



## Residential Patio Enclosures & Sunrooms

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 / 2021 International Residential Code / 2018 International Energy Conservation Code	Provided	Required	Not Applicable
Permit Application completed and signed			
Commercial: Completed and signed notarized owner's affidavit from property owner.			
All commercial and metal plans require a NM Design Professional stamp (stamp required on each individual page).			
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.)			
Easement Encroachment Forms			
Purposed Floor Plan- (Identify all hazardous locations with tempered Glass)			
Foundation Plan with footing details (depth 36" Los Alamos / 24" White Rock)			
Wall/Floor/Roof Framing Plans to include lumber dimensions, spacing, and spans			
Elevation Drawings including heights			
Stair Detail to include * Rise and Run * Handrail Detail.			
Information from manufacturer on truss details including NM Engineer stamp (if using trusses)			
Manufactured lumber information including * 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 * Roofing system (Class A for Los Alamos, Class A or B for White Rock) * Type of Skylight- U-factor cannot exceed .70 (tempered glass required). * Soffits, Fascia, & Siding (Class II Fire Rating or better).			
Insulation details including: (if applicable) * R Values * Type * Thickness * Location			

Continued Page 2	Provided	Required	Not Applicable
<b>Stucco method of attachment, if applicable (If other than traditional three coat system, an ICC ES report must be submitted):</b> * Gauge of Wire- 17 gauge 3 coat / 20 gauge 2 coat * Thickness of stucco * Type of Stucco system. * Type of color coat (synthetic/acrylic or traditional) * Weep screed detail			
<b>Certificate of approval from Planning Division if applicable</b>			
<b>Site Plan with the following:</b> * Graphic Scale and North Arrow * Property Lines according to recorded survey * Existing and proposed structure * Existing and proposed easements * Existing and proposed setbacks * Existing and proposed utility lines * NM One Call ticket number- NM One Call 1-800-321-2537.			

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

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

Reviewed by Permit Tech: \_\_\_\_\_

Revised 1/19/24