

2008/2009
VILLAGE OF ANGEL FIRE
COMMUNITY DEV. DEPT.
BUILDING DIVISION



-GRADING-

PERMIT APPLICATION

PO BOX 610
ANGEL FIRE, NM 87710
575-377-1389
575-377-3280 FAX

VILLAGE OF ANGEL FIRE GRADING PERMIT PROCESS

(TWO PERMITS MUST BE OBTAINED FOR CONSTRUCTION ON ANGEL FIRE RESORT PROPERTY)

FIRST: ENVIRONMENTAL/ARCHITECTURAL CONTROL COMMITTEE (EACC)

PHONE - 575-377-1135 - Office hours 8:00 A.M. - 12:00 Noon

SECOND: VILLAGE OF ANGEL FIRE GRADING PERMIT

I. Obtain permit application for the (1) EACC. The EACC is responsible for enforcing the restrictive covenants for the Association of Angel Fire Property Owners. The meetings are the 2nd and 4th Tuesday of each month and the permit application must be submitted on or before Noon on the Friday before. After approval, allow 5-7 working days for the permit to be issued. **NO SITE CLEARING OR CONSTRUCTION SHALL BE PERFORMED UNTIL THE EACC AND THE VILLAGE HAVE CHECKED AND APPROVED PLANS TO VILLAGE SPECIFICATIONS AND ARCHITECTURAL CONTROL HAS FAVORABLY APPROVED THE PLANS.**

II. Obtain the grading permit application forms from the Village of Angel Fire Comm. Development Dept. The Village of Angel Fire reviews and issues the grading permit and Village engineer has deemed the plans to comply with Village standards and has issued a positive recommendation. Expect some delays for issuance of grading permit. The more thorough and complete the civil plans and details along with soils report are, the sooner the review from the Village engineer will issue a positive recommendation to the Village of Angel Fire.

III. **TO AVOID FINES, NO SITE CLEARING OR CONSTRUCTION MAY COMMENCE UNTIL THE ENVIRONMENTAL/ARCHITECTURAL CONTROL COMMITTEE AND THE VILLAGE OF ANGEL FIRE HAVE BOTH APPROVED THE REQUIRED DOCUMENTS.**

NOTE: The EACC and the Village have separate application procedures and do their own inspections. You must call and make an appointment for the inspections required by the EACC and the VAF. The EACC requires their own set of inspections.

Please call the Village of Angel Fire for required inspections. Also a survey of the lot showing actual location of finished exterior wall will be required before a framing inspection will be granted.

If you have any questions, please feel free to contact the appropriate office listed below:

Village Engineer for Angel Fire:

Dennis Engineering Inc.

PO Box 909

Edgewood, NM 87015

(505) 281-2880

(505) 281-3640 Fax

Village of AF P&Z - Christine Breault, Administrative Assistant - 575-377-1389

Office hours: 8:00 A.M. to 12:00 P.M. & 1:00 P.M. to 5:00 P.M.

REQUIREMENTS FOR OBTAINING A GRADING PERMIT

Grading Permit Guidelines:

- Village of Angel Fire Zoning Code including:
9-3-3: ADMINISTRATIVE AND PERMIT REVIEWS AND APPROVALS:
- 9-7-14: WATER RIGHTS REQUIREMENTS:
- 2003/2006 IBC Chapter 18 Soils and Foundations
- 2003/2006 IBC Adopted Appendix J Grading
- Must obtain NM Licensed Professional Civil Engineering Consultant
- Title 10 Land Subdivisions of the Village Code (when applicable)
- 2007 Village of Angel Fire Streets and Drainage Design Standards Manual (when applicable) on the web www.afgov.com

Overview

9-11A-2 of the Village Code

All proposed business and commercial establishments greater than ten thousand (10,000) square feet of gross floor area must secure site plan approval from council, with a recommendation from the commission.

An engineering review is necessary to verify whether an application meets all village development and construction. The applicant shall pay for the costs of such licensed NM engineering review and NM Licensed surveyor.

The design engineer or applicant may be directed to provide special inspection reports at the cost of the applicant to the Angel Fire Building Official to assure compliance with approved civil design.

Engineering Review:

- a. The village may engage a professional engineer if the director decides that an engineering review is necessary to verify whether an application meets all village development and construction. The applicant shall pay for the costs of such engineering review. The engineer retained by the village shall not be associated with the applicant.
 - b. The village shall notify the applicant of the director's decision requiring an engineering review and provide the applicant with the estimated cost of such review.
 - c. The applicant shall submit in writing verification of his financial responsibility sufficient to pay the estimated engineering review cost before the application review shall continue. (Ord. 2004-03, 4-20-2004)
10. Mobile Offices: Mobile offices shall be allowed at commercial construction sites, provided there is an active building permit at the site. A mobile office shall be removed from the site prior to issuance of a certificate of occupancy for the same building permit. (Ord. 2005-01, 1-20-2005)

Village of Angel Fire

Site Plan Submittal Checklist

For developments within the Village of Angel Fire that require Site Plan approval in accordance with Section 9-11A-2 of the Village Code, the following information will be required to be shown on the Site Plan submittal.

MAP / PLAN

- North Arrow
- Vicinity Map
- Base sheet: min. 18" x 24", max. 34" x 36"
- Drawn to Engineers scale clearly legible
- Property Boundary with bearings and distances
- Contour lines, existing & proposed at two (2) foot intervals
- Adjacent right of ways and easements
- Any proposed easements; widths and purposes
- Existing topographic features, streams & wetlands
- Location of existing utilities
- Location of septic tank(s), leach fields, wells, & underground storage tank(s)
- Title Block Information
- Assessor's Property Code Number
- Name of Project including address (if applicable)
- Owner(s) name, address, phone number and e-mail address
- Site Plan Preparer's name, address, phone number and e-mail address
- Date map & latest revision

DEVELOPMENT ELEMENTS

- Location and distance of existing and proposed buildings, accessory buildings, fences/walls, and all other structures and fixtures, shown with respect to property lines.
- Location and size of all on premise signage
- Location of all proposed points of ingress/egress
- Location of all public and private driving lanes and aisles and parking stalls
- Identify location and percentage of open space
- Identify location and type of landscaping
- Identify all on-site drainage patterns and detention/retention ponds
- Snow storage areas outside of all off-street parking areas
- Location of Solid Waste Dumpsters
- Finish floor elevations
- Building Elevations of all proposed structures, with color pallet

SPECIAL CONDITIONS

- Identify areas of high water table
- Identify all slopes of 20% or greater with one (1) foot contour intervals
If near ridgeline, show profile of all structures relative to ridgeline or tree line

GRADING PERMIT APPLICATION

Will not process if Incomplete

PERMIT NO. **GP-** _____ - _____ - _____

DATE: ____/____/____

TYPE OF GRADING:

Residential Commercial Subdivision Road Construction Other

Zoning District: **R-**_____ **C-**_____ **O-**_____ **MVB (Overlay) Y N**

(Attach Legal Description to Application)

Proposed Grading Site: _____ Lot# _____ Blk# _____

Assigned Physical Address (V.A.F.): _____

Construction Cost: \$ _____ Fee: \$ _____ Water Right Fee (If Applicable) \$ _____

Legal Description or Physical Address Required For:

Imported Fill Material Location Site: _____

Excess Material to be Stored/Disposed Site: _____

Total Cubic Yards: Cut _____ Fill _____ Total _____ Other _____

OWNER/DEVELOPER: _____ PHONE (____) _____

STREET/ P.O. BOX _____ CITY/ST. _____ ZIP _____

EXCAVATING CONTRACTOR: _____ PHONE _____

(____) _____ NM STATE LICENSE # _____

STREET/ P.O. BOX _____ CITY/ST. _____ ZIP _____

CIVIL ENGINEER _____ PHONE (____) _____

STREET/ P.O. BOX _____ CITY/ST. _____ ZIP _____

NM STATE LICENSE # _____

PLEASE READ AND SIGN THE FOLLOWING: (Contractors or Homeowner)

I hereby acknowledge by my signature below that I have read this application and state that the above is correct. I agree to comply with the requirements of the New Mexico Building Code. I waive my right to require any inspector to possess a search warrant before they enter the premises to inspect the building covered by this permit. However, I waive this right only on the following conditions: The inspector must be approved by the Construction Industries Division and this inspection must be made at reasonable times for purpose of determining whether the work of building or structure on the premises complies with the New Mexico Building Code. I understand that the issuance of this permit shall not prevent the Construction Industries Division from requiring compliance with the provisions of the New Mexico Building Code and the Village of Angel Fire zoning code.

SIGNED: _____ Date _____

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Zoning Official Signature: _____ Date _____

Building Official Signature: _____ Date ____/____/____

Possitive Recommendation from Village Engineer: Date ____/____/____

Revised: 02-12-08