



SITE PLAN DEVIATION

Community Development Department

VILLAGE OF LOS LUNAS
660 Main Street NW
Los Lunas, NM 87031
(505) 839-3842

1. APPLICANT CONTACT INFORMATION

PERMIT # _____

Applicant(s) or Agent(s) _____

Address _____ City _____ State _____ Zip _____

Email _____ Phone _____

Are you the property owner? Yes No *If no, please complete the following section:*

Property owner(s) _____ Phone _____

Address _____ City _____ State _____ Zip _____

2. PARCEL INFORMATION

Property Identification Number (UPC) _____

Street Address or Location _____

Present Zoning _____ Main Street Overlay District 1 2 3 4 N/A Present Land Use _____

3. SITE DEVIATION INFORMATION

Deviation is from:

Minimum Lot Size Requirement: _____ Deviation: _____ Lot Width Requirement: _____ Deviation: _____
 Building Height Requirement: _____ Deviation: _____ Wall/Fence Height Requirement: _____ Deviation: _____
 Required Setback: Front Rear Side Between Structures Requirement: _____ Deviation: _____
 Landscaping/Screening Requirement Requirement: _____ Deviation: _____
 Off-Street Parking Requirement Requirement: _____ Deviation: _____

Is the requested deviation(s), in the aggregate, 10% or less of the requirement(s)? Yes No

4. APPLICANT SIGNATURE

UNDER PENALTY OF INTENTIONAL MISREPRESENTATION AND/OR PERJURY, I declare that I have examined and/or made this application and it is true and correct to the best of my knowledge and belief. I agree to construct said improvement in compliance with all provisions of the Village of Los Lunas and the New Mexico Building Code. I understand the Village of Los Lunas will not assume any liability for possible lack of understanding on my part. I understand that in addition to the application fee, the Village of Los Lunas will subsequently assess the applicant for the fees and deposits listed below.

Applicant name _____ Signature _____ Date _____

TO BE FILLED OUT BY STAFF **DATE RECEIVED:** **PERMIT #**

Accompanying Development Plan Application # _____

NOTES

For Cashier's Use Only



APPROVED



DENIED

REVIEWED BY: _____ DATE: _____

PLAN REVIEW FEE \$

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Requirements



PRE-APPLICATION MEETING

The applicant shall meet with a staff planner to discuss the application and process. The pre-application meeting is valid for three (3) months from the date of the initial pre-application meeting.



APPLICATION

All sections of this application must be completed, and all required documentation must be submitted before the application will be accepted for processing. Submission of an application does not guarantee acceptance; the Department must first review it for accuracy and completeness.



DEVELOPMENT PLAN APPLICATION

The applicant shall accompany this application packet with a completed Development Plan Application for the overall project.



PROOF OF OWNERSHIP

One (1) copy of a legal document demonstrating that the individual(s) or corporation making certain the application for development is the current property owner. If the ownership is a corporation, group, entity, or other such organization, an additional document demonstrating authority to sign on behalf of the ownership is required.



AGENT AUTHORIZATION

If the applicant is an acting agent for the property owner, an additional document authorizing the applicant to represent the property owner is required.



EXPLANATION OF DEVIATION

The applicant shall provide the specific provisions of Title 17 of which the applicant desires a site plan deviation.



SITE PLAN

The applicant shall provide a site plan, drawn to scale, that illustrates the extent and effect of the deviation requested for the subject property.



WRITTEN CRITERIA

The applicant shall provide a written response to each criterion listed under Section 17.14.020(E)(3)(iv).

Section 17.14.020(E)(3)(iv) - Site Plan Deviation

- a. The proposed deviation maintains the general intent and purpose of this Ordinance, ensuring that the overall goals and objectives of the Comprehensive Plan are upheld.
- b. The approval of the request for deviation shall not cause adverse impacts on adjacent or surrounding properties.