

Conditional Use Permit

Instructions

Fee \$67.00

Submit a copy of the completed application to Development Services. Fifteen (15) copies of a site plan showing the location of any buildings on the property in relation to property lines and other buildings shall accompany each application. Adjoining property, abutting streets and alleys, and a north directional arrow should also be indicated (see example on back).

Dimensions of the property lines and any architectural restrictions - such as building height, building/rooms walls, etc. - should be indicated. Details such as parking spaces, traffic flow, landscaping, dumpster enclosure, and loading areas should be indicated on the site plan. If the applicant is other than the property owner, a letter from the property owner stating that he/she is aware of request of land use and that the applicant may act as his/her agent must be included as well.



City of Rio Rancho

Development Services

3200 Civic Center Cir, 1st Floor

Rio Rancho, NM 87144

(505) 891-5005 Fax: (505) 896-8994

Conditional Use Application

Applicant

Fee \$67.00

Name (Print): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Alt phone: _____

Email: _____

Agent

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone (W): _____ Phone (Other): _____

Email: _____

Property Owner

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone (W): _____ Phone (Other): _____

Email: _____

Legal Description

Subdivision/Unit: _____ Block: _____ Lot: _____

Tract/Parcel: _____ Zoning: _____

Location of Property

Address: _____

City: _____ State: _____ Zip: _____

Reason for Request (use additional sheets if necessary)

Applicant Signature

Date

For Office Use Only

Received by: _____ Date: _____

Application No: _____ Receipt No: _____

Scheduled Planning and Zoning Meeting Date: _____

Action taken by Planning and Zoning Committee: Approved Disapproved Other

