



Decks, Deck Covers, Porches, and Carports

Los Alamos County Community Development Department
 1000 Central Avenue, Suite 150, Los Alamos, NM 87544
 505-662-8120 Fax 505-662-8363

Checklist

2 Copies of All Documentation Required for Residential

3 Copies of All Documentation Required for Commercial

APPLICATION CHECKLIST
Permit Application completed and signed.
CID/Homeowners Responsibility Form – If Homeowner is acting as General Contractor <i>(If Assessor’s database does not match owner name on form further proof of ownership may be required. Must be owner’s primary residence)</i>
For commercial projects a signed and notarized owner’s affidavit from the property owner is required
Easement Encroachment Forms – If Applicable
Foundation Plan to include footing details
Floor and Roof Framing Plans to include lumber dimensions, spacing, and spans
Stair Detail to include: <ul style="list-style-type: none"> • Rise and Run • Guard and Hand Rail Detail
Elevation Drawings including heights
Information from manufacturer on truss details including Engineer stamp (if using trusses)
Manufactured lumber information including: <ul style="list-style-type: none"> • Type (TJI, LVL, Microllam, Parallam) • Load Data
Information from manufacturer on flame spread rate of all exterior materials to include: Class II Flame Spread Required per LAC Fire Code <ul style="list-style-type: none"> • Flame Retardant Paint/Stain (allowed on decks only from the handrails down) • Stair Stringers/Joists • Composite Decking Material • Class of Roof for Deck Cover and Carports (Class A for Los Alamos, Class A or B for White Rock)
Existing Wall Section Detail (As per Figure R505.2.1 (1)) to include: <ul style="list-style-type: none"> • What deck ledger board is being attached to and how it is being attached including flashing details • What roof ledger board is being attached to and how it is being attached including flashing details
Scaled Site Plan to include: <ul style="list-style-type: none"> • Location of proposed structure showing distances to property lines and required setbacks • Location of all utility lines (gas, water, electrical, sewer) mains and meters • All existing structures with dimensions • NM One Call ticket number

For commercial projects, a design professional stamp is required on the plans.

NM One Call 1-800-321-2537

** This list is not all inclusive, additional information may be required depending on scope of project**

Revised: June 6, 2018

Permit Application

FOR OFFICE USE ONLY

Date: _____

Plan/Permit #: _____

Plan Review Fee: _____

Floodplain: _____

Please complete all areas on this form that apply. Incomplete applications may delay process.

____ Residential

____ Commercial

Project Address: _____

Owner: _____ Address: _____

Phone: _____ Email: _____

Contractor: _____ Phone: _____ Email: _____

Address: _____ License #: _____

Design Professional (if applicable): _____ Phone: _____

Address: _____ Email: _____

Main Point of Contact: Owner: ____ Contractor: ____ Design Professional: ____

Type of Work:

<input type="checkbox"/> Accessory Structure	<input type="checkbox"/> Fence **	<input type="checkbox"/> Remodel	<input type="checkbox"/> Sun Room	<input type="checkbox"/> Sign Permanent
<input type="checkbox"/> Addition	<input type="checkbox"/> Fireplace	<input type="checkbox"/> New Dwelling	<input type="checkbox"/> Photovoltaic	<input type="checkbox"/> Sign Temporary
<input type="checkbox"/> Curb-Cut	<input type="checkbox"/> Foundation	<input type="checkbox"/> New Roof	<input type="checkbox"/> Re-Roof	<input type="checkbox"/> Window/Door
<input type="checkbox"/> Deck/Porch Carport	<input type="checkbox"/> Grading/Excav.	<input type="checkbox"/> Other	<input type="checkbox"/> Siding/Stucco	<input type="checkbox"/> Demo

Square Footage: Heated _____ Garage: _____ Deck, Carport, Porch or Patio Cover _____ Total Sq. Ft. _____

Valuation of Work: \$ _____ Number of Stories: _____ Height _____

Description of Work: _____

Name: _____ Date: _____ Signature: _____

I understand that by entering my name above, it constitutes as a legal signature.

****Easement Encroachment.** This permit authorizes the permit holder to construct/install a non-permanent structure (requires no subsurface foundation or structural member), within the boundaries of an existing public utility easement. Whenever this is the case, permittee shall be fully responsible (at permit holder's cost) for the removal and replacement of such non-permanent structure(s), at any time County personnel or County contractor may deem the structure interferes with work on the public utility for which the easement is in place. Any encroachment to the right of way or easements shall ensure that exiting drainage patterns are being maintained and unimpeded as applicable.

Bldg: _____ Util: _____
 Plng: _____ PW: _____ Fire: _____

1000 Central Avenue, Suite 150
 Los Alamos, NM 87544
 P 505.662.8120 F 505.662.8363
 Rev. 2/2018