

# **VILLAGE OF JEMEZ SPRINGS PLANNING & ZONING**

[ ] Building Permit [ ] Mobile Home Installation Permit

## **I. Applicant**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

1. No site preparation, construction, or mobile home installation may begin until a permit from the NM Construction Industries Division (CID) or the Manufactured Home Division (MHD) is issued.
2. The Village of Jemez Springs participates in the National Flood Insurance Program (NFIP). If the proposed development is found to lie in the 100-year flood area a Floodplain Development Permit is required, as well as, compliance with the NFIP construction requirements established by the Federal Emergency Management Agency (FEMA).
3. The Sandoval County Floodplain Administrator is designated by the Village to conduct the floodplain determination, and to issue a Floodplain Development Permit, if required.
4. A site sketch showing location of structures, property lines, and other relevant information is attached.
5. This form is to be submitted to the Village Office with required fee(s).
6. Applicant hereby gives consent to the Floodplain Administrator and the Zoning Administrator, or his/her representative, to make reasonable on-site inspections which may be required to verify compliance.
7. Applicant certifies that all statements herein and in attachments to this application are, to the best of their knowledge, true and accurate.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature

## **II. Proposed Development: *(to be completed by Applicant)***

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Property Address: \_\_\_\_\_

Parcel Number: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

County Treasurer/Assessor Account Number: R \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Project Description: \_\_\_\_\_

\_\_\_\_\_

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Project size: \_\_\_\_\_ square feet

**III. Village Office Processing (to be completed by Village Clerk)**

Village Building Permit application fee \$ \_\_\_\_\_  
 Per Square Foot fee (\$.05 x sq. ft.) \$ \_\_\_\_\_  
Total paid: \$ \_\_\_\_\_ Ck/CC #: \_\_\_\_\_

Village Clerk: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

**IV. Zoning Compliance Checklist (to be completed by Zoning Administrator)**

Zoning District:  RDD  VCD  NRD  
Site drawings attached:  Lot size: \_\_\_\_\_ acres  
Project type:  New Construction  Renovation  Addition  Shed  Demolition  
 Mobile Home Placement  Other \_\_\_\_\_  
Distance from structure to nearest lot line: \_\_\_\_\_ Distance from ground to top of roof: \_\_\_\_\_  
Dark Sky compliant:  Yes  Applicant statement  Building Documents  No  NA  TBD  
Zoning Compliance:  Approved  Denied \_\_\_\_\_

Zoning Administrator: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature