



## SANDOVAL COUNTY PLANNING & ZONING INFORMATION AND CHECKLIST FOR FILM PERMIT

### **Required Submittal Information/Documents:**

- Completed and signed Application
- Certificate of Liability Insurance
- Site Plan & Vicinity Map
- \$200 Application Fee (must be paid with the submittal)

### **If required, attach any of the following:**

- Notarized Letter from property owner(s) allowing use of their property(s), if applicable
- County Approval if any county facility(s) are to be used
- County and/or NMDOT R.O.W. Permit(s)
- Fire/EMS Contract
- Traffic Control Plan (based on the location, roads and facilities that may be impacted during the event)
- Copy (sample) of notification letter

### CONTACT INFORMATION:

#### For NMDOT ROW Permits:

State of New Mexico  
Department of Transportation (NMDOT), District 3 Office\*  
7500 Pan American Blvd.  
Albuquerque, NM 87110  
(505) 934-0354  
[dot.state.nm.us](http://dot.state.nm.us)

State of New Mexico  
Department of Transportation (NMDOT), District 6 Office\*  
1919 Pinon Drive  
Milan, NM 87021  
(505) 290-0117  
[dot.state.nm.us](http://dot.state.nm.us)

\*Contact the NMDOT to determine your NMDOT District.

#### For County ROW Permits:

County Public Works  
Mark Hatzenbuehler, Director  
505-934-6368  
[mhatzenbuehler@sandovalcountynm.gov](mailto:mhatzenbuehler@sandovalcountynm.gov)

For Fire Chief Approval:

Eric Masterson

Fire Chief

505-206-3921

[EMasterson@sandovalcountynm.gov](mailto:EMasterson@sandovalcountynm.gov)

For Sheriff Approval:

Allen Mills

Chief Deputy

505-220-3211

[amills@sandovalcountynm.gov](mailto:amills@sandovalcountynm.gov)