



SANTA FE COUNTY

Santa Fe County Planning Division
Growth Management Department
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Transfer of Development Rights (TDR) Program Sending Area Application

I. PROPERTY OWNER & PROPERTY INFORMATION

Property Owner Name(s): _____

Property Owner Address: _____

Property Owner Telephone Number: _____

Property Owner Email Address: _____

Ownership (Circle One): Sole Joint General Partnership Limited Partnership Community Property

Parcel ID Number(s): _____

Tract(s): _____

Property Address: _____

Property Size (in acres): _____

Zoning District(s): _____

Property Description: _____

II. INTENT

Describe your intent for the future uses and management of the property. Describe any intent to subdivide the property or retain development rights. Attach additional pages if necessary.

III. ELIGIBILITY CRITERIA

The property is eligible as Sending Area if it meets one or more of the following eligibility criteria. Select all that apply:

- Identified as a Sending Area in a Community District Overlay, an Environmental & Resource Protection Overlay, Historic Preservation Overlay, or Agricultural Overlay
- Sensitive environmental lands such as riparian habitats, endangered or threatened species habitat, or archaeological sites
- Agricultural land
- Lands providing open space, preserving scenic vistas, natural features, area of special character)
- When granting relief as part of a development order granting Beneficial Use Determination

IV. PROPERTY DESCRIPTION

Provide a brief description of the property. Write "N/A" or "Unknown" as applicable.

Current Uses and Activity. Describe how the property is currently being used.

Road Access. Is the property accessible by a roadway? Is it a public or private road?

Existing Development & Infrastructure. Are there any existing dwellings or other structures on the property? Are there any other improvements to the property? (e.g. domestic water and sewer systems, utilities & transmission lines, etc.).

Topography & Unique Features. Describe the general topography of the property, including any unique features (e.g. rock outcroppings, mesas, escarpments, etc.).

Water Resources. Describe any surface waters or storm drainage features, including arroyos, flood zones, acequias, springs, wetlands, ponds, streams, rivers, lakes, etc.

Plant Community. Describe the types of vegetation, including any endangered, threatened, or rare species.

Wildlife Habitat. Describe the types of wildlife and wildlife habitat on the property, including any threatened, endangered or rare wildlife species.

Historic Resources. Describe any historic buildings, historic districts, landmarks or other historic resources related to the property, including any resources that are listed on the National Register of Historic Places or the State Register of Cultural Properties.

Cultural & Archaeological Resources. Describe any cultural or archaeological resources. Please do not share confidential information. Consult with the State Historic Preservation Office if necessary.

Scenic Resources. Does the property provide a scenic vista? If so, please describe.

V. ADDITIONAL CRITERIA

Your answers to the following questions will help determine if the property is eligible as a Sending Area and for calculating the number of TDR certificates you may receive.

Are there valid irrigation water rights appurtenant to the property? Do you intend to retain the water rights in exchange for TDR certificates? If yes, please describe. Additional documentation will be required. See the [TDR Water Rights Guidance for Applicants](#).

Is there any existing or pending litigation related to the property? If yes, please describe.

Are there any liens, covenants, written, or verbal agreements or other encumbrances that would limit development on the property? If yes, please describe. See the TDR Lienholder Subordination Agreement.

Are there any property taxes due on the property? If yes, please describe.

Are you making payments on a mortgage? Applicants must provide written approval from a mortgage or lien holders. See the TDR Lienholder Subordination Agreement.

Are there any code violations on the property? If yes, please describe.

Do any other parties have a leasehold interest in the property? If yes, please describe.

Is there any planned or permitted development on the property? If yes, please describe.

Does the plat or deed show any easements or other restrictions to development?

VI. DISCLAIMERS

I understand and agree with the following:

1. TDR certificates are bought and sold on the open market. Santa Fe County does not guarantee that TDR certificates will be sold at any price or to any buyer, including Santa Fe County.
2. Submitting this application is not a guarantee that I will receive TDR certificates unless and until the Board of County Commissioners approves a TDR Agreement and the Land Use Administrator approves a TDR Sending Area Plat.
3. I am applying to have the development rights permanently severed from my property.
4. The TDR Agreement cannot be rescinded.
5. I will be required to provide a title report acceptable to Santa Fe County prior to the BCC approving any TDR Agreement and the Land Use Administrator approves a TDR Sending Area Plat.

VII. SIGNATURE(S)

I attest that this TDR Program Application fairly and accurately represents the current conditions of the property and that all statements in this application are true and accurate to the best of my knowledge.

I affirm that I am the owner of the property and I am authorized to sign this Application.

Name

Date

Name

Date

VIII. SUPPORTING DOCUMENTS

Please attach any documents which support your application. These may include:

- Map
- Deed
- Title Report
- Lien Subordination Agreement, if applicable.
- TDR Water Rights Guidance for Applicants, of applicable.
- Official Zoning Map
- Riparian Areas & Floodplain Map
- Restrictive Covenants, if any
- Photos
- Management Plans or Conservation Plans