

1 CITY OF SANTA FE, NEW MEXICO

2 BILL NO. 2017-39

3 INTRODUCED BY:

4
5 Councilor Signe I. Lindell

6 Councilor Renee D. Villarreal

7 Councilor Peter N. Ives

8 Councilor Carmichael A. Dominguez

9
10 AN ORDINANCE

11 AMENDING SECTION 14-3.11(B) OF THE LAND DEVELOPMENT CODE TO
12 REQUIRE PUBLIC POSTING OF CONSTRUCTION PERMITS FOR PROPERTIES
13 THAT DO NOT ABUT PUBLIC STREETS OR ROADS.

14
15 BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

16 Section 1. Subsection 14-3.11(B) of the Land Development Code is amended to
17 read:

18 (B) General Procedures

19 (1) Applications and Approvals

20 (a) All *applications* for construction *permits* pursuant to this section
21 shall include plans and other documentation as required by
22 the *land use director* that show compliance with the applicable
23 provisions of Chapter 14 as provided in Section 14-3.1(C) (Form
24 of Application).

25 (b) A construction *permit* shall not be approved until it is determined

1 that the construction or other *development* activity authorized by
2 the *permit* complies with all applicable provisions of Chapter 14
3 and applicable *state* and federal laws and regulations.

4 (c) The approval of construction *permits* by the *land use director* or
5 other *city* officials shall be coordinated with the approval
6 of *permits* required by other agencies.

7 (d) The *land use director* shall retain one approved set of plans in
8 the *city's* records for not less than ten years, use one set of plans
9 for inspections and enforcement and return one set of plans to
10 the *applicant* after they are reviewed and approved.

11 (2) Amendments to Applications

12 Any change from the approved site plans or floor plans shall first be
13 approved by the *land use director* and shall be submitted in writing and
14 approved prior to commencement of any construction related to the
15 proposed amendment.

16 (3) Expiration, Extension and Renewal

17 For expiration of construction *permits* see Section 7-1.6 SFCC
18 1987. The *land use director* may adopt procedures for the extension and
19 renewal of construction *permits* consistent with the provisions of Section
20 7-1.6 SFCC 1987.

21 (4) Record of Construction Permits

22 The *land use director* shall maintain a record of all construction *permits*,
23 including the *person* to whom the *permit* is issued, the address, the date
24 of issuance, the proposed use, the square footage of *buildings* constructed
25 or altered and the type of construction. The record shall be retained in

1 the *city's* records for not less than fifty years. *Permit* copies or summary
2 records for secondary construction *permits* such as plumbing, mechanical
3 and electrical *permits* shall be retained for not less than ten years.

4 (5) Posting of Construction Permits

5 Within twenty-four hours after issuance of a construction *permit*,
6 the *applicant* shall post the *property* for which the *permit* has been issued
7 with posters obtained from the *land use director*. One or more posters
8 shall be prominently displayed, readable from each public and private
9 road abutting the *property*, and securely placed on the *property*. If
10 the *property* does not abut a public *street* or road, the *land use*
11 *director* [~~may~~] shall require additional posters within nearby
12 public *streets* or roads to provide effective notice to the
13 public. Placement of the posters shall be in such a manner as not to
14 compromise public safety. The posters shall remain in place until after
15 the completion and final inspection of all work covered by the *permit*.

16 (6) Compliance with Permit Requirements

17 No construction or other *development* for which a *permit* is required shall
18 be done prior to obtaining the *permit*. All work shall comply with the
19 provisions of the approved *permit*.

20 (7) Combined Permits

21 The *land use director* may require separate construction *permits* for each
22 of the categories of *development* identified in this section or may issue a
23 combined construction *permit* for two or more of the categories.

1 APPROVED AS TO FORM:

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KELLEY A. BRENNAN, CITY ATTORNEY

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M/Legislation/Bills 2017/Public Posting of Construction Permits