



BUILDING PERMIT APPLICATION

Community Development Department

VILLAGE OF LOS LUNAS
660 Main Street NW
PO Box 1209
Los Lunas, NM 87031
(505) 839-3842

1. CONTACT INFORMATION

Applicant(s) or Agent(s) _____ phone _____

Address _____ city _____ state _____ zip _____

Email address _____ fax _____

Are you the property owner? yes no ***If no, please complete the following section:***

Property owner(s) _____ phone _____

Address _____ **Los Lunas** **NM** **87031**

2. PARCEL INFORMATION

Property Identification Number (UPC) _____

Legal Description _____

Street Address or Location _____

Present zoning _____ Present land use _____

Proposed Use _____

Is this property in a floodplain? yes no

For Cashier's Use Only

3. CONSTRUCTION INFORMATION

CONSTRUCTION VALUE _____

SQUARE FOOTAGE _____ PROPOSED ADDITION SQUARE FOOTAGE _____

TYPE OF CONSTRUCTION I II III IV V A B **CLIMATE ZONE** 1 2 3 4 5 6 7

OCCUPANCY GROUP A B E F H I M R S U **DIVISION** 1 2 3 4 5

ENERGY GROUP Prescriptive Trade-off Performance Energy Code not applicable

FIRE SPRINKLERS APPLY *yes or no* **LP GAS APPLIANCE APPLY** *yes or no*

Please check ALL that apply:

BUILDING

New Construction Addition Alteration/Remodel Conversion

Foundation only Unreinforced masonry After the fact permit Movement of structure

Demolition *(circle one) full or partial* Grading *hillside or non-hillside*

Solar Tenant Improvement Conditional Repair

Other _____

MINOR BUILDING

Roof

Fence/wall

Pool: *public or private* Electric fixtures *(quantity)* _____

Pool heater *yes or no* Motor *less than 1 hp or less than 5 hp*

Backwash disposal *yes or no* Elevator or chair lift *yes or no*

3. CONSTRUCTION INFORMATION, cont'd

ACCESSORY

Accessory structure

FIRE PERMITS

Fire suppression system Fire alarm Sprinklers Underground sprinklers

Monitors N/A

MISCELLANEOUS

Spray booth Fuel storage tank Range hood

ALTERNATIVE METHODS AND MATERIALS

If alternative methods and materials, such as adobe, rammed earth, or straw bales will be used for this project, please attach an engineer's statement with this application.

4. EXPLANATION OF REQUEST

5. DESIGN PROFESSIONAL

Name _____ State license # _____
Address _____ city _____ state _____ zip _____
Office phone _____ Cell phone _____ Fax _____
Email address _____

6. GENERAL CONTRACTOR

Name _____
Address _____ city _____ state _____ zip _____
Office phone _____ Cell phone _____ Fax _____
Email address _____
License numbers: *Contractor* _____ *Roofing Contractor* _____
Plumbing _____ *Electrical* _____
Other _____

7. COMMERCIAL DRAINAGE PLANS - SIGNATURE REQUIRED

FOR COMMERCIAL PERMITS ONLY: I understand that all commercial and industrial projects will require a comprehensive drainage plan to be submitted at the time a building permit is requested. No building permit will be issued until the drainage plan is approved by the Village Engineer. All plans will be based on the Albuquerque DPM Design Standards. The fee for drainage plans, if required, shall be \$350.00 for up to the first five acres of land within the project, plus \$10 per acre for each acre in excess of five acres in each project. The fee shall be paid at the time the drainage plan is submitted for review to the Village Engineer.

Applicant name _____ Signature _____ Date _____

BUILDING PERMIT APPLICATION CONT'D

8. SIGNATURE OF OWNER(S) OF RECORD FOR THE ABOVE DESCRIBED PARCEL(S)

UNDER PENALTY OF INTENTIONAL MISREPRESENTATION AND/OR PERJURY, I declare that I have examined and/or made this application and it is true and correct to the best of my knowledge and belief. I agree to construct said improvement in compliance with all provisions of the New Mexico Building Code. I further certify that all easements, deed restrictions, or other encumbrances restricting the use of the property are shown on the site plans submitted with this application. I have been given authorization from the property owner to obtain this permit. I realize that the information that I have affirmed hereon forms a basis for the issuance of the permit herein applied for and approval of plans in connection therewith shall not be construed to permit any construction upon said premises or use thereof in violation of any applicable ordinance or to excuse the owner or his or her successors in title from complying therewith.

Applicant name _____ Signature _____ Date _____

I understand that by applying for this permit, I am consenting to the inspection of this property and to the entry onto the property by inspectors from the Village of Los Lunas for the purpose of performing the necessary inspections during normal business hours for the duration of the permit.

Property owner name _____ Signature _____ Date _____

9. HOMEOWNER CONSTRUCTION PERMITS - SIGNATURE REQUIRED

Please print Homeowner name, read, sign and notarize the following:

I, _____, certify that I intend to build or make installations, alterations or repairs in or to a single-family dwelling owned and occupied or to be occupied by me. I understand that I must do all the work myself or with the aid of others who are paid wages and who receive no other form of compensation. If I hire anyone on a payroll, I will furnish my state and federal tax withholding numbers to the Construction Industries Division and will make my payroll records available for inspection by the Division. I understand that I cannot perform any electrical, mechanical, or plumbing work under this permit. If I hire a licensed contractor to do any portion of this project, the contractor will apply for his own permit for his portion of the work. I understand I am required to substantiate my construction knowledge to the satisfaction of the Division and complete the Homeowner's Responsibility Form for a Homeowner Construction Permit.

Homeowner signature _____

Sworn to me this _____ day of _____, 20____
My commission expires: _____

OFFICE USE ONLY

Permit #: _____ Received Date: __/__/__ APPLICATION FEE: _____

Building Review/Permit Residential Commerical Pre-Bid Reroof

FEE CALCULATION

WATER IMPACT FEE _____	\$ _____
WATER CONNECTION FEE _____	\$ _____
SEWER IMPACT FEE _____	\$ _____
SEWER CONNECTION FEE _____	\$ _____
PARK SERVICE FEE _____	\$ _____
BUILDING PERMIT FEE _____	\$ _____
RE-INSPECTION FEE (\$30) _____	\$ _____
PLAN REVIEW FEE _____	\$ _____
DRAINAGE PLAN FEE (COMMERCIAL ONLY) _____	\$ _____
SPECIAL FEES (AFTER HOURS/WEEKENDS, ETC.) _____	\$ _____
SUBTOTAL _____	\$ _____
Water Usage Deposit _____	\$ _____
TOTAL FEES _____	\$ _____

BUILDING PERMIT APPLICATION

Required Documentation

■ SITE PLAN

Each application for a Building Permit must include TWO (2) complete sets of plans on paper at least 8 1/2" x 11" and show location of proposed structure, distances to property lines and any structure within 10' of any adjoining property line.

■ FOUNDATION PLAN

Indicate size, location, and depth below grade of all footings, piers, and stem walls. Show the size and spacing of steel reinforcements.

■ FLOOR PLAN

For residence, show sizes, location and label all rooms, openings and smoke detection systems. For commercial, show plumbing, heating and electrical layout, electrical service drop-equipment, and smoke detection systems. A New Mexico licensed architect's and/or engineer's stamp is required on all commercial plans with an occupant load over 10 persons (BC-Table 33-A).

■ FLOOR & ROOFING PLANS

The size, spacing, and spans of joists, girders, rafters, and headers. Specify grade and species of all wood members. Provide all truss details when applicable showing method or attachment to columns, walls, etc.

■ ELEVATIONS (COMMERCIAL ONLY)

Four (4) elevations required: height of building floor-to-ceiling dimensions, roof slope, exterior materials to be used, and grade elevations with respect to finish floor elevations.

■ ADDITIONS

The size and occupancy of existing building when submitting plans for additions, in particular, windows and doors in existing rooms adjoining new addition.

■ DETAILS / WALL

Typical exterior and interior walls including footing and foundation details, anchor bolts, wall materials, size and spacing of steel reinforcement in masonry, and insulation (as required in The Model Energy Code).

■ COMMERCIAL BUILDING

Must state code compliance data - exit requirements, sprinkler requirements, door label ratings, type of construction, occupant load and occupancy group, soil bearing capacity and concrete strength, wind, roof and floor design loads. Heat loss calculations are required. Also all commercial buildings must provide handicapped facilities.

■ TOTAL SQUARE FOOTAGE

The living, heated and/or usable area - include garage, carport, covered porch or patio.

■ COST OF PERMIT

The permit fee schedule is based on the valuation of the structure. If there is a contract price, include a copy of the signed contract, otherwise the valuation will be based on the square footage.