



CITY OF ROSWELL REQUEST FOR LAND DEVELOPMENT PERMIT

PO Box 1838 · Roswell, NM 88202-1838
Phone: (575) 637-6280 · ROSWELL-NM.GOV

FOR OFFICIAL USE ONLY

Engineering:	_____
Zoning:	_____
Inspector:	_____
Inspector:	_____
Date Submitted:	_____
Date Approved:	_____
Approved by:	_____
Fee \$:	_____
Receipt #:	_____

Permit #: _____

For inspection, contact: _____

Select all that apply: Sidewalk Curb Cut Drive Pad Alley Cut Monitoring Wells
Excavation (Street, Alley and/or Easement)

Select all that apply for Commercial, Industrial, Multi-Family, Commercial Office, Institutional:
Dirt Work/Site Excavation Utilities Paving or Parking Spaces Landscaping Other

Address of Location of Work: _____

Describe proposed work to be done (New construction, replacement, utility, sprinkler system, excavation, parking surface, landscaping, etc):

PROPERTY OWNER INFORMATION

Name: _____ Email: _____
Address: _____ Phone: _____

CONTRACTOR INFORMATION

Name: _____ Email: _____
Address: _____ Phone: _____

Site Development Plan Requirements:

Please submit a site plan sketch or aerial of your lot. The site plan must include the address, location of: streets curb and gutter, sidewalks, curb cuts, drive pads, property lines, property dimensions, project area with dimensions, setbacks from property lines, easements, buildings, landscape areas, detention areas, other site elements, and their connection to adjacent lots. All proposed construction must meet Public Works Specifications Ordinance No. 05-01. New construction, detention areas, paving/parking surface may require submittal of civil engineering plans. Landscaping requires submittal of Landscape Plan and list of vegetation and materials. A traffic control plan will be required if proposed construction will obstruct traffic.