



PURPOSE AND INSTRUCTIONS

Prior to a public hearing in front of the Historic District Review Board (HDRB) all applicants must obtain Historic District Preliminary Zoning Review (HPZR) from the Current Planning Department. The HPZR does not grant zoning approval for a building permit.

Following design approval from the HDRB, final zoning review will be performed at the time of building permit.

Applicants must submit complete and accurate information for review. Incomplete submittals will not be processed. All HPZR requests must be submitted to Current Planning via zoningcounter@santafenm.gov

PROJECT INFORMATION

Table with project information fields: Date, Property Owner of Record, Applicant/Agent Contact, Site Address, Suite or Space #, Subdivision Name, Lot #, Block #, Total Roof Area (square feet), Lot Coverage %, Proposed Construction Description, The following documents are required for review as applicable: Legal Lot of Record, Building Plans, Existing site plan w/ setbacks, Proposed site plan w/ setbacks, Existing & Proposed Elevations, Development Plan, Zoning District, Overlay Districts, Escarpment, Flood Plain, Other, Proposed Setbacks, Required Setbacks, Proposed Height, Max Height, Parking Required, Provided, Bike Parking, Provided.

Historic Planning Case Manager _____

If you selected "other," please write in the name of your case manager. _____

ADDITIONAL SUBMITTALS (IF APPLICABLE)

Table with additional submittals: Y N Affidavit Restricting Use of an Accessory Structure Containing a Bathroom or Kitchen, Y N Setback Affidavit and Agreement, Y N Site Visibility Triangle, Y N Escarpment Slope Analysis, Y N Flood Plain Grading Plan.

This hereby certifies that the information provided for preliminary zoning review is accurate and will not be modified without consulting the Land Use Department staff prior to HDRB hearing.

_____ Owner Applicant Agent

To Be Completed by Land Use Department Staff

PRELIMINARY REVIEW STATUS

Table with preliminary review status: Preliminarily Reviewed, Reviewed w/ conditions, Denied, Comments/Conditions, Preliminary Zoning Review completed by, Date, Preliminary Zoning Review #.