



**City of Henderson
Development Services Center**
240 Water Street. P.O. Box 95050
Henderson, Nevada 89009-5050

ROUTING FORM

Submit this form with your digital files to epanrecords@cityofhenderson.com,
Bluebeam, or via the online portal directly through your permit.
Please see the [COH digital submittal and file naming standards](#).

Permit #: _____

Accepted By: _____

Permit Type: _____

RESUBMITTAL

A resubmittal is a modification *prior* to the permit being issued or approved. ***NOTE complete packages must be submitted at the same time for all disciplines that require resubmittals.** *Refer to the City digital standards hyperlink above for clarification.

REVISION

A revision is a modification *after* the permit has been issued or approved.

Please Deliver to:

<input type="checkbox"/> Building 267-3650	<input type="checkbox"/> Community Development 267-3640	<input type="checkbox"/> Fire 267-3630	<input type="checkbox"/> Public Works 267-3680	<input type="checkbox"/> Traffic 267-3200	<input type="checkbox"/> Utility Services 267-3670
<p align="center"><u>Plans</u></p> <input type="checkbox"/> Architectural <input type="checkbox"/> Structural <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Other <p align="center">_____</p>	<p align="center"><u>Maps</u></p> <input type="checkbox"/> Final Map <input type="checkbox"/> Parcel Map <input type="checkbox"/> Reversionary Map <input type="checkbox"/> Boundary Line Adjustments <input type="checkbox"/> Landscaping Plans <input type="checkbox"/> Building Permit Resubmit <input type="checkbox"/> Sign Permit Resubmit <input type="checkbox"/> Other <p align="center">_____</p>	<p align="center"><u>Plans</u></p> <input type="checkbox"/> Fire Alarm <input type="checkbox"/> Sprinkler <input type="checkbox"/> Gates <input type="checkbox"/> Hood <input type="checkbox"/> Other <p align="center">_____</p>	<input type="checkbox"/> Improvement Plans <input type="checkbox"/> Plot & Grading Plan <input type="checkbox"/> Hydrology <input type="checkbox"/> Other <p align="center">_____</p>	<input type="checkbox"/> Traffic Analysis <input type="checkbox"/> Other <p align="center">_____</p>	<input type="checkbox"/> Hydraulic Analysis <input type="checkbox"/> Pre-Design Report <input type="checkbox"/> Water Commitment <input type="checkbox"/> Septic Permit Copy <input type="checkbox"/> Well Driller's Report <input type="checkbox"/> Utility Master Plan <input type="checkbox"/> Plumbing Plan <input type="checkbox"/> Other <p align="center">_____</p>
Attn: _____	Attn: _____	Attn: _____	Attn: _____	Attn: _____	Attn: _____

Project Name: _____

Project Address: _____

Contact Name: _____ **Firm Name:** _____

Contact Phone: _____ **Contact Email:** _____

Comments/Description/Narrative: _____

Submitted by: _____ **Date:** _____