



Santa Fe County Building & Development Services

Swimming Pools

NOTE: Pools are prohibited on any lot created after October 10, 1996 or any lot with water restrictions prohibiting a pool.

- Within Aamodt Settlement Area (Adjudication Document and Court Order must be submitted)

Forms in the packet to be completed

- Santa Fe County Development Application (Filled out & signed)
(Applicant must describe in detail the water supply to be Utilized for the swimming pool.)

- Multi-Purpose State Building Application (Filled out & signed)

Documents applicants to provide (available in the building)

- Recorded Warranty Deed (Available in Santa Fe County Clerk's Office)
- Approved Survey Plat (Available in Santa Fe County Clerk's Office)
- Proof of Taxes Paid (Available in Santa Fe County Treasurers Office)
Tax Bills Will Not Be Accepted
- Copy of water restrictions. (If the given lot is subject to water restrictions or subject to private covenants, a copy of the relevant restrictions shall be supplied along with the Application).
- Shared well agreement (If Utilizing a Shared Well).
- Approved Emergency 911 Assigned Address Form
(Rural Addressing Department)

Documents applicant to provide

- Well Permit (State Engineers Office # 827-6175).
- Well Log (State Engineers Office # 827-6175).
- Proof of Water (If on community water system letter from the supplier shall be submitted agreeing to supply the necessary water to fill the pool initially & refill the pool thereafter with up to twenty percent of the pools volume annually).
- Water budget which documents the existing and proposed water uses on the property and calculation of volume of pool in acre feet to be included in water budget. (If well is metered, meter readings for the past two years must be provided).

DEVELOPMENT PERMIT PROCESS*

1. Meet with County staff to go over checklists & identify Specific Code Requirements.



2. Submit all required checklist documents & staff will verify completeness.



3. Staff reviews application & distributes to outside reviewing agencies (Fire, Utilities, Public Works & other agencies as needed). Staff also conducts a site visit.



4. Once reviews are complete, staff may provide applicant comments & revisions (redlines) to meet code requirements. The applicant reviews comments & revisions, makes needed changes & resubmits plans.



5. If application meets code requirements, a Development Permit is issued. The applicant then delivers approved, sealed plans to the NM Construction Industry Division (CID) for building permit.

Plans applicant to provide

3 Copies, 2 full size 24 x 36 to scale & 1-reduced 11 x 17

- Site Plan
(Birds eye-view of what is on the property including all existing & proposed structures, well, septic, driveway length and width).
- Vicinity Map
- Plans for Pool to scale – 3 Sets 24 x 36 (Max) plus
(2 reduced copies 11 x 17) to include automatic pool cover design + filter system design, sand type filters are not permitted).
- Design Plans for the installation of a draft hydrant system
(Approval needed from Fire Prevention Division).
- Design Plans shall show how rainwater is re-used from cover + surrounding deck.
- Slope Analysis (If required)

0-15%
15-20%
20-25%
25-30%
30+%

Helpful Hints

- ✓ Provide the properties gate code on the development application so our code enforcement officers can access the property.
 - ✓ Please let our office know if you have loose dogs in your yard prior to inspection.
 - ✓ Water budget needs to show annual domestic & landscaping water use & calculations.
 - ✓ Adjudication documents and Court Order can be obtained from the Office of the State Engineer (827-6120)
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Notes

Notes

SLDC Regulations

Zoning _____

Community Overlay District

Density _____

Maximum height _____

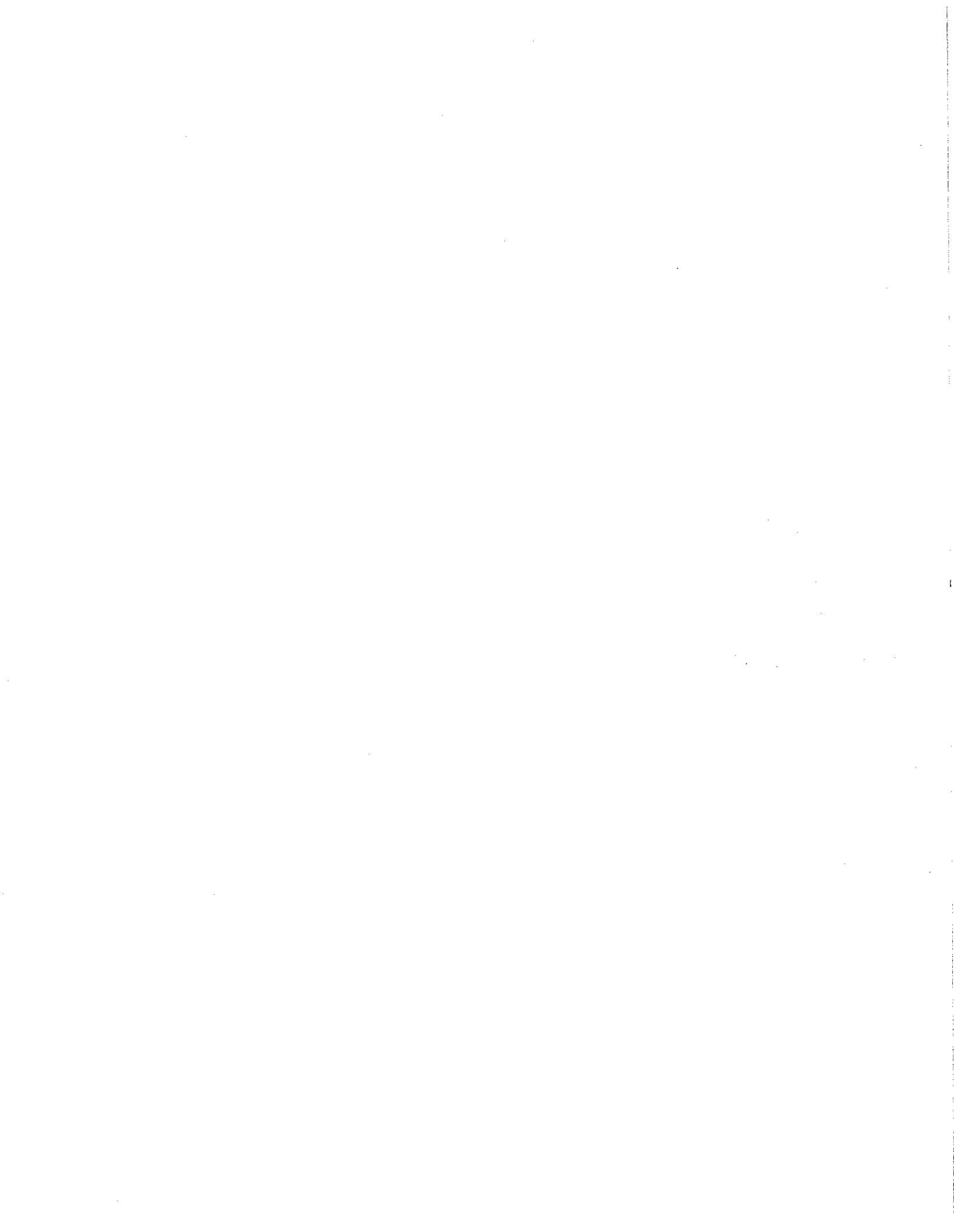
Accessory Dwelling Unit _____

Setback front property line _____

Setback side & rear property line _____

Flood zone setback _____

- Important Phone Numbers
- Santa Fe County Land Use, 102 Grant Ave, 505-986-6225
<http://www.santafecountynm.gov>
 - State Engineers Office, 407 Galisteo (Bataan Memorial Building) 505-827-6175
 - State Environment Department
2540 Camino Edward Ortiz, 505-827-1840
 - Santa Fe County Fire Prevention
4 Fire Place, 505-995-6523
 - Construction Industries Division (CID)
2550 Cerrillos Road, 505-476-4700
 - Santa Fe County Utilities, 505-992-9870





**BUILDING AND DEVELOPMENT SERVICES AND
SANTA FE COUNTY FIRE PREVENTION DIVISION
DEVELOPMENT PERMIT APPLICATION**



Applicant Name: (Present &/or Former Names) _____ **Development Permit Number** _____ **Project Manager/Type/Date Received** _____

Development Fees Paid Y N Amount: _____ Fire Impact Fee Paid Y N Amount: _____ Total Fees Paid: _____
 (Additional Fire Inspections will be charged a minimum \$25.00 fee)

For official use only

Type of Development Permit:
(Indicate all that apply)

Site Dev. Plan Conceptual Plan Conceptual Use Residential Bldg. Plan Commercial Bldg. Plan Accessory Structure Driveway
 Lot Line Adj. Summary Rev Sub. Major Sub. Minor Sub. Com. Sub. Sprinkler/Alarm Mobile Home Solar Other _____

Wildland Hazard Rating: Moderate High Very High Extreme N/A Fire District _____

Fire Protection Water Source: Fire Hydrant Draft Hydrant Pond Other _____ Driveway length: _____ Width: _____

PROPERTY OWNER INFORMATION: First Name: _____ Last Name: _____

Mailing Address: _____ Zip: _____

Rural address of Project: _____ Zip: _____

Written Directions to Project Site: _____

_____ Gate Code _____

Cell Phone: _____ Home Phone: _____ Email address _____

Contractor / Company Name: _____ Address: _____

Cell Phone: (____) _____ - _____ Work Phone (____) _____ - _____ Contractor's License # _____

PROJECT DESCRIPTION: _____

Section: _____ Township: _____ Range: _____ Commission District _____ Parcel ID: _____

UPC Number: _____ Plat Book: _____ Page: _____ Date Recorded: _____

Warranty Deed Instrument #: _____ Date Recorded: _____ Subdivision Name: _____

Acreage: _____ Estimated Completion Date: _____ Valuation: _____

Proposed Number of Dwellings Onsite: _____ Existing: _____ Total: _____

Proposed Number of Lots Onsite: _____ Existing: _____ Total: _____

Proposed Roofed Area Sq. Ft.: _____ Existing Roofed Area Sq. Ft. : _____ Total Roofed Area Sq. Ft: _____

Lot Number: _____ Phase: _____ Affordable Unit: Yes No All Weather Access: Yes No* (*Access improvements required)

County Road: Yes* No (Access Permit DPW required) Legal Access: Yes No

FEMA 100-year floodplain: Yes* No Zone _____ Panel Number: _____ D (*Floodplain Dev. Permit required)

NMED Septic Permit: Yes No Community Sewer System Yes No Water Restrictions: Yes* No Book _____ Page _____

Shared Well: Yes* No *Share Agreement Inst. # _____ Well Meter Reading: _____

Well Permit # _____ Well Meter Serial Number: _____ Meter Type _____ Unit of Measure: _____

Community Water System: Yes* No (* Water Service Letter Required) Cistern Required: Yes No Rain barrels Required: Yes No

Proof of Taxes: Yes No (SLDC Zoning): A/R RUR RUR-F RUR-R RES-F RES-E RES-C TC CN CG IL I MU PD

Owner Acknowledgment or Authorized Representative: Signature: _____ **Date:** _____

By signing I acknowledge all information is true and accurate, and I authorize Santa Fe County staff to conduct necessary inspections on my property as related to this permit application. I agree and I understand that the issuance of any subsequent permits does not prevent the Santa Fe County Fire Prevention Division from requiring additional compliance with the provisions of the Santa Fe County Fire Code as adopted by the Board of County Commissioners.

Type of Permit Issued: _____ Date: _____

Approved By: _____ Date: _____

Redlines Yes No Inspections Conducted: Initial Pre-Final Final Certificate of Completion Yes No



Multi-Purpose State Building Application

State of New Mexico Regulation and Licensing Department Construction Industries Division
 Santa Fe 2550 Cerrillos Rd Santa Fe, NM 87505 Phone: (505) 476 - 4700 Fax: (505) 476 - 4685
 Albuquerque 5500 San Antonio NE Albuquerque, NM 87109 (505) 222 - 9800 (505) 765 - 5670
 Las Cruces 505 S. Main St. Ste. 118 Las Cruces, NM 88004 (575) 524 - 6320 (575) 524 - 6319

Please check the appropriate type for which you are applying for:

Building Review/Permit (includes electrical / mechanical / plumbing) Trade Review Only
 Residential Commercial Pre-Bid Reroof Electrical Review Mechanical/Plumbing Review

THE FOLLOWING INFORMATION MUST BE PROVIDED

Parcel No. and/or Project Address (must provide a physical address) _____ Nearest City/Town/Village _____ Zip Code _____ County _____
 GPS Coordinates optional _____ X Coordinate _____ Y Coordinate _____

MUST provide written Directions

Property Owner or Homeowner Information:

First Name _____ Last Name _____ E-mail address: _____
 Address No. & Street / PO Box / Rural Route _____ City _____ State _____ Zip Code _____ Phone _____

Contractor Information (must provide proof of contract):

Company Name _____ NM State License # and classification _____
 Address No. & Street / PO Box / Rural Route _____ City _____ State _____
 Contact Information (Name) _____ Phone _____ E-mail address: _____

Design Professional Information:

Company Name _____ NM State License # _____
 Address No. & Street / PO Box / Rural Route _____ City _____ State _____
 Contact Information (Name) _____ Phone _____ E-mail address: _____

Type of Construction I II III IV V A B Energy Compliance Climate Zone:
 Occupancy Group A B E F H I M R S U Prescriptive Trade-off Performance Energy Code Not Applicable
 Division 1 2 3 4 5
 Square Footage: _____
 Valuation / Sign Contract: _____ Fire Sprinklers Apply Y / N LP gas Appliance Apply Y / N

APPLICANT MUST READ AND SIGN THE FOLLOWING: 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 for 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.

X _____ Signature _____ Date _____

Officeical Use Only

Date Issued: _____ Processed By: _____ Tracking Number: _____
 Received By: _____ Total Fees Due: _____
 Walk In Mail E-Mail: _____ Partial Payment: _____
 Paid By: _____ Balance Due: _____
 Check Money Order Credit Card Purchase Order _____

PLANNING/ZONING APPROVED BY: _____ Signature _____ Date: _____
 FLOOD PLAIN APPROVED BY: _____ Signature _____ Date: _____
 GENERAL BUILDING APPROVED BY: _____ Signature _____ Date: _____
 UPC/UMC APPROVED BY: _____ Signature _____ Date: _____
 NEC APPROVED BY: _____ Signature _____ Date: _____

