

**SANTA FE COUNTY**  
**Permit and Review Fee Ordinance**  
*Ordinance No. 2008-12*

**AN ORDINANCE ESTABLISHING PERMIT AND REVIEW FEES FOR PROJECTS IN SANTA FE COUNTY, NEW MEXICO.**

**BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF SANTA FE COUNTY:**

**ARTICLE I. GENERAL PROVISIONS**

**SECTION 1. SHORT TITLE.**

Articles I to III herein may be cited as "The Fee Ordinance of Santa Fe County"

**SECTION 2. APPLICABILITY**

This Ordinance applies to any application for a Development Permit under the Santa Fe County Land Development Code ("LDC"), as amended, or the Santa Fe Extraterritorial Zoning Ordinance ("EZO"), as amended.

**ARTICLE II. APPLICATION, RECORDS AND REQUIREMENTS**

**SECTION 1. APPLICATIONS.**

All development within Santa Fe County requires a Development Permit. All Development Permits require the completion and approval of a Development Permit Application ("Application"). An Application shall be completed according to the requirements in the LDC or EZO and submitted to the Building and Development Department for review and processing. The Building and Development Department shall submit these Applications to the appropriate County Departments for additional review as required.

**SECTION 2. RECORDS.**

A record of all permits shall be maintained by the Building and Development Department.

### SECTION 3. ISSUING PERMITS.

Permits will not be considered issued until picked up from the Building and Development Department of Santa Fe County. Permits not issued within thirty (30) days of approval shall be deemed void; permits thus voided will require re-submittal of the application and repayment of fees.

## ARTICLE III. APPLICATION FEES

### SECTION 1. FEE SCHEDULE

The following fee schedule is hereby established:

| TABLE III.1.1 DEVELOPMENT PERMITS<br>FEE CALCULATED BASED ON CONSTRUCTION VALUATION |                        |                       |                         |                                   |                              |
|-------------------------------------------------------------------------------------|------------------------|-----------------------|-------------------------|-----------------------------------|------------------------------|
| Application Fee All Projects                                                        |                        |                       |                         |                                   | \$100.00                     |
| Valuation From:                                                                     | To:                    |                       |                         |                                   | Fee:                         |
| \$ 0.00                                                                             | \$25,000.00            |                       |                         |                                   | \$75.00                      |
| \$25,001.00                                                                         | \$50,000.00            |                       |                         |                                   | \$150.00                     |
| \$50,001.00                                                                         | \$100,000.00           |                       |                         |                                   | \$350.00                     |
| \$ 100,001.00                                                                       | \$200,000.00           |                       |                         |                                   | \$550.00                     |
| \$200,001.00                                                                        | \$250,000.00           |                       |                         |                                   | \$950.00                     |
| \$250,001.00                                                                        | \$300,000.00           |                       |                         |                                   | \$1150.00                    |
| Each additional \$100,000.00 in construction value or part thereof:                 |                        |                       |                         |                                   | \$375.00                     |
|                                                                                     |                        |                       |                         |                                   |                              |
| TABLE III.1.2 INSPECTION FEES                                                       |                        |                       |                         |                                   |                              |
| PROJECT TYPE                                                                        | COURTESY<br>INSPECTION | INITIAL<br>INSPECTION | PRE-FINAL<br>INSPECTION | FINAL<br>INSPECTION               | Additional<br>Per Lot<br>Fee |
| Single Family<br>Residential                                                        | \$100.00               | \$45.00               | \$35.00                 | \$50.00                           |                              |
| Subdivisions/Land<br>Divisions                                                      | \$150.00               | \$100.00              | \$50.00                 | \$40.00                           | \$25.00                      |
| Exemptions                                                                          | \$50.00                | \$65.00               |                         |                                   |                              |
| Commercial<br>Lots/Subdivisions                                                     | \$150.00               | \$150.00              | \$100.00                | \$150.00                          | \$50.00                      |
| Gravel/Hard Rock<br>Mining                                                          | \$300.00               | \$500.00              | \$350.00                | \$500.00                          |                              |
| Mining<br>Reclamation/Closure                                                       | \$200.00               | \$250.00              | \$350.00                | \$500.00                          |                              |
| Blasting                                                                            | \$100.00               | \$150.00              |                         |                                   |                              |
| NPDES, SWPPP<br>Residential Land<br>Division 1-4 lots                               | \$100.00               | \$45.00               |                         | \$100.00<br>(post storm<br>event) | \$40.00                      |
| NPDES, SWPPP<br>Residential Land<br>Division 5 or more lots                         | \$100.00               | \$75.00               |                         | \$200.00<br>(post storm<br>event) | \$60.00                      |
| Accessory Structure                                                                 | \$50.00                | \$45.00               |                         | \$25.00                           |                              |
| Utility/Community<br>Service Facility                                               | \$150.00               | \$125.00              | \$75.00                 | \$150.00                          |                              |

|                                                                        |          |         |         |          |
|------------------------------------------------------------------------|----------|---------|---------|----------|
| Home Occupation/<br>Home Business                                      | \$75.00  | \$75.00 | \$50.00 | \$100.00 |
| Business Registration                                                  | \$100.00 | \$65.00 |         |          |
| After Hours Lighting<br>and Sound Inspections                          |          | \$75.00 |         |          |
| INSPECTIONS TO CHANGES OF PREVIOUSLY APPROVED PLANS OR<br>APPLICATIONS |          |         |         | \$100.00 |

**TABLE III.1.3 DIVISION OF LAND**

| Type of Division                              | Initial Review | Second and Subsequent Review | Additional<br>Per Lot Fee |
|-----------------------------------------------|----------------|------------------------------|---------------------------|
| Family Transfer                               | \$250.00       | \$50.00                      | \$25.00                   |
| Land Division/Subdivision 1-<br>4 lots        | \$500.00       | \$100.00                     | \$50.00                   |
| Land Division/Subdivision 5-<br>24 lots       | \$950.00       | \$150.00                     | \$75.00                   |
| Land Division/Subdivision<br>25-99 lots       | \$1050.00      | \$200.00                     | \$75.00                   |
| Land Division/Subdivision<br>100-300 lots     | \$1150.00      | \$250.00                     | \$100.00                  |
| Land Division/Subdivision<br>300 or more lots | \$1350.00      | \$300.00                     | \$125.00                  |
| Residential Lot Line<br>Adjustment            | \$250.00       | \$100.00                     |                           |
| Commercial Lot Line<br>Adjustment             | \$750.00       | \$250.00                     |                           |
| Exemption                                     | \$250.00       | \$75.00                      |                           |
| Commercial Land<br>Division/Subdivision       | \$750.00       | \$250.00                     | \$150.00                  |
| Vacations of Plats or<br>Easements            | \$250.00       | \$75.00                      |                           |

**TABLE III.1.4 ZONING/MASTER PLANS**

| Type of Project               | Initial Review | Second and Subsequent Review | Additional<br>Per Lot Fee |
|-------------------------------|----------------|------------------------------|---------------------------|
| Subdivision 25-99 lots        | \$950.00       | \$100.00                     | \$75.00                   |
| Subdivision 100-300 lots      | \$1150.00      | \$150.00                     | \$100.00                  |
| Subdivision 300 or more lots  | \$1350.00      | \$200.00                     | \$125.00                  |
| Master Plat                   | \$1000.00      | \$250.00                     | \$150.00                  |
| Master Plan                   |                |                              |                           |
| Amendments/Time<br>Extensions | \$250.00       | \$100.00                     | \$25.00                   |
| Zoning Statements             | \$150.00       |                              |                           |
| Commercial                    | \$750.00       | \$50.00                      | \$25.00                   |
| Community Service Facility    | \$250.00       | \$100.00                     | \$75.00                   |
| Employment Center             | \$750.00       | \$100.00                     | \$100.00                  |
| Media District                | \$1200.00      | \$150.00                     | \$250.00                  |
| Mining Zone                   | \$5000.00      | \$250.00                     | \$500.00                  |
| Mixed-Use Subdivision         | \$750.00       | \$100.00                     | \$100.00                  |
| Village Center                | \$750.00       | \$100.00                     | \$250.00                  |

**TABLE III.1.5 PRELIMINARY OR FINAL DEVELOPMENT PLANS**

| Type of Project                             | Initial Review | Second and Subsequent Review | Additional Per Lot Fee |
|---------------------------------------------|----------------|------------------------------|------------------------|
| Land Division/Subdivision<br>1-4 lots       | \$500.00       | \$100.00                     | \$50.00                |
| Land Division/Subdivision<br>5-24 lots      | \$750.00       | \$150.00                     | \$75.00                |
| Subdivision 25-99 lots                      | \$500.00       | \$100.00                     | \$50.00                |
| Subdivision 100-300 lots                    | \$750.00       | \$150.00                     | \$75.00                |
| Subdivision 300 or more lots                | \$950.00       | \$200.00                     | \$75.00                |
| Sand and Gravel Operations                  | \$2500.00      | \$150.00                     | \$250.00               |
| Gravel/Hard Rock Mining                     | \$5000.00      | \$250.00                     | \$500.00               |
| Large Scale Commercial                      | \$1000.00      | \$100.00                     | \$75.00                |
| Neighborhood Commercial                     | \$750.00       | \$100.00                     | \$75.00                |
| Employment Center                           | \$750.00       | \$100.00                     | \$75.00                |
| Media District                              | \$1000.00      | \$150.00                     | \$150.00               |
| Mixed-Use Subdivision                       | \$750.00       | \$100.00                     | \$100.00               |
| Village Center                              | \$750.00       | \$100.00                     | \$250.00               |
| Telecommunication Facilities                |                |                              |                        |
| Administrative Review                       | \$750.00       | \$100.00                     |                        |
| Requiring Single Public Hearing             | \$1250.00      | \$100.00                     |                        |
| Requiring Two Public Hearings               | \$2500.00      | \$100.00                     |                        |
| <b>Additional Fees for Special Reports:</b> |                |                              |                        |
| Geohydrologic Report                        | \$500.00       | \$125.00                     |                        |
| Traffic Impact Analysis                     | \$500.00       | \$125.00                     |                        |

**TABLE III.1.6 SPECIAL PERMITS/BUSINESS REGISTRATIONS**

|                                                       |                           |
|-------------------------------------------------------|---------------------------|
| Business Registration Application/Certificate         | \$35.00                   |
| Business Registration Review                          | \$250.00                  |
| Home Occupation, Home Business                        | \$175.00                  |
| Application/Registration                              |                           |
| Signage Permit (per sign)                             | \$100.00                  |
| Burial Permit                                         | \$50.00                   |
| Film Permit                                           | \$500                     |
|                                                       | +45.00 per day of filming |
| Itinerant Vendor Permit                               | \$100.00                  |
|                                                       | +100.00 per year renewal  |
| Demolition Permit—Residential                         | \$200.00                  |
| Demolition Permit—Commercial                          | \$400.00                  |
| Blasting Permit                                       | \$500.00                  |
|                                                       | + 25.00 per occurrence    |
| Grading and Clearing Permit—Single Family Residential | \$90.00                   |
| Grading and Clearing Permit—Subdivision or Commercial | \$150.00                  |
| Driveway or Driveway Cut Permit                       | \$100.00                  |

**TABLE III.1.7 MISCELLANEOUS**

|                                  |                                      |
|----------------------------------|--------------------------------------|
| Accessory Structure >2000sq/ ft. | \$250.00                             |
| Swimming Pools                   | Less than 30,000 gallons \$250.00    |
| Swimming Pools                   | Greater than 30,000 gallons \$500.00 |
| Utility Authorization            | Residential \$35.00                  |

|                                                 |                                                  |
|-------------------------------------------------|--------------------------------------------------|
| Utility Distribution Line                       | \$300.00                                         |
| Public Notice Board                             | Ea. \$25.00                                      |
| Adjoiner's List for Certified Mailing           | \$250.00                                         |
| Project Research/Archive Access                 | \$40.00 per hour plus \$50.00 per file requested |
| Franchise review/expansion/renewal              | \$500.00                                         |
| <b>TABLE III.1.8 VARIANCES AND APPEALS</b>      |                                                  |
| Variance Requests (each)                        | \$150.00                                         |
| Appeal of Land Use Administrator's Decision     | \$125.00                                         |
| Appeal of Development Review Committee Decision | \$150.00                                         |

## SECTION 2. PAYMENT AND REFUNDS.

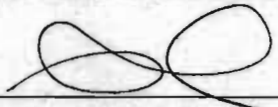
Unless otherwise stated in the fee schedule, fees are due at the time of application and are not refundable. Any application received without payment of fees due will not be reviewed. If a particular Development requires more than one approval, the applicant shall pay the cumulative review fees for each review and approval sought.

## SECTION 3. ADDITIONAL FEES FOR PROFESSIONAL SERVICES:

The Building and Development Department may require information beyond that contained in the Application. In such instances, the Applicant may (i) provide the information requested at the Applicant's sole expense, (ii) pay an additional fee to cover the cost of the Department staff obtaining and reviewing the information, or (iii) withdraw the Application provided that no such withdrawal shall be entitled to a refund of fees. In addition, some Applications may require specialized reviews by outside sources, the cost of which shall be paid by the Applicant in advance.

**PASSED, APPROVED AND ADOPTED, on this 12<sup>th</sup> day of August, 2008.**

**SANTA FE COUNTY BOARD OF COUNTY COMMISSIONERS**

  
**COMMISSIONER PAUL CAMPOS, CHAIRPERSON,**  
**BOARD OF COUNTY COMMISSIONERS**

**CERTIFICATE**

I, the undersigned, County Clerk, do hereby certify that the above is the ordinance which was duly adopted by the Santa Fe County Board of County Commissioners at a regular meeting duly convened on August 12, 2008.

Santa Fe County Clerk  
  
 Valerie Espinoza

Approved as to form:

County Attorney

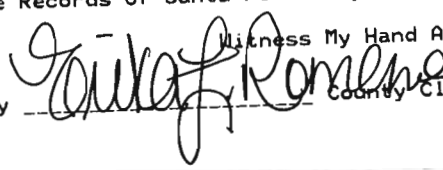
  
 Stephen C. Ross



COUNTY OF SANTA FE )  
 STATE OF NEW MEXICO ) ss

BCC ORDINANCE  
 PAGES: 6

I Hereby Certify That This Instrument Was Filed for  
 Record On The 18TH Day Of August, A.D., 2008 at 16:52  
 and Was Duly Recorded as Instrument # 1535562  
 of The Records Of Santa Fe County

Witness My Hand And Seal Of Office  
 Deputy  Valerie Espinoza  
 County Clerk, Santa Fe, NM