

**REGULATION & LICENSING DEPARTMENT
CONSTRUCTION INDUSTRIES DIVISION**



INFORMATION SHEET

**PLAN REVIEW, PERMITTING and INSPECTION PROCEDURES
from January 1 through June 30, 2008**

During the transition from the 2003 to the 2006 New Mexico codes, CID and local political subdivision plan review and inspection departments will enforce the following plan review, permitting and inspection procedures.

CONSTRUCTION DOCUMENTS

- All construction documents must declare which codes have been followed in the design process. The declaration must state the name of each applicable code. For example: the “2006 New Mexico Residential Building Code”, or the “2003 New Mexico Residential Code.”
- Any construction document using or declaring a combination of the 2003 and 2006 codes will be rejected.

PLAN REVIEW & PERMIT ACCEPTANCE

The building official shall mark construction documents **accepted** for plan review and building permit with the following:

- A mark (a label, sticker or stamp) on the cover of each accepted construction document (building permit application form, building plans, detail and/or specification manuals, etc.) stating either of the following: **“Permitted and Inspected under 2003 New Mexico Codes”, or “Permitted and Inspected under 2006 New Mexico Codes.”**
- The mark shall be prominently displayed and permanently attached such that **plan review and field inspection staff** can easily identify the code to which the construction documents are drawn.

INSPECTIONS

Inspection of the permitted work will confirm compliance with the declared code indicated by the plan review mark. All inspection records, including approval tags, correction notices and the certificate of occupancy, shall clearly indicate the code to which the inspection was performed. For example: “Complies with the 2003 New Mexico codes” or “Complies with the 2006 New Mexico codes.”

**PLAN REVIEW, PERMITTING and INSPECTION PROCEDURES
on and after July 1, 2008**

All construction documents submitted to plan review and building permitting departments on and after July 1, 2008, must comply with the applicable 2006 New Mexico codes.

Joint cooperation is essential to effective, meaningful and consistent code enforcement that promotes the safety interest of the people of New Mexico. Thank you for your cooperation in implementing these procedures.