

BUILDING/PLANNING DEPARTMENT

Voice - (575) 894-6673 x 110 Fax - (575) 894-0363 E-mail_Rtravis@torcnm.org
505 Sims Street – Truth or Consequences, NM 87901

(Staff Use Only) Case No

Related Case(s)

PLANNING APPLICATION FORM

The completeness of this application, which includes accompanying plans, shall be subject to the review of the Building/Planning Department. This application is used for a variety of application processes and not all items may apply to your project. If you feel a requirement is not applicable to your project, write "N/A." If you have any questions while completing this application please ask a member of the Planning Department for assistance. Incomplete applications will not be accepted (or the process may be delayed.) (PLEASE PRINT OR TYPE)

CHE	CK APPLICATION TYPE(S) REQUES	STED:
☐ Master Plan (\$100 + \$200/lot)	□Annexation (\$100 or \$10/ac.	☐ CUP/SUP (\$25)
☐ Master Plan Amendment (\$200)	Max. \$250) □Appeal (\$50)	☐ Prelim. Plat or Replat (\$100 + \$200/lot)
☐ Development Agreement (\$1,000)	□Variance (\$25)	☐ Final Plat (\$50)
☐ Change of Zone (\$100 or \$10/ac. Max. \$250)	□Zone Ordinance Amendment (\$250)	☐ Summary Plat (\$50)
		☐ Plat Amendment (\$50)
	PROJECT SUMMARY:	
Project/Business Name (if any):		
Project Description (add extra page(s) if needed):		
Property Address/Location:		
Assessor's Parcel Number(s):		
		Net Lot Area:
		g Zoning Designation: _
Proposed Master Plan Designation (if applicable):		g Zoning Designation: _ sed Zoning Designation:
Existing Uses and/or Structures on Site:		sed Zoning Designation.
East:	West:	
	REPRESENTATIVE(S):	
APPLICANT/ REPRESENTATIVE Name:	Telephone No.:	
Address:	Fax No.:	
City:	State:	Zip Code:
Contact Person:	E-mail Address:	
I certify under penalty of perjury that all the applicati Applicant's Signature:	ion information is true and correct:	Date:
PROPERTY OWNER/ AGENT Name:	Telephone No.:	
Address:	Fax No.:	
City:	State:	Zip Code:
Contact Person:	E-mail Address:	-
The City will provide the applicant with hearing notic	ces and staff reports unless another party is ide	entified.
Date/Time Received:		Receipt No(s):
Received By: Amount Received: \$		

DI ANNUNO ADDI IOATION FORM				
PLANNI	NG APPLICATION FO	ORM -page 2		
I,e Print Name	am the owner of the property described to act on my behalf on matters pertage	in this application and hereby authorize		
Name of applicant or representative	to act on my benan on matters pend	anning to this application.		
Property Owner's Signature:	Date:			
Note: If more than one owner, a separate paist officers, and principals) having into	=	and addresses of all persons (if a corporation,		
ARCHITECT Name:	Telephone No.:			
Address:	Fax No.:			
Dity:	State:	Zip Code:		
Contact Person:	E-mail Address:			
ENGINEER Name:	Telephone No.:			
Address:	Fax No.:			
City:	State:	Zip Code:		
Contact Person:	E-mail Address:			
property and make examinations and unreasonably interfere with the use Applicant(s) certify under penalty of they appear on the deed to the land Legal Agent having power of Attorned application), or the owner's authorise Applicant(s) acknowledge and missing items may result in del Applicants) agree to defend, indem agents, officers, consultants, indepolations, actions or proceedings against actions or proceedings against the Applicant of any Claim and the Applicant of any Claim of the Applicant of any Claim of the Applicant of	of the land by those persons law is perjury that I am the legal owner. It is perjury that I am the legal owner. It is perjury that I am the legal owner. It is perjury that I am the legal owner. It is perjury that I am the legal owner. It is perjury that I am the legal owner. It is perjury that I have included a representative (include a representative (i	notarized consent form from the owner). of the required items and understand that		
itigation and costs for that independees, expenses of litigation and cos	dent defense. The Applicant ma sts for that independent defense shall not be required to pay o	y agree to reimburse the City for attorney's e. Should the City decide to independently r perform any settlement arising from any		

Name of Applicant (Print)

Date

Form Date: May 27, 2009

Applicant's Signature

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Application Requirements for Zoning/Master Plan Projects

The application materials for a Planning Project include the following:

- 1. Signed Application
- 2. Payment of appropriate City Fees
- 3. Site plan (8 ¹/₂ " x 11") with dimensions
- 4. Authorization Letter from property owner or applicant
- 5. Appropriate radius map based on assessor's parcel map, three (3) sets of mailing labels of all property owners within the appropriate radius.

In applying for a Master Plan, Master Plan Amendment, Specific Plan, Zone Change the plans shall include the following:

- 1. Name, address, and phone number of the Applicant and Applicant's Representative
- 2. Assessor's Parcel Number (UPC)
- 3. Total Acreage
- 4. North Arrow
- 5. Vicinity Map
- 6. Date of Map Preparation
- 7. Graphic Scale
- 8. Existing structures such as walls, buildings, and trees
- 9. Existing adjoining land uses
- 10. Names of adjoining landowners
- 11. Dimensions of each lot and/or property involved in the application
- 12. Lands dedicated for Public Use
- 13. Easements

Twenty Five (25) sets of plans which are folded to a size no more than $8^{1}/_{2}$ " x 14" and shall be stapled, collated, and bound by a rubber band.

Application Requirements for CUP/SUP and Subdivision of Land Plan Projects

Form Date: May 27, 2009