



CITY OF ALBUQUERQUE

Planning Department

Building Safety

COMMERCIAL FOUNDATION

Plans & Permit Information

Submit two (2) sets of plans. Plans shall be drawn to scale upon substantial paper and shall be of sufficient clarity to indicate the nature and extent of the work proposed and show in detail that it will conform to the provisions of the technical Codes and all relevant laws, ordinances, rules and regulations. An IBC preliminary plan review may be available by appointment at \$75.00 an hour. The following approvals must be obtained prior to the issuance of a foundation permit.

As per the Albuquerque Uniform Administrative Code: “The holder of such permit shall proceed at his/her own risk without assurance that the permit for the entire building, structure or building service will be granted”.

IBC (505) 924-3959

Foundation Plan

- Provide foundation layout and dimensions including all interior and exterior spot footings
- Specify perimeter insulation type, R-value, and location on foundation details
- Indicate size location and depth below grade of all footings, piers and stem walls; including size and spacing of steel reinforcement
- Coordinate foundation details to plans

Note: Mechanical, electrical or plumbing in slab requires applicable submittal

ZONING (505) 924-3457

Site Plan

Provide the following:

- Street address, subdivision, lot and block number.
- Location and dimensions of proposed construction, existing buildings (if any) including setbacks
- Landscaping including parking
- Directional orientation
- Use, floor area and height of building (If over 26’ high, an elevation plan will be required)

Note: Actual parking spaces and types of landscaping need not be shown, but areas must be clearly identified.

HYDROLOGY (505) 924-3982

- **An approved drainage plan** must be attached to submittal (building over 500 square feet).

ENVIRONMENTAL HEALTH (505) 238-1186

- **A top soil disturbance permit** will be required for any site over $\frac{3}{4}$ acre (33,000 square feet)
- Available from Charles Aragon –1 Civic Plaza, City/County Building, 3rd Floor, Room 3047
- **Call for appointment**

PERMIT # _____

A permit, license, or certificate inadvertently issued in conflict with the provisions of the Zoning Code or other City ordinances, rules or regulations is null and void. See, e.g., § 14-16-4-5, ROA 1994, § 6-5-3-6, ROA 1994, § 14-5-1-15, ROA 1994, § 14-6-5 (B), ROA 1004, and others. Also, a permit, license, or certificate issued based upon false or materially incorrect statement or omission in the application is null and void.

The undersigned has express authority from the owner to obtain this permit and is acting as the owner's agent in obtaining this permit:

I HAVE READ THE ABOVE AND HERE BY AGREE TO ACCEPT THE RESPONSIBILITY FOR ANY CHANGES IN CONSTRUCTION NECESSARY TO MEET ALL CITY OF ALBUQUERQUE CODE OR ORDINANCE REQUIREMENTS AFTER PLAN CHECKING HAS BEEN COMPLETED.

PROJECT: _____

PROJECT ADDRESS: _____

OWNER: _____

ARCHITECT: _____

CONTRACTOR: _____

SIGNATURE OF OWNER/AGENT: _____ DATE: _____

STATE OF NEW MEXICO CITY
OF ALBUQUERQUE

SUBSCRIBED AND SWORN TO before me on this

_____ day of _____, 20_____.

Notary Public

My commission expires: _____