



**Manufactured Home/ Recreational Vehicle Park License
APPLICATION/LICENSE RENEWAL FORM**

Application Review Fee: \$50.00 + \$15.00 per space
Annual License Fee: \$50.00

Michele Truby Tillen – Community Development Director
505-334-4719 – mtruby@sjcounty.net

APPLICANT/OWNER'S NAME		NAME OF PARK			
RESIDENTIAL ADDRESS OF THE APPLIANT/OWNER		PARK ADDRESS (MAILING AND PHYSICAL)			
PHONE NUMBER		E-MAIL ADDRESS			
REGISTERED AGENT OF THE OPERATOR					
BTIN/NM GRT #	NUMBER OF PARK SPACES	TYPE OF PARK <input type="checkbox"/> RECREATIONAL VEHICLE			
SJC BUSINESS REG. #		<input type="checkbox"/> MANUFACTURED HOME			
ACREAGE					
LEGAL DESCRIPTON FOR THE SITE THAT IS THE SUBJECT OF THE LICENSE (PLEASE ATTACH)					
<p>APPLICATION REQUIREMENTS</p> <ul style="list-style-type: none"> – Application and Fee – Scaled Site Plan (two copies) Surveyor/Engineer preferred, but hand-drawn site plan may be acceptable <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-right: 1px solid black; padding-right: 10px;"> <p>*New Parks- include</p> <ol style="list-style-type: none"> 1) Dimension of park spaces 2) Setbacks 3) 10 ft exterior buffer 4) 45 ft roads with 30 ft surface of compacted road base 5) Fire hydrant (s) 6) Location of utilities 7) Easements 8) Septic systems(s) </td> <td style="width:50%; padding-left: 10px;"> <p>*Existing Nonconforming Parks- include</p> <ol style="list-style-type: none"> 1) Existing dimensions of park spaces 2) Setbacks 3) Exterior buffer 4) Roads 5) Fire hydrant(s) 6) Location of utilities 7) Easements 8) Septic system(s) </td> </tr> </table> <ul style="list-style-type: none"> – Written approval/service commitment letter from any proposed water provider – Written approval of the wastewater disposal plan (liquid waste permit) from NM Environment Dept. – Address Verification (submit address application form(s)) – Floodplain Management Review (505-334-4719) 				<p>*New Parks- include</p> <ol style="list-style-type: none"> 1) Dimension of park spaces 2) Setbacks 3) 10 ft exterior buffer 4) 45 ft roads with 30 ft surface of compacted road base 5) Fire hydrant (s) 6) Location of utilities 7) Easements 8) Septic systems(s) 	<p>*Existing Nonconforming Parks- include</p> <ol style="list-style-type: none"> 1) Existing dimensions of park spaces 2) Setbacks 3) Exterior buffer 4) Roads 5) Fire hydrant(s) 6) Location of utilities 7) Easements 8) Septic system(s)
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<p>I/We, the applicant/owner, have read and agree to comply with San Juan County, New Mexico Ordinance No. 76 – Manufactured Home and Recreational Vehicle Parks Ordinance. I/We agree to obtain plumbing and electrical permits from the San Juan County Building Department.</p>					
APPLICANT/OWNER'S SIGNATURE		DATE			