MANUFACTURED HOME RESIDENTIAL ZONING CLEARANCE PROCESS

Prior to any site visit, the applicant shall post the physical address placard and identify corners or edges of proposed structure with staking or flagging.

Applicant receives manufactured home zoning clearance application Planning Dept (575) 737-6440

The manufactured home must be skirted within 120 days after placement. A certificate of compliance must be obtained from the NM Manufactured Housing Division prior to the occupation of the manufactured home.

State Environment Division Septic Permit NM State Environment Dept (575) 758-8808

State Engineers Department Well Permit Office of the State Engineer (505) 827-6120

County Assessors Office Deeds, Maps, Information Sheet Assessor's Office (575) 737-6360

Neighborhood Association Stagecoach, Upper Las Colonias, Linda Vista Planning Dept (575) 737-6440

Water & Sanitation District Letter of Approval Required

Kit Carson Electric Cooperative Inc. Electrical Service, Easements (575) 751-9064

Pre 1976 Manufactured Homes shall not be permitted without both permission and approval from the New Mexico Manufactured Housing Div. As per Ordinance 2007-07

County Department Approvals

Rural Addressing Flood Plain Wetlands Defensible Space Taos County Planning Department (575) 737-6462

County Treasurers Department Taxes Paid Hours of Operation 8:00a.m. – 4:00p.m. Monday through Friday (575) 737-6340

County Solid Waste Department Dues Paid Hours of Operation 8:00a.m. – 4:00p.m. Monday through Friday (575) 737-6336

County Public Works Department Access Permit Hours of Operation 7:30a.m. – 4:00p.m. Monday through Friday (575) 737-6470

Application Submitted to Planning Department 15 Day Review Period

Review of Submittals: Applications Site Plan, Affidavit, All Information Correct

Fees Paid and County Taxes Current

Site Visit to Property for Posting of Permit

Setback Requirements 20' from Front 10' from Sides 10' from Back 20' from Acreages 40' from Water Courses

Modular Homes Must Submit Building Permit

Manufactured Home Moving Permit Must be Obtained from County Treasurer's Office (575) 737-6340

Skirting Must be Placed Within 120 Days After Placement of Home

Prior to occupying manufactured home, contact the NM Manufactured Housing Inspector (877) 243-0979

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manufactured housing division.

pre 1976 manufactured homes shall not be permitted without permission and approval from the new mexico manufactured housing division prior to occupying the

assessors office and must be presented with this application. copy of deed is required with application.

initial application by the planning department: additional fees may be required.

punishable under any other applicable state or federal laws. i authorize taos county to conduct inspections on the property related to this

acknowledges that providing false information to a governmental agency is punishable as perjury in the second degree, as well as being

application and any submitted attachments(s) for the purposes of obtaining a permit, are correct and complete. the applicant

applicant may be considered a violation of this permit(s). the applicant hereby declares that all the information provided on this

*note: a licensed contractor or engineer may determine slope and grade where there is uncertainty; the planning department reserves the

right to determine the slope of the property and grade of road. topographic maps may be required and can be obtained from the

emergency management department. signatures or applications from other departments may be required prior to acceptance of this

permit.

a site plan showing storm drainage, setbacks etc. will be required with this application along with additional attachments and approvals
determined by the planning department. the information needed for review is as follows: manufactured they must be skirted 120 days
after placement. a final inspection must be approved by new mexico manufactured housing division prior to occupying the

manufactured home. pre 1976 manufactured homes shall not be permitted without permission and approval from the new mexico
manufactured housing division.

*slope of land of property_______%*grade of road/driveway to property_______% land is vacant yes____ no____

acequia yes____ no____ set back_______ deed restrictions or covenants yes____ no____ (if yes

attach copy) set backs front______ side______ rear______ driveway to property_______yes____ no____ (if no a

driveway/access permit may be required from the taos county road department or the state highway department).

please attach a copy. neighborhood association yes____ no____ (if yes please list name____________________)

vista linda, stage coach or upper los colonias neighborhood association's must be contacted prior to application.

outside lighting-night sky ordinance____ yes____ no____ (please submit copy)

*note: a licensed contractor or engineer may determine slope and grade where there is uncertainty; the planning department reserves the

right to determine the slope of the property and grade of road. topographic maps may be required and can be obtained from the

emergency management department. signatures or applications from other departments may be required prior to acceptance of this

application by the planning department: additional fees may be required.

1. rural addressing application______yes____ no____ (please submit copy)
2. flood plain permit______yes____ no____ (please submit copy)
3. wetlands review______yes____ no____ (please submit copy)
4. high or very high wui areas defensible space/assessment______yes____ no____ (please submit copy)
5. well permit______yes____ no____ (please submit copy)
6. liquid waste permit______yes____ no____ (please submit copy)
7. water & sanitation district______yes____ no____ (please submit copy)
8. utilities______yes____ no____ (kit carson approval____________________ date______)
9. approval from taos county solid waste department____________________ date______
10. approval from taos county public works department____________________ date______
11. approval from taos county treasurer office____________________ date______

if a permit(s) is issued pursuant to this application, the terms and conditions of the permit(s) shall be based on the information provided by

the applicant. changes in the use of the permitted activities that are not consistent with the terms and conditions of the permit(s) or this

application may be considered a violation of this permit(s). the applicant hereby declares that all the information provided on this

application and any submitted attachments(s) for the purposes of obtaining a permit, are correct and complete. the applicant

acknowledges that providing false information to a governmental agency is punishable as perjury in the second degree, as well as being

punishable under any other applicable state or federal laws. i authorize taos county to conduct inspections on the property related to this

permit.

applicant signature__________________ date__________________
RURAL ADDRESS APPLICATION

THIS INFORMATION IS NECESSARY TO OBTAIN TELEPHONE AND POWER SERVICE. THE INFORMATION IS USED BY EMERGENCY RESPONSE PERSONNEL VIA THE TAOS COUNTY E-911 SYSTEM.

PROPERTY CODE NUMBER ______________________  OWNER NUMBER ________

CURRENT PHONE NUMBER (___ ___) - ___ ___ - ___ ___ ___

NAME ____________________________
   (Last) ____________________________ (First) ____________ (Initial) ____________
   (Last) ____________________________ (First) ____________ (Initial) ____________

CURRENT MAILING ADDRESS:

(Street) ____________________________________________ (P.O. Box) __________________________
(City) ____________________________________________ (State) __________________________ (Zip) __________________________

In order to properly process your request, a staff person will determine your address based on the road’s official name in the E-911 database adjacent existing house numbers, and/or other relevant data, and the driveway’s distance from the beginning of the road. (For example: 1.5 miles will be #150; 0.8 miles is #80.) All odd numbers will be assigned to one side of the road and all even numbers to the other. Please describe how we will find your driveway. (Begin with the closest named road.) Please use back of sheet or separate sheet of paper to draw a sketch if needed. If there is an existing address please provide it below:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

OFFICE USE ONLY

NEW ADDRESS $35 ☐
VERIFICATION $10 ☐

NUMBER ________________________ UNIT TYPE _______ UNIT _______ ZIP CODE _______

ROAD NAME ____________________________ LOCAL COMM __________________________

WUI Y/N ______ ESN __________________________ SIGNATURE __________________________ DATE ____________
FLOODPLAIN/WETLANDS DETERMINATION FORM

Date ____________

Name of OWNER / CONTRACTOR (circle one)  Mailing Address:

_______________________________________________________________________________________

Telephone _______________________________ ___________________________________

Physical address of proposed development:

_______________________________________________________________________________________

Property Code Number ________________________________  Owner Number _____________________

OFFICE USE ONLY

The above property is found on FIRM PANEL 35055C ______

Community:  Taos County (350078)  Questa (350116)  Effective FIRM Date: 10/6/2010

PROPERTY IS LOCATED IN ZONE(S):  A  AE  D  X

THE PROJECT:

□ IS NOT located in a Special Flood Hazard Area. No further Floodplain review is necessary.

□ IS located in a Special Flood Hazard Area. ADDITIONAL REVIEW AND A SITE VISIT MAY BE NECESSARY AND A FLOODPLAIN DEVELOPMENT PERMIT WILL BE REQUIRED FOR THIS PROJECT.

THE PROJECT:

□ IS NOT located in a Wetlands Area. No further Wetlands review is necessary.

□ IS located in a Wetlands Area. ADDITIONAL REVIEW AND A SITE VISIT MAY BE NECESSARY AS REQUIRED BY THE UNITED STATES ARMY CORPS OF ENGINEERS.

COUNTY ADMINISTRATOR OR DESIGNEE  USACE ADMINISTRATOR OR DESIGNEE

Comments
AFFIDAVIT

STATE OF NEW MEXICO )
COUNTY OF TAOS COUNTY ) SS

I/WE _________________________________ DO HEREBY AFFIRM UNDER OATH THAT
(PRINT NAME/S)

THE INFORMATION PROVIDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF
MY/OUR KNOWLEDGE. FURTHERMORE, I/WE ACKNOWLEDGE THAT UTILITIES AND SERVICES MAY BE
DISCONNECTED AND/OR DISCONTINUED FOR FALSIFYING INFORMATION IN ORDER TO OBTAIN
APPROVAL.

(AFFIANT) DATE

(AFFIANT) DATE

NOTARY

SUBSCRIBED AND SWORN TO BEFORE ME ON THIS ___________ DAY OF ________________, 20______________

MY COMMISSION EXPIRES ON ________________________

____________________________________________________
NOTARY PUBLIC

OWNER(S) GRANTING PERMISSION FOR CONTRACTOR TO ACT AS AGENT

I/WE _______________________________ DO HEREBY GRANT PERMISSION TO MY/OUR CONTRACTOR, ______________________________
(PRINT NAME/S) (PRINT NAME/S)

TO SIGN ALL DOCUMENTS ON MY/OUR BEHALF PERTAINING TO THIS PERMIT.

(AFFIANT) DATE

(AFFIANT) DATE

NOTARY

SUBSCRIBED AND SWORN TO BEFORE ME ON THIS ___________ DAY OF ________________, 20______________

MY COMMISSION EXPIRES ON ________________________

____________________________________________________
NOTARY PUBLIC
THIS APPLICATION FOR RESIDENTIAL ZONING CLEARANCE WAS REVIEWED BY:

(PRINT NAME)  (DATE)

IT IS HEREBY DETERMINED THAT THIS APPLICATION IS HEREBY

(APPROVED OR DENIED)

(STAFF PERSON’S SIGNATURE)
INFORMATION REQUIRED ON SITE PLAN: Name of Road; Drive-way Location; Property Dimensions; Location of proposed and existing structures; Utility Easements; Location of Well and Septic Tank; Location of lakes, rivers, streams, irrigations ditches, ponds and intermittent streams (arroyos) on or adjacent to the property; Show distances from all structures to property boundaries; Show electrical lines, either buried or overhead; Show gas lines; Show the direction of water run-off. NOTE: The site plan does not have to be to scale, but it must be a fairly accurate description of you proposal.