



**BUILDING INDUSTRY ASSOCIATION  
OF CLARK COUNTY**

## **Clark County Builder Roundtable Group Responses**

### **Production Builders Group 1**

1. *Stormwater Plans*
2. *Date Bin Status*
3. *Guidance Documents for New Policies & Procedures*

Jeramy Bashaw, Clark County  
Shanon Cherveney, Pacific Lifestyle Homes  
Drew Helmes, New Tradition Homes  
Jarret Helmes, New Tradition Homes  
Ravi Mahajan, Clark County  
Duane Marchand, Clark County  
Luke Parker, Pacific Lifestyle Homes

1. Stormwater Plans
  - a. Revise stormwater applications for subsidiaries
  - b. Minimize or eliminate Erosion Control Application (CESCL) onsite, plan requirements
  - c. Stormwater related to retaining walls
2. Date Bin Status
  - a. Track date bin status online/LMS for permits
3. Guidance documents for New Policies & Procedures
  - a. Create simple guidelines for applying for new housing construction permit for someone that's unfamiliar with the permit process e.g. homeowner
  - b. Create a format, system or standard procedure to announce new policies/procedures to customers (frequent permit applicants) before they are implemented and enforced

## **Production Builders Group 2**

1. *Guidance Documents for New Policies & Procedures*
2. *Creation of Reports Identifying Issues*
3. *Process Improvements*

Anne Anderson, Green Mountain Structural Engineering

David Clark, Silver Buckle Homes

Curt Jolma, Aho Construction

Chuck Neibert, Generation Homes

Grace Nguyen, Aho Construction

Ray Smith, Clark County

1. LEAN Chart
  - a. Helpful
  - b. Anxiety of date bin
  - c. Change window for drop off
  - d. Minor issue – 24 hour resubmit
  - e. Major issue date bin e.g. missing docs
  - f. 24 hour may be hard to reach due to other's schedules
  - g. "Dry run" options
  - h. BCI beams must match but should only have to meet or exceed engineer
2. Process Improvements
  - a. Public notice of changes, implementation, enforcement
  - b. Web notification
  - c. Supers pre-walking site so inspectors don't have to be catch all
  - d. LEAN process
    - i. All Items → Good to Go  
Missing Items → Hold Bin → Date Bin or  
→ Express Bin
    - ii. Contact the person (permittee) to make the change
    - iii. Communication

## **Rural Lot Builders Group**

1. *Process Improvement Teams*
2. *Accountability – Published vs. Reality*
3. *Coordination of Multiple Departments*

Max Booth, Clark County

Jon Dunaway, Clark County

Scott Hendrickson, Hendrickson Development

Chase Hendrickson, Hendrickson Development

Jonny Simons, Clark County

Sherri Williams, Clark County

Samantha Zimmer, Pacific Lifestyle Homes

1. Process Improvement – Broken Areas
  - a. Update Checklist
    - i. Plot plan size
    - ii. Fire not included
    - iii. Submittal Sheet – Rural v. Subdivision checklist
  - b. Address
    - i. Bank and Permit Center do no match
      1. Do at beginning, not end
  - c. Stormwater
    - i. Development Engineer communication needs to be better
  - d. Plans Examiner put on hold
    - i. Plans should still be moving forward but does not seem to be
    - ii. Package on hold before even submitted
      1. Allow to submit for review before formal submission
    - iii. Title 40 – slopes, landslides
  - e. Time with banks and permit process
  - f. LMS problem
    - i. Submit online then applicant needs to contact permit center
      1. 3 ½ week wait because applicant doesn't know they need to call after applying
2. Accountability
  - a. LMS Electronically Submit
    - i. Why hard copy?
  - b. Need standard permit center policy
    - i. Original signature needed sometimes
    - ii. How plans are accepted differs by permit tech
  - c. Drop off for rural permits, like LEAN
    - i. Eliminate 2hr wait for applicant
  - d. Time-Shorten
    - i. 45-60-90 days before permit is issued
    - ii. Establish a date for the applicant even if it is 90 so they can plan and have realistic expectations
    - iii. Make 60 days the goal
  - e. Development engineers need to be at BIA roundtables
3. Coordination
  - a. One contact person
    - i. Development Engineer → Permit Center → Plans → etc.
  - b. Applicant doesn't know when a permit has been issued

- i. Better communication – notice
- c. Each department should give their own ETA for their portion of the process, so permittee know it is being worked on
- d. Tracking
  - i. ETA
  - ii. Contact Person (permittee not sure who to contact)
  - iii. Show dates and/or permit location in process in LMS

## **Custom and Remodeler Group**

1. *Process Improvement Teams*
2. *Coordination of Multiple Departments*
3. *Updating Checklists for Clarity & Efficiency*

Krystal Hutton, Design Doctors Construction

Jim Muir, Clark County

Cindy Orth, Quail Homes

Cameron Przybylski, Clark County

Chuck Waldal, Kingston Homes

1. Process Improvement Teams
  - a. Rural LEAN
  - b. Permit Concierge
    - i. Skills/Description
      1. Very knowledgeable
      2. Process Coordinator or Team?
      3. Engineering field?
    - ii. Duties, Oversees, Shepherds
      1. Slow or lost plans
      2. Field revisions
      3. Process questions
      4. LEAN (not qualified 1<sup>st</sup> time back in)
      5. Remodel categorizing
      6. Permit tech "go to"
2. Coordination of Multiple Departments
  - a. See above
  - b. Health Department
    - i. E-mail
    - ii. Simplify visit
      1. Money, not a big deal but big hassle
      2. Pay it all at permit center.
  - c. Development Engineering
    - i. Incorporate in new system
  - d. Replace permit center face-to-face with drop off
    - i. Will in review in x hours/days
    - ii. Applicant prints (watermark) field copy
  - e. E-Plans review
3. Checklists
  - a. BIA & Community Development Workgroup to modify and improve

## **Extra Group**

1. *Turn around times for LEAN and Non-LEAN projects*
2. *Customer Feedback Options*

Mike Curtis, Clark County

Michelle Finley, Clark County

Jon Girod, Quail Homes

Brandy McEllrath, Quail Homes

Mitch Nickolds, Clark County

Ryan Styger, Pacific Lifestyle Homes

Brian Williams, Clark County

1. Process Manager
2. Express submittal for corrections/comments/responses
3. Stormwater in-house review
4. As-built plot plan with city approved indemnity
5. Critical process review
6. All comments
7. Coordination between departments
8. Possible pre-approval with comprehensive list of requirements
9. SNAP
  - a. Master plan approval
  - b. Anytime submittal