DONA ANA COUNTY BUILDING SERVICES DIVISION
845 N. MOTEL BLVD, RM #150, LAS CRUCES, NM 88007
Phone (575) 647-7350       Fax (575) 525-6131

RESIDENTIAL

WINDOW REPLACEMENT PERMIT REQUIREMENTS

Current Codes: 2015 IRC; 2015 NMRBC; 2009 ENERGY CONSERVATION CODE;
2015 UNIFORM PLUMBING CODE; 2015 NEW MEXICO PLUMBING CODE; 2012 SWIMMING POOL, SPA, HOT TUB CODE; 2015 UNIFORM
MECHANICAL CODE; 2015 NEW MEXICO MECHANICAL CODE; 2012 NEW MEXICO SOLAR ENERGY CODE;
2017 NEC; 2017 NEW MEXICO ELECTRICAL CODE

Incomplete applications are not accepted. 25% of permit fee required at time of application.

1. Residential: Site Plan drawing showing exact location of Window change out and dimensions.
   (See sample floor plan attached)

2. Window Specifications: (See sample attached)

3. Recorded Proof of Ownership and Legal access with legal description of property
   (Warranty Deed or Real Estate Contract) Copy can be obtained at County Clerk’s – Room #200

*Homeowner permits require completion of “Instructions for Permit” and “Responsibilities and Liabilities Acknowledgement”
Forms can be found at our website online.
3A01 - New 4000 Series Double Hung 35 5/8 x 59 3/4
Frame Width = 35.625, Frame Height = 59.75, Sash Split = Even
Operation / Venting = Double Hung
Frame Option = Standard Block Frame, Composite
Reinforcement
Frame Color = Almond, Exterior Finish = No Exterior Finish
SolarZone SunShield, Double Strength, Glass Breakage
Warranty
Standard Screen
U-Factor = 0.29, CR = 58, SHGC = 0.14, VT = 0.29, CPD = ASO-A-89-08809-00001
Header Expander, Foam Wrap, Net Overall

Comment / Room: Weight
LINE 2 14.8