

FREQUENTLY ASKED QUESTIONS

Village of Corrales – Planning & Zoning Department DEVELOPMENT REVIEW PERMIT QUESTIONS & ANSWERS

Before building, be sure to check your subdivision for any restrictive covenants; in some cases, they would take precedence over these guidelines. All structures must meet the International Residential Code. If your property is in a subdivision that has a Home Owners Association or Architectural Review Committee, provide a letter stating that your plans have been approved; the Village does not enforce covenants, however this letter will be attached to your permit in case there are inquiries in the future.

Q: What do I need to get a building permit?

A: Follow instructions and use the checklist provided on the application. You need a complete Village application, three sets of plans including a site plan with topographic data and elevations, a waste water disposal permit from the New Mexico Environment Department field office located in Rio Rancho (771-5980), and if you are in a flood zone, you need an elevation certificate completed by a surveyor. If your property is located west of the Main Canal you must also submit a grading and drainage plan to the Village Engineer to review and approve; the Building Inspector will advise you as to whether or not your project is exempt.

Q: How long does it take to obtain Zoning Approval for a Development Review Permit?

A: Once we receive the documentation as indicated above, our permitting process requires that we conduct an on-site inspection, which can take up to *ten working days* to schedule and complete.

Q: What do I do about a well?

A: Call the State Engineer's Office. There is an office in Albuquerque, serving this area.

Q: What about storm water retention?

A: All improved or developed lots shall retain localized storm water in an on-site ponding area, unless otherwise approved by the Village Engineer. Pond formula is as follows: total area of impervious surface created x 2.66 times 12 = cubic feet. A Terrain and Storm Water Management Plan must be submitted with your building application if your property is located west of the Main Canal; the Building Inspector will advise you as to whether or not your project is exempt.

Q: Grading and Drainage Plan?

A: Your Grading and Drainage Plan, if required, must be prepared and sealed/stamped by a licensed engineer or architect, for example, a Professional Engineer. Sealed "As Built" must be submitted to the Village upon completion of construction, prior to issuance of a Certificate of Occupancy.

Q: Landscape Plan?

A: Landscape plans are required for commercial and residential development. The Building Inspector or the P&Z staff can give you the information you need to develop your landscape plans. Sec. 18-33(8) Landscaping requirements (b), A-1 residential zone; Sec. 18-34(9) Landscaping requirements (b), A-2 residential zone; all other zones have specific requirements. Information can be obtained from the P&Z Dept.

Q: What zone am I in?

A: Generally, the Village is zoned A-1 (Agricultural residential, one-acre minimum); an area more or less south of Meadowlark and east of Loma Larga Road is zoned A-2 (two-acre minimum). Additionally, there are certain areas zoned Commercial, Historical, Municipal, or Office. The P&Z staff can tell you what zone you're in.

Q: What seismic zone am I in?

A: According to the current building code, the Village of Corrales (all the Village is now in Sandoval County) is in Zone D1.

Q: Are there limitations as to how much I can build on my property?

A: Yes. Total lot coverage (including accessory structures) is not to exceed 35% of the area of your property; density shall be limited to one dwelling unit per net acre.

Q: How do I get mail delivery?

A: Register your address with the Post Office in Corrales to obtain a P.O. Box, or *cluster box*.

Q: How can I get an address?

A: Addresses are issued by the Planning & Zoning Department. Fill out the form and submit it to the staff in Planning and Zoning.

Q: What is the Zip Code?

A: All of Corrales has the same zip code, 87048.

Q: How close to the property line can I build?

A: 25 ft. from the front and 10 ft. from the sides and rear. Some subdivisions have covenants that are more restrictive and they also have an architectural control committee. You will need to find out if the subdivision where your property is situated has regulations different from the Village-wide setbacks.

Q: How high can I build by home?

A: No higher than 26 ft. measured from adjacent grade to the top of the ridgeline, or highest point of the roof whether it is flat or pitched.

Any further questions can be directed to the Planning & Zoning Department at 897-0502.