

SANDOVAL COUNTY

APPLICATION FOR HORSE FEEDING PERMIT

RESOLUTION NO. 5-24-23-11C, RESOLUTION TO ESTABLISH A PERMIT PROCESS FOR THE FEEDING OF FREE-ROAMING HORSES, establishes this permit process for the health, safety, and general welfare of the citizens of Sandoval County, and seeks to provide a stable and safe environment for the care and oversight of free-roaming horses in the County. Criteria for applications are established in the Resolution and are included in this application. Applications will be accepted only from non-profit organizations and others currently applying to become a non-profit organization that meet the criteria of Resolution No. 5-24-23-11C. Documentation supporting non-profit status or showing pending application of non-profit status is required.

Applications will be accepted only from non-profit organizations which meet the criteria of Resolution No. 5-24-23-11C. The application shall be submitted to the Planning and Zoning Department with the required \$25.00 application fee. The fee must be submitted with the application. Only complete applications will be accepted.

The Horse Feeding Permit process is implemented by Ordinance No. 5-24-23.10.

THIS APPLICATION ALONG WITH A DETAILED SITE(S) PLAN AND ANY OTHER APPLICABLE DOCUMENTS AS REQUIRED, MUST BE SUBMITTED TO THE PLANNING & ZONING DEPARTMENT NO LATER THAN **30 DAYS** PRIOR TO ENGAGING IN FEEDING. Submittal of an application does not constitute approval. All applications will be reviewed first by a County equine consultant prior to the application's consideration by the Director of the Planning and Zoning Department. Approval of the application is determined by the Director of the Planning and Zoning Department.

NAME OF APPLICANT: _____

NAME OF 501(c)(3) ORGANIZATION IF DIFFERENT FROM NAME ABOVE:

CONTACT NAME: _____

PHONE NUMBER: ______EMAIL ADDRESS: _____

ADRESSS AND/OR LEGAL DESCRIPTION OF HORSE FEEDING SITE (ATTACH MAP):

TOTAL NUMBER OF STAFF AND/OR VOLUNTEERS: ______

HOLD HARMLESS CLAUSE:

The 501(c)(3) organization approved for this permit hereby agrees to indemnify and hold harmless the County of Sandoval, New Mexico, its agents, public officials, officers, employees, and authorized volunteers, from and against any and all legal third party actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the sponsor's operation of the event, including but not limited to third party, claims for personal or bodily injury, disease or death, or injury to or destruction of property, third party excluding claims caused by the breach, negligence or willful misconduct of employees of the County of Sandoval acting within their scope of their employment. Further, the 501(c)(3) organization approved for this permit agrees to indemnify the County of Sandoval and any of its agents, public officers, officials, or employees and authorized volunteers any for reasonable outside attorney fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the 501(c)(3) organization's use of public property or operation of permitted horse feeding as set forth in this application.

LIABILITY WAIVER:

The 501(c)(3) organization approved for this permit agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the County of Sandoval, its agents, public officials, officers, employees and/or authorized volunteers from said sponsored event or activity, except for acts caused by the willful and wanton misconduct by employees of the County of Sandoval acting within the scope of their employment.

AUTHORIZED SIGNATURES:

I hereby attest that I am authorized to bind the 501(c)(3) organization and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of horse feeding in the County of Sandoval, as outlined herein. I/we understand that the lack of meeting all requirements outlined herein may result in the denial or cancellation of this application for and all terms and stipulations agreed to by:

Name (please print)	Signature	
Signatory Title (if applicable) STAFF:	Date	
Application submitted on: By:		
Assigned Permit #		

Application Eligibility.

Only non-profit organizations which meet both of the following conditions shall be eligible to receive a horse feeding permit:

- A. It must be approved by the United States Internal Revenue Service as tax-exempt under Section 501(c)(3) of the Internal Revenue Code of 1986.
- B. It must have demonstrated experience and knowledge in the care of horse management and protection.

<u>Required Application Information.</u> The applicant shall supply the following information:

- A. IRS determination letter for organization's 501(c)(3) status; or the acknowledgement letter that Form 1023 has been submitted to the IRS.
- B. Full legal name of the organization;
- C. The jurisdiction in which the organization is incorporated;
- D. The physical address of the organization's office;
- E. The mailing address of the organization, if different;
- F. The name of a contact person at the organization;
- G. The telephone number of the contact person;
- H. The e-mail address of the contact person;
- I. The URL of the organization's website, if any;
- J. The location where horse feeding is proposed, including the address, parcel number, or legal description of the property;
- K. The length of time for which the permit is sought;
- L. A description of what kind of food, nutrients, or other substances which are to be provided to the horses;
- M. A description of the time and manner in which horses are to be fed;
- N. A description of the ability, skills, and knowledge of the care of horses of each individual connected to the organization who will be conducting and overseeing the horse feeding; and
- O. If the organization is not the owner of record of the proposed horse feeding location, the application must be signed by the owner of that location who must acknowledge that the owner agrees to the proposal.