



PERMIT # \_\_\_\_\_

# CONSTRUCTION PERMIT

## PROPERTY INFORMATION

Physical  
 Address: \_\_\_\_\_  
 Legal Description  
 Subdivision: \_\_\_\_\_  
 Unit: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_  
 Tract/Parcel: \_\_\_\_\_ Zoning: \_\_\_\_\_

## OWNER/AGENT INFORMATION

Name(Print): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## CONTRACTOR INFORMATION

Name(Print): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 New Mexico State License Number: \_\_\_\_\_

Estimated Project Value: \_\_\_\_\_ Square Footage: \_\_\_\_\_

## ARCHITECT/ENGINEER INFORMATION

Name(Print): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## DESCRIPTION OF WORK

- |  |                                    |                                       |
|--|------------------------------------|---------------------------------------|
| <input type="checkbox"/> New Construction  | <input type="checkbox"/> Utilities | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Alteration/repair | <input type="checkbox"/> Drainage  | _____                                 |
| <input type="checkbox"/> Addition          | <input type="checkbox"/> Grading   | _____                                 |
| <input type="checkbox"/> Paving            |                                    |                                       |

- ALL CONSTRUCTION SHALL BE DONE ACCORDING TO APPROVED PLANS AND SPECIFICATIONS.
- ALL DOCUMENTATION SUCH AS DAILY WORK SHEETS, COST PLUS WORK REPORT, CUT SHEETS, SOIL TEST REPORTS, COMPACTION TESTS, CONCRETE CYLANDER TEST, EXTRACTION TESTS,

GRADATION, MIX DESIGN, PRESSURE TESTS, AIR TESTS, MANHOLE TESTS, ETC., SHALL BE GIVEN TO THE CITY OF BELEN.

- AS BUILTS SHALL BE PROVIDED FOR CITY RECORDS
- PROOF OF BONDING SHALL BE PROVIDED.

I hereby acknowledge by my signature below that I have read this application and state that the above is correct. I agree to comply with the requirements of the City of Belen. I also acknowledge that this is a site construction only permit and all other permits (Building, Mechanical, Plumbing, et.) must be obtained through the Construction Industries Division.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

APPROVAL IS HEREBY GRANTED TO CONSTRUCT THOSE IMPROVEMENTS SET FORTH FOR THE \_\_\_\_\_ IN THE CONSTRUCTION DRAWINGS SUBMITTED TO THE CITY OF BELEN, DATED: \_\_\_\_\_, 20\_\_\_\_\_. PERMITTED WORK DOES NOT INCLUDE BUILDING CONSTRUCTION OR ANY REQUIRED NMDOT IMPROVEMENTS WHICH WILL BE PERMITTED BY OTHER JURISDICTIONAL AGENCIES.

SIGNATURES:

PLANNING & ZONING \_\_\_\_\_ DATE: \_\_\_\_\_  
ENGINEERING MANAGER: \_\_\_\_\_ DATE: \_\_\_\_\_  
WATER DEPARTMENT: \_\_\_\_\_ DATE: \_\_\_\_\_  
PUBLIC WORKS: \_\_\_\_\_ DATE: \_\_\_\_\_  
COMMUNITY MAINTENANCE: \_\_\_\_\_ DATE: \_\_\_\_\_  
FIRE DEPARTMENT: \_\_\_\_\_ DATE: \_\_\_\_\_

PERMIT FEE: 1.5% of the project design engineer's professional estimated probable cost which includes the following:

1. Grading areas of public infrastructure
2. Roads
3. Drainage
4. Utilities
5. Landscaping

Construction shall not begin until all fees are paid AND PROOF OF FINANCIAL ASSURANCE FOR 100% OF "PUBLIC IMPROVEMENTS" PROVIDED.

6. TOTAL FEES: \_\_\_\_\_
7. Receipt: \_\_\_\_\_
8. Method of Payment: Check \_\_\_\_\_ Cash \_\_\_\_\_