



TOWN OF TAOS GRADING AND EXCAVATING ZONING REVIEW APPLICATION

TOWN OF TAOS
**PLANNING
& ZONING**
DEPARTMENT

Date: _____ Zone: _____ Town of Taos Permit No. _____

PHYSICAL ADDRESS/LOCATION: _____
(Must have a house or street number assigned by the Town of Taos GIS Analyst)

SECTION I

Contractor Company Name: _____ License expiration date: _____
APPLICANT NAME: _____ State License #: _____
MAILING ADDRESS: _____ Main Phone #: _____
_____ Alt. Phone #: _____
City, State, Zip

SECTION II

PROPERTY OWNER: _____ Phone # (h): _____
MAILING ADDRESS: _____ Phone # (w): _____
_____ Phone # (c): _____
City, State, Zip

SECTION III

ARCHITECT/ENGINEER
COMPANY NAME: _____ License #: _____
MAILING ADDRESS: _____ Phone #: _____
_____ City, State, Zip

SECTION IV

DESCRIPTION OF PROJECT: _____
FOR COMMERCIAL PROJECTS, STATE THE NAME OF THE BUSINESS: _____
WILL THIS PROJECT REQUIRE CONNECTIONS TO TOWN UTILITIES? Yes No
VALUATION OF PROJECT: \$ _____ ACREAGE: _____

CERTIFICATION

I hereby certify that I have read and examined the information contained on this application, and know the same to be true and correct. All provisions of codes and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any federal, state, or local law regulating construction or the performance of construction.

I also acknowledge that the Code Official is authorized and directed to enforce the provisions of any federal, state, and/or local codes, and shall have the authority to render interpretations of these codes and to apply policies and procedures in order to clarify the application of its provisions. Such interpretations, policies, and procedures shall be in compliance with the intent and purpose of any federal, state, and/or local codes. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in these codes.

FILING OF THIS APPLICATION SHALL NOT IMPLY OR DEEM APPROVAL OF SAID APPLICATION.

PRINT NAME OF APPLICANT: _____

SIGNATURE OF APPLICANT: _____



Please read the following general submittal requirements for obtaining approval of a grading and excavating zoning review. Additional submittals may be required. It is the applicant's responsibility to comply with all codes and Ordinances. Grading & Excavating Zoning Review Applications will not be accepted if all submittals on this checklist are not provided.

REQUIRED SUBMITTALS:

- Completed Town of Taos Grading and Excavating Zoning Review Application
- Must comply with Chapter 15.24 Storm Drainage
- Registered Warranty Deed with Legal Description
- Registered Boundary Survey – Surveyor’s seal signed and dated (if applicable)
- Grading and Excavation Zoning Review Fee 50yd³ or more - \$250.00
- Every page must have a registered NM Engineer’s seal signed and dated
- Engineer’s Certification

3 COMPLETE SETS OF PLANS TO INCLUDE THE FOLLOWING:

- Vicinity Map
- North Arrow
- Scale
- Location of well & septic system (if applicable)
- Site Access
- Must comply with the Town of Taos Land Use Development Code, Lot Setback Requirements
- Utility Easements both underground and overhead
- Drainage Easements - HEC-2 analysis of 5 or more cross-sections at no more than 50’ intervals. The limits of the easements will be established by the Energy Grade Line (EGL). The cross-sections, EGL, and limits of the easement must be plotted on the plan.
- Locations and area of each structure (square footage)
- Locations of all watercourses, drainages, etc. (arroyos, ditches, rivers)
- Building Layout – Finish floor elevations for all buildings
- Distinguish between existing and proposed developments
- Distinguish between existing and proposed contours
- Distinguish between existing and proposed hydraulic structures
- Calculations and details for all proposed hydraulic structures
- Floodway Map showing proximity to established floodplain if within 1000 feet of development site.
- Offsite topography map of upstream basins contributing flows to the site – 1” = 500’ or better
- Fencing Statement (states if fencing is or is not proposed, and how it impacts drainage through the site)
- Erosion Protection – as per basis of proposed design
- Reference all supplemental reports, calculations, and attachments on the plan
- Road Maintenance Agreement – Agreement with the Town of Taos to develop site access according to standards for access gained from unimproved (not maintained by the Town of Taos) roadways.

HYDROLOGIC ANALYSIS INCLUDING THE FOLLOWING:

- 100-year 24-hr flow rate both existing and proposed
- 100-year 24-hr volume both existing and proposed
- Precipitation Data (SCS Method)
- Onsite Land Treatments both existing and proposed
- Offsite upstream basin delineation with land treatments for a fully developed scenario
- State all assumptions for the hydrologic analysis
- Details and calculations for all hydraulic structures
- Include input and output for all computer-generated results
- Detention ponds – 100-year 24-hour volume and empty in 24 hours
- Retention ponds – 100-year 24-hour volume and empty in 96 hours
- Spillways – designed for the 100-year 24-hour flow rate
- Include input and output for all computer-generated results

COST OF PERMIT:

1. THE GRADING AND EXCAVATING FEE IS BASED ON THE TOWN OF TAOS ORDINANCE 23-03 APPENDIX A OF THE TOWN OF TAOS LAND USE DEVELOPMENT CODE.
2. ZONING REVIEW FEES WILL BE DUE UPON REVIEW AND APPROVAL OF THE GRADING AND EXCAVATION APPLICATION REVIEW.



TOWN OF TAOS

CONSTRUCTION MITIGATION CHECKLIST

No building permit shall be issued unless a Construction Mitigation Checklist has been submitted to the Code Administrator of the Town of Taos.

Please answer YES or NO to the following questions and sign & initial. (Circle your answer)

- | | | | |
|---|-----|----|---|
| Will you provide onsite parking for the proposed project? | YES | NO | If you answered "No" please refer to the attached requirements for off-site parking. |
| Will there be parking in a public right of way during the course of construction? | YES | NO | If you answered "Yes" a letter of approval from the Town of Taos Public Works and Police Departments will be required. |
| Will this project require the storage for construction materials on site? | YES | NO | If you answered "Yes" please refer to the attached requirements for material storage. |
| Will this project require fencing? (NOTE TO APPLICANT: Fencing may be required for commercial projects which involve new construction). | YES | NO | If you answered "Yes" please refer to the attached requirements for fencing signs. |
| Will this project require temporary construction signs advertising the work being done? | YES | NO | If you answered "Yes" please refer to the attached requirements for signs. |
| Will this project require a construction trailer(s) on site? | YES | NO | If you answered "yes" please refer to the attached requirements for construction trailers. |
| Will this project provide chemical toilets for workers? | YES | NO | If you answered "Yes" please refer to the attached requirements for Chemical Toilets. |
| Will this project require the use of dumpsters for construction debris? | YES | NO | If you answered "Yes" please refer to the attached requirements for dumpsters. If you answered "No" please refer to the attached requirements for site cleanliness. |
| Will this project disrupt traffic at any time during the course of construction? | YES | NO | If you answered "Yes" please refer to the attached requirements for construction related traffic control. |

Construction Activity: Construction activity shall only occur between the following hours, unless otherwise authorized by the Town of Taos Development Review Committee (DRC):

- Residential projects: 8:00 am – 5:00 pm, Monday through Saturday
- Commercial projects: 7:00 am – 6:00 pm, Monday through Saturday (Commercial projects in residential zones: 8:00 am – 5:00 pm, Monday through Saturday)

By initialing here _____ I understand that my project will comply with the applicable time frame requirements as they are stated above unless I receive written permission from the DRC to deviate from them.

This checklist has been answered to the best of my knowledge. Should circumstances change during the course of my project work that conflict with the answers given in this checklist, it is my responsibility to inform the Town of Taos Planning and Zoning Department. I understand that I shall abide by the applicable regulations that are attached to this checklist. I understand that if I fail to follow the applicable regulations stated in the attachments herein I may be subject to a Stop Order on my project.

Applicant signature

Date

Requirements for the Construction Mitigation Checklist are outlined in Section 16.12.070.6 of the Town of Taos Land Use Development Code, and are available at the Town of Taos Planning, Community and Economic Development Department offices.



TOWN OF TAOS FLOODPLAIN DETERMINATION FORM

TOWN OF TAOS
**PLANNING
& ZONING**
DEPARTMENT

SECTION I

Property Code Number: _____ Owner Number: _____
 APPLICANT NAME: _____ Phone Number: _____
 MAILING ADDRESS: _____ Alt. Phone #: _____
 _____ Email Address: _____

 City, State, Zip

CERTIFICATION

Federal law requires that a flood insurance policy be obtained as a condition of a federally-backed mortgage or loan that is secured for the buildings. Flood insurance is available in the Town of Taos. Please contact your lender for more information.

THIS INFORMATION IS BASED ON A FLOOD INSURANCE RATE MAP OR FLOODWAY MAP OF TAOS COUNTY. THE INFORMATION ON THIS FORM DOES NOT IMPLY THAT THE REFERENCED PROPERTY WILL OR WILL NOT BE FREE FROM FLOODING OR FLOOD DAMAGE. A PROPERTY NOT IN A SPECIAL FLOOD HAZARD AREA MAY BE DAMAGED BY A FLOOD GREATER THAN THE 100 YEAR STORM OR FROM A LOCAL DRAINAGE PROBLEM NOT SHOWN ON THE MAP. THIS FORM DOES NOT CREATE LIABILITY ON THE PART OF TAOS COUNTY, OR ANY OFFICER OR EMPLOYEE THEREOF, FOR ANY DAMAGE THAT RESULTS FROM RELIANCE ON INFORMATION CONTAINED ON THIS FORM.

PRINT NAME OF APPLICANT: _____
 SIGNATURE OF APPLICANT: _____
 DATE: _____

OFFICE USE ONLY

Physical Address _____

The above property is found on FIRM PANEL 35055C-0790E or 35055C-0955E

Community: Town of Taos Effective FIRM Date: 10/6/2010

PROPERTY IS LOCATED IN ZONE(S): A AE D X WETLANDS (NWI Map): Yes No

THE PROJECT:

IS NOT located in a Special Flood Hazard Area. No further review is necessary.

MAY BE located in a Special Flood Hazard Area. A SITE VISIT BY TOWN FLOODPLAIN ADMINISTRATOR IS NECESSARY.

IS located in a Special Flood Hazard Area. ADDITIONAL REVIEW AND/OR A SITE VISIT MAY BE NECESSARY AND A FLOODPLAIN DEVELOPMENT PERMIT WILL BE REQUIRED FOR THIS PROJECT

_____ Town of Taos - Zoning Official Date _____

_____ Town of Taos - Floodplain Manager Date _____

For Wetlands Determinations contact the
 US Army Corps of Engineers (USACE)
 Kelly Allen
 (505) 342-3216
 kelly.e.allen@usace.army.mil



TOWN OF TAOS E-911 Addressing Application



SECTION I

Property Code Number: _____ Owner Number: _____
 APPLICANT NAME: _____ Phone Number: _____
 MAILING ADDRESS: _____ Alt. Phone #: _____
 _____ Email Address: _____

 _____ City, State, Zip

SECTION II - Only Complete if Owner is different from Applicant

PROPERTY OWNER: _____ Phone Number: _____
 MAILING ADDRESS: _____ Alt. Phone #: _____
 _____ Email Address: _____
 _____ City, State, Zip

CERTIFICATION

I hereby certify that I have read and examined the information contained on this application, and know the same to be true and correct. All the requirements of the Town of Taos Addressing Ordinance will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any federal, state, or local law regulating the access or addressing for any Town or State Roads.

I also acknowledge that the Town of Taos GIS Division is authorized and directed to enforce the provisions of any federal, state, and/or local codes, and shall have the authority to render interpretations of these codes and to apply policies and procedures in order to clarify the application of its provisions. Such interpretations, policies, and procedures shall be in compliance with the intent and purpose of any federal, state, and/or local codes. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in the Addressing Ordinance or Access Management Manual.

THE FILING OF THIS APPLICATION SHALL NOT IMPLY OR DEEM APPROVAL OF SAID APPLICATION.

PRINT NAME OF APPLICANT: _____

SIGNATURE OF APPLICANT: _____

DATE: _____

OFFICE USE ONLY

| | | | |
|--------------------------------------|-----------|---|------|
| Number | Road Name | Unit Type | Unit |
| <input type="checkbox"/> New Address | | <input type="checkbox"/> Address Verification | |
| Signature _____ | | Date _____ | |

BUILDING PERMIT GUIDE FOR COMMERCIAL CONSTRUCTION

State of New Mexico Regulation and Licensing Department Construction Industries Division

Albuquerque Office: 5500 San Antonio NE
Las Cruces Office: 505 S. Main, Ste 118
Santa Fe Office: 2550 Cerrillos rd

P.O. Box 939
P.O. Box 25101

Albuquerque, New Mexico 87109
Las Cruces, New Mexico 88004-0939
Santa Fe, New Mexico 87504

(505) 222-9800 FAX (505) 765-5670
(575) 524-6320 FAX (575) 524-6319
(505) 476-4700 FAX (505) 476-4685

PERMIT APPLICATION DATA

To obtain a permit, the applicant shall fill out an APPLICATION for STATE BUILDING PERMIT supplied by the Construction Industries Division office. Applicant must supply description of work, building address, construction material, total square footage, specific use of building, project owner's name and address, contractor's business name, address and license number, architect's name, address and license number. The licensed contractor GB98 requesting the permit must sign the application. Call (505) 476-4691 for more information.

ZONING APPROVAL

Your project may be located in an area requiring zoning approval from a city or county zoning authority. You must obtain zoning approval and a signature on the APPLICATION for STATE BUILDING PERMIT before applying to this office for the building permit. Contact the Construction Industries Division for zoning requirements in your area.

VALUATION AND FEES

Valuation of your project is based CID Rules New Mexico Administrative code 14.5.5.10. The project does need the signed contract between the project owner and contractor. The fee, which covers plan review, the permit notice and required inspections, is based on the valuation amount. Our office will calculate the valuation and fee for you. *If you are mailing the application and plans to the nearest CID office, call any of the offices listed above for the fee prior to mailing.*

PLAN SUBMITTAL

Two complete scaled sets of plans 1/4" = 1'-0" minimum and specifications must be submitted to Construction Industries Division for permit and must be sufficiently clear to show the project in its entirety. Following is a minimum standard of required drawings for review by Construction Industries Division for new commercial construction, additions, and remodels (use as a checklist when preparing your submittal):

I. COVER SHEET.

- A. Project identification
- B. Project address and a location map
- C. All design professionals identified
- D. The prime design professional (the professional responsible for project coordination) must be identified. All communications should be directed through this individual
- E. Applicable Codes annotated on cover sheet
- F. Design Criteria list:
 1. Type of building construction (IBC Chapter 6)
 2. Square Footage area of each floor or wing and total building square footage
 3. Group or use and occupancy (IBC CHAPTER 3) including mixed occupancies if applicable
 4. Occupant load (IBC Chapter 10, Table 1004.1.1)
 5. Allowable area calculations
 6. Exiting requirements
 7. Plumbing fixture requirements based on IBC Chapter 29,
 8. Fire sprinklers
 9. Height and number of stories
 10. Land use zone
 11. Location of property
 12. Seismic location

2. **SITE PLAN.** Show proposed new structures and any existing buildings or structures on site, all property lines with dimensions, all streets, easements and setbacks. Show all water, sewer, electrical points of connection, proposed service routes and existing utilities on the site. Show all required parking per New Mexico Building Code, including accessible parking, access aisles and ramps per ANSI. Show drainage and grading information. Indicate drainage inflow and outflow locations and specify areas required to be maintained for drainage purposes. When appropriate, include a topographical survey. Show north arrow.
3. **FOUNDATION PLAN.** Show all foundations and footings. Indicate size, location, thickness, materials and strengths (including concrete strength) and reinforcing. Show all imbedded anchoring such as anchor bolts, hold-downs, post bases, etc. Provide a geotechnical report, including soil-bearing capacity, for the purposed structure at that site.
4. **FLOOR PLAN.** Show all floors including basements. Show all rooms, with their use, overall dimensions and locations of all structural elements and openings. Show all doors and windows. Provide door and window schedules. All fire assemblies, door label ratings, area and occupancy separations and draft stops shall be shown. Include exiting requirements.
5. **FRAMING PLANS AND ROOF FRAMING PLANS.** Show all structural members, their size, methods of attachment, location and materials for floors and roofs. Show roof plan.
6. **EXTERIOR ELEVATIONS.** Show all views. Show all vertical dimensions and heights. Show all openings and identify all materials and show lateral bracing system, where applicable.
7. **BUILDING SECTIONS AND WALL SECTIONS.** Show & label materials of construction, non-rated and fire-rated assemblies and fire-rated penetrations. Show dimension of all heights.
8. **MECHANICAL SYSTEM.** Show the entire mechanical system. Include all units, their sizes, mounting details, all duct work and duct sizes. Indicate all fire dampers where required. Provide equipment schedules. The State Fire Marshall's Office shall approve sprinkler systems plans. Submit energy conservation calculations per 2006 Model Energy Code requirements.
9. **PLUMBING SYSTEM.** Show plumbing riser diagrams, all fixtures, piping, slopes, materials and sizes. Show points of connection to utilities, septic systems, pre-treatment sewer systems and water wells.
10. **ELECTRICAL SYSTEM.** Show electrical riser diagrams, all electrical fixtures (interior, exterior and site) wiring sizes and circuiting, grounding, panel schedules, single line diagrams, instantaneous fault current, load calculations and fixture schedules. Show lighting calculations and point of connection to utility.
11. **STRUCTURAL CALCULATIONS.** Where required, provide structural calculations for the entire structural system of the project. Include wind, roof and floor design loads.
12. **SPECIFICATIONS.** Either on the drawings or in booklet form, further define construction components, covering materials and methods of construction, wall finishes and all pertinent equipment. Schedules may be incorporated into a project manual in lieu of drawings.
13. **ADDENDA AND CHANGES.** It shall be the responsibility of the individual identified on the cover sheet as the prime design professional to notify the building official of any and all changes

throughout the project and provide revised plans, calculations and other appropriate documents prior to actual construction.

14. **REVISIONS.** For clarity, all revisions should be identified with a delta symbol and clouded on the drawings or resubmitted as a new plan set.

REQUIREMENTS FOR PROFESSIONAL SEALS

When any professional seal is required for a building permit, every standard page of the construction documents must bear a professional seal with original signature and date, certifying professional responsibility for every aspect of the project. Referenced serial drawings do not require a seal.

SINGLE SEAL REQUIREMENT

The single seal of either a New Mexico registered engineer or architect meets the requirement for professional certification on projects that do not exceed a construction valuation of six hundred thousand dollars (\$600,000) and do not exceed a total occupant load of fifty (50).

Nonresidential buildings, as defined in the 2015 International Building Codes, or additions having a total occupant load of ten (10) or less and not more than two (2) stories in height, which shall not include E-3, H, or I occupancies, will not require the seal of either an architect or engineer, unless the Construction Industries Division determines such seal is necessary to protect public life, safety and welfare.

Plans, specifications and calculations stamped by an Electrical Engineer licensed to practice in New Mexico shall be required for any installation with a calculated service capacity over 100 kVA single-phase or over 225 kVA three-phase. This requirement shall NOT apply to remote installations such as single irrigation pumps.

Plans, specifications and calculations stamped by a Mechanical Engineer licensed to practice in New Mexico may be required on mechanical permits of \$50,000.00 or more in value and/or commercial buildings three stories and higher.

MULTIPLE SEALS REQUIREMENT

The professional seals of both an architect and an engineer (or engineers) are required on projects with either a construction valuation greater than six hundred thousand dollars (\$600,000.00) or a total occupant load greater than fifty (50). Occupant load shall be in accordance with Table 1004.1.1 of 2015 International Building Code.

REQUIRED INSPECTIONS

To request an inspection e-mail us at CID.Inspection@state.nm.us our call 505-222-9813 or 877-243-0979

1. **FOUNDATION INSPECTION.** To be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. All materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with approved nationally recognized standards, the concrete need not be on the job. Where the foundation is to be constructed of approved treated wood, additional inspections may be required by the building official.
2. **CONCRETE SLAB or UNDER-FLOOR INSPECTION.** To be made after all in-slab or under-floor building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.
3. **FRAME INSPECTION.** To be made after the roof, all framing, fire blocking and bracing are in place and all pipes, chimneys and vents are complete and the rough electrical, plumbing, and heating wires, pipes and ducts are approved.
4. **WEATHER-RESISTIVE BARRIER INSPECTION.** To be made after installation of the appropriate weather-resistive barrier and before such barrier is covered.
5. **FINAL INSPECTION.** To be made after finish grading and the building is completed and ready for occupancy. Final electrical, plumbing and mechanical inspections must be conducted prior to final general

construction inspection. The Construction Inspector will issue the Certificate of Occupancy to the contractor after approving final general construction inspection.

6. **OTHER INSPECTIONS.** In addition to the called inspections specified above, the Construction Inspector may make or require other inspections of any construction work to ascertain compliance with provisions of the New Mexico Building Code and other laws which are enforced by the code enforcement agency. The licensed plumber and electrician performing the work under the appropriate permits are responsible for coordinating plumbing, mechanical and electrical inspections.

CERTIFICATE OF OCCUPANCY

No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the building official has issued a certification of occupancy as provided.

COMMERCIAL DEMOLITION AND RENOVATION

Call the Air Pollution Control bureau for information regarding the handling of asbestos containing materials at 1-800-224-7009 prior to demolition and renovation of existing commercial structures. The Air Pollution Control Bureau must be notified 10 days in advance of any demolition and renovation of commercial structures.

APPLICABLE CODES

The Construction Industries Division currently enforces the following codes:

- 2015 New Mexico Commercial & Residential Building Code
- 2015 International Building Code
- 2015 International Existing Building Code
- 2015 International Residential Code
- 2012 Solar Energy Code (IAPMO)
- 2009 NM Energy Conservation Code
- ICC/ANSI A117.1-2009
- 2012 New Mexico Plumbing and Mechanical Code
- 2012 Uniform Mechanical Code (IAPMO)
- 2012 Uniform Plumbing Code (IAPMO)
- 2012 Uniform Swimming Pool, Spa and Hot Tub Code
- 2014 New Mexico Electrical Code
- 2014 National Electrical Code
- 2012 National Electrical Safety Code
- Liquefied Petroleum Gas Standards
 - 2014 NFPA 58
 - 2012 NFPA 57
 - 2012 NFPA 54
 - 2010 NFPA 52
 - 2011 NFPA 1192

ACCESSIBILITY

Accessibility requirements are detailed in Chapter 11, Accessibility, of the New Mexico Building Code, and supercede Chapter 11, Accessibility, of the International Building Code. The adopted standard of quality for accessible design is the ICC/ANSI A117.1-2009 "Accessible and Usable Buildings and Facilities".

CONSTRUCTION INDUSTRIES DIVISION WEB SITE

CID has developed a new information web site with "view only" information at RLD.STATE.NM.US This site includes information of interest to consumers, business and the regulated community.

CONTRACTOR LICENSE LOOK-UP

A license web site has been developed at [HTTP://PUBLIC.PSIXAMS.COM](http://PUBLIC.PSIXAMS.COM). This site includes the names, addresses and telephone numbers of licensed contractors and their license classification. It also includes information on licensing and required qualifications for license examination.



Multi-Purpose State Building Application

State of New Mexico

Regulation and Licensing Department

Construction Industries Division

Santa Fe
Albuquerque
Las Cruces

2550 Cerrillos Rd
5500 San Antonio NE
505 S. Main St. Ste. 118

Santa Fe, NM 87505
Albuquerque, NM 87109
Las Cruces, NM 88004

Phone: (505) 476 - 4700
(505) 222 - 9800
(575) 524 - 6320
Fax: (505) 476 - 4685
(505) 765 - 5670
(575) 524 - 6319

Please check the appropriate type for which you are applying for:

- Building Review/Permit (includes electrical / mechanical / plumbing)
 Trade Review Only
 Residential
 Commercial
 Pre-Bid
 Reroof
 Electrical Review
 Mechanical/Plumbing Review

THE FOLLOWING INFORMATION MUST BE PROVIDED

Parcel No. and/or Project Address (must provide a physical address) _____ Nearest City/Town/Village _____ Zip Code _____ County _____

GPS Coordinates optional X Coordinate _____ Y Coordinate _____

MUST provide written Directions

Property Owner or Homeowner Information:

First Name _____ Last Name _____ E-mail address: _____

Address No. & Street / PO Box / Rural Route _____ City _____ State _____ Zip Code _____ Phone _____

Contractor Information (must provide proof of contract):

Company Name _____ NM State License # and classification _____

Address No. & Street / PO Box / Rural Route _____ City _____ State _____

Contact Information (Name) _____ Phone _____ E-mail address: _____

Design Professional Information:

Company Name _____ NM State License # _____

Address No. & Street / PO Box / Rural Route _____ City _____ State _____

Contact Information (Name) _____ Phone _____ E-mail address: _____

Type of Construction I II III IV V A B

Occupancy Group A B E F H I M R S U

Division 1 2 3 4 5

Square Footage: _____

Valuation / Sign Contract: _____

Energy Compliance Prescriptive Trade-off Performance

Climate Zone: 1 2 3 4 5 6 7

Energy Code Not Applicable

Fire Sprinklers Apply Y / N LP gas Appliance Apply Y / N

APPLICANT MUST READ AND SIGN THE FOLLOWING: I hereby acknowledge by my signature below that I have read this application and state that the above is correct. I agree to comply with the requirements for the New Mexico Building Code. I waive my right to require any inspector to possess a search warrant before they enter the premises to inspect the building covered by this permit. However, I waive this right only on the following conditions: The inspector must be approved by the Construction Industries Division and this inspection must be made at reasonable times for purpose of determining whether the work of building or structure on the premises complies with the New Mexico Building Code. I understand that the issuance of this permit shall not prevent the Construction Industries Division from requiring compliance with the provisions of the New Mexico Building Code.

X _____ Signature _____ Date _____

Officeical Use Only

Date Issued: _____ Processed By: _____ Tracking Number: _____

Received By: _____ Total Fees Due: _____

Walk In Mail E-Mail: _____ Partial Payment: _____

Paid By: _____ Balance Due: _____

Check Money Order Credit Card Purchase Order

PLANNING/ZONING APPROVED BY: _____ Signature _____ Date: _____

FLOOD PLAIN APPROVED BY: _____ Signature _____ Date: _____

GENERAL BUILDING APPROVED BY: _____ Signature _____ Date: _____

UPC/UMC APPROVED BY: _____ Signature _____ Date: _____

NEC APPROVED BY: _____ Signature _____ Date: _____

