

Town of Silver City Permit Guide Residential Construction

Any person desiring to construct, alter, repair, or demolish any building, or cause the same to be done, shall first obtain a building permit, except as provided for below.

A Building Permit is NOT required for the following:

1. One-story detached accessory buildings used as tool or storage shed, playhouses and similar uses, provided the projected roof area does not exceed 200 square feet.
2. Fences and freestanding walls not over 6 feet high
3. Oil derricks.
4. Cases, counters and partitions not over 5'9" high.
5. Platforms, walks and driveways, when not more than 30" above grade and when not over a basement or a story below.
6. Painting, papering and similar type finish work.
7. Temporary motion picture, television and theater stage sets and scenery.
8. Window awnings supported by an exterior wall of Group R Division 3 and Group M occupancies when projecting not more than 54 inches from the wall and not over public property.
9. Prefabricated swimming pools, when accessory to a Group R, Division 3 occupancy in which the pool walls are entirely above the adjacent grade and if the capacity does not exceed 5,000 gallons.
10. Minor repairs less than \$500 in value.
11. Installation of work done after regular business hours, or during a holiday, when immediate action is imperative to safeguard life, health, or property, provided such person performing the work contacts the building official not later than the next business day.
12. Construction, alteration or repair work for which a permit is not required by law, rule or regulation.

NOTE: Unless otherwise exempted, separate plumbing, electrical and mechanical permits, issued by the state shall be required for the above exempted items.

A Permit to Modify or Install an Individual Liquid Waste System is required and can be obtained from the Environment Department Office.

Permit application data: To obtain a permit, the applicant shall fill out an **Application for Building Permit**. **Fill in all the blanks that apply**. The application must be signed by the **licensed contractor** requesting the permit, or by the **property owner** requesting an owner-builder permit. The owner-builder must sign and have notarized the **Affidavit by Owner-Builder** located at the bottom of the application form. Call 534-6351 for more information.

Note: A homeowner may perform electrical, plumbing and mechanical work only after applying for and passing the required exam for such work. Call 575-524-6320 ext 0 for more information.

Valuation of your project is based on the **signed contract amount to build**, or by the current Building Valuation Data Sheet used by our office. The fee, which covers plan review, the permit notice and required inspections, is based on the

valuation amount. The valuation and fee can be calculated by our office, if you would like for us to do that.

Two complete sets of plans a scale of 1/4" = 1'.0", with dimensions, on at least 8 1/2" x 11" paper are required and shall provide the following information (use as a checklist when preparing your submittal):

1. **Site Plan.** Show proposed new structures, distances to property lines and any existing buildings or structures within 10' of any adjoining property lines.
2. **Foundation Plan.** Show dimensions, location and depth below grade of all footings, piers and stem walls. If necessary, provide a geotechnical report, including soil bearing capacity, for the proposed structure at that site.
3. **Floor Plan.** Show all floors, including basement. Show all rooms, with their use and overall dimensions. Show all doors and windows. Provide door and window schedules. Locate smoke detection systems.
4. **Floor and Roof Framing Plans.** Show size, spacing and spans of joists, girders, rafters and headers. Specify grade and species of all wood members. Provide all pre-manufactured wood truss details and calculations, and show method of attachment to walls, columns, etc. Refer to the Span Chart for **Wood Frame Construction** for wood joists available in our office if you need them.
5. **Details.** Show typical interior and exterior wall sections showing floor, wall and ceiling type, size, spacing and insulation as required by the "Model Energy Code." Show footing and foundation depth and dimensions; detail anchor bolt size and spacing, and spacing of steel reinforcement in masonry, concrete footings and stem walls. Show stair details, dimensions of rise, run, handrails, headroom, etc. Show fireplace details and section showing masonry reinforcement if using a pre-fabricated unit, name the manufacturer and model number.
6. **Total Square Footage.** List the heated, garage, carport, covered porch and patio square footage on your plans. The total square footage must be listed on the Application for Building Permit.

SPECIAL CONDITIONS

1. **Additions.** In addition to the above requirements, the floor plan shall show the addition and all existing rooms, doors and windows that will adjoin the addition. Provide dimension on all sides of the addition to property lines and existing structures.
2. **Alteration/Repair.** When doing alterations and repairs to an existing residence **without** doing any structural changes, two sets of lists outlining work to be performed and materials to be used will be accepted in lieu of the above requirements. If you suspect this work will entail the handling of asbestos containing materials, call the Air Pollution Control Bureau at 1-800-224-7009 prior to starting any work.
3. **Relocated Residence.** When relocating an existing residence to a new site, the structure will be considered new construction and must comply with all current

applicable codes. Submittal shall reflect all of the requirements listed above.

4. **Demolition.** Two site plans identifying the structure(s) to be demolished will be accepted in lieu of the above requirements. If you suspect this work will entail the handling of asbestos materials, call APCB at the number above.
5. **Alternative Methods and/or Materials.** Utilizing alternative method and materials requires additional documentation. Inquire at the Community Development Department.

REQUIRED INSPECTIONS. All construction work for which a permit is required shall be subject to an inspection by the Town of Silver City Building Official. It shall be the duty of the person doing the work authorized by the permit to notify the Building Official when such work is ready for inspection. Requests for inspection shall be made at least one working day before such inspection is desired. *Work shall not proceed beyond that point for each successive inspection without first obtaining approval of the Building Official.*

1. **Foundation Inspection.** To be made after trenches are excavated and reinforcing steel is in place. No concrete shall be poured, or work covered without first obtaining the approval of the Building Inspector. Footings must reach the frost line or a minimum of 18" below finished grade.
2. **Frame Inspection.** To be made after the roof, all framing and vents are installed. Electrical and plumbing rough-in shall be inspected prior to frame inspection. Lath and wallboard inspections will be made after all lathing and/or wallboard (interior and exterior) is in place, but before any plastering is applied or before wallboard joints and fasteners are taped.
3. **Final Inspection.** To be made after building is complete and final inspections on electrical and plumbing have been made. A Certificate of Occupancy will be issued to the applicant by the Building Official only after all final inspections are approved. A Certificate of Occupancy will *not* be issued after the residence is occupied.
4. **Other Inspections.** In addition to the above inspections, the Building Inspector may make or require additional inspections of any construction work to ascertain compliance with the provisions of the Town of Silver City Building Code. Plumbing and electrical inspections are coordinated by the licensed plumber and electricians performing the work on your project under their own permits.

MOBILE HOMES

Septic systems, alterations, repairs and additions (under 870 square feet) to existing and new mobile homes will require a permit and inspection from the Manufactured Housing Division located within the Construction Industries Division office. Call 505-476-4698 for more information.

WHEN PROFESSIONAL SEALS ARE REQUIRED.

A registered New Mexico Architect or Professional Engineer's stamp is required on all sheets of drawings for the following conditions:

1. Single family residences that are three or more stories in height. NOTE: If the unused underfloor space is more than 6' above grade for more than 50% of the total perimeter or is more than 12' above grade at any point, such usable or unused underfloor space shall be considered as a story.
2. Multiple dwellings more than two stories in height containing more than four dwelling units of wood frame construction, provided this paragraph shall not be construed to allow a person who is not registered under the Architectural Act to design multiple clusters of 4 dwelling units each to form apartment or condominium complexes where the total exceeds 4 units on any lawfully divided lot.
3. Residential construction utilizing an alternative construction method or material. These shall include, but not be limited to: straw-bale in-fill construction, pumice-crete construction, tire house construction, rammed earth wall construction, prefabricated wall panels or sections, weight bearing steel wall construction and stress skin panels.
4. Garages or other structures more than two stories in height which are appurtenant to buildings described in items 1, 2 and 3 above.
5. Alterations to buildings or structures which present unusual conditions, hazards or change of occupancy.
6. Residential construction utilizing structural steel members and/or pipe.
7. All prefabricated, pre-manufactured and component structures.
8. Residential construction utilizing a wood foundation.
9. Retaining walls more than four (4) feet high.
10. A second story addition to an existing first story.

NMAC 14.5.2.18 HOMEOWNER'S PERMIT

Homeowner's permits are limited to R-3 single-family dwellings, U-1 private garages, carports, sheds and agricultural buildings, and U-2 fences. No application for a homeowner's permit may be made to cover construction of any structure, or installations within any structure, or construction of part of a structure, where the use will be anything but residential purposes. This applies to additions to residential dwellings that will not be used for residential purposes. Further, homeowner's permits may not be used to cover construction of any structure, or installations within any structure, or construction of part of a structure, where the homeowner will not personally reside.

ADDITIONAL REFERENCES

1. 2009 New Mexico Commercial Building Code
2. 2009 New Mexico Residential Building Code
3. 2009 Earthen Building Code
4. 2009 New Mexico Energy Conservation Code
5. 2009 New Mexico Existing Building Code
6. 2009 New Mexico Electrical Code
7. 2009 New Mexico Plumbing Code
8. 2009 New Mexico Mechanical Code

For NMAC see state code website:

www.rld.state.nm.us/cid/rules-and-law.htm