



Carson City Building Division

108 E. Proctor Street
Carson City, Nevada 89701
(775) 887-2310– Hearing Impaired: 711
bldgdiv@carsoncity.gov
www.carsoncity.gov/building

As-Built Permitting Process

Unpermitted Structures:

As-built construction is defined by erect, construct, alter, demolition, or changes of use of structures or buildings without permits or the benefit of inspections. When construction occurs without the benefit of building permits and inspections, the structure may not be in compliance with Carson City codes. It is our policy to ensure that property is developed and maintained in a safe manner by promoting excellence in design and building standards. The purpose of building codes is to establish minimum requirements to safeguard public health, safety, and general welfare.

Our Goal:

Our goal is to assure all structures in Carson City are constructed in accordance with the appropriate codes ensuring the public's health, safety, and welfare. Carson City staff in the Building, Planning, Engineering, Fire, Health, and Environmental Control divisions will work with you to answer questions and guide you through the permitting process.

Steps to Compliance:

The first step in the process is to identify all work on the property that was completed without permits and have plans or construction documents drawn to document that work. In most cases due to the nature of as-built work, the plans will need to be prepared and stamped by a Registered Nevada Architect or Engineer. Minor non-structural work may be drawn by Nevada licensed contractors.

Once plans are prepared, the owner or licensed contractor may apply for an as-built building permit with Carson City Building Division. The plans will be reviewed by staff that will either provide comments for additional direction or stamp the plan for approval.

After plan review and approval, the building permit will be issued. The inspections can occur on the project. Due to the nature of an as-built, the project may have more than a final inspection, many items such as foundation, framing, wiring, plumbing, and mechanical work may not be fully visible to the building inspector. These items may need to be partially uncovered to determine compliance with the codes. The building inspector will work closely with the owner or contractor to determine what areas of building finishes may need to be removed to effectively inspect the work that was done without permits. In many cases the architect or engineer for the project may be able to certify in writing the structural framing and foundation work as completed per the approved plans.

The goal of the inspection process is to insure the work is safe and meets the minimum code standards that apply to that particular structure.