

## **CITY OF HOBBS PERMIT APPLICATION REQUIREMENTS** **FOR COMMERCIAL**

Each application for a BUILDING PERMIT must include THREE ( 3 ) complete sets of plans on paper at least 8 1/2" X 11" and provide the following information.

1. COVER SHEET: Provide project identification, address, legal description, location map, design professionals (Indicate the prime design professional responsible for project coordination). All communications should be directed through this individual. Design criteria including: Type of Construction, Square Footage, Group or use, Occupancy, Occupant load, Allowable area calculations, Exiting requirements, Plumbing fixture requirements, Fire sprinkler requirements(If applicable), Height and number of stories, Design calculations for wind, live and dead loads, and seismic location.
2. SITE PLAN: Show location of proposed structure, Any existing building or structures on site, Show all street names, Distances to property lines, Existing and proposed grades, Drainage plan, Sidewalks, Accessible rout and parking layouts, Driveways, Ramps, Easements and setbacks, Existing and proposed utilities, and Fire Hydrants(if applicable).
3. FOUNDATION PLAN: Indicate size, location and depth below grade of all footings, piers, and stem walls. Show the size and spacing of steel reinforcement. Show all imbedded anchoring and anchor bolts, any special detailing to clarity, soil-bearing capacity for proposed structure.
4. FLOOR PLAN: Show size, location of all rooms and use, overall dimensions, openings, smoke detection system, Door and window schedules with ratings assembly , Occupancy separation and ratings,
5. FLOOR & ROOF FRAMING PLAN: The size, spacing and spans of joist, girders, rafters, and headers. Specify grade and species of all wood members. Provide all steel trusses details, attachments to columns, wall and beams.
6. ELEVATIONS: Show exterior elevation, Height of building, floor to ceiling dimensions, roof slope. Exterior materials to be used, show interior elevations for clarification on height of cabinets, plumbing fixtures for accessibility.
7. WALL SECTIONS: Show a typical wall section indicating the size of footing, wall framing size and roof structure. Provide all notes, re-bars, anchoring, framing material spacing and all related details for clarifications.
7. DETAILS: Any special details needed for clarification including but not limited to.:
  - a) Stair detail: show anchoring, tread , riser and railing details.
  - b) Firewall separations rating, and connections details.
8. TOTAL SQUARE FOOTAGE: The heated area and unheated usable area - including mezzanines, and storage areas.
9. ADDITIONS: Show same as above.

REQUIRED INSPECTIONS: The building inspector, upon notification from the permit holder or his agent, shall make the following inspections and shall either approved that portion of construction as completed or shall notify the permit holder or his agent wherein the same fails to comply with the State and Local current codes.

- A. FOUNDATION: To be made after trenches are excavated, forms erected and re-bars in place and all utilities below the slab are approved. Pour no concrete until above are approved.
- B. FRAMING: To be made after the roof, all framing, fire-blocking and bracing are in place and all electrical, mechanical and plumbing are approved.
- C. INSULATION: Install insulation all exterior walls and between heated and unheated areas, including basements and wood floors.
- D. FINAL: To be made after electrical, mechanical and plumbing final approval and ready for occupancy.

**OTHER INSPECTIONS:** In addition to called inspections specified above, the building official or authorized agent may make or require any other inspection of any construction work to assure compliance with the provisions of State and Local Codes.

**SPECIAL INSPECTOR:** In addition to the inspections required above, the building official may require a special inspector and shall be employed by the owner or Architect or Engineer of record acting as the owner's agent. The special inspector shall provide inspections during construction on types of work listed under special inspections under the building code.

**REINSPECTION-** A reinspection fee may be assessed for each reinspection when such portion of work for which inspection is called and is not completed at time of inspection.

When calling for an inspection, please give the following information: Your name, address and building permit number. A minimum of 12 hours notice is required.

**GENERAL INFORMATION:** Plan reviews for Electrical, Mechanical and Plumbing shall be submitted to the Construction Industries Division. Separate State permits are required for Electrical, Mechanical and Plumbing, and shall be installed by New Mexico License Contractors. The installations shall be inspected by the State Electrical, Mechanical and Plumbing Inspectors.

The building inspection department may require plans and specifications to be prepared and sealed by a Registered New Mexico Architect or Engineer in conformance with the provision of the New Mexico Architectural Act/Rules and Regulations or with the New Mexico Engineering and Surveying Practices Act/Rules and Regulations.

An Electrical Engineer seal is required on any installation with a calculated service of over 100KVA single phase, or 225KVA three phase. A Mechanical Engineer seal is required on mechanical installations over fifty thousand dollars in value or commercial buildings three stories and higher.