



**CITY OF AZTEC
COMMERCIAL DEVELOPMENT
APPLICATION**

APPROVAL STAMP

Permit #: _____ Date Started: _____ Date Approved: _____ Fees Paid: _____

APPLICANT CONTACT INFORMATION

Name: _____
Physical Address: _____
Mailing Address: _____
Phone: _____
Utility Account Name: _____

CONTRACTOR INFORMATION

Name: _____
Certificate / License: _____
Aztec Business License: _____
Mailing Address: _____
Phone: _____
Email: _____

PROPERTY INFORMATION / DEVELOPMENT SITE

Address: _____
Tax ID: _____ Parcel Size (ac): _____
Zone District: _____
Current Use: _____
Proposed Use: _____
Flood Zone Designation: _____
Existing Square Footage: Dwelling(s): _____
Accessory Structure(s): _____
Proposed Square Footage: Dwelling(s): _____
Accessory Structure(s): _____
Setbacks: Front: _____ Side: _____
Rear: _____ Building: _____
Building Height: Feet: _____ Stories: _____

APPLICANT SIGNATURE

I, _____ representing _____ hereby certify that I have read this application and hereby dispose and state under penalty of perjury that all statements, proposals, and documents submitted with this application are true and correct and that I shall adhere to the Municipal Regulations of the City of Aztec.
Signature: _____ Date: _____

CITY of AZTEC USE ONLY

ATTACHED DOCUMENTATION (as required)

	Yes	No	N/A	Comments
Ownership Verification	_____	_____	_____	_____
Detailed Site Map	_____	_____	_____	_____
Engineered Plans	_____	_____	_____	_____
Building Elevations	_____	_____	_____	_____
Landscape Plan	_____	_____	_____	_____
Parking Plan	_____	_____	_____	_____
Drainage Study	_____	_____	_____	_____
Electric Load Calculations	_____	_____	_____	_____
Curb Cut Permit	_____	_____	_____	_____
Street Cut Permit	_____	_____	_____	_____
Elevation Certificate	_____	_____	_____	_____
Non-Conversion Agreement	_____	_____	_____	_____
Land Use Hearing Required	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

REGULATORY REQUIREMENTS MET

	Yes	No	N/A	Comments
% of Lot Coverage	_____	_____	_____	_____
Setback Requirements	_____	_____	_____	_____
Height Requirements	_____	_____	_____	_____
Zone Compliance	_____	_____	_____	_____
Parking/Loading	_____	_____	_____	_____
Dumpster	_____	_____	_____	_____
Metal Building	_____	_____	_____	_____
Historic	_____	_____	_____	_____
Wetlands	_____	_____	_____	_____
NMDOT Permit	_____	_____	_____	_____
NMED	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

FEES AND UTILITIES

Permit Fees

Administrative Fee	\$	_____
Permit Fee	\$	_____
Curb/Street Cut Fee	\$	_____

Development Fee

Impact Fee	\$	_____
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Utilities

Electric	\$	_____
Water Meter	\$	_____
Water Inspection	\$	_____
Water Rights	\$	_____
Sewer	\$	_____
Sewer Inspection	\$	_____
Utility Deposit	\$	_____

Fee Total	\$	_____	Utility Total	\$	_____
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