

VILLAGE OF JEMEZ SPRINGS PLANNING & ZONING

[] Building Permit [] Mobile Home Installation Permit [] Authorization Only (no Village Permit required)

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, distance of structure to 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: _____

Project size: _____ square feet

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: _____

Lot size: _____ acres

Dark Sky compliant: ☐ **Yes** ☐ Applicant statement ☐ Building Documents ☐ No ☐ NA ☐ TBD

Contractor's License Number _____

Site drawings attached: ☐

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

☐ Village Building Permit application fee \$ _____

☐ Per Square Foot fee (\$.05 x sq. ft.). \$ _____

☐ Floodplain Review & Determination fee \$ _____

Total paid: \$ _____ Ck/CC #: _____

Village Clerk: _____ Date: _____

Signature

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

Zoning District: ☐ Rural Development District ☐ Village Center District

☐ Neighborhood Residential District ☐ Flood Hazard Overlay District

☐ Steep Slope Overlay District

☐ Proposed Action not over Village sewer line

Floodplain Review and Determination Required: ☐ Yes ☐ No

Zoning Compliance: ☐ Approved ☐ Denied _____

Zoning Administrator: _____ Date: _____

Signature

V. Floodplain Review and Determination *(to be completed by Floodplain Administrator)*

The proposed development is within a Special Flood Hazard Area ☐ Yes ☐ No

If Yes, a Floodplain Development Permit is required.

Floodplain Administrator _____ Date _____

Signature