



LOS ALAMOS
where discoveries are made

Windows/Doors
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

RESIDENTIAL APPLICATION
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>
Floor Plan with the following: <ul style="list-style-type: none"> • All rooms labeled where windows/doors are being replaced • Window/door locations & sizes • Locations of gas meter • U Value of Windows • Indicate which windows will be tempered, if applicable

COMMERCIAL APPLICATION
Permit Application completed and signed.
For Commercial Projects a notarized Owner’s Affidavit is required from the property owner
Floor Plan with the following: <ul style="list-style-type: none"> • All rooms labeled where windows/ doors are being replaced • Window/door locations & sizes • Locations of gas meter • U Value of Windows • Indicate which windows will be tempered, if applicable

Written installation instructions from the window/door manufacturer is required on site for the final inspection.

If altering or adding headers, or making changes to, or adding other structural elements, you must provide details. Building Inspectors are available to assist you with questions regarding whether or not you will need to provide details and whether or not a licensed residential contractor is required to perform the work for residential permits.

Window Egress Requirements in Sleeping Rooms:

- Minimum opening of 20 inches wide and 24 inches high
- Maximum start of window opening above floor is 44 inches
- Ground floor must be a minimum of 5 square feet and all other floors 5.7 square feet.

Egress is not required to be met if:

1. There is an egress door in the sleeping room that leads directly to the outside
2. The existing window opening is not being decreased by the replacement window

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