



Village of Corrales  
Planning and Zoning Department

4324 CORRALES ROAD  
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**APPLICATION FOR PERMIT to LANDSCAPE AND MAINTAIN  
ROADSIDE WITHIN THE PUBLIC ROW**

\_\_\_\_\_, Herein referred to as applicant located in the Village of Corrales, New Mexico, hereby applies for a permit, allowing the applicant to landscape, beautify, improve and maintain the following:

1. Route Number and Street Name (if applicable): \_\_\_\_\_
2. Roadside, check one or more:   \_\_\_ East Side of \_\_\_\_\_  
  \_\_\_ West Side of \_\_\_\_\_  
  \_\_\_ North Side of \_\_\_\_\_  
  \_\_\_ South Side of \_\_\_\_\_
3. Describe the proposed improvements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This permit to landscape and maintain said roadside is subject to the following express conditions:

- a. No shrubbery or bushes that could interfere with sight lines shall be planted or allowed to grow higher than 36 inches above grade.
- b. Trees may be planted but the lowest portions of their lowest limbs must be eight feet above grade.

- c. No planting of any type shall be allowed to overhang the drive lanes, i.e., all plantings must be kept within the area of the roadside and shall not encroach on the traveled roadway.
  - d. If the roadside is constructed with turn bays no tree shall be planted in the roadside area adjacent to such turn bay.
  - e. If cobblestones, rocks or other non-growing material is used in the landscaping, some type of weed inhibiting material shall be placed underneath.
  - f. A site and maintenance plan shall accompany the application showing the area(s) to be landscaped and the material, both non-organic and plants, to be used in the proposed locations. This plan need not be a finished drawing but must be sufficiently detailed to present the plan.
4. All costs and expenses, which may be incurred in landscaping and maintain the roadside, shall be borne by the applicant. In the event the installations are no longer desired by the applicant, the removal of the landscaping shall also be the responsibility of the applicant.
  5. If any activity of the applicant may result in or require diversion of traffic or assistance of the village, the applicant shall notify the village at least three days in advance so that appropriate arrangements can be made. The village reserves the right to schedule this activity to meet its needs, and/or charge reasonable fees for this assistance. (see Excavation Permit)
  6. This permit grants no property rights in the ROW. Except for the right to remove the landscaping upon written notification, the village shall have the sole right to determine if the landscaping must be altered, modified or removed for any reason whatsoever. When the applicant receives such a notice from the village, the said landscaping shall be altered, modified or removed as directed and the applicant shall do so within the time specified in said written notice and at its sole expense.
  7. The applicant assumes all liability for damages to persons or property that may be incurred by reason of the installation, removal or maintenance of the landscaping permitted herein. The applicant shall defend, indemnify and otherwise hold harmless the village and its employees for all such damages.
  8. The applicant shall landscape the area in substantial conformity with plans, which it shall submit prior to final approval by the village.

Submitted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By: \_\_\_\_\_

*Applicant*

\_\_\_\_\_  
*Title*

Approval of this permit and authorization to proceed is hereby given this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_\_.

**VILLAGE OF CORRALES**

\_\_\_\_\_  
*Planning and Zoning Administrator*

**INDEMNIFICATION AND HOLD HARMLESS AGREEMENT**

\_\_\_\_\_, acting through its authorized agent,

\_\_\_\_\_, hereinafter "Organization" for consideration agrees to defend, protect, indemnify, and hold the Village of Corrales harmless from any personal injury, property damage, liabilities, claims, damages, losses or expenses occasioned or caused by the Organization's agents, members or employees, and subject in all cases to the immunities and limitations of the New Mexico Tort Claims Act (41-4-1 et seg NMSA 1978 Comp as amended) or by common law, suffered by the Organization, its members and participants, the State or by third parties resulting from the performance of litter control or beautification activities for the duration of program to be held on

\_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ AM/PM on the following road(s)

\_\_\_\_\_  
\_\_\_\_\_.

By: \_\_\_\_\_

\_\_\_\_\_

*Authorized agent*

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

My Commission expires: \_\_\_\_\_ (seal)

\_\_\_\_\_

Notary Public

**Department Use Only**

Permission granted this day of \_\_\_\_\_, 20\_\_\_\_, subject to the above stated conditions and the following additional requirements (attach separate sheet as required). Deviation from the stated conditions or the approved sketch may be grounds for revocation.

**Distribution:** **Village of Corrales**

Copies: Applicant **By** \_\_\_\_\_  
Public Works Dept.  
Planning & Zoning – Bldg. **Title** \_\_\_\_\_

**ACCESS INFORMATION**

<b>NAME:</b> <b>ADDRESS:</b> Village of Corrales, NM 87048	<b>PHONE:</b> <b>EMAIL:</b>
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1. <b>STREET NAME:</b>
2. <b>LOCATION ( nearest intersection)</b>
3. <b>ACCESS WIDTH:</b>
4. <b>LENGTH OF PROPERTY</b>
5. <b>ACCESS</b>
6. <b>ACCESS RADIUS:</b>
7. <b>DRAINAGE FACILITIES:</b>
8. <b>TYPE OF SURFACE MATERIAL:</b>

*****FOR OFFICIAL USE ONLY*****	
1. <b>POSTED SPEED:</b>	
2. <b>SIGHT DISTANCE:</b>	
3. <b>DRAINAGE:</b>	
4. <b>CULVERT SIZE:</b>	
5. <b>R.O.W. TO R.O.W.</b>	
6. <b>DRIVING LANE</b>	<b>SHOULDER WIDTH:</b>
7. <b>EXCAVATION PER.</b>	

<b>SPECIAL NOTES AND/OR CONDITIONS</b>
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