



New Roof Structure

Los Alamos County Community Development Department
 1000 Central Avenue, Suite 150, Los Alamos, NM 87544

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Application Checklist

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

Code Cycle: 2021 International Building Code / 2021 International Residential Code / 2018 International Energy Conservation Code	Provided	Required	Not Applicable
Permit Application completed and signed			
CID/Homeowners Responsibility Form – If Homeowner is acting as General Contractor (If Assessor’s database does not match owner name on form further proof of ownership may be required. Must be owner’s primary residence)			
Must meet Los Alamos Design Criteria (wind 90 mph, snow 30 psf, and seismic category C).			
Roof Framing Plan to include * Lumber Dimensions, Spacing, Spans * Detail of Existing Structure (load path from bearing point to bottom of foundation) * New framing connection detail * Insulation R-Value			
Manufactured lumber information including * Type (TJI, LVL, Microllam, Parallam) * Load Data			
Information from manufacturer on truss details including Engineer stamp (if using trusses).			
Elevation Drawings including height from grade to top of roof			
Planning Case- Certificate of Approval			
Ice and water barrier required for shingle roofs (Manufacture specs required)			
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 Flame Spread) * Composite Decking Material			

* For commercial projects, a NM Design Professional stamp is required on the plans

* If there are any overhead powerlines, Identify the distance between them, and the closets point of the roof

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

Reviewed by Permit Tech: _____

Revised 1-19-24