



Residential Addition

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 / 2021 International Energy Conservation Code	Provided	Required	Not Applicable
Los Alamos Design Criteria (wind 90 mph, snow 30 psf, and seismic category C)			
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).			
Plan Review Fee due upon submittal			
Soils Testing Data (by licensed geotechnical engineer for all construction requiring fill and all Cerro Grande fire rebuilds, or when required by the Building Official)			
Foundation Plan to include footing detail, steel reinforcement, vapor barrier, Slab R-value and depth. Frost depth 36" LA / 24" WR			
Interior and Exterior Frame detail showing lumber dimensions and on centers with method attachment			
Floor and Roof Framing Plans to include lumber dimensions, on centers, and spans			
Location of braced wall lines and location and detail of braced wall panels			
Header detail/schedule required for all doors and windows			
Existing and purposed Floor Plan Showing:			
* All Rooms Identified			
* All Smoke Alarms and Carbon Monoxide Detectors are required to brought up to the 2021 IRC			
* Indicate all windows/doors that are being added. Mark tempered at hazardous locations.			
Stair Detail to include: (if applicable)			
* Rise and Run dimensions			
* Guard Rail Detail: 36" minimum height, less than 4" intermediates			
* Hand Rail Detail: 34" minimum height, Less than 4" intermediates			
Elevation Drawings including heights (from grade to highest point of roof)			
Information from manufacturer on truss details including Engineer stamp (roof snow load 30psf, wind 90mph, 3 second gusts, reviewed under the 2021 IRC/IBC)			
Engineered lumber Calculation sheets required for the following: * TJI, LVL, Microllam, Parallam, etc.			
Ledger size (2x8, 2x10, or 2x12) and bolt detail if applicable. Must comply with the 2021 IRC			
Manufacturer specifications for Class I Ignition-Resistant Construction per County Ordinance			
* Los Alamos County Class A Roof Assemblies Only			
* Soffits, Fascia, and Siding:			
a. Ignition resistant/Non-combustible material			
b. Material approved for not less than 1-hour fire-resistance-rated construction, and must comply with WUI Sec. 504.3			
c. Facias are required and shall be protected on the backside by ignition resistant material or by materials approved for not less than 1-hour fire-resistance-rated construction, and must comply with WUI Sec. 504.3. Exposed roof rafters/joists are prohibited.			
* Decks:			
a. Minimum 6x6 posts allowed			
b. Guard/handrails must be non-combustable or fire rated lumber. Specs required			
b. Walking surfaces must be non-combustible or have a flame spread identified as Class A / I			
c. Flame retardant applied to all joists, beams, stringers and ledger boards. Specs required.			
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Insulation details including:			
* R Values			
* Type			
* Thickness			
* Location			
Fireplace/Wood/pellet stove (if applicable)- Manufacture Specifications required			
Stucco showing method of attachment: (if applicable)			
* Gauge of Wire (20 gauge or 17 gauge)			
* 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			
Windows/skylights:			
* Manufacture specs indicating U Value/factor (cannot exceed .32 / skylights.55). Sunroom shall not exceed .45 / skylights .70. Window/Door schedule required- with hazardous location identified.			
* Manufacture specification indicating tempered. All skylights are required to be tempered			
Grading and Drainage Plan			
Planning Case- Certificate of Approval			
Site Plan must be a bird's-eye view of the entire lot/parcel and must clearly show the following:			
* Entire lot/parcel boundaries shown			
* Property Lines per recorded survey			
* all structures labeled as either Existing or Proposed o Example: "Existing Shed," "Proposed Shed," "Proposed Fence"			
* Existing structures accurately located			
* All proposed structures clearly marked and labeled			
* Proposed setbacks from all property lines			
* Utility lines and meter locations (water, sewer, electric, gas, etc.)			
* Existing easements (utility, sewer, drainage, etc.)			
* NM One Call ticket number included NM One Call 1-800-321-2537. o Mark location of any flagged underground utilities on site plan			
Proposed Retaining Walls Details To Include: (if applicable)			
* Thickness of Footing and Wall			
* All Reinforcement.			
* Height from bottom of footing to top of wall			
* Height from finished grade to top of wall			
* Height of unbalanced fill			
* Indicate if there is a surcharge			
* An Engineer Stamp is required on details			

If not using the prescriptive method, energy calculations are required to be submitted. It is

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

Reviewed by Permit Tech: _____

Revised 7/30/25