

**DEVELOPMENT APPLICATION****PROJECT INFORMATION**

Title:

Project Address:

Description:

Check all application types, if applicable:

- | | |
|--|---|
| ☐ Administrative Deviation ... \$25 | ☐ Site Plan* ... \$500 plus
\$75 per/Million \$ estimated construction cost |
| ☐ Administrative Wireless Telecom ... \$250 | Estimated Construction Cost: _____ |
| ☐ Encroachment Permit ... \$25 | ☐ Major Site Plan Amendment* ... \$500 |
| ☐ Temporary Use Permit ... \$25 | ☐ Minor Site Plan Amendment ... \$250 |
| ☐ Comprehensive Plan Adoption &
Amendment*... \$250 | ☐ Major Zone Map Amendment* ... \$500 (+\$25/acre)
<i>No fee if initiated by County Council
or County Manager</i> |
| ☐ Conditional Use Permit* ... \$300 | ☐ Minor Zone Map Amendment* ... \$500 (+\$25/acre)
<i>No fee if initiated by County Council
or County Manager</i> |
| ☐ County Landmark or Historic District
Adoption/Amendment* ... \$250 | ☐ Master Plans* (Major, Minor) ...\$250 |
| ☐ Development Plan* ... \$500 | ☐ Text Amendment* ... \$150
<i>No fee if initiated by County Council
or County Manager</i> |
| ☐ Major Development Plan Amendment* ... \$500 | ☐ Variance ... \$250
<i>No fee if application is a part of a Site Plan review</i> |
| ☐ Minor Development Plan Amendment ... \$250 | ☐ Administrative Wireless Telecommunication
Facility ... \$250 |
| ☐ Summary Plat... \$100 plus \$25 lot; \$10 / acre for
non-residential | ☐ Discretionary Wireless Telecommunication
Facility* ... \$500 |
| ☐ Sketch Plat, Subdivision*... \$250 plus
\$175/lot (1-10 lots)
\$125/lot (11-30 lots)
\$75/lot (30+ lots) | ☐ Small Wireless Facility ...\$250 |
| ☐ Preliminary Plat, Subdivision* ... \$250 plus
\$175/lot (1-10 lots)
\$125/lot (11-30 lots)
\$75/lot (30+ lots) | ☐ Major Historic Demolition* ... \$250 |
| ☐ Final Plat, Subdivision* ... \$250 plus
\$175/lot (1-10 lots)
\$125/lot (11-30 lots)
\$75/lot (30+ lots) | ☐ Major Historic Property Alteration
Certification* ... \$250 |
| ☐ Landscaping Plan ...\$500 | ☐ Minor Historic Property Alteration Certificate ... \$250 |
| ☐ Lighting Plan ...\$500 | |

*** Application reviews require a pre-application meeting.**

PROPERTY & OWNER INFORMATION

Property

Address:

Address

City

State

ZIP

Zoning District:

Overlay Zone:

N/A

Existing Structure(s) Sq. Ft.:

Proposed Structure(s) Sq. Ft.:

Lot Area (sq.ft.):

Property Owner(s) Name:

Owner(s) Email:

Owner(s) Phone(s)#:

☐ Owner's Address same as Property Address

Owner(s)

Address:

Address

City

State

ZIP

APPLICANT / OWNER'S AGENT INFORMATION☐ Applicant is same as Owner

Applicant Name:

Applicant

Address:

Address

City

State

ZIP

Applicant Email:

Applicant Phone(s)#:

ASSOCIATED APPLICATIONS

Application Type:

Case Number:

I hereby certify and affirm, under penalty of perjury, that the information I have provide in this application is true and accurate to the best of my knowledge, information, and belief. [NMSA 1978, §30-25-1]

Signature:

Date:

Signature:

Date:

STAFF USE ONLY

Date Received:

Staff:

Case No.#:

Meeting Date:

SUBMITTALS

- ☐ Proof of Ownership or
Letter of Authorization from Owner
- ☐ Items from associated Application Checklist

- ☐ Complete Application – Date: _____
- ☐ Payment – Accepted upon verification of a complete
application - Date: _____

MINOR SITE PLAN AMENDMENT CHECKLIST

Applicants for all development application reviews must complete this checklist and submit it with the Development Application. Refer to the referenced code sections for additional information. Contact the Planning Division with questions regarding these requirements: planning@lacnm.us.

PLANS

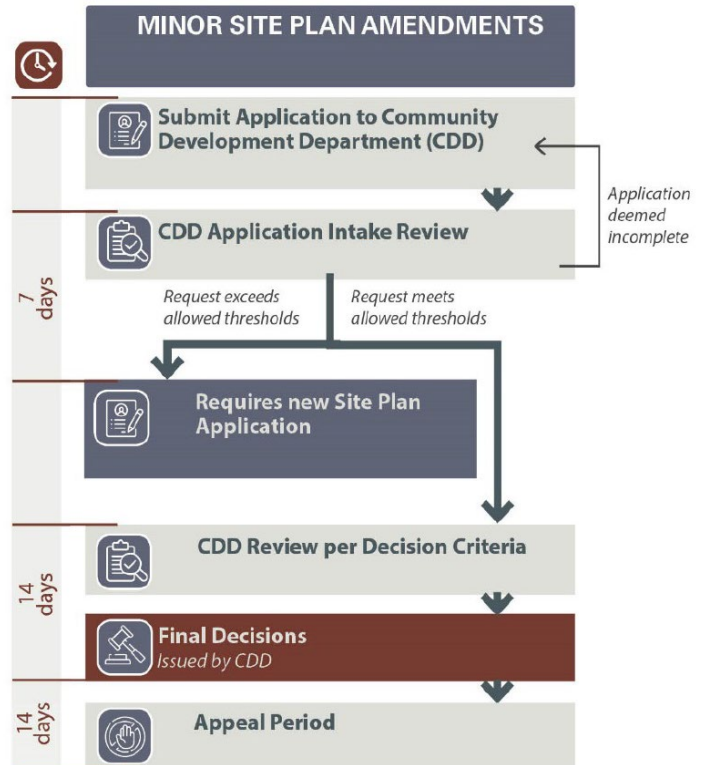
Scaled plans at a minimum of 1" = 100' that illustrates requested changes to the originally approved site plan, and the following:

- ☐ Site Plan
 - ☐ Graphic Scale and North Arrow
 - ☐ Property Lines according to recorded survey
 - ☐ Existing and proposed structures
 - ☐ Existing and proposed easements
 - ☐ Existing and proposed setbacks
 - ☐ Existing and proposed utility lines
 - ☐ Existing and proposed fencing
 - ☐ Existing and proposed signage
- ☐ Parking Plan
 - ☐ Access and parking related to site
 - ☐ Parking analysis based on proposed use
 - ☐ Width of aisle(s)
 - ☐ Parking stall dimensions
- ☐ Grading and Drainage
 - ☐ Indicate any proposed modifications necessary for controlling stormwater drainage on-site and off-site
- ☐ Lighting Plan
 - ☐ Proposed lighting that notes the Correlated Color Temperature, Color Rendering Index, Lumens and all other attributes related to lighting to show compliance with Ch. 16, Division 6: Outdoor Lighting.
- ☐ Landscaping Plan
 - ☐ Existing plant material, amount and species & size
 - ☐ Proposed plant material, amount and species & size

ELEVATIONS

Elevations drawing(s) at a minimum scale of 1/8" = 1' that indicate:

- ☐ Height (above existing grade) of all four sides
- ☐ Materials and colors



See Reverse.

LOT COVERAGE

Existing (%):

Proposed (%):

IMPACT REPORTS 16-72 (e)

May be required per Table 50 of Development Code:

- ☐ Grading and Erosion Control Plans
- ☐ Stormwater Drainage Report
- ☐ Traffic Generation Report
- ☐ Utility Capacity Analysis Report
- ☐ Soils Report

ADDITIONAL SUBMITTALS

Based on staff's review and Interdepartmental Review Committee's recommendation – additional submittals may be required and will be communicated to the applicant by the assigned Case Manager.

DECISION CRITERIA 16-73-(j)(3)

- a. The requested change does not increase the gross floor area of the previously approved building in excess of 20%, not to exceed a maximum of 5,000 square feet of gross floor area. Explain.

- ☐ Staff finds that this criterion has been met
- ☐ Staff finds that this criterion has not been met – more information is needed

- b. The development of the property is in conformance with the intent and policies of the Comprehensive Plan and other adopted County policies and plans. Explain.

- ☐ Staff finds that this criterion has been met
- ☐ Staff finds that this criterion has not been met – more information is needed

c. The amendment is in compliance with the intent of the original Site Plan and any previous requirements of conditions of approval. Explain.

[illegible]

- ☐ *Staff finds that this criterion has been met*
- ☐ *Staff finds that this criterion has not been met - more information is needed*

d. The requested change does not require major public infrastructure or significant changes to access or circulation patterns on the site and does not substantially change the function or appearance of the development, which would warrant additional review by the Planning and Zoning Commission. Explain.

[illegible]

- ☐ Staff finds that this criterion has been met
- ☐ Staff finds that this criterion has not been met - more information is needed

e. No deviations or variances shall be granted for Minor Site Plan Amendments.

[illegible]

- ☐ Staff finds that this criterion has been met
- ☐ Staff finds that this criterion has not been met - more information is needed

Attach additional sheets, if needed.