



CITY OF AZTEC PETITION APPLICATION

Community Development Department
201 W. Chaco St.
Aztec, NM 87410
(505) 334-7605
(505) 334-7609 (fax)

PROJECT TYPE (Check those that Apply)

- | | | |
|---|--|---|
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Sign Permit | <input type="checkbox"/> Conditional Use Permit |
| <input type="checkbox"/> Alternate Summary Plat | <input type="checkbox"/> Variance | <input type="checkbox"/> Special Use Permit |
| <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Commercial Development | <input type="checkbox"/> Well Site Permit |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Residential Development | <input type="checkbox"/> Zone Change |
| | | <input type="checkbox"/> Other |

INFORMATION

Applicant's Name: _____	Project Location: _____
Address: _____	Existing Use: _____
E-Mail: _____	Proposed Use: _____
Telephone: _____	Current Zoning: _____
Relationship to Property Owner: _____	Tax I.D. Number: _____

Legal Description of Subject Property: _____

Is the Property in a Flood Zone? _____ Yes _____ No

Is Property subject to deed restrictions, covenants, or homeowners' association agreements? If Yes, please provide copy with application. _____ Yes _____ No

REPRESENTATIVE / CONTACT PERSON (if other than applicant)

Name: _____

Address: _____ Phone: _____

OWNERSHIP

Property Owner

(Identify General Partners, Managing Partner, Corporation President and Secretary. Specify type of ownership interest: Fee, Real Estate Contract, Option to Purchase)

Name: _____

Address: _____

Phone: _____

Mortgage Holders

(If any)

Name: _____

Address: _____

Phone: _____

OWNER CERTIFICATION

I certify that I am an owner and the information and exhibits herewith are true and correct to the best of my knowledge in filing this application, I am acting with the knowledge and consent of all persons in interest and understand that without the consent of all persons in interest the requested action cannot lawfully be accomplished. I give my permission for authorized officials of the City of Aztec to enter the premises described in this application. I understand applications will generally be reviewed by City Commission at their first regular session following City staff review.

Name: _____ Address: _____

Owner's Signature: _____ Phone: _____

Email: _____

City Staff Use Only

Received By:

Date:

Fee Received:

Project File No.:

Date of Hearing/Meeting:

- Blueline Copies of Plans
- Ownership Report
- Legal Description & Location
- Detailed Statement of Proposed Use



**CITY OF AZTEC
RESIDENTIAL DEVELOPMENT**

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 Plain: _____
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	_____	_____	_____	_____
Building Plans	_____	_____	_____	_____
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 \$ _____



CITY OF AZTEC

RESIDENTIAL ELECTRICAL LOAD CALCULATION

Applicant Name: _____

Address of Development Site: _____

Electrical Contractor: _____

Contractor License #: _____

Total Square Footage of Building: _____

Service Size: Single Phase 120 / 240 Volt _____ Amps

Conductor Size: _____

Parallel Conductor: _____ Yes _____ No

Number of Parallel Runs: _____

Lighting Load: _____ Amps

Receptacles Load: _____ Amps

Refrigerated A/C Load: _____ Amps

 # Of Units: _____

 Tons Per Unit: _____

Evaporative Cooler Load: _____ Amps

 # Of Units: _____

 Motor Size Per Unit: _____

Electric Hot Water Heater Load: _____ Amps

Electric Heat Load: _____ Amps

Electric Range/Oven Load: _____ Amps

Electric Dryer Load: _____ Amps

Welders Load: _____ Amps

Kilns Load: _____ Amps

Hot Tub Load: _____ Amps

Swimming Pool Load: _____ Amps

Miscellaneous Loads: _____ Amps

Total Load (In Amps): _____ Amps

Additional Comments: _____