



## DEVELOPMENT APPLICATION

### PROJECT INFORMATION

Title:

Project Address:

Description:

Check all application types, if applicable:

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

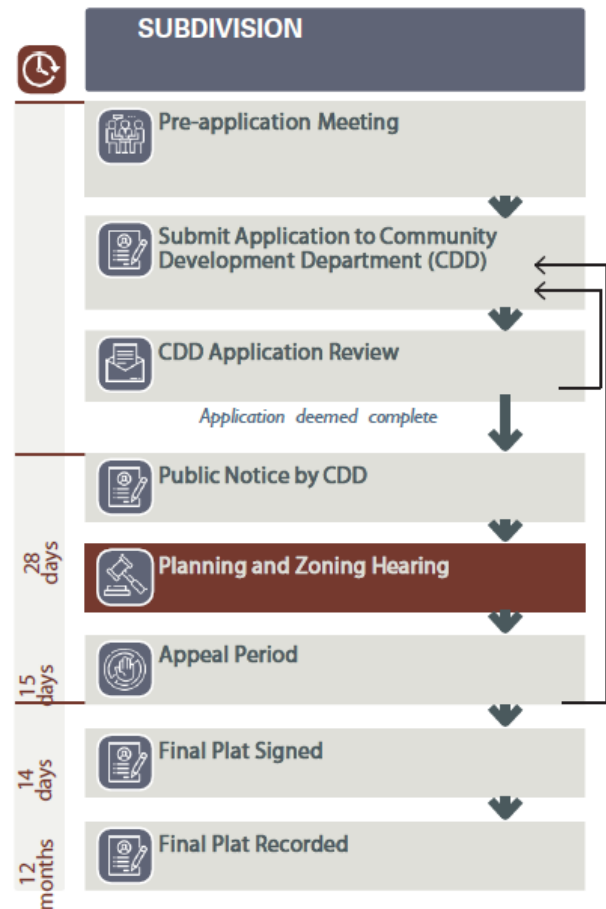
- ☐ Proof of Ownership or  
Letter of Authorization from Owner
- ☐ Items from associated Application Checklist

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

## SUBDIVISION CHECKLIST (SKETCH, PRELIMINARY, AND FINAL PLATS)

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](mailto:planning@lacnm.us).

PRE-APPLICATION MEETING
Date Held:
SUBMITTALS FOR SUBDIVISION
<ul style="list-style-type: none"> <li><input type="checkbox"/> A Vicinity map, showing the boundaries of the property to be subdivided, and all adjacent lots within 300 feet.</li> <li><input type="checkbox"/> A scaled Plat or survey which shall indicate and dimension any existing utility lines.</li> <li><input type="checkbox"/> Show and label the footprint of all existing buildings and structures on the site.</li> <li><input type="checkbox"/> Show the footprint of all buildings and public rights-of-way within 20 feet of all boundaries of the site.</li> <li><input type="checkbox"/> Show, dimension and label all existing and proposed easements.</li> <li><input type="checkbox"/> Subdivision Final plats shall include a list of any variances and/or deviations granted as an exhibit or note.</li> </ul>
<p>Note: There shall be no more than 12 months between final action on a preliminary plat and application for final plat.</p>
ADDITIONAL SUBMITTALS
<p>Based on staff's review and Interdepartmental Review Committee's recommendation – additional submittals may be needed and will be communicated to the applicant by the assigned Case Manager.</p>



See Reverse.

**DECISION CRITERIA 16-74 - (a)(3)**

- a. The development of the property substantially conforms to the intent and policies of the Comprehensive Plan and other adopted County policies and plans. Explain.

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☐ *Staff finds that this criterion has been met*

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

- b. The subdivision action shall not be materially detrimental to public health, safety, and welfare. Explain.

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☐ *Staff finds that this criterion has been met*

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

- c. The subdivision is in conformance with all applicable provisions of this Code and other adopted County regulations. Explain.

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☐ *Staff finds that this criterion has been met*

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

d. The subdivision must be served or be capable of being served by all public utilities, with the exception of subdivisions for the R-E and R-A zone districts where it is determined by the Utilities Manager that it is economically unfeasible to extend sewer lines. Explain.

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☐ *Staff finds that this criterion has been met*

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

e. The County's public infrastructure and services required to serve the proposed development including but not limited to water, sanitary sewer, electricity, gas, storm sewer, streets, etc. have adequate capacity to serve the proposed subdivision or made to be adequate if improvements are required in compliance with the County's construction standards, drainage standards, and adopted Utilities Department plans and specifications. Explain.

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☐ *Staff finds that this criterion has been met*

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

f. Any necessary easements shall be provided for both existing and proposed utilities in an acceptable manner to the County Engineer and Utilities Manager. Explain.

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☐ *Staff finds that this criterion has been met*

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

g. The plat retains natural features such as watercourses, natural vegetation, terrain, historic and archaeological sites and structures, and other community assets, which if preserved, will contribute to the overall appearance and quality of life in the County to the maximum extent feasible. Explain.

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☐ *Staff finds that this criterion has been met*

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

h. The subdivision does not create a nonconformity or increase the extent or degree of an existing nonconformity with the provisions of this Code unless a Variance pursuant to Sec. 16-74(f) is approved concurrently with the plat. Explain.

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☐ *Staff finds that this criterion has been met*

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

i. An application for a Preliminary Plat shall be approved if it complies with all applicable provisions of this Code, any other adopted County regulations, and any conditions specifically applied to development of the property in a prior permit or approval affecting the property. Explain.

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☐ *Staff finds that this criterion has been met*

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

j. An application for a Final Plat shall be approved if it includes all changes, conditions, and requirements contained in the Preliminary Plat approval. Explain.

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☐ *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.**