

MINIMUM STATUTORY REQUIREMENTS FOR ORDINANCES

Statute and Title	Requirement	Exception(s) if any
<p>NMSA 1978, sec. 3-17-2</p> <p>Ordinance Style</p>	<p>The enacting clause of a municipal ordinance shall be: “Be it ordained by the governing body of the City of Santa Fe...”</p>	
<p>NMSA 1978, sec. 3-17-3</p> <p>Notice By Publication</p>	<p>Notice by publication of the title and subject matter of any ordinance proposed for adoption by the governing body ... must take place at least two weeks prior to consideration of final action upon the ordinance in open session of the governing body.</p>	<p>except that this section shall not apply to ordinances dealing with an emergency declared by the ... the mayor...to be an immediate danger to the public health, safety and welfare of the municipality, or to ordinances the subject matter of which is amending a city zoning map, provided the amendment to such zoning map has been considered by, and recommended to, the commission by a planning commission with jurisdiction in the matter.</p>
<p>NMSA 1978, sec. 3-17-4</p> <p>Ordinances; roll call vote; adoption</p>	<p>If a majority of all the members of the governing body vote in favor of adopting the ordinance or resolution, it is adopted...</p> <p>B. Within three days after the adoption of an ordinance or resolution, the mayor shall validate the ordinance or resolution by endorsing “Approved” upon the ordinance or resolution and signing the ordinance or resolution.</p>	

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<p>NMSA 1978, sec. 3-17-5.</p> <p>Proof of ordinance; authentication; publication; effective date; codification</p>	<p>A. An ordinance shall be recorded in a book kept for that purpose, shall be authenticated by the signature of the [Mayor] and the municipal clerk and shall bear the seal of the municipality. The ordinance shall be published one time either in its entirety or by title and a general summary of the subject matter contained in the ordinance, whichever the governing body elects to do.</p> <p>B. An ordinance shall not become effective until five days after it has been published, unless otherwise provided by law.</p>	
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