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September 16, 2024

Ms. Susan Broili-Kamesch  
Licensing Administrator  
State Contractors' Board  
5390 Kietzke Lane, Suite 102  
Reno, NV 89511

Re: LCB File No. R031-24

Dear Ms. Broili-Kamesch,

A regulation adopted by the State Contractors' Board has been filed today with the Secretary of State pursuant to NRS 233B.067 or 233B.0675 as appropriate. As provided in NRS 233B.070, this regulation becomes effective upon filing, unless otherwise indicated.

Enclosed are two copies of the regulation bearing the stamp of the Secretary of State which indicates that it has been filed. One copy is for your records and the other is for delivery to the State Library and Archives Administrator pursuant to subsection 6 of NRS 233B.070.

Sincerely,

A handwritten signature in black ink, appearing to read 'A. Killian'.

Asher A. Killian  
Legislative Counsel

Sarah L. Delap  
Senior Deputy Legislative Counsel

Heidi A. Chlarson  
Chief Deputy Legislative Counsel

AAK/amh  
Enclosure

# Form for Filing Administrative Regulations

SECRETARY OF STATE  
FILING DATA

FILED NV. S05  
2024 SEP 16 AM 9:58

*R031-24*  
Agency  
State Contractors Board

FOR EMERGENCY  
REGULATIONS ONLY

Effective date  
\_\_\_\_\_

Expiration date  
\_\_\_\_\_

\_\_\_\_\_  
Governor's signature

Classification:  PROPOSED     ADOPTED BY AGENCY     EMERGENCY

### Brief description of action

The purpose of the proposed regulation is to amend Chapter 624 of the Nevada Administrative Code to require payment of unpaid fines and costs and recovery fund payments at time of application.

### Authority citation other than 233B

624.100; 624.220

Notice date April 5, 2024

Date of Adoption by Agency June 20, 2024

Hearing date May 21, 2024

**APPROVED REGULATION OF THE  
STATE CONTRACTORS' BOARD**

**LCB File No. R031-24**

Filed September 16, 2024

EXPLANATION – Matter in *italics* is new; matter in brackets [~~omitted material~~] is material to be omitted.

AUTHORITY: § 1, NRS 624.100, 624.212, as amended by section 1 of Assembly Bill No. 22, chapter 174, Statutes of Nevada 2023, at page 1017, NRS 624.240 and 624.250.

A REGULATION relating to contractors; requiring that an application for a contractor's license include payment for certain fines, costs and repayments; and providing other matters properly relating thereto.

**Legislative Counsel's Digest:**

Existing law authorizes the State Contractors' Board to make reasonable regulations concerning the issuance of contractor's licenses. (NRS 624.240) Existing law further requires an applicant, in order to obtain or renew a contractor's license, to submit to the Board an application that contains any information requested by the Board to ascertain the background, financial responsibility, experience, knowledge and qualifications of the applicant. (NRS 624.250) Additionally, existing law authorizes the Board, in issuing a license, to consider, among other information, the payment by the applicant of any criminal or administrative fine and any administrative fee or cost imposed against the applicant. (NRS 624.212, as amended by section 1 of Assembly Bill No. 22, chapter 174, Statutes of Nevada 2023, at page 1017)

Existing regulations require that an application include, among other information, certain financial information. (NAC 624.590) This regulation additionally requires an application to include, except as otherwise provided by a court order, payment for any unpaid: (1) fines imposed on the applicant by the Board; (2) costs owed by the applicant to the Board; and (3) repayment of any amount owed by the applicant to the Recovery Fund.

**Section 1.** NAC 624.590 is hereby amended to read as follows:

624.590 1. A person must make a separate application for each classification of license in which the applicant desires to conduct business.

2. The Board will not consider an incomplete application. Each application must include, without limitation:

(a) All applicable fees;

(b) Except as otherwise provided in subsection 3, one or more of the following types of documentation supporting the experience of the applicant or his or her qualified employee:

(1) Four or more certificates of work experience completed on a form provided by the Board;

(2) A current certification as a master issued by a governmental agency in a discipline substantially similar to the requested classification;

(3) Proof of transferable military experience and training; or

(4) If the applicant is seeking credit pursuant to subsection 4 toward the experience requirement set forth in subsection 6 of NRS 624.260, a certified copy of the certificate of completion or degree provided to the applicant upon the successful completion of a training program described in subsection 4;

(c) All information which is required to be confirmed by a bank;

(d) The financial statement required by NAC 624.593;

(e) Pursuant to subsection 2 of NRS 624.265, a completed set of fingerprint cards and a form authorizing an investigation of the applicant's background and the submission of the fingerprints to the Central Repository for Nevada Records of Criminal History and the Federal Bureau of Investigation; ~~and~~

(f) *Except as otherwise provided by a court order, payment for any unpaid:*

*(1) Fines imposed on the applicant by the Board pursuant to this chapter or chapter 624 of NRS;*

*(2) Costs owed by the applicant to the Board pursuant to this chapter or chapter 624 of NRS; and*

*(3) Repayment of any amount owed by the applicant to the Recovery Fund pursuant to paragraph (b) of subsection 2 of NRS 624.530; and*

*(g) Any other information required by the Board.*

3. The Board will waive the requirements set forth in paragraph (b) of subsection 2 if the applicant or his or her qualified employee:

(a) Has a minimum of 4 years of experience that is approved by the Board pursuant to NAC 624.615 as a contractor licensed in good standing in the endorsing state;

(b) Has not been investigated for misconduct as a contractor or had a license revoked, modified, limited, suspended or otherwise disciplined by the endorsing state or any other jurisdiction in which he or she has been licensed;

(c) Does not have any disciplinary actions or proceedings pending against the applicant or his or her qualified employee by a licensing body in the endorsing state or any other jurisdiction; and

(d) Provides a completed application pursuant to subsection 2 on the form provided by the Board that includes, without limitation, the endorsing state verifying on a form provided by the Board that the applicant or his or her qualified employee has a valid license.

4. Pursuant to NRS 622.087, the Board may grant not more than 3 years of credit toward the satisfaction of the experience requirement set forth in subsection 6 of NRS 624.260 to an

applicant who has successfully completed a training program for occupational, vocational, career, trade or technical education if the training program:

- (a) Is provided in secondary or postsecondary education;
- (b) Is approved by the Board and the State Board of Education; and
- (c) Provided training in a discipline substantially similar to the classification in which the

applicant is applying for licensure.

5. The Board shall deem an application to be withdrawn if the Board has not received all the information and fees required to complete the application within 6 months after the date the application is submitted to the Board. If an application is deemed to be withdrawn pursuant to this subsection or if an applicant or his or her qualified employee otherwise withdraws an application, the Board may not issue a license to the applicant or his or her qualified employee unless the applicant or his or her qualified employee submits a new application and pays the required fees.

6. As used in this section:

(a) "Endorsing state" means any state or territory in the United States, or the District of Columbia, that the Board determines to have requirements for licensing contractors which are substantially equivalent to the requirements for licensing contractors in this State pursuant to NAC 624.615.

(b) "Person" means:

(1) A natural person;

(2) A corporation, partnership, limited partnership or limited-liability company that is organized pursuant to the laws of this State; or

(3) A foreign corporation, foreign partnership, foreign limited partnership or foreign limited-liability company that is authorized to do business in this State.



# NEVADA STATE CONTRACTORS BOARD

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## INFORMATIONAL STATEMENT OF ADOPTED REGULATION AS REQUIRED BY ADMINISTRATIVE PROCEDURES ACT, NRS 233B.066 LCB FILE NO. R031-24

The following statement is submitted for adopted amendments to the Nevada Administrative Code (NAC) Chapter 624 in compliance with NRS 233B.066.

**1. A clear and concise explanation of the need for the adopted regulation.**

The purpose of the proposed regulation is to amend Chapter 624 of the Nevada Administrative Code to require payment of unpaid fines and costs and recovery fund payments at time of application.

**2. A description of how public comment was solicited, a summary of the public response and an explanation of how other interested persons may obtain a copy of the summary.**

**a) A description of how public comment was solicited:**

The notice of workshop and notice of hearing to solicit comments on the proposed regulation was posted on the agency's website and on the Nevada Public Notice Website, State Library and Archives, both offices of the Nevada State Contractors Board. Additionally, the notice of workshop and hearing, and the proposed regulation were e-mailed electronically to approximately 498 individuals and organizations who have expressed interest in being kept informed of the Board's meetings. Public comment was solicited in the Notice of Workshop and Hearing which included the proposed regulation and small business impact statement.

Public comment was also solicited at the workshop held on May 6, 2024 and at the hearing held on May 21, 2024. The public workshop and hearing took place at the office of the Board, 8400 West Sunset Road, Suite 150, Las Vegas, Nevada 89113 with simultaneous videoconferencing with the Board's office, 5390 Kietzke Lane, Suite 102, Reno, Nevada 89511.

**b) A summary of the responses from the public:**

No responses were received from the general public.

**c) An explanation of how other interested persons may obtain a copy of the summary:**

Not applicable

**3. The number of persons who:**

**Attended each hearing: 0**

**Testified at each hearing: 0**

**Submitted to the agency written statements: 0**

**4. Names & Addresses of persons either submitting written statements or testimony:**

None.



**5. A description of how comment was solicited from affected businesses, a summary of their response and an explanation of how other interested persons may obtain a copy of the summary.**

**a) A description of how public comment was solicited:**

Comments were solicited from affected businesses in the same manner as they were solicited from the public. Please see the description provided above in response to #2(a).

**b) A summary of the responses from the affected businesses:**

No responses were received from affected businesses.

**c) An explanation of how other interested persons may obtain a copy of the summary:**

Not Applicable

**6. If the regulation was adopted without changing any part of the proposed regulation, a summary of the reasons for adopting the regulation without change.**

The regulation was adopted without changing any part of the proposed regulation since no public comment was received at the workshop or hearing and no written comments were received by the agency.

**7. The estimated economic effect of the regulation on the business which it is to regulate and on the public.**

**a. Both adverse and beneficial effects;**

This regulation is not expected to have any adverse or beneficial effects on the businesses it regulates or on the public.

**b. Both immediate and long-term effects.**

The immediate and long-term effects of this regulation will result in more streamlined, clarified, reduced and improved existing regulations.

**8. The estimated cost to the agency for enforcement of the proposed regulation.**

The proposed regulation will not result in any cost to the agency.

**9. A description of any regulations of other State or governmental agencies which the regulation overlaps or duplicates and a statement why the duplication or overlap is necessary. If the regulation overlaps or duplicates a federal regulation, the name of the regulating federal agency.**

The proposed regulation does not overlap or duplicate any regulation.

**10. If the regulation includes provisions that are more stringent than a federal regulation that regulates the same activity, a summary of such provisions.**

There are no federal regulations that apply.

**11. If the regulation provides a new fee or increases an existing fee, the total annual amount the agency expects to collect and the manner in which the money will be used.**

This regulation does not establish a new fee or increase an existing fee.