



VILLAGE OF RUIDOSO

313 Cree Meadows Drive
Ruidoso, NM 88345
575-258-6999, Fax 575-258-4367



Residential: Addition/New Construction Plan Requirements

- Only the property owner or a licensed contractor can be issued a permit.
- This is a generic form and all items listed below may not apply to your project.
- Not all Items listed may be required, please provide those items that apply to your project only.
- Additional items may be required depending on scope of work proposed.
- Electronic submittal may be an option for your project, please contact our office for more information.

Submit to:

<p>In Person: Village of Ruidoso Planning & Zoning 313 Cree Meadows Drive Ruidoso, NM 88345 Phone: 575-258-6999</p>	<p>Mail to: Village of Ruidoso Planning & Zoning 313 Cree Meadows Drive Ruidoso, NM 88345 Phone: 575-258-6999</p>
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For Residential (2 or less units) Building Permit Applications

New Construction, Additions, and Alterations:

- TWO (2) SETS OF PLANS**
- COMPLETED PERMIT APPLICATION**
- COUNTY APPROVAL FORM (flood determination, address and driveway approach forms and permits)**
- PROFESSIONALLY DESIGNED PLANS-** Single-family dwellings more than two (2) stories in height
- ENERGY FORM SIGNED**
- ADDRESS AND FLOOD FORM (Village of Ruidoso)**
- FORESTRY APPROVAL (Village of Ruidoso)**
- LEGAL DESCRIPTION**
- COMPLETE DRAWINGS (ALL DRAWINGS DIMENSIONED AND TO SCALE)**
- COVER SHEET**
 - Code summary (code editions);
 - Breakdown: Gross floor area in square feet (provide breakdown of air-conditioned and non-air-conditioned space and by Use)
 - Project description
 - Estimated cost of construction or square footage breakdown on permit application
 - Provide a complete index with all plan pages referenced
- ARCHITECTURE - FLOOR PLANS, DETAILS, SCHEDULES** (show existing demolition separate from proposed new construction)
 - Provide a complete floor plan(s), new and existing plans, show all of structure: Indicate firewalls (if any), walls to be removed, Identify rooms, etc.
 - Foundation plan, include details
 - Roof framing plan, include details (approved truss engineering and layout required at time of submittal)
 - Door and window schedule (include egress, energy req. and identify fire rating, if any)
 - Floor framing, (approved truss engineering and layout required at time of submittal)
 - Exterior elevations, show finish grade at structure, finish materials, etc.



- Wall details, to match floor plans
- Provide Wet Signatures/stamps on Professional Stamps if done by Professional Designer



- ENERGY CALCULATIONS, if needed** (2 copies)

- SITE PLAN** (two sets to show items below clearly, must be to scale) (not required for interior alterations) Include building location(s)

- Existing and proposed structures on site plan
- Site area
- Property boundaries with any easements
- Street name
- Property lines, dimensions of lot, setbacks, easements, and building footprint, etc.
- Proposed driveways
- Septic tank location and leach fields, if any
- Location of water well, if any
- Drainage for property

- DRAINAGE PLANS**, Site and Roof

- Primary and secondary systems, for roofs
- Storm water flow direction

- Swale cross-section detail, exfiltration system details, if any

- Storm water management system details, if any

- GRADING PLAN** (Show proposed site grade)

- Erosion control device details, if any

- PLUMBING**

- Show all fixtures and appliances on floor plan
- Water heaters

- MECHANICAL**

- Mechanical equipment, Show locations of all equipment on plans

- MINIMUM RE-SUBMITTAL REQUIREMENTS**

- Identify clearly all revisions on the drawings (i.e., cloud)
- Comments - attach written response to all comments, include narrative that lists and explains all revisions.

THE FOLLOWING ITEMS MAY BE REQUIRED PRIOR TO THE ISSUANCE OF PERMITS

- Contractor's License

- Business License

- Additional as needed: _____