

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

SITE PLAN ADOPTION/ MAJOR AMENDMENT

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.

PRE-APPLICATION MEETING	
Date Held:	
APPLICATION TYPE	
<input type="checkbox"/> Site Plan Adoption	
<input type="checkbox"/> Major Amendment to an approved Site Plan	
PLANS	
Scaled plans at a minimum of 1" = 100' that illustrates the following:	
<input type="checkbox"/> <u>Site Plan</u>	<input type="checkbox"/> Graphic Scale and North Arrow <input type="checkbox"/> Property Lines according to recorded survey <input type="checkbox"/> Existing and proposed structures <input type="checkbox"/> Existing and proposed easements <input type="checkbox"/> Existing and proposed setbacks <input type="checkbox"/> Existing and proposed utility lines <input type="checkbox"/> Existing and proposed fencing <input type="checkbox"/> Existing and proposed signage
<input type="checkbox"/> <u>Parking Plan</u>	<input type="checkbox"/> Access and parking related to site <input type="checkbox"/> Parking analysis based on proposed use <input type="checkbox"/> Width of aisle(s) <input type="checkbox"/> Parking stall dimensions
<input type="checkbox"/> <u>Lighting Plan</u>	<input type="checkbox"/> 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.
<input type="checkbox"/> <u>Landscaping Plan</u>	<input type="checkbox"/> Existing plant material, amount and species & size <input type="checkbox"/> Proposed plant material, amount and species & size
ELEVATIONS	
Elevations drawing(s) at a minimum scale of 1/8" = 1' that indicate:	
<input type="checkbox"/> Height (above existing grade) of all four sides	
<input type="checkbox"/> Materials and colors	



See Reverse.

LOT COVERAGE

Existing (%):	
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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 16-74-(i)(4)

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

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There is no handwriting or other markings on the paper.

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

- b. If the subject property is within an approved Master Plan, the Site Plan is in conformance with any relevant standards in the Master Plan. Explain.

[illegible]

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

- c. If the subject property is within an approved PD zone district, the Site Plan is consistent with any applicable terms and conditions in any previously approved PD zoning covering the subject property and any related development agreements and/or regulations. Explain.

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

- d. The Site Plan is in conformance with all applicable provisions of this Code and other adopted County regulations. Explain.

- ☐ *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 existing public infrastructure and services, including but not limited to water, sanitary sewer, electricity, gas, storm sewer, streets, trail and sidewalks have adequate capacity to serve the proposed development, and any burdens on those systems have been mitigated in compliance with the County's construction standards to the maximum extent practicable. Explain.

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

DECISION CRITERIA 16-74-(i)(4)

- f. The Site Plan mitigates any significant adverse impacts to properties within the vicinity to the maximum extent practicable. Explain.

☐ *Staff finds that this criterion has been met*

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

- g. Provisions shall be made to serve the development with tot lots and/or neighborhood parks in accordance with the Comprehensive Plan. A fee may be paid as approved by County Council to accomplish the purpose of the Comprehensive Plan in lieu of the development of tot lots or neighborhood parks. Explain.

☐ *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.