

Damage Assessments

ACA

10/21/22

Damage Assessments can be requested any time there is an event which causes damage to a structure i.e. Fire, Flood, Wind.

Requests for a Damage Assessment can be submitted online through the online permitting portal at www.onenv.us.

Fee – The fee for a Damage Assessment is \$75.00 and must be paid prior to an inspection being completed.

Inspection – Inspection will automatically be scheduled for the next business day. On the day of your inspection, a text message will be sent out between 7:00 – 7:30 am with a window of time for your inspection.

Final Report – Upon completion of required inspection, a Structure Damage Report will be generated which will detail the permit requirements.

Structure Damage Demo or Structure Damage Repair Permits – Damage Assessment Report will be required to be submitted as part of the permit submittal.

Step-by-Step Directions

Step 1

Login to the online portal at www.onenv.us.

The screenshot shows the top of the onenv.us website. On the left is the logo for "1ne Regional Licensing & Permits". To the right, a blue banner reads "Serving Reno, Sparks, Washoe & Douglas County". Below the banner are links for "Announcements", "Accessibility Support", "Register for an Account", and "Login". A red arrow points to the "Login" link. Below the banner is a search bar and a navigation menu with items: "Home", "Building", "Business Licensing", "Enforcement", "Engineering", "Fire", "Health District", "Planning", "Short Term Rentals", and "more". Below the navigation menu is an "Advanced Search" dropdown. The main content area is divided into two sections: "Please Login" and "New Users". The "Please Login" section contains text about logging in and a "Register Now" button. The "New Users" section contains text about registering for a free account and a "Register Now" button. On the right side of the page, there is a "Login" form with fields for "User Name or E-mail:" and "Password:", a "Login" button, and a checkbox for "Remember me on this computer". A red box highlights the "Login" form.

From the Building Tab, select **Create an Application by Address** and enter the street number and street name of the property. *Suite or unit numbers are critical when applicable.

The screenshot shows the "Create an Application by Address" form on the onenv.us website. The "Building" tab is selected in the navigation menu, and a red box highlights the "Create an Application by Address" link. Below the navigation menu is a search bar and a "Search Applications" button. Below the search bar is a blue header for "Enter Work Location". Below the header is a text prompt: "Please search and select one work location to see available services." Below the prompt is a form with the following fields: "Street No.:" (with "450" in the input and "To" in the dropdown), "Direction:" (with "--Select--" in the dropdown), "Street Name:" (with "Sinclair" in the input), "Street Type:" (with "--Select--" in the dropdown), "Unit Type:" (with "--Select--" in the dropdown), "Unit No.:" (with an empty input), "City:" (with "NOT REQUIRED" in the input), "State:" (with "--Select--" in the dropdown), and "Zip:" (with "NOT REQUIRED" in the input). Below the form are "Search" and "Clear" buttons. A red arrow points to the "Building" tab, and another red arrow points to the "Create an Application by Address" link.

Once the address has been validated a Damage Assessment Record option will be available. Click on the arrow next to Damage Assessment to expand the menu and add a select City of Reno – Damage Assessment and select Continue Application.

If a search returns no results for a valid street address, use only the street number and the street name, leaving the rest of the search fields empty.

*Street No.: 450 - To: --Select-- *Street Name: Sinclair Street Type: --Select--
Direction: --Select--
Unit Type: --Select-- Unit No.:
City: NOT REQUIRED State: --Select-- Zip: NOT REQUIRED

Select one address(1 items):
Showing 1-1 of 1

Address	Description	City	State	Zip	Parcel	Owner	Action
450 SINCLAIR ST RENO NV 89501		RENO	NV	89501	011-501-01	RENO CITY OF	Select

Search

Select one service at a time(82 services found):

- ▶ Building EZ - Commercial
- ▶ Building EZ - Residential
- One- and Two- Family Dwelling Units Only

- ▼ Damage Assessment
- City of Reno - Damage Assessment

- ▶ Health
- ▶ Other

Step 2: Location

All information on this page should be automatically populated, you will simply need to confirm whether a Unit or Suite is applicable. If not, select NA and Continue Application.

Building Damage Assessment

1 Location 2 Contact 3 Details 4 Review 5 Pay Fees

Step 1: Location >>

Address

*A unit type/number must be selected. If no unit type exists, select NA.

*Street No.: 450 Direction: --Select-- *Street Name: SINCLAIR Street Type: ST
*Unit Type: NA *Unit No.: NA
City: RENO State: NV Zip: 89501

Parcel

*Parcel Number:

011-501-01

City:

Tax District:

Owner

Owner Name:

RENO CITY OF

Address Line 1:

PO BOX 1300

Address Line 2:

C/O PROPERTY MANAGEMENT

Address Line 3:

City:

RENO

State:

NV

Zip:

89505

Country:

--Select--

Add unit number when applicable.

Step 3: Contact

The contact field will automatically populate with the information associated with your online login.

*****Please ensure that the phone number listed is a cell phone number since this is the phone number your inspector will contact you on via text.*****

Building Damage Assessment

1 Location	2 Contact	3 Details	4 Review	5 Pay Fees	6
------------	-----------	-----------	----------	------------	---

Step 2: Contact >>

* indicates a required field.

Contact

* Contact number should be a cell phone number in order to receive inspection updates.

Daniela Monteiro
monteirod@reno.gov
Phone: 775-334-2225
Address: 1 East First
Reno, NV 89501
[Edit](#) [Remove](#)

▼ [Contact Addresses](#)

Verify phone number is a cell phone capable of receiving text messages for

Add Additional Contact Address

To edit a contact address, click the address link.

Showing 1-1 of 1

Address Type	Recipient	Address	Action
Mailing		450 Sinclair	Actions ▼

[Continue Application »](#)

[Save and resume later](#)

Step 4: Details

You will be required to answer two questions:

Building Damage Assessment

1 Location	2 Contact	3 Details	4 Review	5 Pay Fees	6
------------	-----------	-----------	----------	------------	---

Step 3: Details >>

* Indicates a required field.

Custom Fields

INFO

* Building Type:

* Type of Damage:

[Continue Application »](#)

[Save and resume later](#)

Building Type

--Select--
Commercial
Multi Family
Single Family
Other

Type of Damage

--Select--
--Select--
Fire Damage
Seismic Damage
Water Damage
Vehicle vs. Building Damage
Wind Damage
Other Damage

After answering the two questions, select Continue Application.

Step 5: Review

From this step, verify all of the information is correct and place a check in the Acknowledgment Box at the bottom of the page. To move to the payment page, select Continue Application.

Building Damage Assessment

1	2 Contact	3 Details	4 Review	5 Pay Fees	6 Record Submittal
---	-----------	-----------	----------	------------	--------------------

Step 4: Review

[Continue Application »](#)

[Save and resume later](#)

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on.

Building Type

Building Damage Assessment

Address

[Edit](#)

450 SINCLAIR ST NA, RENO, NV 89501

Parcel

[Edit](#)

Parcel Number: 011-501-01

Owner

[Edit](#)

RENO CITY OF
PO BOX 1900
C/O PROPERTY MANAGEMENT
RENO NV 89505

Contact

[Edit](#)

Individual
Daniela Monteiro
1 East First
Reno, NV, 89501
Phone: 775-334-2225
E-mail: monteirod@reno.gov

Custom Fields

INFO

[Edit](#)

Building Type: Commercial
Type of Damage: Fire Damage

I certify that I have read and understand the instructions that accompany this application and that the statements made as part of this application are true, complete, and correct and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application.

By checking this box, I agree to the above certification.

Date: 10/23/2022

[Continue Application »](#)

[Save and resume later](#)

Step 6: Pay Fees

The corresponding fee will be generated and in order to complete payment, select Check Out to proceed to the “Cart”.

[Announcements](#) [Logged in as: Daniela Monteiro](#) [Collections \(1\)](#) [Cart \(0\)](#) [Account Management](#) [Logout](#)

Search...

[Home](#) **[Building](#)** [Business Licensing](#) [Enforcement](#) [Engineering](#) [Fire](#) [Health District](#) [Planning](#) [Short Term Rentals](#) [more](#) ▼

[Create an Application by Address](#) [Search Applications](#)

Building Damage Assessment

1 [2 Contact](#) [3 Details](#) [4 Review](#) **[5 Pay Fees](#)** [6 Record Submittal](#)

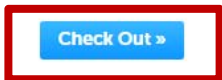
Step 5: Pay Fees

Listed below are preliminary fees based upon the information you've entered. Some fees are based on the quantity of work items installed or repaired. Enter quantities where applicable. The following screen will display your total fees.

Application Fees

Fees	Qty.	Amount
Structure Damage Assessment - Each	1	\$75.00

TOTAL FEES: \$75.00
Note: This does not include additional inspection fees which may be assessed later.



From the Shopping Cart, select Checkout and complete payment information.

Cart

1 Select item to pay

2 Payment information

3 Receipt/Record issuance

Step 1: Select item to pay

Click on the arrow in front of a row to display additional information. Items can be saved for a future checkout by clicking on the Save for later link.

PAY NOW

450 SINCLAIR ST RENO NV 89501

1 Application(s) | \$75.00

Building Damage Assessment Total due: \$75.00

RENO

Total amount to be paid: \$75.00

Note: This does not include additional inspection fees which may be assessed later. Payments of \$100,000 or more cannot be made online at this time. Please call the jurisdiction below to complete payment. If you receive any error, or your payment does not go through on the first try, DO NOT try again. Failure to do so may result in multiple payments being made. Please call the jurisdiction of the record you are trying to pay for and they will verify/complete your payment.

Checkout >

Edit Cart >

Continue Shopping >

Review and Pay

Once all required fields have been completed, the Pay Now button at the bottom of the screen will turn green.

Review and Pay

Agency	Record ID	Type	Description	Amount
RENO	22TMP-015951	Building Damage Assessment		\$75.00
				Subtotal: \$75.00

Total: \$75.00 + \$0.00 Convenience Fee

Check
 Credit Card

Contact Details

First Name*
 Last Name*

Email*
 Phone

Address Line 1*
 Address Line 2

City*
 State*
 Zip*

Billing Details


Credit Card Number*
 Expiration Date*
 CCV*

Name On Card*
 Zip / Postal*

I understand and accept that my Credit Card will be individually charged for each line item above and I may incur a non-refundable convenience fee.

Step 7 - Record Creation

A new Damage Assessment Request Record will be generated.

Search... 


Home Building Business Licensing Enforcement Engineering Fire Health District Planning Short Term Rentals more ▾

Dashboard My Records My Account Advanced Search

1 Select item to pay 2 Payment information 3 Receipt/Record issuance


Step 3: Receipt/Record issuance

Confirmation

 Your application(s) and/or complaint(s) has been successfully submitted. Please print your record(s) and retain a copy for your records.

[Print/View Summary](#)

450 SINCLAIR ST RENO NV 89501

 **RENO**
DAR23-00083E Building Damage Assessment [View Summary](#) [Copy Record](#)

An email will be sent out with Inspection information

DAR23-00083 - Damage Assessment Request External Inbox x

 **OutgoingONLY@accela.com** <OutgoingONLY@accela.com>
to me, khobday ▾

Dear Applicant,

Your Damage Assessment Request DAR23-00083E has been processed. Your required inspection has been scheduled for 10/10/2022.
You will receive a notification by text from your Inspector the day of your inspection between 7:00 a.m. and 7:30 a.m., indicating the estimated time of arrival.

Thank you,
Permit Services
City of Reno
permits@reno.gov

A **B400 Pre Demolition** inspection will be automatically scheduled for the next business day.

Step 8 – Inspection Completed

Upon inspection completion, a Damage Assessment Report will be generated and attached to the Plans and Documents Section of the record in the online portal.

Home **Building** Business Licensing Enforcement Engineering Fire Health District Planning Short Term Rentals more ▾

Search Applications

Building DAR23-00108E:

Building Damage Assessment

Permit Status: Closed

Record Info ▾

Payments ▾

Plans & Documents

The maximum file size allowed is 100 MB.

ade;adp;bat;chm;cmd;com;cpl;exe;hta;htm;html;ins;isp;jar;js;jse;lib;lnk;mde;mht;mhtml;msc;msp;mst;php;pif;scr;sct;shb;sys;vb;vbe;vbs;vxd;wsc;wsf;wsh;zip are disallowed file types to upload.

Name	Record ID	Record Type	Entity Type	Type	Size	Latest Update	Action	Entity
BuildingStructureDamageAssessment_V2_20221023_125315.pdf	DAR23-00108E	Building Damage Assessment	Record	Support Document	38.24 KB	10/23/2022	Actions ▾	Building Damage Assessment - DAR23-00108E

Step 8 – Permit Submittal

Damage Assessment Report will be required to be submitted with the Structure Damage Demo or Structure Damage Repair Permit Submittals