

New Commercial Building

Los Alamos County Community Development Department 1000 Central Avenue, Suite 150, Los Alamos, NM 87544 *Office 505-662-8120 *Fax 505-662-8363 *Email: permit.techs@lacnm.us

Application Checklist

*If not applying electronically 2 Copies of all documentation is required

Code Cycle: 2021 International Building Code / 2018 International Conservation			Not
Code	Provided	Required	Applicable
Permit Application completed and signed			
Completed and signed notarized owner's affidavit from property owner.			
Plans require a NM Engineer stamp (stamp required on each individual page).			
Code Analysis Including			
* Reference Codes * Occupancy Classification * Construction Type			
* Seismic Zone			
* Indicate whether building is sprinkled * Occupant Load Calculations			
* Fixture Count			
Foundation Plan to include footing details and vapor barrier			
Floor and Roof Framing Plans to include lumber dimensions, spacing, and spans			
Location of braced wall lines and location and detail of braced wall panels			
Floor Plan Showing: Rooms Labeled, equipment, tables, etc.			
Parking Plan:			
* Access and parking related to site plan			
* Parking analysis based on proposed use			
* Width of aisle(s)			
* Parking stall dimensions			
* Handicap Parking Details including striping, signage and number of spaces			
* Path of travel from building to handicap parking spaces			
Stair Detail to include:			
* Rise and Run * Guard and Handrail Detail			
Elevation Drawings including heights			
Information from manufacturer on truss details including NM Engineer stamp and truss			
layout plan (if using trusses)			
Manufactured lumber information including:			
* Type (TJI, LVL, Microllam, Parallam), (if applicable)			
* Load Data			
Information from manufacturer on flame spread rate of all exterior materials to include			
Class II Flame Spread required per LAC Fire Code:			
* Class of Roof (Class A for Los Alamos, Class B for White Rock)			
* Type of Skylight (no plastic, tempered glass required)			
* Soffits, Fascia, & Siding (Class II Fire Rating or better) (Cont. page 2)			

Continue - Page 2	Provided	Required	Not Applicable
* Flame Retardant Paint/Stain (allowed on decks only from the handrails down)			
* Stair Stringers/Joists			
* Composite Decking Material.			
Wall Section Details			
ComCheck			
Insulation details including:			
* R Values * Type * Thickness *Location			
Windows/Skylights:			
* Manufacture specification indicating U-Factor			
* Manufacture specification indicating tempered, if applicable			
Fire Alarm System Plan, (if applicable)			
Sprinkler Plan (if applicable)			
Stucco:			
* Gauge of Wire (17/20 Gauge) * Thickness of stucco			
* Type of Stucco system (2 coat, 3 coat)			
* Weep screed detail (if using synthetic/acrylic color coat)			
* If other than traditional three coat system, an ICC ES report must be submitted			
Certificate of approval from Planning Division if applicable			
Scaled Site Plan to include:			
* Graphic Scale and North Arrow			
*Property Lines according to recorded survey			
* All existing structures with dimensions			
* Existing and proposed structures			
* Existing and proposed easements			
* Existing and proposed setbacks			
* Existing and proposed utility lines			
* NM One Call ticket number (1-800-321-2537)			
Lighting Plan			
* Proposed lighting that notes the Correlated Color Temperature, Color Rendering			
Index, Lumens and all other attributes related to lighting to show compliance with Ch.			
16, Division 6: Outdoor Lighting.			
Landscaping Plan			
* Existing plant material, amount and species & size			
* Proposed plant material, amount and species & size			
Grading and Drainage Plan			
Electrical Plan, Mechanical Plan, Plumbing Plan			
Retaining Walls Details to Include (Engineer Stamp required):			
* Thickness of Footing and Wall * All Reinforcement		=	
* Height from bottom of footing to top of wall * Height of unbalanced fill			
* Height from finished grade to top of wall * Indicate if there is a surcharge			
** This list is not all inclusive, additional information may be required dener	ding on scon	o of project*	*

Reviewed by	/ Permit Tech:		

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

^{*}Business Licenses are non-transferable and a Business License/new Business License will be required prior to opening* *A separate sign permit is required if changing or installing a new sign.