



P.O. BOX 10  
MESILLA, NM 88046  
PHONE: (505)524-3262 FAX (505)541-6327

**Application for Building Permit**  
**Certificate of Occupancy, Use and Historic Appropriateness**

**Application is hereby for the issuance of a Certificate of Occupancy, Use, and when applicable, a Certificate of Historical Appropriateness.**

**Application Date:** \_\_\_\_\_

\_\_\_\_\_  
**Name of Applicant** **Telephone Number**

\_\_\_\_\_  
**Address** **City** **State** **Zip Code**

**Proposed Use or Occupancy:** \_\_\_\_\_ **Zone:** \_\_\_\_\_

\_\_\_\_\_  
**Contractor Name** **Address**

\_\_\_\_\_  
**Telephone Number** **Contractor Tax I.D. #** **Contractor License #**

**This application includes:**

- 1. Plot plan with legal description to show existing structures, adjoining, streets, driveway(s), improvements & setbacks.**
- 2. Foundation Plan with details**
- 3. Floor Plans showing rooms, their uses and dimensions**
- 4. Cross Sections of walls**
- 5. Roof and floor framing plan (If manufactured trusses, submit layout of trusses and stamped engineer design plan.)**
- 6. Drainage plan**
- 7. Architectural style and color scheme (Historical zones only)**
- 8. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from Public Utility providing water service.**
- 9. Recorded proof of ownership with legal description of property (deed or current tax bill)**

**All applications for electrical, mechanical/plumbing installations are made at the construction industries division**

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