

ABANDONED VEHICLE INVESTIGATION CHECKLIST

City of Sunland Park Code Enforcement | Operation Clean Streets

Ref: Code & Land Dev. Pg. 171 | NM UTO Pg. XII-14 | NMSA 1978 §§ 66-3-101, 66-7-350

FORM CE-AV-01
Rev. 2025 | Page 1 of 2

SECTION A — INCIDENT INFORMATION

Date: _____ Time: _____ Zone #: _____
Property Type: _____ ☐ Public Street/Alley ☐ Residential ☐ Commercial ☐ ROW / Easement

SECTION B — VEHICLE IDENTIFICATION

Make: _____ Model: _____ Year: _____ Color: _____ Body: _____
VIN #: _____ Plate #: _____
Plate State: _____ Plate Exp. Year: _____ Reg. Owner (if known): _____
Photos Taken (file ref): _____ ☐ Front ☐ Rear ☐ Driver Side ☐ Pass. Side ☐ VIN Plate ☐ Sticker/Tags

SECTION C — LEVEL 1: INITIAL VISUAL ASSESSMENT

Complete all items. ANY single checked item may trigger Level 2 assessment.

- | | |
|--|---|
| ☐ Vehicle appears stationary / no recent movement | ☐ Vehicle visibly wrecked or collision-damaged |
| ☐ Flat or missing tire(s) | ☐ Missing or damaged body panels |
| ☐ Broken / missing windows | ☐ No license plate(s) visible |
| ☐ Heavy accumulation of dirt, dust, debris | ☐ Plate appears expired, altered, or covered |
| ☐ Vegetation growing around / under vehicle | ☐ Vehicle blocking ROW, alley, or fire access |

SECTION D — LEVEL 2: LICENSE PLATE & REGISTRATION VERIFICATION

Run plate through NCIC/NMVD. Check ALL that apply. Document findings below.

- | | |
|--|--|
| ☐ No license plate displayed [NM UTO Pg. XII-14] | ☐ NCIC return: reported stolen [NMSA 66-3-18 / notify PD] |
| ☐ License plate expired — note months below [NMSA 66-3-101] | ☐ Registered owner address confirmed |
| ☐ Plate expired 90+ days (Months expired: _____) [Code & Land Dev. Pg. 171] | ☐ Vehicle registered out of state — verify status [NMSA 66-3-6] |
| ☐ Plate does not match vehicle (mismatched/stolen) [NMSA 66-3-18] | ☐ Valid police sticker / extension present [NM UTO Pg. XII-14] |
| ☐ Registration sticker missing or invalid [NMSA 66-3-101] | ☐ No valid sticker — 72-hr clock starts today [NM UTO Pg. XII-14] |

NCIC / NMVD Return Notes:

SECTION E — LEVEL 3: OPERABILITY & CONDITION ASSESSMENT

Two or more checked items = vehicle qualifies as INOPERABLE under Code & Land Dev. Pg. 171 and NMSA 66-1-4.1.

- | | |
|---|---|
| ☐ Engine missing or visibly removed | ☐ State inspection sticker expired > 1 year |
| ☐ No fuel / battery dead (confirmed) | ☐ Vehicle cannot be safely moved under own power |
| ☐ Transmission or drivetrain missing | ☐ Structural frame damage — not roadworthy |
| ☐ Tires flat on 2 or more wheels | ☐ Hazardous fluid leak observed |
| ☐ Vehicle on blocks, stands, or jack | ☐ Odometer inoperative (if accessible) |
| ☐ No key / ignition destroyed | ☐ Vehicle used as storage / not transportation |

Total Level 3 items checked: _____ 2 or more = INOPERABLE [Code & Land Dev. Pg. 171 / NMSA 66-1-4.1]

Case #: _____ Officer: _____ Date: _____

SECTION F — VIOLATION CLASSIFICATION (Check ONE primary classification)☐ **CLASS 1 — ABANDONED ON PUBLIC WAY (NO PLATE)**

Vehicle on street, alley, or public ROW with NO current license plate.

NM UTO Pg. XII-14 | NMSA 66-7-350 | Immediate impound authorized☐ **CLASS 2 — ABANDONED ON PUBLIC WAY (72-HOUR)**

Vehicle left unattended on public way for 72+ hrs without valid police sticker.

NM UTO Pg. XII-14 | NMSA 66-7-350 | 72-hr clock: Start Date _____☐ **CLASS 3 — INOPERABLE ON RESIDENTIAL PROPERTY**

Vehicle without current plates OR in inoperable condition stored on residentially zoned property outside enclosed structure.

Code & Land Development Pg. 171 | 10-day notice required per Operation Clean Streets protocol☐ **CLASS 4 — PARKING SPACE VIOLATION**

Vehicle stored in manner that violates required off-street parking ratios for property type.

Code & Land Development Pg. 171 — Parking Requirements | Notify property owner — see parking matrix☐ **CLASS 5 — REGISTRATION VIOLATION ONLY**

Vehicle operable and legally parked but displaying expired registration 90+ days.

*NMSA 66-3-101 | Issue Notice of Violation — not subject to impound at this level***SECTION G — RESIDENTIAL PARKING REQUIREMENTS [Code & Land Development Pg. 171]**

PROPERTY TYPE	REQUIRED SPACES	GUEST	EMPLOYEE	CODE REF
Single-family detached	2 off-street + 2-car garage	—	—	Code & Land Dev. Pg. 171
Single-family attached	1.5 avg off-street + 1-car garage	—	—	Code & Land Dev. Pg. 171
Multi-family: Studio/1 BR	1 space/unit	0.5/unit	—	Code & Land Dev. Pg. 171
Multi-family: 2 BR	1.75 spaces/unit	0.5/unit	—	Code & Land Dev. Pg. 171
Multi-family: 3 BR+	2.25 spaces/unit	0.5/unit	—	Code & Land Dev. Pg. 171
Senior housing - Indep.	Per unit type above	0.5/unit	—	Code & Land Dev. Pg. 171
Senior housing - Assisted	0.5/unit	0.2/unit	0.2/unit	Code & Land Dev. Pg. 171

*On-street parking adjacent to site may count toward guest parking [Code & Land Dev. Pg. 171]***SECTION H — APPLICABLE LAW QUICK REFERENCE****Code & Land Development — Pg. 171:**

Governs land use and development standards applicable to vehicle storage, parking, and property maintenance within Sunland Park city limits.
Controls placement and condition of vehicles on residential and commercial property.

NM Uniform Traffic Ordinance (UTO) — Pg. XII-14:

New Mexico Uniform Traffic Ordinance provisions governing abandoned, unattended, and inoperable vehicles on public streets, alleys, and rights-of-way. Establishes officer authority to order removal and impoundment.

NMSA 1978 § 66-7-350:

New Mexico statute governing removal and disposition of abandoned vehicles from public streets and highways.

NMSA 1978 § 66-3-101:

Requires all vehicles operated or parked on NM roads to display current valid registration. Vehicles parked 90+ days on public property with expired registration subject to violation.

NMSA 1978 § 66-1-4.1:

Defines 'inoperable motor vehicle' in New Mexico — vehicle not in safe mechanical condition to be driven on a public highway.

NMSA 1978 § 66-3-18:

Governs use of fraudulent, stolen, or mismatched license plates. Requires immediate notification to law enforcement.

SECTION I — ACTION TAKEN & DISPOSITION

- ☐ Notice posted on vehicle (Date: _____ Time: _____)
- ☐ 10-day compliance clock started (Deadline: Day 10 = _____)
- ☐ 72-hour clock started (if Class 2) (Deadline: _____)
- ☐ Notice of Violation issued to registered owner
- ☐ Impound / tow ordered — Day 11 enforcement (Tow Co.: _____)
- ☐ Vehicle already removed by owner — case CLOSED
- ☐ Vehicle exempt — valid sticker / extension granted (attach documentation)
- ☐ Referred to Sunland Park PD (stolen plate / fraud — NMSA 66-3-18)