

**CITY OF SUNLAND PARK, NEW MEXICO
DEVELOPMENT FEE SCHEDULE
Effective July 1, 2024**

FEE DESCRIPTION	FEE DETAIL	FEE AMOUNT
ADMINISTRATIVE	Certified Mail (actual cost to be paid by the applicant)	Actual Cost
ADMINISTRATIVE	Copy Service	\$0.50 per page (8.5*11_black/white)
ADMINISTRATIVE	Copy Service	\$1.00 per page (11*17_black/white)
ADMINISTRATIVE	Copy Service	\$1.00 per page (8.5*11_color)
ADMINISTRATIVE	Copy Service	\$2.00 per page (11*17_color)
ADMINISTRATIVE	Database information	Cost of materials, making the electronic copy and personnel time to research and retrieve the record
ADMINISTRATIVE	Engineering Review*	Engineering Fees Actual Cost
ADMINISTRATIVE	Legal Review	Legal Fees Actual Cost
ADMINISTRATIVE	Notary	\$5
ADMINISTRATIVE	Regular Mail (actual cost to be paid by the applicant)	Actual Cost
ALL DIVISIONS PLAN REVIEW IN EXCESS OF TWO	Upon 3rd Review	\$500
ANNEXATION PETITION	Annexation Package including initial zoning request, Master Plan, Annexation Plan	Details Below
ANNEXATION PETITION	Annexation Application Tier 1- under 1 acre	\$1,000
ANNEXATION PETITION	Annexation Application Tier 2 -1-9.99 acres	\$1,500
ANNEXATION PETITION	Annexation Application Tier 3- 10-24.99 acres	\$2,500
ANNEXATION PETITION	Annexation Application Tier 4- 25 acres or more	\$3,500
APPEALS	Appeal of Decision by Planning & Zoning Commission (P&Z) Goes before Council	75% of Original Application Fee
BUILDING PERMIT FEES**	Driveway permit for repairs and maintenance of driveways	5% Based on Construction Cost Estimate
BUILDING PERMIT FEES**	Duplicate Permit	\$15
BUILDING PERMIT FEES**	Permanent Sign Permit (each)	\$30 plus 10% of the total valuation of construction and erection of the sign
BUILDING PERMIT FEES**	Temporary Sign Permit (each)	\$30
BUILDING PERMIT FEES**	Re-roof	Most Current Version of the Uniform Building Code
BUILDING PERMIT FEES**	Rock/Cinder Block Wall	\$0.50 per linear foot of Constructed wall + \$30 issuance fee
BUILDING PERMIT FEES**	Solar Panels	Most Current Version of the Uniform Building Code
BUILDING PERMIT FEES**	Swimming Pool Plan Review Fee	Most Current Version of the Uniform Building Code

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BUILDING PERMIT FEES**	Grading Permit	Details Below
BUILDING PERMIT FEES**	Clearing and Access Grading Permit Tier 1- 0-5 Acres	\$74
BUILDING PERMIT FEES**	Clearing and Access Grading Permit Tier 2- 5-10 Acres	\$89
BUILDING PERMIT FEES**	Clearing and Access Grading Permit Tier 3- 10-20 Acres	\$103
BUILDING PERMIT FEES**	Clearing and Access Grading Permit Tier 4- 20-30 Acres	\$118
BUILDING PERMIT FEES**	Clearing and Access Grading Permit Tier 5- 30-40 Acres	\$133
BUILDING PERMIT FEES**	Clearing and Access Grading Permit Tier 6- 40-50 Acres	\$148
BUILDING PERMIT FEES**	Clearing and Access Grading Permit Tier 7- 50+ Acres	\$162
BUILDING PERMIT FEES**	Final Grading Permit Tier 1- 0-5 Acres	\$369
BUILDING PERMIT FEES**	Final Grading Permit Tier 2- 5-10 Acres	\$443
BUILDING PERMIT FEES**	Final Grading Permit Tier 3- 10-20 Acres	\$517
BUILDING PERMIT FEES**	Final Grading Permit Tier 4- 20-30 Acres	\$591
BUILDING PERMIT FEES**	Final Grading Permit Tier 5- 30-40 Acres	\$665
BUILDING PERMIT FEES**	Final Grading Permit Tier 6- 40-50 Acres	\$738
BUILDING PERMIT FEES**	Final Grading Permit Tier 7- 50+ Acres	\$812
BUILDING PERMIT FEES**	Grading First Extension	30% of Net Payment
BUILDING PERMIT FEES**	Grading Second Extension	30% of Net Payment
BUILDING PERMIT FEES**	Illegal Grading	Double Fee
BUILDING PERMIT FEES**	Pre-Final Grading Permit Tier 1- 0-5 Acres	\$148
BUILDING PERMIT FEES**	Pre-Final Grading Permit Tier 2- 5-10 Acres	\$177
BUILDING PERMIT FEES**	Pre-Final Grading Permit Tier 3- 10-20 Acres	\$207
BUILDING PERMIT FEES**	Pre-Final Grading Permit Tier 4- 20-30 Acres	\$236
BUILDING PERMIT FEES**	Pre-Final Grading Permit Tier 5- 30-40 Acres	\$266
BUILDING PERMIT FEES**	Pre-Final Grading Permit Tier 6- 40-50 Acres	\$295
BUILDING PERMIT FEES**	Pre-Final Grading Permit Tier 7- 50+ Acres	\$325

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FEE DESCRIPTION	FEE DETAIL	FEE AMOUNT
BUSINESS LICENSE AND REGISTRATION	Auction per event	\$50
BUSINESS LICENSE AND REGISTRATION	Business License Duplicate	\$25
BUSINESS LICENSE AND REGISTRATION	Business License Late Penalty	\$10/Per Month
BUSINESS LICENSE AND REGISTRATION	Business Registration Annual Fee	\$35
BUSINESS LICENSE AND REGISTRATION	Cannabis _ Retail sales of cannabis products and related goods and services	\$250
BUSINESS LICENSE AND REGISTRATION	Canopy	\$250
BUSINESS LICENSE AND REGISTRATION	Canvassers, Solicitors, or peddlers, per solicitor, each three (3) months or portion thereof	\$25
BUSINESS LICENSE AND REGISTRATION	Christmas Trees, per event up to 14 days	\$50 per event
BUSINESS LICENSE AND REGISTRATION	Christmas Trees, per event, over 14 days	\$50 per event + \$5 each additional day
BUSINESS LICENSE AND REGISTRATION	City Property Overall Special Event	\$50
BUSINESS LICENSE AND REGISTRATION	Distress Sales License	\$50 or 1/4 % of the inventory cost value of the merchandise to be sold at the sale, whichever is more. In no case shall the license fee exceed two hundred dollars (\$200.00).
BUSINESS LICENSE AND REGISTRATION	Fireworks Business License per stand per event period	\$50
BUSINESS LICENSE AND REGISTRATION	Kiddy ride carnival, up to 14 days	\$40
BUSINESS LICENSE AND REGISTRATION	Liquor License by Category	Details Below
BUSINESS LICENSE AND REGISTRATION	Liquor Club License	\$250
BUSINESS LICENSE AND REGISTRATION	Liquor Dispenser's License	\$250
BUSINESS LICENSE AND REGISTRATION	Liquor Restaurant License	\$250
BUSINESS LICENSE AND REGISTRATION	Liquor Retailer's License	\$250
BUSINESS LICENSE AND REGISTRATION	Music at the Plaza Vendors must purchase a minimum of Four (4) days	\$160 per 4 days
BUSINESS LICENSE AND REGISTRATION	Outdoors concerts, exhibitions and amusements for profit, per event	\$150/per event
BUSINESS LICENSE AND REGISTRATION	Permanent facilities over 14 days	\$250
BUSINESS LICENSE AND REGISTRATION	Sales of seasonal items (not including Christmas trees), per event	\$35
BUSINESS LICENSE AND REGISTRATION	Street Vendor License and Food vending wagons and trucks, per vehicle	\$40
CANNABIS FEES FOR INSPECTION AND RELATED SERVICES	Cannabis fees for inspection, administrative and other services for the preservation of the health and safety of residents of the City of Sunland Park	Flat rate of \$2.00 per gross ft ²

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FEE DESCRIPTION	FEE DETAIL	FEE AMOUNT
FIRE DEPARTMENT MOBILE FOOD VENDORS PERMIT	Annual Permit Decal	\$30
FIRE DEPARTMENT MOBILE FOOD VENDORS PERMIT	Temporary Permit	\$20
FIRE DEPARTMENT COMMERCIAL PLAN REVIEW	Tier 1- 3,000 square feet or less	\$75
FIRE DEPARTMENT COMMERCIAL PLAN REVIEW	Tier 2- 3,001 - 6,000 square feet	\$150
FIRE DEPARTMENT COMMERCIAL PLAN REVIEW	Tier 3- 6,001 - 9,000 square feet	\$200
FIRE DEPARTMENT COMMERCIAL PLAN REVIEW	Tier 4- 9,001 - 12,000 square feet	\$250
FIRE DEPARTMENT COMMERCIAL PLAN REVIEW	Tier 5- 12,001 - 20,000 square feet	\$300
FIRE DEPARTMENT COMMERCIAL PLAN REVIEW	Tier 6- 20,001 - 30,000 square feet	\$350
FIRE DEPARTMENT COMMERCIAL PLAN REVIEW	Tier 7- 30,001 - 40,000 square feet	\$400
FIRE DEPARTMENT COMMERCIAL PLAN REVIEW	Tier 8- 40,001 - 50,000 square feet	\$450
FIRE DEPARTMENT COMMERCIAL PLAN REVIEW	Tier 9- 50,000 square feet or greater	\$500
FIRE DEPARTMENT INSPECTION FEES	Business 3,000 square feet or less	\$75
FIRE DEPARTMENT INSPECTION FEES	Business 3,001 - 6,000 square feet	\$150
FIRE DEPARTMENT INSPECTION FEES	Business 6,001 - 9,000 square feet	\$200
FIRE DEPARTMENT INSPECTION FEES	Business 9,001 - 12,000 square feet	\$250
FIRE DEPARTMENT INSPECTION FEES	Business of more than 12,000 square feet	\$300
FIRE DEPARTMENT INSPECTION FEES	Canopies or group of canopies in area less than 400 square feet	\$25
FIRE DEPARTMENT INSPECTION FEES	Canopies or group of canopies in area exceeding 400 square feet	\$50
FIRE DEPARTMENT INSPECTION FEES	Fireworks Display Fee	Provided by FMO
FIRE DEPARTMENT INSPECTION FEES	Fireworks Sales Permit	\$50
FIRE DEPARTMENT INSPECTION FEES	Home Occupancy Business	\$25
FIRE DEPARTMENT INSPECTION FEES	Itinerant Vendors	\$25
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Commercial Fire Alarm System Tier 1- 1-5 Devices	\$150
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Commercial Fire Alarm System Tier 2- 6-20 Devices	\$300
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Commercial Fire Alarm System Each Additional 20 Devices	\$150
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Commercial Hood Suppression	\$80

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FEE DESCRIPTION	FEE DETAIL	FEE AMOUNT
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Fire Pump Inspection - Diesel	\$150
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Fire Pump Inspection - Electrical	\$75
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Tenant Improvement for Sprinkler System Tier 1- 1-15 Heads	\$100
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Tenant Improvement for Sprinkler System Tier 2- 16-75 Heads	\$200
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Tenant Improvement for Sprinkler System Tier 3- 76-100 Heads	\$300
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Tenant Improvement for Sprinkler System Tier 4- 101-200 Heads	\$400
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Tenant Improvement for Sprinkler System Each Additional 100 Heads	\$50
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Water/Chemical Fire Sprinkler System Tier 1- 1-15 Heads	\$150
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Water/Chemical Fire Sprinkler System Tier 2- 16-75 Heads	\$300
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Water/Chemical Fire Sprinkler System Tier 3- 76-100 Heads	\$450
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Water/Chemical Fire Sprinkler System Tier 4- 101-200 Heads	\$600
FIRE DEPARTMENT LIFE SAFETY SYSTEM PLAN REVIEW	Water/Chemical Fire Sprinkler System Each Additional 100 Heads	\$100
PLANNED UNIT DEVELOPMENT	Final Plat	\$150
PLANNED UNIT DEVELOPMENT	Final Site Plan	\$220 + \$5 per lot
PLANNED UNIT DEVELOPMENT	Initial Concept Plan	\$600
PLANNED UNIT DEVELOPMENT	PUD Amendment-Appeal to City Council	\$200
PLANNED UNIT DEVELOPMENT	PUD Amendment-Major	\$600
PLANNED UNIT DEVELOPMENT	PUD Amendment-Minor	\$300
PLANNED UNIT DEVELOPMENT	RECORDING FEE PER PLAT	\$25
PLANNING ACTIVITIES	Code Interpretation, Formal Issuance (PZ Letter/Zoning Statement)	\$50/Request
PLANNING ACTIVITIES	Development Review Team (DRT) Meeting Administrative Decision	\$50/Review
PLANNING ACTIVITIES	Other Land Use Development Review (per hour)	\$50/Hour
PUBLIC IMPROVEMENT DISTRICTS	Application for formation of PID submitted to the City Manager	\$30,000 (\$10,000 are non-refundable)
PUBLIC IMPROVEMENT DISTRICTS	PID Administration Expense Fee***	\$5,000
PUBLIC IMPROVEMENT DISTRICTS	PID Administration, Operation And Maintenance Charge****	(\$3.00) per one thousand dollars (\$1,000.00) of assessed value ad valorem tax

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FEE DESCRIPTION	FEE DETAIL	FEE AMOUNT
PUBLIC NOTIFICATION COST RECOVERY FEES	Cost per certified mail letter (actual cost to be paid by the applicant)	Actual Cost
PUBLIC NOTIFICATION COST RECOVERY FEES	Cost per regular mail letter (actual cost to be paid by the applicant)	Actual Cost
PUBLIC NOTIFICATION COST RECOVERY FEES	Medium Public Notice Poster (Administrative Decision)	\$25
PUBLIC NOTIFICATION COST RECOVERY FEES	Placement of Sign for Planning and Zoning Commission or City Council	\$25
REPLATS	Amended Plat/Minor Amendments Only (After Plat is recorded with DAC)	\$250
REPLATS	Dedication of Rights-of-Way or Easements by Metes & Bounds	\$1,500
REPLATS	Dedication, Easement & Vacation Plats	\$350/Each
REPLATS	Lot Consolidation	\$200/Each
REPLATS	Lot Line Adjustment or Vacation of Lot Line or Easement Non Administrative	\$250
REPLATS	Lot Line Adjustment-Administrative Replat	\$150
REPLATS	Lot Splits	\$250/Split
REPLATS	Non Administrative Replat	\$200 + \$15 per lot
REPLATS	Plan/Plat Amendment Administrative	\$250/Each
REPLATS	Plan/Plat Amendment Planning Commission	\$500/Each
REPLATS	Vacation	\$300
REPLATS	Vacation of Public Rights-of-Way or Easements	\$1,900
REPLATS	Vacation of Recorded Subdivision	\$1,200
SUBDIVISION PERMITS	Fee In-Lieu of Land	Not Applicable
SUBDIVISION PERMITS	Major Subdivision/Final Plat	\$2400+\$18 per lot + Engineering Review Fee*
SUBDIVISION PERMITS	Major Subdivision/Preliminary Plat Review	\$350.00 + Engineering Review Fee*
SUBDIVISION PERMITS	Minor Subdivision/Final Plat	\$1200+\$18 per lot + Engineering Review Fee*
SUBDIVISION PERMITS	Minor Subdivision/Preliminary Plat Review	\$150.00 + Engineering Review Fee*
SUBDIVISION PERMITS	Parkland Dedication In-Lieu of Fee	*1 acre per 100 units or equivalent percentage market value as determined by DAC Tax Assessor's Office
SUBDIVISION PERMITS	Subdivision Infrastructure Inspection	3% Based on Construction Cost Estimate
SUBDIVISION PERMITS	Subdivision Infrastructure Review & Approval process	4% Based on Construction Cost Estimate

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FEE DESCRIPTION	FEE DETAIL	FEE AMOUNT
SUBDIVISIONS	Alternate Summary Procedure/Summary Subdivision	\$500
SUBDIVISIONS	General Plan Amendment Application (each additional acre after ten)	\$100
SUBDIVISIONS	General Plan Amendment Application 10 acres or more	\$2,000
SUBDIVISIONS	General Plan Amendment Application 1-9.99 acres	\$1,000
SUBDIVISIONS	Master Plan Amendment (Revisions after project has been approved)	\$1,000
TECHNOLOGY FEE	Technology Fee (added to applicable base fee) Tier 1 _ \$10-\$50	\$1
TECHNOLOGY FEE	Technology Fee (added to applicable base fee) Tier 2 _ \$51-\$100	\$2
TECHNOLOGY FEE	Technology Fee (added to applicable base fee) Tier 3 _ \$101-\$500	\$4
TECHNOLOGY FEE	Technology Fee (added to applicable base fee) Tier 4 _ \$501-\$1,000	\$15
TECHNOLOGY FEE	Technology Fee (added to applicable base fee) Tier 5 _ \$1,001-\$3,000	\$30
TECHNOLOGY FEE	Technology Fee (added to applicable base fee) Tier 6 _ \$3,001-\$5,000	\$100
TECHNOLOGY FEE	Technology Fee (added to applicable base fee) Tier 7 _ \$5,001-\$10,000	\$150
TECHNOLOGY FEE	Technology Fee (added to applicable base fee) Tier 8 _ \$10,001 and over	\$300
VARIANCES	All other variances (Commercial, Industrial, Preliminary Plat etc.)	\$1,000
VARIANCES	Residential Variance (Single Family Lot) Up to 2 variances/lot. 3 or more variances require a 2nd fee charged	\$250
WIRELESS COMMUNICATION INFRASTRUCTURE (WCI)	Maintenance/upgrade	Most Current Version of the Uniform Building Code
WIRELESS COMMUNICATION INFRASTRUCTURE (WCI)	WCI Special Use Permit	\$1,000
ZONING	Change of Zone/Rezoning Commercial Less than 1 Acre	\$600
ZONING	Change of Zone/Rezoning Noncommercial Less than 1 Acre	\$350
ZONING	Change of Zone/Rezoning Application Tier 1- 1-9.99 acres	\$1,000
ZONING	Change of Zone/Rezoning Application Tier 2- 10 acres or more	\$1,500
ZONING	Conditional Use Permit Commercial	\$600
ZONING	Conditional Use Permit Noncommercial	\$350

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FEE DESCRIPTION	FEE DETAIL	FEE AMOUNT
ZONING	Detailed Site Development Plan - City Council	\$1,000
ZONING	Detailed Site Development Plan Review - Administrative Review	\$350
ZONING	Detailed Site Development Plan Review - PNZ Commission	\$600
ZONING	Detailed Site Plan-Administrative Modification	\$150
ZONING	Mobile Home Zoning and Flood Plain Approval Plan Review Fee	\$30
ZONING	Special Use Permit Amendment-Major	\$600
ZONING	Special Use Permit Amendment-Minor	\$350
ZONING	Special Use Permit Commercial	\$600
ZONING	Special Use Permit for Day Care with 5 or less children- Administrative	\$250
ZONING	Special Use Permit Noncommercial	\$350
ZONING	Swimming Pool Zoning Application Fee	Most Current Version of the Uniform Building Code
ZONING	Temporary Use Permit Commercial	\$600
ZONING	Temporary Use Permit Noncommercial	\$350
ZONING	Zoning Approval for New Businesses	\$35
ZONING APPROVAL FOR BUILDING PERMIT	Plan Review _ All Other Residential	Most Current Version of the Uniform Building Code
ZONING APPROVAL FOR BUILDING PERMIT	Plan Review _ Commercial	Most Current Version of the Uniform Building Code
ZONING APPROVAL FOR BUILDING PERMIT	Plan Review _ Residential New Construction	Most Current Version of the Uniform Building Code
ZONING CERTIFICATION	Zoning Certification Letter	\$50

* The subdivider must pay the City a fee equal to 7% of the estimated construction cost for public improvements, excluding sanitary sewer and water. Upon submission of the preliminary plat, 4% of the estimated construction cost is due. This initial fee covers expenses related to the subdivision review and approval process. Before commencing any construction on the public improvements, an additional fee of 3% of the approved estimated construction cost must be paid. This subsequent fee is designated to defray the costs of inspecting the public improvements during construction. (Ord. 1984-09, 7-17-1984)

** The City of Sunland Park has adopted the utilization of the International Code Council (Uniform Building Code) for implementing the Building Valuation Data (BVD) to determine building permit fees in accordance with its fee table and formulas and will adjust the Building Permits Fees accordingly.

*** From time to time, upon depletion of the administrative expense fee, the PID may request, and the developer landowner shall promptly deposit with the PID, additional amounts deemed by the City to be necessary for the purposes contemplated in this section. Nothing in this subsection preclude the reimbursement of such expenses from PID taxes, levies, charges or bond proceeds, as permitted by the Act.

****In order to provide for the PID to be self-supporting of its administrative, operation and maintenance expenses, and to finance services in addition to those provided by the City, the City may condition its approval of a PID, on the PID's imposition of up to three dollars (\$3.00) per one thousand dollars (\$1,000.00) of assessed value ad valorem tax, not as tax or charge of the City, but in accordance with the provisions of section 5-11-23 of the Act, as amended, upon the PID taxable property which is not City-owned infrastructure otherwise maintained by the City or otherwise exempt from taxation; provided, however, that to the extent permitted by law the PID shall be entitled to charge such rates, fees, and charges to property owners as are necessary to address any shortfall in the expense required to operate and maintain the PID improvements, and that such rates, fees and charges shall be established in the development agreement for the PID.