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## ***VILLAGE OF ANGEL FIRE ZONING PERMIT PROCESS***

A PERMIT FROM EACH OF THESE TWO ENTITIES MUST BE APPLIED FOR:

- 1---VILLAGE OF ANGEL FIRE ZONING PERMIT AND RELATED PERMITS.
- 2---ASSOCIATION OF ANGEL FIRE PROPERTY OWNERS THRU ENVIRONMENTAL ARCHITECTURAL CONTROL COMMITTEE (EACC). \*

*\*NOTE: NOT ALL CONSTRUCTION OCCURS IN ANGEL FIRE RESORT HOA PROPERTY. RESORT PROPERTY IS TYPICALLY SOUTH OF SAGE LANE. CHECK WITH EACC BEFORE APPLYING.*

**To avoid fines**, NO site clearing or construction should begin until the AFPO Environmental Architectural Control Committee (EACC), AND the Village of Angel Fire have approved the required documents.

The EACC and the Village have separate application procedures and perform their own inspections. You must call and make an appointment for the inspections required by the EACC and the VAF separately.

EACC is responsible for enforcing the restrictive covenants for property located in Angel Fire Resort membership area.

EACC:575-377-1135

Located at 10 N. Angel Fire Road.

### **WETLANDS**

If any lot is in question of being in a wetland, it is the owners responsibility to contact the U.S. Army Corp. of Engineers to obtain a 404 permit. Contact USACE, 4101 Jefferson Plaza NE, Albuquerque, NM 87109, phone 505-342-3171.

**WATER RIGHT ACQUISITION FEE'S MAY BE REQUIRED.** See Zoning Official.

Obtain the Village of Angel Fire zoning application forms required from the Village of Angel Fire Planning and Zoning Dept. Please allow 3-5 business days for issuance of zoning permit after submittal of ALL required information.

**Please contact the Village of Angel Fire for required inspections. 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 Village of Angel Fire Planning and Zoning office 575-377-3232

Become familiar with the Village of Angel Fire Planning & Zoning Regulations. Be sure you have completed all applicable items on the Village of Angel Fire Required Submittals Check List. Complete all forms.

## ***REQUIREMENTS FOR PLANNING AND ZONING APPROVAL***

You need to follow the Village of Angel Fire Jurisdictional Guidelines for the International Residential Code. See Table R301.2(1) Climatic and Geographic Design Criteria.

You will need to submit, ONE SET OF PLANS drawn to scale

1. Building plans (1/4"=1' Scale, on 24"x 36" or 18"x 24" paper preferred) containing the following:

Legal description	Foundation plans
Floor plan	Framing plan of floors and roof
Cross-section of wall construction	Construction detail-drawings
Type of occupancy	Basements require engineering
2015 NM Building Codes	2015-IRC-IBC-IEBC-IECC

2. Site plan (1"=20' Scale) with:

Easements	Property Boundaries
Setbacks	Roadways that front the property
Placement of sewer / septic tank	Location of propane tank
Access to the property (existing & proposed)	Location, Dimension of proposed structures
Topography of the building site with a scale of no more than five foot increments.	
Directional notation	

## ***REQUIREMENTS FOR ALL BUILDERS & CONTRACTORS***

PERMITS MUST BE POSTED AT JOB SITE

INSPECTIONS REQUIRED BEFORE ISSUANCE OF CERTIFICATE OF OCCUPANCY

FINAL: Zoning, Electrical, Plumbing, Mechanical, Septic, LP Gas, and Building.

*Inspector Contact List:*

Building Inspectors: CID 505-476-4700

2550 Cerillos Rd  
Santa Fe, NM 87505

Electrical Inspector C.I.D. 505-476-4700

Mechanical Inspector C.I.D. 505-476-4700

New Mexico Environment Dept. 575-445-3621

1243 South Second Street  
Raton, NM 87440

LP Gas Inspector Andrew Vigil C.I.D. 505-426-9965

824 Mullins Dr.  
Las Vegas, NM 87701

***P.O. Box 610***

Angel Fire, New Mexico 87710  
(575) 377-3232 FAX: (575) 377-3280

## ***Scheduled Permit Fees:***

Zoning fees:	
Residential: Single Family	\$150.00
Additions/Major Improvements	\$100.00
Minor improvements	\$50.00
Duplex/Multi Family	\$0.02 per square ft plus \$10.00 per unit or \$150.00-which ever is greater
Additions/Major Improvements	\$0.02 per square ft plus \$10.00 per unit or \$100.00-which ever is greater
Minor improvements	\$50.00
Business/ Commercial/ Public Use	\$0.02 per square ft or \$150.00-which ever is greater
Demolition of existing structure	\$0.05 per square foot
Fence	\$35.00
Water rights	\$1.00 per square foot of heated living space for new home or additions
<i>* check for fee changes</i>	

### **INSPECTIONS:**

**The Person performing the work, as stated on the Building Permit, will notify the Code Enforcement Agency with a request for inspection of a minimum of forty-eight (48) hours prior. The work to be inspected will be accessible and exposed and will not be covered until it has been inspected and approved.**

#### **Required Inspections:**

##### **1. Footing & Stem Wall Inspections:**

- a. Footers /slabs
- b. Stem Wall Damp proofing and Drain Installation
- c. Concrete slabs & Gypcrete pours prior to covering radiant systems

##### **2. Framing Inspection to include minimum nailing requirements**

##### **3. Insulation Inspection**

##### **4. Drywall**

##### **5. Lath and Weep Screed Inspections**

##### **6. Chimney Chase Inspection to include Fire blocking & Fire stopping**

##### **7. Fuel Modification-by the Fire Department**

##### **8. Final Inspection**

The Building Official may require other inspections where necessary to determine compliance with the 2015 NM and International Building Codes and compliance with other federal, state laws effective at time of completion. Special inspections may be required as explained in the I-Codes and adopted by the State of New Mexico. Approved plans must be at the jobsite at all times during construction, a fee may be assessed if approved set is not on site.

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## ***VILLAGE OF ANGEL FIRE APPLICATION CHECKLIST***

Owner/Client:

Date:

Subdivision

Block

Lot

*The following items shall be included in any application packet.*

New Mexico Environment Department Septic Permit or AF Services Sewer Availability Signed by the Director of water/sewer department.

Encroachment Permit Signed by Streets supervisor or streets director.

A copy of the Site Plan to include topography/contour data with elevations, easements, property boundaries, setbacks, and roadways that front the property, access to the property, north arrow, locations and dimensions of proposed structure(s) location of propane tank and septic if applicable. 1"= 20' Scale.

Please check one:     \_\_\_New Construction   \_\_\_Addition   \_\_\_Major/Minor Improvement

\_\_\_ Submittal Checklist for Residential - One Family & Multi-Family

\_\_\_ **Warranty Deed**

\_\_\_ **Zoning Permit Application**

\_\_\_ **Street Address Request**

**Building Pad Profile Slope 12%>**

Required Items for Business District / Public Use/Commercial Limited Industrial

*Same as above with the addition of:*

\_\_\_ **Parking Layout**

\_\_\_ **Dumpster Location**

\_\_\_ **Snow Removal Plan**

\_\_\_ **Illustration of sign/graphics (size, color, material, location)**

**Screening/Fence Layout (Commercial Limited Industrial Only)**

\_\_\_ **Landscape Plan**

\_\_\_ **Drainage Plan**

All Structures **MUST** meet height, setback and fuel break requirements.

Note: Any Structure built in a platted subdivision that has property restrictions must have the approval of the body designated to enforce those restrictions. It is the responsibility of the landowner to acquire that prior approval.

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