



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 / 2021 International Energy Conservation Code	Provided	Required	Not Applicable
Los Alamos Design Criteria (wind 90 mph, snow 30 psf, and seismic category C)			
Checklist is for existing strutures only, not for a new patio or sunroom			
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).			
If converting into conditions space, foundation Plan to include permimeter insulation, footing detail, steel reinforcement, vapor barrier, Slab R-value and depth. Crawl space venting/barrier, if applicable.			
Exterior Frame detail showing lumber dimensions and on centers with method attachment			
Header detail/schedule required for all doors and windows			
If converting into conditioned sunroom, all smoke alarms and carbon monoxide detectors are required to brought up to code. Floor plan required showing locations.			
Indicate all windows/doors that are being added. Mark tempered at hazardous locations.			
Manufacturer specifications for Class I Ignition-Resistant Construction per County Ordinance			
* 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.			
If conditioned, Insulation details including:			
* R Values			
* Type			
* Thickness			
* Location			
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: Sunroom U-Factors shall not exceed windows .45 / skylights .70. Window/Door schedule required- with hazardous location identified.			
* Manufacture specification indicating tempered. All skylights are required to be tempered			
Planning Case- Certificate of Approval			
* If digging, NM One Call ticket number: NM One Call contact: 1-800-321-2537.			

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 8/1/25