

CITY OF HOBBS, NM BUILDING PERMIT DEPARTMENT

COMMERCIAL DEVELOPMENT CHECKLIST - BUILDING INSPECTIONS

Name of Development	_____	Date Submitted	_____
Address of Development	_____	Total Valuation	_____
Developer/Owner	_____	Eng./Architect	_____
Address	_____	Proposed Bldg. Use	_____
Phone	_____		
City Limit Status	<input type="checkbox"/> IN <input type="checkbox"/> OUT	Total Development Acreag	_____
Flood Zone Status	<input type="checkbox"/> IN <input type="checkbox"/> OUT	Flood Zone	_____

**CHECKLIST KEY**

The following items marked with an "X" indicates compliance with city requirements. The following items marked with a number indicates more information is needed or that the submittal is not in compliance. The following items marked "N/A" indicates this item is not applicable. See Comments section on last page for additional information on the numbered items if items are not in compliance.

**CHECKLIST SECTIONS TO BE REVIEWED**

1. Building Plans submitted in accordance with all applicable codes:

- |   |   |
|---|---|
| <input type="checkbox"/> Three (3) complete sets of plans         | <input type="checkbox"/> Wall or fence locations/types, heights |
| <input type="checkbox"/> Title Sheet/Code Analysis/Classification | <input type="checkbox"/> Structural plans included              |
| <input type="checkbox"/> Access route from ROW to building        | <input type="checkbox"/> Mechanical plans included              |
| <input type="checkbox"/> Accessible ramps/details/sidewalks       | <input type="checkbox"/> Plumbing plans included                |
| <input type="checkbox"/> Parking Layout                           | <input type="checkbox"/> Electrical plans included              |
| <input type="checkbox"/> Building setback lines checked           | <input type="checkbox"/> Electrical plans included              |
| <input type="checkbox"/> Sign location, type, and height          | <input type="checkbox"/> ADA Compliance Form                    |

2. Post Construction Requirements:

- Submittal of final Post Construction Elevation Certificate (only if in Flood Zone)
- Submittal of Certification Letter from Engineer/Surveyor that all improvements have been constructed in accordance with the elevations and details of the plans.

3. Comments - Site Plan:

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4. Comments - Building:

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5. Remarks:

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- Plans Approved
- Plans Approved as Noted Above
- Disapproved - Resubmit with Corrections
- Preliminary Plan Review, Please Re-submit with Corrections

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Manuel Marquez  
Building Official  
(505) 397-9234

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Date