard plan needs to be resubmitted incorporating the change into the complete plan set or under a new standard plan.
11. **Expiration:** Due to the progress of building materials, methods of construction, license expiration, or newly adopted building codes, standard plan approvals will be reviewed every two years. If there is a change in the licensed design professional or major changes or improvements to building materials to be used, a new review will need to be performed.

Building Official: Thomas M. Ingersoll

Approved _____

By _____

Assistant County Manager