



Doña Ana County

RESIDENTIAL

BUILDING PERMIT REQUIREMENTS FOR NEW CONSTRUCTION AND ADDITIONS

Current Codes: 2021 IRC; 2021 NMRBC; 2018 ENERGY CONSERVATION CODE;
2021 UNIFORM PLUMBING CODE; 2021 NEW MEXICO PLUMBING CODE; 2021 UNIFORM MECHANICAL CODE; 2021 NEW MEXICO MECHANICAL CODE; 2012 NEW MEXICO SOLAR ENERGY CODE; 2020 NEC; 2020 NEW MEXICO ELECTRICAL CODE

Incomplete applications are not accepted.

1. Residential: One (1) bound sets of plans drawn to 1/4" = 1.0 foot to include the following:

- Site plan drawing showing building setback, on-lot ponding and dimensions
- Foundation plan with details/single story or multi-story
- Floor plan showing room uses and dimensions
- Building elevations details to include height dimensions
- Cross sections of walls
- Roof and floor framing plan
- Electrical plan to include meter, condenser location, one line diagram and load calculations
- Copy of truss layout and design from manufacturer
- 2018 REScheck

**Homeowner permits require completion of "Instructions for Permit" and "Responsibilities and Liabilities Acknowledgement"*

2. Property Record Card – Copy can be obtained at County Assessor's Office – Room 220

3. Recorded proof of Ownership (Warranty Deed or Real Estate Contract)

Copy can be obtained at County Clerk's Office – Room 200.

4. Septic Tank or Sewer Service (Utility Bills not accepted)

For septic tank, bring in a copy of septic tank permit from NMED (575)288-2050

**** OR ****

For sewer service, bring in a ready, willing and able letter from sewer provider

5. Proof of Water Service (Utility Bills not accepted)

For domestic well, bring in a copy of the well permit from State Engineer's Office (575)524-6161

**** OR ****

For water service, bring in a ready, willing and able letter from water provider

6. ENGINEERING REQUIREMENTS:

1. **SWPPP and NOI:** Required for (1) All projects located in a subdivision; or (2) Outside a subdivision when the parcel exceeds one acre.

2. **DRIVEWAY PERMIT:** If accessing a county road a driveway permit will be required, (\$20.00). If accessing a state road a permit from NMDOT may be required.

Please verify with DAC Engineering Department for specific requirements or questions (575) 525-6164

7. Electrical, Plumbing, and Mechanical permits are obtained AFTER issuance of the building permit by the licensed tradesman at the Building Inspections Office.