

City of Santa Fe, New Mexico

Attachment A Conditions of Approval and Technical Corrections

- 1. Table of Conditions of Approval**
- 2. Table of Technical Corrections**
- 3. Development Review Team Compiled Comments**

Conditions of Approval & Technical Corrections

Conditions of Approval			
#	Condition of Approval	Dept. or Division	To be completed:
1	DP-100: I don't see PUD as part of your zoning on the City GIS. Please provide the PUD ordinance if located within one.	Planning	Prior to Public Hearing (COMPLETED)
2	Create a cover sheet for development plan (use page 1 of the attached template for reference on what should be included)	Planning	Prior to Public Hearing (COMPLETED)
3	Consolidate all lots of Block 2 in "The Capital Land and Townsite Co. Addition to Santa Fe NM"	Planning	Prior to Recordation
4	Consolidate Lots 13-20 of Block 3 in "The Capital Land and Townsite Co. Addition to Santa Fe NM"	Planning	Prior to Recordation
5	Provide proof of ownership of the alley in Block 3	Planning	Prior to Public Hearing (COMPLETED)
6	Provide appropriate documentation connecting Lot 1 to the rest of the Development Plan in perpetuity	Planning	Prior to Recordation
7	Edit application letters and responses to approval criteria for both applications to make sure all references are to the old code sections & change all 'CUA' references to Special Use Permit (SUP). This is because your application was received before the new code became effective.	Planning	Prior to Public Hearing (COMPLETED)
8	Sign dimensions proposed in architectural plans are too large per 14-8.10(G)(8)(a): "For C-2, SC, and I properties located within the Cerrillos Road highway corridor protection district, the following standards shall apply: For one business establishment on a legal lot of record, not more than three signs are allowed, no one of which shall exceed fifty (50) square feet in area in corridor zone one. The total allowable sign area for all three signs shall not exceed one hundred fifty (150) square feet." Revise sign sizing to meet this code criteria.	Planning	At time of Sign Permit
9	Delete list of Conditions of Approval on DP-102101 for now. I will let you know what conditions should be on there after we go to Planning Commission	Planning	Prior to Public Hearing (COMPLETED)
10	Fence around Site 2 mini storage units shall provide a visual buffer or screen and be constructed of opaque materials per SFCC 14-6.2(D)(3). Provide an elevation/detail of the proposed fencing material.	Planning	Prior to Recordation
11	Is fence 6 or 8 feet tall? DP says 6 ft and architectural plans say 8ft. Please revise to match.	Planning	Prior to Public Hearing (COMPLETED)
12	Architectural plans need to be updated to match revised building placement on Site 2 for setbacks. Site 2 setbacks are incorrectly described in "Site Plan Data" on A.101. "Side (South)" should say "Side (West)." Please also remove 15' west side setback line on drawings for site 2.	Planning	Prior to Public Hearing (COMPLETED)

Conditions of Approval			
#	Condition of Approval	Dept. or Division	To be completed:
13	Architectural plans showing the layout/number of storage units on each floor is missing in new set. Please add this back in.	Planning	Prior to Public Hearing (COMPLETED)
14	A mural is included in the architectural renderings, but not architectural elevations. Please revise to match	Planning	Prior to Public Hearing (COMPLETED)
15	Provide architectural elevations for buildings 2, 3, and 4	Planning	Prior to Public Hearing (COMPLETED)
16	Is this project planned to be built in phases? If so, provide a phasing plan.	Planning	Prior to Public Hearing (COMPLETED)
17	Please clarify 'by others' site work on plans to identify who will perform the work.	Planning	Prior to Public Hearing (COMPLETED. Applicant is to do work)
18	An approved Water Plan will be required for all new public water infrastructure and fire services.	Water Engineering	Prior to Public Hearing (COMPLETED)
19	An approved Agreement to Construct and Dedicate (ACD) will be required with the Water Division for all new public water infrastructure and fire services.	Water Engineering	Prior to Building Permit
20	A separate irrigation meter will be required if the total landscaped area is 1,000 square feet or greater. An approved backflow prevention device shall be installed beyond the meter on any new irrigation service.	Water Engineering	At Time of Development
21	Any re-grading of site over existing water mains shall maintain a minimum of 4 feet of cover and not exceed 5 feet of cover. Depth of existing main to be adjusted to maintain a minimum of 4 feet of cover and not exceed 5 feet of cover if site grading impacts these depth requirements.	Water Engineering	At Time of Development
22	An approved Development Water Budget including a 9.8% contingency per SFCC 14-7.7 will be required. A technical evaluation request for a Development Water Budget needs to be submitted to the City Water Division for review.	Water Resources	Prior to Public Hearing (COMPLETED)
23	An applicant may choose to develop a detailed, alternative Development Water Budget for the development project supported by <u>reliable data</u> that demonstrates that the anticipated annual water use will be less than if based on the Water Division's standard formulas per SFCC 14-7.7(D) (2).	Water Resources	Prior to Public Hearing (COMPLETED)
24	An Agreement to Construct and Dedicate (ACD) from the Water Division will be required for all new public water infrastructure or fire services. An approved Development Water Budget, including Landscape Irrigation Budget and a 9.8% Contingency is required prior to processing the ACD.	Water Resources	Prior to Building Permit
25	Each lot shall be served by separate water service at the time of development.	Water Resources	Prior to Building Permit

Conditions of Approval			
#	Condition of Approval	Dept. or Division	To be completed:
26	An agreement for metered service (AMS) will be required to install new services, including water offset fees.	Water Resources	Prior to Building Permit
27	Developer should provide certification that its engineers have provided NMDOT project development engineers opportunity to review site plans in accordance with the departments proposed redesign and reconstruction of Cerrillos Rd.	Traffic	Prior to Public Hearing (COMPLETED)
28	A detailed signage and striping plan for all required on-street signage, pavement markings, and any related regulatory/directional sign shall be submitted for review and approval by Public Works	Traffic	Prior to Building Permit
29	No further review required unless a future proposed utility plan exceeds 550-linear feet of utility lines	Archaeology	-
30	Shall reference correct year of IFC (C-100) and Appendix B for average-sprinkler reduction (FC-101)	Fire	Prior to Public Hearing (COMPLETED)
31	The public right-of-way will be constructed in accordance with the approved Public Works project S100681 (NM 14/Cerrillos Road), including a 5-foot stamped concrete buffer and a full 6-foot sidewalk.	Parks and Open Space	Prior to Public Hearing (COMPLETED)
32	Provide discussion in the drainage narrative of how the stormwater will be directed to the ponding areas. Include how water will be directed from roof drains.	Terrain Management	Prior to Recordation
33	Provide flow directional arrows on grading and drainage plan especially showing flow from roof drains to ponding areas . Ponding area volumes must be established for each ponding area showing dimensions. Label each pond with a pond number and the volume . Depressed areas for all landscaped areas are encouraged, but the official ponding areas for the required storage must be verifiable in the future. The conveyance of water to those areas must be shown on the plans and verifiable in the future. Show curb cuts for water to enter landscaped areas.	Terrain Management	Prior to Recordation
34	Include pond sections and show how ponds will overflow.	Terrain Management	Prior to Recordation
35	Sidewalk should align with Cerrillos Road Plan specs and city street design standards which require 5' landscape buffer between street and pedestrian path (See comments on plans for detail). Sidewalk width should be at least 6', but also made as wide as possible on Cerrillos. FHWA and AASHTO guidance support a separated bike facility given the vehicle speeds and volumes here. By expanding the sidewalk to the minimum for a shared use path (10') this would better align with federal guidance.	MPO	Prior to Public Hearing (COMPLETED)

Conditions of Approval			
#	Condition of Approval	Dept. or Division	To be completed:
36	Driveway conflicts on NW Fourth street should be minimized by consolidating driveways or minimizing the driveway width to ensure one-way circulation	MPO	Prior to Public Hearing (COMPLETED)
37	Ensure safe pedestrian access to site from each street frontage and sidewalk and also between all 3 parcels. How are conflicts between cars and pedestrians crossing 4th from parking on site 1 to site 2 going to be managed and minimized? Crosswalk should be setback from driveways at least 20 ft.	MPO	Prior to Public Hearing (COMPLETED)
38	Pedestrian Access Routes should aim for right angles. Skewed angles can be challenging for wheelchairs to maneuver safely. Minimize awkward angles and ensure there is sufficient landing pad for maneuvering	MPO	Prior to Public Hearing (COMPLETED)
39	Provide conversations with NMDOT so City staff can better understand NMDOT recommendations for this project.	MPO	Prior to Public Hearing (COMPLETED)
40	Shall comply with the most currently adopted International Fire Code (IFC) and adopted city ordinances upon building permit approval	Fire	Prior to Building Permit
41	Shall maintain access to apparatus access roads in and around construction sites in compliance with IFC 2021, Chapter 33 Fire Safety, and During Construction and Demolition.	Fire	During Construction
42	Shall confirm construction timing coordination with NMDOT.	Planning	Prior to Building Permit
43	The applicant will provide a full Construction Staging Plan for Land Use approval. Given the proximity of the proposed worksite to high-traffic areas, a controlled construction plan is required prior to recordation.	Planning	Prior to Recordation
44	Prior to recordation of the Development Plan, the applicant shall submit a mural / public art plan for review and approval by the Land Use Department. The mural / public art plan shall include: (1) reproduction of the existing Empire Builders mural on the exterior of the building in a location visible to the public; (2) a second exterior mural in a location visible to the public, with the location to be agreed upon by the applicant and staff; and (3) confirmation that the artist or artists hired to complete both murals will be residents of Santa Fe. The mural / public art plan shall identify mural locations, dimensions, artist(s), materials, and maintenance responsibility. Final implementation shall be consistent with the approved Development Plan, applicable conditions of approval, and applicable City requirements.	Planning Commission / Land Use Department	Prior to Recordation

Technical Corrections			
#	Technical Correction	Dept. or	To be completed:

		Division	
1	DP-100: Existing conditions plan should be line work, not an image (Images get difficult to read when copying)	Planning	Prior to Public Hearing (COMPLETED)
2	DP-100 – Overlays: Please also list Suburban Archaeological Review District	Planning	Prior to Public Hearing (COMPLETED)
3	DP-100 – Lot Size: please break the lot size into the 4 existing lots for clarity	Planning	Prior to Public Hearing (COMPLETED)
4	DP-100 – Legal Lot Information: Add book/page information for lots. Add Legal Lot information for 1750 Cerrillos Rd.	Planning	Prior to Public Hearing (COMPLETED)
5	DP-100: Delineate 200ft buffer around property	Planning	Prior to Public Hearing (COMPLETED)
6	DP-101: Cerrillos Rd is spelled wrong (also spelled wrong on other sheets)	Planning	Prior to Public Hearing (COMPLETED)
7	DP-101: Zoning description is incorrect	Planning	Prior to Public Hearing (COMPLETED)
8	DP-101: Clearly depict Site 1 and Site 2 on drawing	Planning	Prior to Public Hearing (COMPLETED)

Technical Corrections			
#	Technical Correction	Dept. or Division	To be completed:
9	DP-101: Legal Description and Site Area – description of 1750 Cerrillos Rd is missing from both of these sections	Planning	Prior to Public Hearing (COMPLETED)
10	DP-101: Building Height – building height must be included	Planning	Prior to Public Hearing (COMPLETED)
11	DP-101: Open Space – incorrect code citation. This code references South Highway Corridor Protection District, not Cerrillos Rd Overlay. Change to SFCC 14-7.5(D)	Planning	Prior to Public Hearing (COMPLETED)
12	Add descriptions/dimensions of all open space provided (might be easier to visually depict on a new sheet)	Planning	Prior to Public Hearing (COMPLETED)
13	DP-101: Add clarification on the calculation of number of parking spaces	Planning	Prior to Public Hearing (COMPLETED)
14	Add Case #2025-11753 & 11756 to all relevant sheets	Planning	Prior to Public Hearing (COMPLETED)
15	Add a column to architectural points analysis explaining how you met each point designation.	Planning	Prior to Public Hearing (COMPLETED)
16	DP-103: Parking – delete “parks & open space – as determined by the city”	Planning	Prior to Public Hearing (COMPLETED)
17	DP-101: Fill in floodplain note #17	Planning	Prior to Public Hearing (COMPLETED)
18	Applicant and City Water staff will work together to address main looping during the review of the water plan (see attached memo)	Water Engineering	Prior to water plan approval (COMPLETED)
19	Existing Drainage Plan (sheet C-302) has a drainage calc. table labeled “post-development stormwater calculations. Verify this the correct table for this sheet and relabel to pre-development stormwater calcs. Also question whether this is correct table, as the existing volumes are less than post-development volumes on next sheet, however site plan reduces impervious area	Parks and Open Space	Prior to Recordation
20	Please label each pond, provide drawings for each pond including inlet & outlet structures, storage volumes, location of sediment measuring post, and landscape materials. Ensure grading notes reflect plan.	Parks and Open Space	Prior to Recordation
21	Planting Note #1 (LP-501): This note should be revised to reference the City of Santa Fe landscape requirements rather than Doña Ana County landscape requirements.	Parks and Open Space	Prior to Recordation
22	Fencing oddly crosses retention pond (C-201)	Parks and Open Space	-
23	The dog park should be designed and constructed to capture the first flush of surface runoff in order to reduce water quality impacts. As currently depicted, the grading plan does not direct runoff in a manner that would enable the pond to function as intended (sheet -304)	Parks and Open Space	Prior to Recordation

Technical Corrections			
#	Technical Correction	Dept. or Division	To be completed:
24	Parking lot traffic islands appear to have 60 square feet of permeable surface. Code 14-8.4(H)(4)(IV) requires 90 square feet of permeable surface.	Landscaping	Prior to Recordation
25	Austrian pine at the main building at the southwest parking space is located too close to the curb and gutter. This tree at that location will cause curb and gutter and parking lot damage. Adjust tree to the center of the landscape area or choose a better size tree for this location. Entrance trees into the parking area should be centered in the planters to prevent future parking lot, curb, and gutter damage.	Landscaping	Prior to Recordation
26	The Landscape is bunched into the property boundaries, extend the Landscape to the perimeters of the proposed sidewalks at Berry Ave and Fifth St. Review for easements, before plant material and irrigation location placements.	Landscaping	Prior to Recordation
27	Provide shrubs to the landscape for parking lot screening at Cerrillos Road, Fourth St., and Berry Ave. per city code 14-8.4(H)(3).	Landscaping	Prior to Recordation
28	Provide frontage landscaping for CRHC zone 1 as required pre code 14-5.5 - HIGHWAY CORRIDOR PROTECTION DISTRICTS (B) CRHC Cerrillos Road Highway Corridor Protection District at the northeast parking lot.	Landscaping	Prior to Recordation
29	Provide shrub planting within the planter bed along the boundary wall at the northeast parking lot.	Landscaping	Prior to Recordation
30	Review plantings at traffic sight triangles for height compliance for a 3-8-foot visibility window.	Landscaping	Prior to Recordation
31	Utilize organic mulch within the landscape particularly at mass plantings. Provide wood mulch shredded or chipped 4-inches in depth without weed fabric.	Landscaping	Prior to Recordation
32	Provide fencing information and detail.	Landscaping	Prior to Recordation
33	Irrigation system design is incomplete. Provide the remaining zone layouts.	Landscaping	Prior to Recordation
34	Provide the correct details from the LIDS manual for the Manual Drain, Backflow Preventer.	Landscaping	Prior to Recordation
35	Provide a water budget for the first three months of the Turf establishment period.	Landscaping	Prior to Recordation
36	Turf grass sod or turf grass seed mixes installed within the city limits shall contain no more than twenty-five percent Kentucky Bluegrass.	Landscaping	Prior to Recordation
37	Photometrics do not meet Code requirements. See Article 14-8.6(D)(2) and revise for compliance. 74-points exceed the maximum illumination for any point. (Highlighted numbers attached are out of compliance)	Landscaping	Prior to Recordation
38	Include attached notes	Terrain Management	Prior to Recordation

Technical Corrections			
#	Technical Correction	Dept. or Division	To be completed:
		ent	
39	Current analysis shows a violation: an increase in peak stormwater flows is not allowed per city code 14-8.2(D)(4)(b)(i)	Terrain Management	Prior to Recordation
40	Include 2 additional drainage analysis for the 1-year, 1-hour, and 100-year, 24-hour, required to show compliance for any frequency storm event up to the 100-year, 24-hour. Please See city code 14-8.2(D)(4)(b)(i) "except as otherwise required by this Section <u>14-8.2</u> , the stormwater runoff peak flow rate discharged from a site shall not exceed pre- <u>development</u> conditions for any frequency storm event up to the one percent chance, twenty-four-hour storm event at each discharge point;"	Terrain Management	Prior to Recordation
41	Show on the drainage and terrain management plans: roof drain pattern and downspouts/canales, and means of stormwater conveyance (swales, catch basins, storm drainpipe, curb cuts, etc.) to stormwater control features	Terrain Management	Prior to Recordation
42	Please provide more information on how runoff Coefficients were selected from the NMDOT Manual, include the figure/table number, cover type, % impervious cover, etc.	Terrain Management	Prior to Recordation
43	Please Verify how the runoff volumes are calculated, The Rational Method is not an acceptable method to calculate runoff volume per NMDOT Drainage Design Manual, July 2018, section 403, Limitations: "Runoff volumes may not be computed with the Rational Formula Method or Modified Rational Formula Method (not included in this Drainage Design Manual".	Terrain Management	Prior to Recordation
44	Include an acceptable runoff volume analysis for stormwater quality volume for a 0.68-inch (90% percentile, or roughly the 1-year, 1-hour storm) event. This runoff volume must be contained/retained on site, to reduce pollution per EPA NPDES MS4, see city code 14-8.2(A)(13). This volume must infiltrate in 24 hours per city code 14-8.2(D)(4)(c)(ii), It is encouraged that the Stormwater quality volume design is incorporated into the landscape, to also comply with landscape code rainwater harvesting requirements 14-8.4(E)(1) "The <u>landscaping</u> plan shall include <u>passive water harvesting</u> for <u>landscape</u> irrigation purposes as a minimum requirement" the minimum recess depth for retention and water harvesting areas is 6 inches.	Terrain Management	Prior to Recordation



Michael J. Garcia, Mayor

February 27, 2026

Case # 2025-11753 & 2025-11756

Lisa Martinez
B Constructiv LLC
3201-C Zafarano Dr #111
Santa Fe, NM 87507

Joseph Karnes
Sommer Karnes & Associates, LLP
125 Lincoln Ave #221
Santa Fe, NM 87501

Dear Lisa & Joseph,

Your application was received on December 19, 2025 for:

Case #2025-11753 & 2025-11756. 1750 and 1802 Cerrillos Rd, 3 RD Berry Ave, and 1361 Fourth St Development Plan and Special Use Permit. B Constructiv LLC and Sommer Karnes & Associates LLP, "Agents" for Amatren, LLC, Owner and Applicant ("Applicant"), request approval of a Development Plan and Special Use Permit to redevelop the properties listed above into a self-storage facility with community office and gathering spaces. The property is zoned C-2 (General Commercial) and is within the Suburban Archaeological Review District. (Alexa Hempel, Case Manager, anhempel@santafenm.gov).

This application has been reviewed by Planning Division staff (Staff) and the City's Development Review Team (DRT). Attached are the initial DRT review comments including conditions of approval and technical corrections. Additional corrections may follow throughout the development review and permitting processes. I would like to highlight and summarize the following key items. **Those items in green font must be completed prior to planning commission.** Items in black will need to be completed at later dates (refer to attachments), but it is in your best interest to begin working on them sooner rather than later.

City Council

Alma G. Castro, District 1
Patricia Feghali, District 1

Elizabeth "Liz" Barrett, District 2
Paul C. Bustamante, District 2

Lee Garcia, Mayor Pro Tem, District 3
Pilar F.H. Faulkner, District 3

Jamie Cassutt, District 4
Amanda Chavez, District 4

A. Initial Staff & DRT Review Summary

Your development plan and special use permit applications have been reviewed by the DRT and the following necessary revisions have been identified:

1. Planning

- a. DP-100: I don't see PUD as part of your zoning on the City GIS. Please provide the PUD ordinance if located within one.
- b. Create a cover sheet for development plan (use page 1 of the attached template for reference on what should be included)
- c. Sign dimensions proposed in architectural plans are too large per 14-8.10(G)(8)(a): "For C-2, SC, and I properties located within the Cerrillos Road highway corridor protection district, the following standards shall apply: For one business establishment on a legal lot of record, not more than three signs are allowed, no one of which shall exceed fifty (50) square feet in area in corridor zone one. The total allowable sign area for all three signs shall not exceed one hundred fifty (150) square feet." Revise sign sizing to meet this code criteria
- d. Consolidate all lots of Block 2 in "The Capital Land and Townsite Co. Addition to Santa Fe NM"
- e. Consolidate Lots 13-20 of Block 3 in "The Capital Land and Townsite Co. Addition to Santa Fe NM"
- f. Provide proof of ownership of the alley in Block 3
- g. Provide appropriate documentation connecting Lot 1 to the rest of the Development Plan in perpetuity
- h. Edit application letters and responses to approval criteria for both applications to make sure all references are to the old code sections & change all 'CUA' references to Special Use Permit (SUP). This is because your application was received before the new code became effective.
- i. DP-100: Existing conditions plan should be line work, not an image (Images get difficult to read when copying)
- j. DP-100 - Overlays: Please also list Suburban Archaeological Review District
- k. DP-100 - Lot Size: please break the lot size into the 4 existing lots for clarity
- l. DP-100 - Legal Lot Information: Add book/page information for lots. Add Legal Lot information for 1750 Cerrillos Rd.
- m. DP-100: Delineate 200ft buffer around property
- n. DP-101: Cerrillos Rd is spelled wrong (also spelled wrong on other sheets)
- o. DP-101: Zoning description is incorrect
- p. DP-101: Clearly depict Site 1 and Site 2 on drawing
- q. DP-101: Legal Description and Site Area - description of 1750 Cerrillos Rd is missing from both of these sections
- r. DP-101: Building Height - building height must be included
- s. DP-101: Open Space - incorrect code citation. This code references South Highway Corridor Protection District, not Cerrillos Rd Overlay

- t. Add descriptions/dimensions of all open space provided (might be easier to visually depict on a new sheet)
 - u. DP-101: Add clarification on the calculation of number of parking spaces
 - v. Add Case #2025-11753 & 11756 to all relevant sheets
 - w. Add a column to architectural points analysis explaining how you met each point designation
- 2. **Fire**
 - a. Shall reference correct year of (IFC) (C-100) and Appendix B for average-sprinkler reduction (FC-101)
- 3. **Archaeology**
 - a. No further review is required unless a future proposed utility plan exceeds 550-linear feet of utility lines
- 4. **ADA**
 - a. Must remove and replace all damaged existing sidewalks.
 - b. Must relocate northeast fire hydrant out of sidewalk path on Cerrillos Rd.
 - c. Must remove and replace all existing, abandoned curb cuts/drive entrances and replace with barrier curb. SFCC 23-3.5
 - d. ADA Parking stalls and aisles must be added to east parking lot for buildings 2, 3, for the offices and restrooms.
 - e. Remove City of Albuquerque Civil Details Sheets # C-506, and # C-507 and add NMDOT Series 608 in place.
 - f. Must bring Existing Corner curb ramps to ADA compliance.
- 5. **MPO**
 - a. Sidewalk should align with Cerrillos Road Plan specs and city street design standards which require 5' landscape buffer between street and pedestrian path (See comments on plans for detail). Sidewalk width should be at least 6', but also made as wide as possible on Cerrillos. FHWA and AASHTO guidance support a separated bike facility given the vehicle speeds and volumes here. By expanding the sidewalk to the minimum for a shared use path (10') this would better align with federal guidance.
 - b. Driveway conflicts on NW Fourth street should be minimized by consolidating driveways or minimizing the driveway width to ensure one-way circulation
 - c. Ensure safe pedestrian access to site from each street frontage and sidewalk and also between all 3 parcels. How are conflicts between cars and pedestrians crossing 4th from parking on site 1 to site 2 going to be managed and minimized?
 - d. Pedestrian Access Routes should aim for right angles. Skewed angles can be challenging for wheelchairs to maneuver safely. Minimize awkward angles and ensure there is sufficient landing pad for maneuvering
 - e. Make changes as shown in redlines on plans (attached)
- 6. **Traffic**
 - a. See attached letter from Wilson & Company dated 2/20/26 certifying its concurrence with the developer's "Initial Traffic Assessment" (ITA).

- b. Developer should provide certification that its engineers have provided NMDOT project development engineers opportunity to review site plans in accordance with the department's proposed redesign and reconstruction of Cerrillos Rd
- c. A detailed signage and striping plan for all required on-street signage, pavement markings, and any related regulatory/directional signs shall be submitted for review and approval by Public Works

7. Parks & Open Space

- a. The public right-of-way will be constructed in accordance with the approved Public Works project S100681 (NM 14/Cerrillos Road), including a 5-foot stamped concrete buffer and a full 6-foot sidewalk.
- b. Existing Drainage Plan (sheet C-302) has a drainage calc. table labeled "post-development stormwater calculations. Verify this the correct table for this sheet and relabel to pre-development stormwater calcs. Also question whether this is correct table, as the existing volumes are less than post-development volumes on next sheet, however site plan reduces impervious area.
- c. Please label each pond, provide drawings for each pond including inlet & outlet structures, storage volumes, location of sediment measuring post, and landscape materials. Ensure grading notes reflect plan.
- d. Planting Note #1 (LP-501): This note should be revised to reference the City of Santa Fe landscape requirements rather than Doña Ana County landscape requirements.
- e. Fencing oddly crosses retention pond (C-201)
- f. The dog park should be designed and constructed to capture the first flush of surface runoff in order to reduce water quality impacts. As currently depicted, the grading plan does not direct runoff in a manner that would enable the pond to function as intended (sheet -304)

8. Terrain Management/Engineering

- a. Provide discussion in the drainage narrative of how the stormwater will be directed to the ponding areas. Include how water will be directed from roof drains.
- b. Provide flow directional arrows on grading and drainage plan especially showing flow from roof drains to ponding areas. Ponding area volumes must be established for each ponding area showing dimensions. Label each pond with a pond number and the volume. Depressed areas for all landscaped areas are encouraged, but the official ponding areas for the required storage must be verifiable in the future. The conveyance of water to those areas must be shown on the plans and verifiable in the future. Show curb cuts for water to enter landscaped areas.
- c. Include pond sections and show how ponds will overflow.
- d. Include attached notes.
- e. A financial guarantee will be required for all public and quasi-public infrastructure. The guarantee must be in place prior to recordation of development plan.
- f. Current analysis shows a violation: an increase in peak stormwater flows is not allowed per city code 14-8.2(D)(4)(b)(i)
- g. Include 2 additional drainage analysis for the 1-year, 1-hour, and 100-year, 24-hour, required to show compliance for any frequency storm event up to the 100-year, 24-hour. Please See city code 14-8.2(D)(4)(b)(i) "except as otherwise required by this

Section 14-8.2, the stormwater runoff peak flow rate discharged from a site shall not exceed pre- development conditions for any frequency storm event up to the one percent chance, twenty-four-hour storm event at each discharge point;"

- h. Show on the drainage and terrain management plans: roof drain pattern and downspouts/canales, and means of stormwater conveyance (swales, catch basins, storm drainpipe, curb cuts, etc.) to stormwater control features
- i. Please provide more information on how runoff Coefficients were selected from the NMDOT Manual, include the figure/table number, cover type, % impervious cover, etc.
- j. Please Verify how the runoff volumes are calculated, The Rational Method is not an acceptable method to calculate runoff volume per NMDOT Drainage Design Manual, July 2018, section 403, Limitations: "Runoff volumes may not be computed with the Rational Formula Method or Modified Rational Formula Method (not included in this Drainage Design Manual".
- k. Include an acceptable runoff volume analysis for stormwater quality volume for a 0.68-inch (90% percentile, or roughly the 1-year, 1-hour storm) event. This runoff volume must be contained/retained on site, to reduce pollution per EPA NPDES MS4, see city code 14-8.2(A)(13). This volume must infiltrate in 24 hours per city code 14-8.2(D)(4)(c)(ii), It is encouraged that the Stormwater quality volume design is incorporated into the landscape, to also comply with landscape code rainwater harvesting requirements 14-8.4(E)(1) "The landscaping plan shall include passive water harvesting for landscape irrigation purposes as a minimum requirement" the minimum recess depth for retention and water harvesting areas is 6 inches.

9. Landscaping/Irrigation/Lighting

- a. Parking lot traffic islands appear to have 60 square feet of permeable surface. Code 14-8.4(H)(4)(IV) requires 90 square feet of permeable surface.
- b. Austrian pine at the main building at the southwest parking space is located too close to the curb and gutter. This tree at that location will cause curb and gutter and parking lot damage. Adjust tree to the center of the landscape area or choose a better size tree for this location. Entrance trees into the parking area should be centered in the planters to prevent future parking lot, curb, and gutter damage.
- c. The Landscape is bunched into the property boundaries, extend the Landscape to the perimeters of the proposed sidewalks at Berry Ave and Fifth St. Review for easements, before plant material and irrigation location placements.
- d. Provide shrubs to the landscape for parking lot screening at Cerrillos Road, Fourth St., and Berry Ave. per city code 14-8.4(H)(3).
- e. Provide frontage landscaping for CRHC zone 1 as required pre code 14-5.5 - HIGHWAY CORRIDOR PROTECTION DISTRICTS (B) CRHC Cerrillos Road Highway Corridor Protection District at the northeast parking lot.
- f. Provide shrub planting within the planter bed along the boundary wall at the northeast parking lot.
- g. Review plantings at traffic sight triangles for height compliance for a 3-8-foot visibility window.

- h. Utilize organic mulch within the landscape particularly at mass plantings. Provide wood mulch shredded or chipped 4-inches in depth without weed fabric.
- i. Provide fencing information and detail.
- j. Irrigation system design is incomplete. Provide the remaining zone layouts.
- k. Provide the correct details from the LIDS manual for the Manual Drain, Backflow Preventer.
- l. Provide a water budget for the first three months of the Turf establishment period.
- m. Turf grass sod or turf grass seed mixes installed within the city limits shall contain no more than twenty-five percent Kentucky Bluegrass.
- n. Photometrics do not meet Code requirements. See Article 14-8.6(D)(2) and revise for compliance. 74-points exceed the maximum illumination for any point. (Highlighted numbers attached are out of compliance)

10. Water Engineering

- a. An approved Water Plan will be required for all new public water infrastructure and fire services.
- b. An approved Agreement to Construct and Dedicate (ACD) will be required with the Water Division for all new public water infrastructure and fire services.
- c. A separate irrigation meter will be required if the total landscaped area is 1,000 square feet or greater. An approved backflow prevention device shall be installed beyond the meter on any new irrigation service.
- d. Any re-grading of site over existing water mains shall maintain a minimum of 4 feet of cover and not exceed 5 feet of cover. Depth of existing main to be adjusted to maintain a minimum of 4 feet of cover and not exceed 5 feet of cover if site grading impacts these depth requirements
- e. Applicant and City Water staff will work together to address main looping during the review of the water plan (see attached memo)

11. Water Resources

- a. An approved Development Water Budget including a 9.8% contingency per SFCC 14-7.7 will be required. A technical evaluation request for a Development Water Budget needs to be submitted to the City Water Division for review.
- b. An applicant may choose to develop a detailed, alternative Development Water Budget for the development project supported by reliable data that demonstrates that the anticipated annual water use will be less than if based on the Water Division's standard formulas per SFCC 14-7.7(D)(2).
- c. An Agreement to Construct and Dedicate (ACD) from the Water Division will be required for all new public water infrastructure or fire services. An approved Development Water Budget, including Landscape Irrigation Budget and a 9.8% Contingency is required prior to processing the ACD.
- d. Each lot shall be served by separate water service at the time of development.
- e. An agreement for metered service (AMS) will be required to install new services, including water offset fees.

12. Wastewater

- a. Response will be sent separately

Please review all attached Staff and DRT comments, revise your submittals to address those items in green and resubmit for review. Once revised submittals are accepted, a public hearing date may be scheduled. Please let me know if you have any questions or concerns.

Thank you,

Alexa Hempel
Senior Planner, Planning and Land Use Department

Attachments:

1. Planning DRT Memo
2. Fire DRT Memo
3. Archaeology DRT Memo
4. ADA DRT Memo
5. MPO
6. Traffic DRT Memo
7. Parks & Open Space DRT Memo
8. Terrain Management/Engineering DRT memo
9. Landscaping/Irrigation/Lighting DRT Memo
10. Water Engineering DRT Memo
11. Water Resources DRT Memo
12. Wastewater DRT Memo - will be sent separately

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the 2024 *Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due
	2/9/26	2/20/26

Date: 2/10/26

DRT Member: Alexa Hempel

Dept/Div: Current Planning

Case No.: #2025-11753/11756

Case Planner: Alexa Hempel

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. DP-100: I don't see PUD as part of your zoning on the City GIS. Please provide the PUD ordinance if located within one.	Prior to Public Hearing	
2. Create a cover sheet for development plan (use page 1 of the attached template for reference on what should be included)	Prior to Public Hearing	
3. Sign dimensions proposed in architectural plans are too large per 14-8.10(G)(8)(a): "For C-2, SC, and I properties located within the Cerrillos Road highway corridor protection district, the following standards shall apply: For one business establishment on a legal lot of record, not more than three signs are allowed, no one of which shall exceed fifty (50) square feet in area in corridor zone one. The total allowable sign area for all three signs shall not exceed one hundred fifty (150) square feet." Revise sign sizing to meet this code criteria.	At time of Sign Permit	
4. Consolidate all lots of Block 2 in "The Capital Land and Townsite Co. Addition to Santa Fe NM"	Prior to Recording Development Plan	
5. Consolidate Lots 13-20 of Block 3 in "The Capital Land and Townsite Co. Addition to Santa Fe NM"	Prior to Recording Development Plan	
6. Provide proof of ownership of the alley in Block 3	Prior to Planning Commission	
7. Provide appropriate documentation connecting Lot 1 to the rest of the Development Plan in perpetuity	Prior to Recording Development Plan	
8. Edit application letters and responses to approval criteria for both applications to make sure all references are to the old code sections & change all 'CUA' references to Special Use Permit (SUP). This is because your application was received before the new code became	Prior to Public Hearing	

effective.		
Technical Corrections:	Must be completed by:	Applicant response**:
1. DP-100: Existing conditions plan should be line work, not an image (Images get difficult to read when copying)	Prior to Public Hearing	
2. DP-100 – Overlays: Please also list Suburban Archaeological Review District	Prior to Public Hearing	
3. DP-100 – Lot Size: please break the lot size into the 4 existing lots for clarity	Prior to Public Hearing	
4. DP-100 – Legal Lot Information: Add book/page information for lots. Add Legal Lot information for 1750 Cerrillos Rd.	Prior to Public Hearing	
5. DP-100: Delineate 200ft buffer around property	Prior to Public Hearing	
6. DP-101: Cerrillos Rd is spelled wrong (also spelled wrong on other sheets)	Prior to Public Hearing	
7. DP-101: Zoning description is incorrect	Prior to Public Hearing	
8. DP-101: Clearly depict Site 1 and Site 2 on drawing	Prior to Public Hearing	
9. DP-101: Legal Description and Site Area – description of 1750 Cerrillos Rd is missing from both of these sections	Prior to Public Hearing	
10. DP-101: Building Height – building height must be included	Prior to Public Hearing	
11. DP-101: Open Space – incorrect code citation. This code references South Highway Corridor Protection District, not Cerrillos Rd Overlay	Prior to Public Hearing	
12. Add descriptions/dimensions of all open space provided (might be easier to visually depict on a new sheet)	Prior to Public Hearing	
13. DP-101: Add clarification on the calculation of number of parking spaces	Prior to Public Hearing	
14. Add Case #2025-11753 & 11756 to all relevant sheets	Prior to Public Hearing	
15. Add a column to architectural points analysis explaining how you met each point designation.	Prior to Public Hearing	

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]

2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

PROJECT NAME

DEVELOPMENT PLAN

City Jurisdiction including Section, Township and Range

CASE #

CITY OF SANTA FE APPROVALS

Approval by Santa Fe Planning Commission at their meeting of _____, 20 ____, as Case No. _____.

Planning Commission Chairperson Date

Planning Commission Secretary Date

Approved by the City of Santa Fe Land Use Department:

City Planner Date

City Engineer of Land Use Date

AFFIDAVIT

KNOW ALL PERSONS BY THESE PRESENTS THAT THE UNDERSIGNED OWNERS HAVE CAUSED THIS FINAL DEVELOPMENT PLAN TO BE PREPARED. ALL THAT APPEARS ON THIS PLAN IS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE OWNER.

[OWNER]
THE FOREGOING WAS SWORN, ACKNOWLEDGED AND SUBSCRIBED BEFORE ME BY _____ THIS ____ DAY OF _____, 20____.

NOTARY PUBLIC

MY COMMISSION EXPIRES

NOTARIZED STORMWATER AGREEMENT

STORMWATER AGREEMENT: PROPERTY OWNERS(S) HEREBY AGREE THAT ALL STORMWATER EASEMENTS AND ANY OTHER DRAINAGE AND STORMWATER MANAGEMENT IMPROVEMENTS ARE ON PRIVATE PROPERTY AND WILL BE MAINTAINED AND KEPT FULLY FUNCTIONAL AS ORIGINALLY DESIGNED AND CONSTRUCTED WITHIN PRIVATE PROPERTY BOUNDATIES BY THE PROPERTY OWNER AND SUBSEQUENT HEIRS, ASSIGNS, AND FUTURE OWNERS. THE CITY IS HEREBY GRANTED THE FOLLOWING: (1) ACCESS FOR INSPECTION OF SAID IMPROVEMENTS; (2) IN THE EVENT OF DRAINAGE AND STORMWATER MANAGEMENT IMPROVEMENT MAINTENANCE DEFICIENCY AND AFTER TEN (10) DAYS WRITTEN NOTICE TO THE REPECTIVE PROPERTY OWNER, TO ENTER ENTER AND RETORE FULL FUNCTIONAL CAPACTIY OF THE DRAINAGE AND STORMWATER MANAGEMENT IMPROVEMENTS; AND, (3) TO LIEN THE PROPERTY FOR BOTH DIRECT AND INDIRECT COSTS ASSOCIATED WITH SUCH WORK. BY SIGNATURE AFFIXED TO THIS INSTRUMENT, THE PROPERTY OWNER(S) APPROVE AND AGREE THAT THIS AGREEMENT IS BINDING PERPETUALLY, RUNNING WITH THE LAND ON PRESENT AND FUTURE OWNERS, HEIRS, AND ASSIGNS.

OWNER'S PRINTED NAME

OWNER'S SIGNATURE / DATE

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS DAY OF _____, 20 ____ (OR EQUAL).

NOTARY PUBLIC MY COMMISSION EXPIRES

CITY OF SANTA FE DRAINAGE NOTES:

1. NO VARIANCES ARE APPROVED FOR THIS DEVELOPMENT PLAN. THE CITY CODE AND APPLICATION CHAPTERS SHALL GOVERN AND APPLY TO THIS DEVELOPMENT PLAN IN ITS ENTIRETY.
2. CITY OF SANTA FE DRAINAGE:
 - 2.1. SUBJECT TO THE APPROVAL OF THE CITY OF SANTA FE PERMIT AND DEVELOPMENT REVIEW DIVISION STAFF, STORM DRAINAGE AND EROSION SEDIMENT CONTROL IMPROVEMENTS SHALL BE EXECUTED IN CONJUNCTION WITH THE CONSTRUCTION OF EACH SEGMENT OF ROADS AND UTILITIES. THESE IMPROVEMENTS SHALL BE COMPLETED AND INSPECTED PRIOR TO THE ISSUANCE OF BUILDING PERMITS.
 - 2.2. MAINTENANCE OF PRIVATE DRAINAGE EASEMENTS AND DRAINAGE FACILITIES IS THE RESPONSIBILITY OF THE OWNER. THE CITY OF SANTA E IS HEREBY GRANTED THE RIGHT TO ACCESS AND INSPECT THE EASEMENT AND DRAINAGE FACILITIES AT THE DISCRETION OF PERSONS OR PROPERTY RESULTING FROM THE CITY'S REASONABLE EXERCISE TO THEIR ACCESS AND INSPECTION RIGHTS.

SHEET INDEX:

- DP-100 DEVELOPMENT PLAN COVER SHEET
- DP-101 DEVELOPMENT PLAN NOTES AND CONDITIONS OF APPROVAL
- DP-102 EXISTING CONDITIONS PLAN
- DP-103 PROPOSED DEVELOPMENT SITE PLAN

CASE #:

2025-010010

ADDRESS:

SHEET NAME:

DEVELOPMENT PLAN

COVER SHEET

SHEET #:

DP-100

SHEET # ____ OF ____

OF SANTA FE } SS
STATE OF NEW MEXICO

I HEREBY CERTIFY THAT THIS INSTRUMENT WAS FILED AND RECORDED ON THIS ____ DAY OF _____, 20__, AT _____ O'CLOCK ____ M, AND WAS DULY RECORDED IN BOOK ____ PAGE OF THE RECORDS OF SANTA FE COUNTY.

WITNESS MY HAND AND SEAL OF OFFICE
KATHARINE E. CLARK
COUNTY CLERK, SANTA FE COUNTY

DEPUTY

OWNER / DEVELOPER:

ABC HOLDINGS, LLC
1254 Easy Street
Anywhere, NM 87654

SURVEYOR:

INC Surveys,
LLC 432 Early
Street
Anywhere, NM 87654

PLANNER:

Planning Expediting
234 Everest Street
Anywhere, NM 87654

ARCHITECT:

XYZ Architecture
1234 Best Street
Anywhere, NM 87654

LANDSCAPE:

Evergreen
Landscape 12 Peony
Street
Anywhere, NM 87654

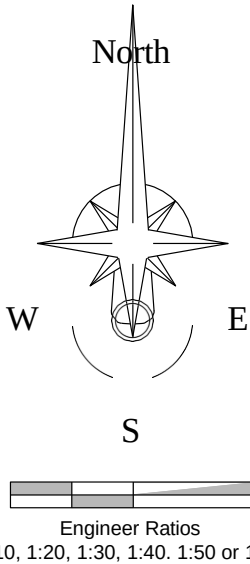
CIVIL ENG:

Civil Engineering
25 Transect
Street

MEP ENGINEER:

MEP Engineering, Inc
52 Design Street
Anywhere, NM 87654

VICINITY MAP



LINETYPE LEGEND

- PROPERTY LINE
- ROW LINE
- EASEMENT
- SETBACKS

PROJECT NAME

CONDITIONS OF APPROVAL

CITY OF SANTA FE NOTES

1. COMPLIANCE WITH GUNNISON'S PRAIRIE DOG ORDINANCE SHALL BE COMPLETED PRIOR TO GRADING OPERATIONS.
2. FENCES, WALLS OR OTHER OBSTRUCTIONS SHALL NOT BE PLACED OR CONSTRUCTED ACROSS PUBLIC SANITARY SEWER EASEMENTS.
3. UTILITY EXPANSION CHARGES SHALL BE PAID AT THE TIME OF BUILDING PERMIT APPLICATION FOR EACH LOT. CONTACT THE CITY OF SANTA FE PERMIT AND DEVELOPMENT REVIEW DIVISION TO PAY THESE CHARGES.
4. EACH LOT SHALL BE SERVED THROUGH A SEPARATE SEWER AND WATER SERVICE.
5. ALL PROPOSED CHANGES TO THE APPROVED IMPROVEMENT PLANS SHALL RECEIVE PRIOR APPROVAL BY THE CITY OF SANTA FE LAND USE DEPARTMENT.
6. COMPLY WITH THE CURRENT COSF WATER CONSERVATION STAGE.
7. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONSOF COSF ORDINANCE NO. 2008-02 (IMPACT FEES).
8. PROPERTY DEVELOPMENT, BOTH PUBLIC AND PRIVATE OWNERSHIP, SHALL COMPLY WITH THE COSF ORDINACNCE NO. 2002-20 (TERRAIN AND STORMWATER MANAGEMENT) AT THE TIME OF BUILDING PERMIT APPLICATION.
9. BUILDING SETBACKS SHALL APPLY TO ALL PERMANENT STRUCTURES, INCLUDING ACCESSORY STRUCTURES.
10. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH APPLICABLE PROVISIONS OF CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENT AMENDMENT.
11. PROPERTY DEVELOPMENT IS REQUIRED TO COMPLY WITH THE PROVISIONS OF EACH APPLICABLE CITY OF SANTA FE ORDINACNCE ADOPTED PRIOR TO FINAL PLAT RECORDING WITH THE COUNTY CLERK OR SUBMITTAL WITH BUILDING PERMIT APPLICATION THAT MODIFIES ANY PROVISIONS OF REQUIREMENTS CALLED FOR IN CHAPTER 14, LAND DEVELOPMENT CODE, SFCC 1987 AND SUBSEQUENTAMENDMENTS.
12. PROPERTY DEVELOPMENT IS SUBJECT TO THE PROVISIONS OF SECTION 14-8 4(F) (5). "PLANT MATERIAL STANDARDS", WHEREIN PRESERVATION OF SIGNIFICANT TREES IS REQUIRED.
13. FIRE DEPARTMENT ACCESS SHALL BE MAINTAINED THROUGHOUT ALL DEVELOPMENT CONSTRUCTION PHASES AS PER IFC14-19.1
14. AN APPROVED WATER SUPPLY FOR FIRE PROTECTION, EITHER TEMPORARY OR PERMANENT SHALL BE MADE AVAILABLE AS SOON AS COMBUSTIBLE MATERIAL ARRIVES ON THE SITE AS PER IFC 14-12.1.
15. PERMANENT TRAFFIC CONTROL DEVICES SHALL BE INSTALLED PER APPROVED.
16. ALL IMPROVEMENTS NOT MAINTAINED AND OPERATED BY PUBLIC UTILITIES OR GOVERNMENTAL BODIES WHICH AFFECT THE GENERAL WELL BEING OF THIS DEVELOPMENT WILL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION.
17. THIS PARCEL LIES WITHIN ZONE "X" AREAS OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN AS PER F.I.R.M. PANEL# _____ DATED _____.
18. FURTHER SUBDIVISION OF LOTS IS PROHIBITED.
19. THE LOTS SHOWN HEREON ARE SUBJECT TO THE DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS FOR _____ HOMEOWNERS' ASSOCIATION, INC. RECORDED IN THE RECORDS OF SANTA FE COUNTY, NEW MEXICO ON THE _____ DAY OF _____, 2025 AS NSTRUMENT # _____.
20. THIS DEVELOPMENT SHALL COMPLY WITH THE MOST CURRENT REQUIREMENTS OF THE AMERICAN WITH DISABILITIES ACT (ADA).

DRAINAGE FACILITIES DESIGN NOTE

ALL STORM WATER DETENTION / RETENTION AREAS SHALL DRAIN WITHIN 24 HOURS OF A STORM EVENT AS PER ARTICLE 14-8.2(D)(4)(c)(i)

PUBLIC UTILITY EASEMENTS

PUBLIC UTILITY EASEMENTS SHOWN ON THIS PLAT ARE GRANTED FOR THE COMMON AND JOINT USE OF:

A. PUBLIC SERVICE COMPANY OF NEW MEXICO CORPORATION, (PNM ELECTRIC) FOR INSTALLATION, MAINTENANCE, AND SERVICE OF OVERHEAD AND UNDERGROUND ELECTRICAL LINES, TRANSFORMERS, AND OTHER EQUIPMENT AND RELATE FACILITIES REASONABLY NECESSARY TO PROVIDE ELECTRICAL SERVICES.

B. NEW MEXICO GAS COMPANY (NMGCO) FOR INSTALLATION, MAINTENANCE, AND SERVICE OF NATURAL GAS LINES, VALVES AND OTHER EQUIPMENT AND FACILITIES REASONABLY NECESSARY TO PROVIDE NATURAL GAS SERVICES.

C. LUMEN TECHNOLOGIES FOR THE INSTALLATION, MAINTENANCE, AND SERVICE OF SUCH LINES, CABLE, AND OTHER RELATED EQUIPMENT AND FACILITIES REASONABLY NECESSARY TO PROVIDE COMMUNICATION SERVICES.

D. XFINITY &/OR LUMEN TECHNOLOGIES FOR THE INSTALLATION, MAINTENANCE, AND SERVICE OF SUCH LINES, CABLE, AND OTHER RELATED EQUIPMENT AND FACILITIES REASONABLY NECESSARY TO PROVIDE CABLE SERVICES.

E. CITY OF SANTA FE (PUBLIC WATER AND PRIVATE SEWER) FOR THE INSTALLATION, MAINTENANCE AND SERVICE OF LINES AND OTHER EQUIPMENT AND FACILITIES REASONABLY NECESSARY TO PROVIDE SERVICES TO PUBLIC UTILITY EASEMENTS.

INCLUDED IS THE RIGHT TO BUILD, REBUILD, CONSTRUCT, RECONSTRUCT, LOCATE,RELOCATE, WITHIN THE EASEMENT, CHANGE, REMOVE, REPLACE, MODIFY, RE-NEW, OPERATE AND MAINTAIN FACILITIES FOR PURPOSES DESCRIBED ABOVE, TOGETHER WITH FREE ACCESS TO, FROM, AND OVER THE EASEMENTS, WITH THE RIGHT AND PRIVILEGE OF GOING UPON, OVER AND ACROSS ADJOINING LANS OF GRANTEE OR THE PUBLIC, SET FORTH HEREIN AND WITH THE RIGHT TO UTILIZE THE RIGHT-OF-WAY AND EASEMENT TO EXTEND SERVICES TO CUSTOMERS OF GRANTEE, INCLUDING SUFFICIENT WORKING AREA SPACE FOR ELECTRIC TRANSFORMERS, WITH THE RIGHT AND PRIVILEGE TO TRIM AND REMOVE TREES, SHRUBS, OR BUSHES WHICH INTERFERE WITH THE PURPOSES SET FORTH HEREIN. NO BUILDING, SHED, POOL (ABOVEGROUND OR SUBSURFACE), HOT TUB, CONCRETE OR WOOD POOL DECKING, OR OTHER STRUCTURE SHALL BE ERCTED OR CONSTRUCTED ON SAID EASEMENTS, NOR SHALL ANY WELL BE DRILLED OR OPERATED THEREIN.

EASEMENTS FOR ELECTRIC, TRANSFORMERS / SWITCHGEARS, AS INSTALLED, SHALL EXTEND TEN (10) FEET FROM THE TRANSFORMER / SWITCHGEAR AND FIVE (5) FEET ON EITHER SIDE.

A. QUEST CORP., FOR CENTURY LINK FOR THE INSTALLATION, MAINTENANCE AND SERVIC OF BURIED AND AERIAL COMMUNICATION LINES AND OTHER RELATED EQUIPMENT AND FACILITIES REASONABLY NECESSARY TO PROVIDE COMMUNICATION SERVICES, INCLUDING BUT NOT LIMITED TO ABOVE GROUND PEDESTAL AND CLOSURES. THIS PLAT HAS BEEN APPROVED FOR EASEMENT PURPOSES ONLY. THE GRANTEES OF THIS PLAT DOES NOT IN ANY WAY GUARANTEE TELEPHONE SERVICES TO THE DEVELOPMENT.

UTILITY CLAIMER:
IN APPROVING THIS PLAT, PUBLIC SERVICE COMPANY OF NEW MEXICO (PNM) AND NEW MEXICO GAS COMPANY (NMGCO) DID NOT CONDUCT A TITLE SEARCH OF THE PROPERTIES SHOWN HEREON. CONSEQUENTLY, PNM AND NMGCO DO NOT WAIVE OR RELEASE ANY EASEMENT OR EASEMENT RIGHTS WHICH MAY HAVE BEEN GRANTED BY PRIOR PLAT, REPLAT OR OTHER DOCUMENT AND WHICH ARE NOT SPECIFICALLY DESCRIBED AND SHOWN ON THIS PLAT.

DUST CONTROL

ALL ON-SITE SOIL DISTURBING CONSTRUCTION ACTIVITIES SHALL BE ADDRESSED AND PROVIDE MEASURES TO MITIGATE OR CONTROL DUST FROM BEING TRANSPORTED OFFSITE AND POLLUTING NEIGHBORING PROPERTIES. ANY PERSON, OWNER, CONTRACTOR OR SUBCONTRACTOR WHO CONDUCTS EARTHMOVING AND/OR DUST GENERATING ACTIVITIES IS RESPONSIBLE FOR IMPLEMENTING BEST MANAGEMENT PRACTICES (BMPs) IN ORDER TO MITIGATE OFF-PROPERTY TRANSPORT OF FUGITIVE DUST EMISSIONS. A PLAN, A STORMWATER PREVENTION PLAN (SWPP) WHEN APPLICABLE, STING BEST MANAGEMENT PRACTICES (BMPs), SHALL BE PROVIDED TO THE CITY ENGINEER, OR THEIR DESIGNER, FOR REVIEW AND APPROVAL. THE APPROVED BMPs SHALL BE APPLIED TO THE GRADED AND/OR DISTURBED SOIL IN ORDER TO STABILIZE THE SITE. THE FINAL BMP SHALL ADDRESS HOW THE CONTRACTOR WILL MINIMIZE THE AMOUNT OF DISTURBED SOIL, AND HOW THE CONTRACTOR WILL STABILIZE THE DISTURBED SURFACE AREA EXPOSED TO WIND OR VEHICLE TRAFFIC DURING CONSTRUCTION.

CONDITIONS OF APPROVAL

WATER DIVISION:

1. AN APPROVED WATER PLAN WILL BE REQUIRED FOR ALL NEW PUBLIC WATER INFRASTRUCTURE AND FIRE SERVICES.
2. AN APPROVED AGREEMENT TO CONSTRUCT AND DEDICATE (ACD) WILL BE REQUIRED FOR NEW PUBLIC WATER INFRASTRUCTURE AND FIRE SERVICES
3. ANY RE-GRADING OF SITE OVER EXISTING WATER MAINS SHALL MAINTAIN A MINIMUM OF 4 FEET OF COVER AND NOT EXCEED 5 FEET OF COVER. DEPTH OF EXISTING MAIN TO BE ADJUSTED TO MAINTAIN A MINIMUM OF 4 FEET OF COVER AND NOT EXCEED 5 FEET OF COVER IF SITE GRADING IMPACTS THESE DEPTH REQUIREMENTS.
4. A SEPARATE IRRIGATION METER WILL BE REQUIRED IF THE TOTAL LANDSCAPED AREA IS 1,000 SQUARE FEET OR GREATER. AN APPROVED BACKFLOW PREVENTION DEVICE SHALL ALSO BE INSTALLED BEYOND THE METER ON ANY NEW IRRIGATION SERVICE.

MPO:

1. ADD A MIDBLOCK PEDESTRIAN CROSSING OF SOUTH MEADOWS BETWEEN PRIMO COLORES AND GALLERIA GRANDE OR ANOTHER SIMILAR LOCATION.
2. REDUCE THE RIGHT TURN LANE LENGTHS FROM SOUTH MEADOWS TO AVENIDA DE LOS PRADOS AND CAMINO DEL LLANO TO A MAXIMUM OF 70 FEET.
3. COMBINE THE EXITING RIGHT AND LEFT LANES ON CAMINO DEL LLANO INTO ONE SINGULAR EXITING LANE IF THE INTERSECTION CAN STILL PERFORM WITH A LEVEL OF SERVICE OF E OR HIGHER.
4. INCREASE THE LANE WIDTHS OF THE 60' ROW SECTION TO 10'.
5. REDUCE THE RADIUS AT INTERSECTIONS WITHOUT BULB-OUTS TO THE MINIMUM SIZE THAT STILL ALLOWS VEHICLES TO TURN WITHOUT CROSSING THE CENTERLINE.
6. ADD SPEED HUMPS TO THE NORTH/SOUTH STRETCH OF CAMINO DEL LLANO, INCLUDING A RAISED CROSSWALK AT AVENIDA DE LOS PRADOS
7. ADD A CROSSWALK ACROSS CAMINO DEL LLANO FOR FUTURE RESIDENTS OF THE CONDOS TO SAFELY CROSS.
8. REDUCE THE INTERNAL DEVELOPMENT STREET SPEED LIMIT TO 20 MPH
9. MEET WITH CITY TRAFFIC ENGINEER TO DISCUSS REASONING FOR A THREE-WAY STOP AT AVENIDA DE LOS PRADOS AND CALLE CAMPO, OR MAKE IT A TWO-WAY STOP.

TERRAIN MANAGEMENT:

1. THERE ARE SERIOUS CONCERNS REGARDING THE PONDING AREA THAT WAS TO BE A WATER HARVESTING AMENITY TO INCLUDE RAIN GARDENS AND PERMACULTURE. THE LARGE OPEN POND DESIGN DOES NOT PRESENT ANY OF THE ORIGINAL OBJECTIVES. IN ADDITION, THERE ARE SIGNIFICANT CONCERNS WITH HOW THE HOMEOWNERS ASSOCIATION CAN MAINTAIN THE REQUIRED FEATURES IN THEIR DRAINAGE MAINTENANCE RESPONSIBILITIES. PRIOR TO PLANNING COMMISSION
2. INCLUDE MANAGEMENT OF STORMWATER BEFORE IT LEAVES THE PROPERTY AND GETS TO THE POND/RAIN GARDEN. THERE SHOULD BE MANAGEMENT OF STORMWATER THROUGHOUT THE PROJECT SUCH AS RAIN GARDENS FLOWING THROUGH THE PARKWAYS.
3. THE TERRAIN MANAGEMENT REPORT CONTAINS NO EASILY IDENTIFIABLE INFORMATION ON WHAT IMPERVIOUS AREAS WERE ASSUMED FOR ANY OF THE SITE. IS ONSITE PONDING REQUIRED FOR EACH LOT? WAS ANY IMPERVIOUS SURFACE INCLUDED FOR EACH LOT? WAS ANY IMPERVIOUS SURFACE FOR PHASE 2 INCLUDED IN THE CALCULATIONS? WHAT IS THE POND VOLUME REQUIRED? INCLUDE THESE DISCUSSIONS.
4. IT APPEARS THAT PARKING IS ONLY ALLOWED ON ONE SIDE OF THE STREET AND IS NOT ALLOWED ON CURVES. PLEASE INCLUDE NO PARKING SIGNS THROUGHOUT THIS DEVELOPMENT. INCLUDE SIGNS WITH DIRECTIONAL ARROWS FOR NO PARKING AND "NO PARKING BETWEEN SIGNS" FOR LONGER STRETCHES.PRIOR TO RECORDATION.

PROVIDE DETAIL OF POND OVERFLOW ARMORING ON BERM EVEN THOUGH IT SHOULDN'T OVERTOP UP TO THE 1000-YEAR STORM EVENT.3. PROVIDE DETAILS OF DRAINAGE UNDER SIDEWALKS AND THROUGH PLANTER STRIPS.

6. ROADWAYS MUST BE 2" OF SPIII UNDER 2" OF SPIV.
7. STRIPING AND LIGHTING: PLEASE CONFIRM WITH PUBLIC WORKS IF THEY AGREE WITH THE STRIPING BETWEEN PARKING REAR AND ROADWAY. PLEASE CONFIRM LIGHTING REQUIREMENTS. THERE SHOULD BE LIGHTING PROVIDED AT ALL INTERSECTIONS.

OTHER COMMENTS HAVE BEEN PROVIDED ON THE PLANS.

WATER:

1. NEED TO ADD A NEW SHEET 4-11A WHICH SHOWS ALL THE LANDSCAPING TREES AND THE 20 FOOT WIDE SEWER EASEMENT WITHOUT ALL THE SOIL TYPES SO THAT WE CAN SEE THE PROXIMITY OF THE TREES TO BE PLANTED IN RELATION TO THE SEWER EASEMENT BOUNDARY WITHOUT ALL THE OTHER CLUTTER
2. SHOW THE LOCATION AND THE HORIZONTAL DISTANCES BETWEEN THE WATER, SEWER, AND STORMWATER SEWER IN THE TYPICAL ROADWAY SECTIONS FOR THE 50- AND 60-FOOT ROW
3. SHOW THE DISTANCES BETWEEN THE WATER, SEWER AND STORMWATER PIPES IN THE P&P SHEETS

CASE #: 2025-010010

ADDRESS:

SHEET NAME:
DEVELOPMENT PLAN
CONDITIONS & NOTES

SHEET #:
DP-101
SHEET #__OF__

Company Title Block with Company Name, Company Address, Sheet Title

PROJECT NAME

EXISTING CONDITIONS PLAN

PROPERTY INFORMATION

ZONING:

OVERLAYS:

HISTORIC STATUS:

NATIONAL REGISTRY:

LOT SIZE:

EXISTING STRUCTURE SQ. FT.:

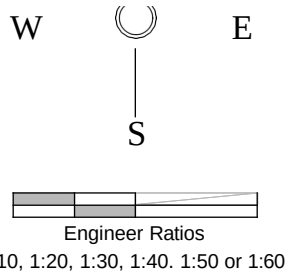
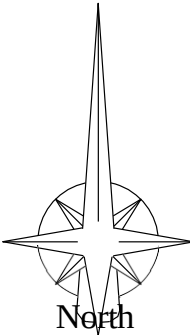
EXISTING UTILITIES:

FLOOD ZONE:

LEGAL LOT INFORMATION

RECORDING INFORMATION DESCRIBING CITY RECOGNIZED LEGAL LOT OF RECORD

Company Title Block with Company
Name, Company Address, Sheet
Title



LINETYPE LEGEND

PROPERTY LINE

ROW LINE

EASEMENT

SETBACKS

CASE #: 2025-010010	
ADDRESS:	
SHEET NAME: EXISTING CONDITIONS PLAN	SHEET #: DP-102 SHEET # ____ OF ____

PROJECT NAME

SITE DEVELOPMENT PLAN

SITE DATA & BUILDING INFO

PROJECT SITE: Acerage: 4.8 acres Flood Plain: N/A Flood Way Square Feet: N/A Net Acreage: 4.8 acres	Peralta. Elsewhere in the subdistrict there are no required yards.
ZONING: BCDMAR (Busines Capitol District Marcy Subdistrict)	SETBACK: Average of the Block
OVERLAY ZONING: Downtown and Eastside Historic District Historic Downtown Archaeological Review District	OPEN SPACE: 10% of the lot area
BUILDINGS: Building A: 8,000 Sq.Ft. Building B: 30,000 Sq.Ft. Building C: 8,000 Sq.Ft.	LANDSCAPE: Landscape treatment required in yards and open space. Street trees and landscape treatment required if planting strip exists. Asphalt or concrete pavement prohibited in planting strip.
HEIGHT: Marcy Subdistrict Maximum Height: 42' Downtown and Eastside Historic District: 14' Building A: 14' Building B: 14' Building C: 14'	HEIGHT OF WALLS AND FENCES: Maximum 4'.
LOT COVERAGE: Marcy Subdistrict: No Requirement	PLACEMENT OF OFF STREET PARKING: Parking set to the rear of the property Required parking for Commercial Use: 350:1 46,000 gross square feet 44 square feet Net leasable Required Parking - 132 Parking Spaces Provided Parking = 294 Parking Spaces ADA Parking Spaces = 8 ADA Parking Spaces ADA Van Accessible = 2 Parking Spaces
BUILDING PLACEMENT: Front required yard equal to the average depth of existing front yards on the block shall be required for (a) the east side of Washington Avenue between Palace Avenue and Paseo de Peralta (Hillside); and the west side of Grant Avenue between Palace Avenue and Paseo de	PORTALS IN THE ROW: None

GUNNISON'S PRAIRIE DOG NOTE

THE PROJECT SHALL COMPLY WITH THE PROVISIONS OF THE GUNNISON'S PRAIRIE DOG ORDINANCE (ARTICLE 14-8.12).

DRAINAGE FACILITIES DESIGN NOTE

ALL STORM WATER DETENTION / RETENTION AREAS SHALL DRAIN WITHIN 24 HOURS OF A STORM EVENT AS PER ARTICLE 14-8.2(D)(4)(c)(i)

KEYED NOTES

①	PROPERTY LINE	⑫	PERIMETER FENCE / WALL
②	VEHICLE ENTRANCE	⑬	OPEN SPACE
③	FIRE HYDRANT	⑭	BIKE RACK
④	FIRELANE	⑮	WALL SIGN & ADDRESS
⑤	5 FOOT CONCRETE WALK	⑯	EV CHARGING STATION
⑥	CONCRETE CURB & GUTTER		
⑦	ASPHALT PAVEMENT		
⑧	ADA COMPLIANT PARKING		
⑨	ADA COMPLIANT RAMP		
⑩	ADA CROSSWALK		
⑪	REFUSE ENCLOSURE		

CASE #:

2025-010010

ADDRESS:

SHEET NAME:

SITE DEVELOPMENT PLAN

SHEET #:

DP-103

SHEET # __ OF __

GENERAL NOTES

1.

SOLID WASTER COLLECTION WILL BE PROVIDED BY THE CITY OF SANTA FE.
2.

EXTERIOR LUMINARIES SHALL COMPLY WITH CHAPTER 14-8.9 SFCC.
3.

THE SITE SHALL COMPLY WITH INTERNATIONAL FIRE CODE (IFC) 2015.
4.

THE FIRE DEPARTMENT ACCESS SHALL NOT BE LESS THAN 20' AND 26' AROUND THE RESIDENTIAL BUILDING.
5.

THE SITE SHALL HAVE A WATER SUPPLY THAT MEETS FIR FLOW AND HAVE A DISTANCE TO THE NEAREST HYDRANT TO MEET IF REQUIREMENTS.
6.

ALL FIRE DEPARTMENT ACCESS SHALL HAVE A GRADE NO GREATER THAN 10% .
7.

FIRE LANE SURFACE SHALL BE ALL WEATHER AND SUPPORT 75,000 LBS.

DUST CONTROL

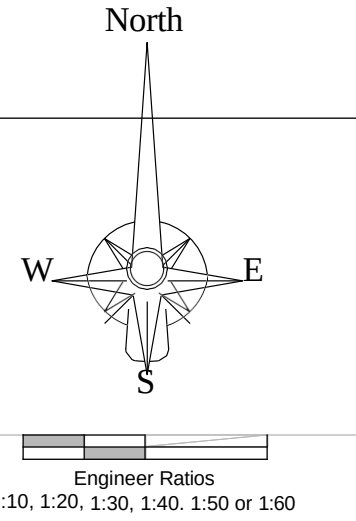
ALL ON-SITE SOIL DISTURBING CONSTRUCTION ACTIVITIES SHALL BE ADDRESSED AND PROVIDE MEASURES TO MITIGATE OR CONTROL DUST FROM BEING TRANSPORTED OFFSITE AND POLLUTING NEIGHBOING PROPERTIES. ANY PERSON, OWNER, CONTRACTOR OR OPERATOR WHO CONDUCTS EARTHMOVING AND/OR DUST GENERATING ACTIVITIES IS RESPONSIBLE FOR IMPLEMENTING BEST MANAGEMENT PRACTICES (BMPS) IN ORDER TO MITIGATE OFF-PROPERTY TRANSPORT OF FUGITIVE DUST EMISSIONS. A PLAN, OR STORMWATER PREVENTION PLAN (SWPP) WHEN APPLICABLE, LISTING BEST MANAGEMENT PRACTICES (BMPS), SHALL BE PROVIDED TO THE CITY ENGINEER, OR THEIR DESIGNEE FOR REVIEW AND APPROVAL. THE APPROVED BMPS SHALL BE APPLIED TO THE GRADED AND/OR DISTURBED SOIL IN ORDER TO STABILIZE THE SITE. THE INITIAL BMP SHALL ADDRESS HOW THE CONTRACTOR WILL MINIMIZE THE AMOUNT OF DISTURBED SOIL, AND HOW THE CONTRACTOR WILL STABILIZE THE DISTURBED SURFACE AREA EXPOSED TO WIND OR VEHICLE TRAFFIC DURING CONSTRUCTION.

LEGEND

	ADA SPACE		PEDESTRIAN CROSSWALK
	ADA ACCESS PATH		12 PARKING ROW COUNT
	BLDG NUMBER BLDG TYPE, REF ARCH PLANS		BIKE RACK

LINETYPE LEGEND

PROPERTY LINE	
ROW LINE	
EASEMENT	
SETBACKS	

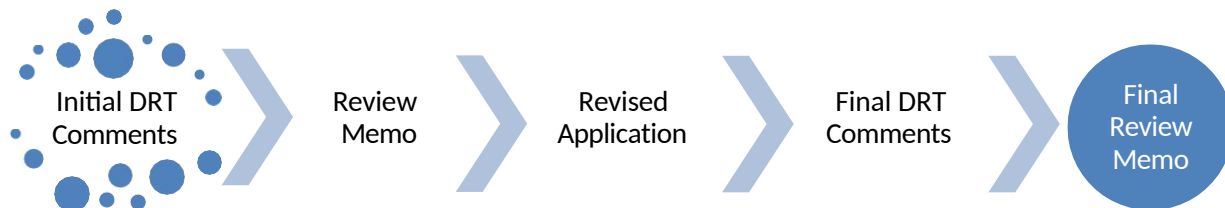


Company Title Block with
Company Name, Company
Address, Sheet Title

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.

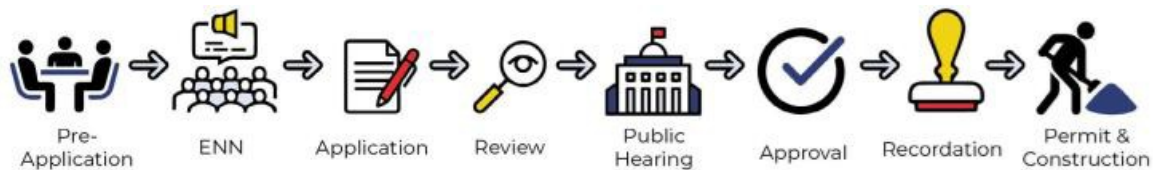


Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the 2024 Development Review Schedule for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: February 16, 2026

DRT Member: Geronimo Griego, Fire Marshal

Dept/Div: Fire Prevention Division

Case No.: 2025-11753_2025-11756_1802 Cerrillos_EmpireStorage_DP_SUP

Case Planner:

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Shall reference correct year of IFC (C-100) and Appendix B for average-sprinkler reduction (FC-101)	<i>Prior to Public Hearing</i>	
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

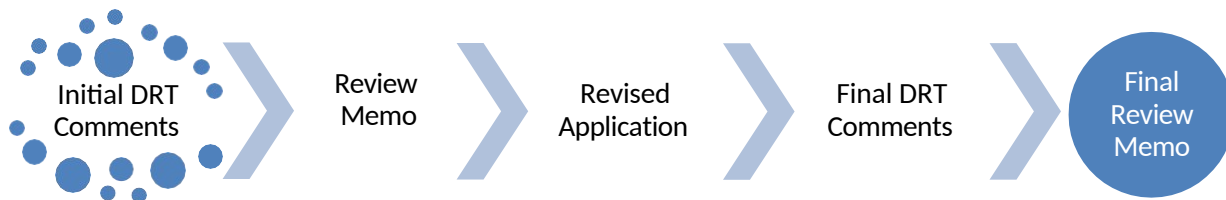
Explanation of Conditions or Corrections (if needed):

IFC 2015 is the wrong referenced fire code. The city of Santa Fe most currently adopted fire code is IFC 2021. Also look at the most recently adopted fire code for the correct reference Appendix B Table B105.1 (1)

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

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- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the 2024 *Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: 02/16/2026

DRT Member: Paul A. Duran

Dept/Div: Land Use/

HPD

Case No.: #2025-11756 1802 Cerrillos Road

Case Planner: Alexa N. Hempel

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
14-4.2(D)(3) & 14-4.2(D)(4) (3) Suburban Archaeological Review District - In this district, an archaeological clearance permit shall be required prior to approval of the final development plan or plat for the following projects: (I) All annexations, rezonings, subdivisions, planned unit developments, or other development requiring approval by the Planning Commission, having over ten (10) acres (II) All city projects over two (2) acres in size. (III) All city park projects over one (1) acre in size. (4) Utility Mains An archaeological clearance permit is required for new construction of sewer mains or main lines of other utilities such as telephone lines, gas lines, and fiber optics, including the entire construction easement: (I) With an extension of sixty (50) feet or more if the main is in the historic downtown archaeological review district; (II) With an extension of five hundred fifty (550) or more if the main is in the river and trails or suburban archaeological review district.	No further review required unless a future proposed utility plan exceeds 550-linear feet of utility lines.	
7.		
8.		
9.		
10.		
11.		

Technical Corrections:	Must be completed by:	Applicant response**:
1.		

2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

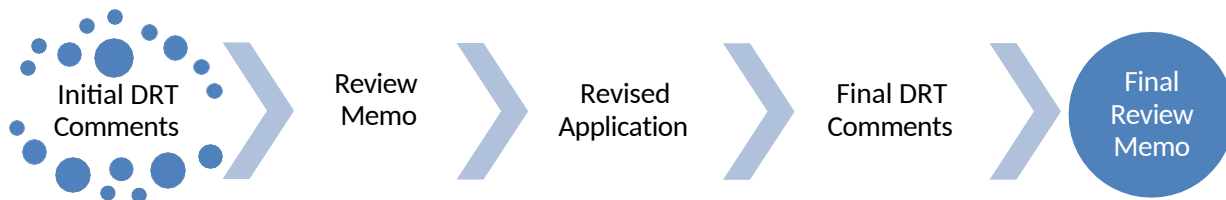
Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

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- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the 2024 *Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: 2/16/2026

DRT Member: Teddy Padilla

Dept/Div: Land Use/Technical Review

Case No.: 2025-11753, 2025-11756

Case Planner: Alexa Hempel

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. Must remove and replace all damaged existing sidewalks.	Prior to permit	
2. Must relocate northeast fire hydrant out of sidewalk path on Cerrillos Rd.	Prior to recordation	
3. Must remove and replace all existing, abandoned curb cuts/drive entrances and replace with barrier curb. SFCC 23-3.5	Prior to recordation	
4. ADA Parking stalls and aisles must be added to east parking lot for buildings 2, 3, for the offices and restrooms.	Prior to recordation	
5. Remove City of Albuquerque Civil Details Sheets # C-506, and # C-507 and add NMDOT Series 608 in place.	Prior to recordation	
6. Must bring Existing Corner curb ramps to ADA compliance.	Prior to recordation	

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



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- Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the 2024 *Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due
2/9/26 by SF MPO	2/9/26 by SF MPO	

Date: 2/16/26

DRT Member: Erick Aune & Carrie Tremblatt

Dept/Div: Santa Fe MPO

Case No.: Case #2025-11753

Case Planner: Alexa Hampel

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Sidewalk should align with Cerrillos Road Plan specs and city street design standards which require 5' landscape buffer between street and pedestrian path (See comments on plans for detail). Sidewalk width should be at least 6', but also made as wide as possible on Cerrillos. FHWA and AASHTO guidance support a separated bike facility given the vehicle speeds and volumes here. By expanding the sidewalk to the minimum for a shared use path (10') this would better align with federal guidance.	Prior to planning commission	
2. Driveway conflicts on NW Fourth street should be minimized by consolidating driveways or minimizing the driveway width to ensure one-way circulation	Prior to planning commission	
3. Ensure safe pedestrian access to site from each street frontage and sidewalk and also between all 3 parcels. How are conflicts between cars and pedestrians crossing 4th from parking on site 1 to site 2 going to be managed and minimized?	Prior to planning commission	
4. Pedestrian Access Routes should aim for right angles. Skewed angles can be challenging for wheelchairs to maneuver safely. Minimize awkward angles and ensure there is sufficient landing pad for maneuvering	Prior to planning commission	
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		

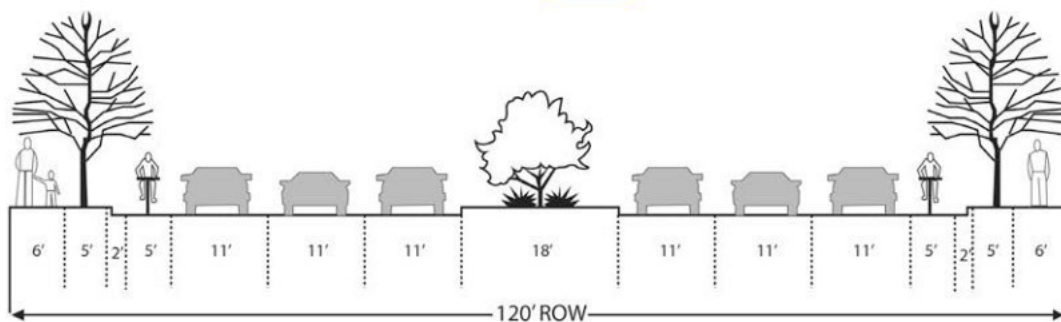
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The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

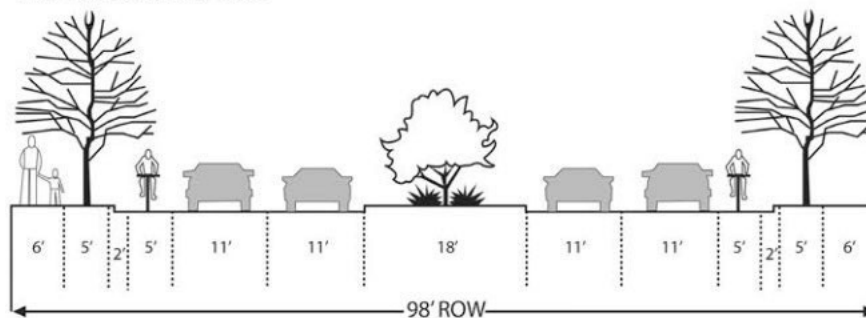
1. [list any additional items]
2. Explanation of Conditions or Corrections (if needed):
3. (see following pages for notes required)

See City Street Standards below for sidewalk and landscaping buffer requirements

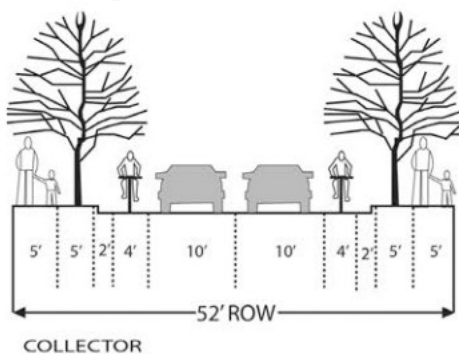
Illustration 14-9.2-1: **Street** Types Design



MAJOR ARTERIAL 6-LANE

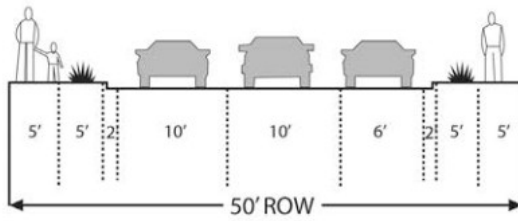


MAJOR ARTERIAL 4-LANE

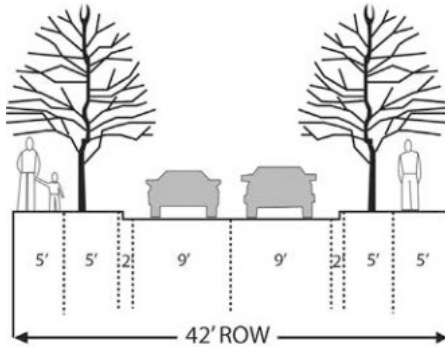


COLLECTOR

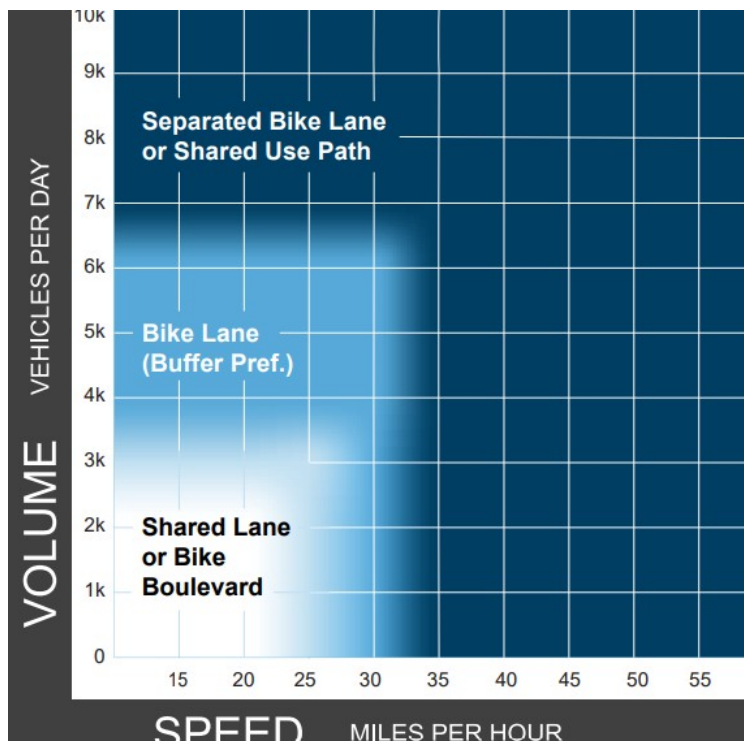
PARKING BOTH SIDES



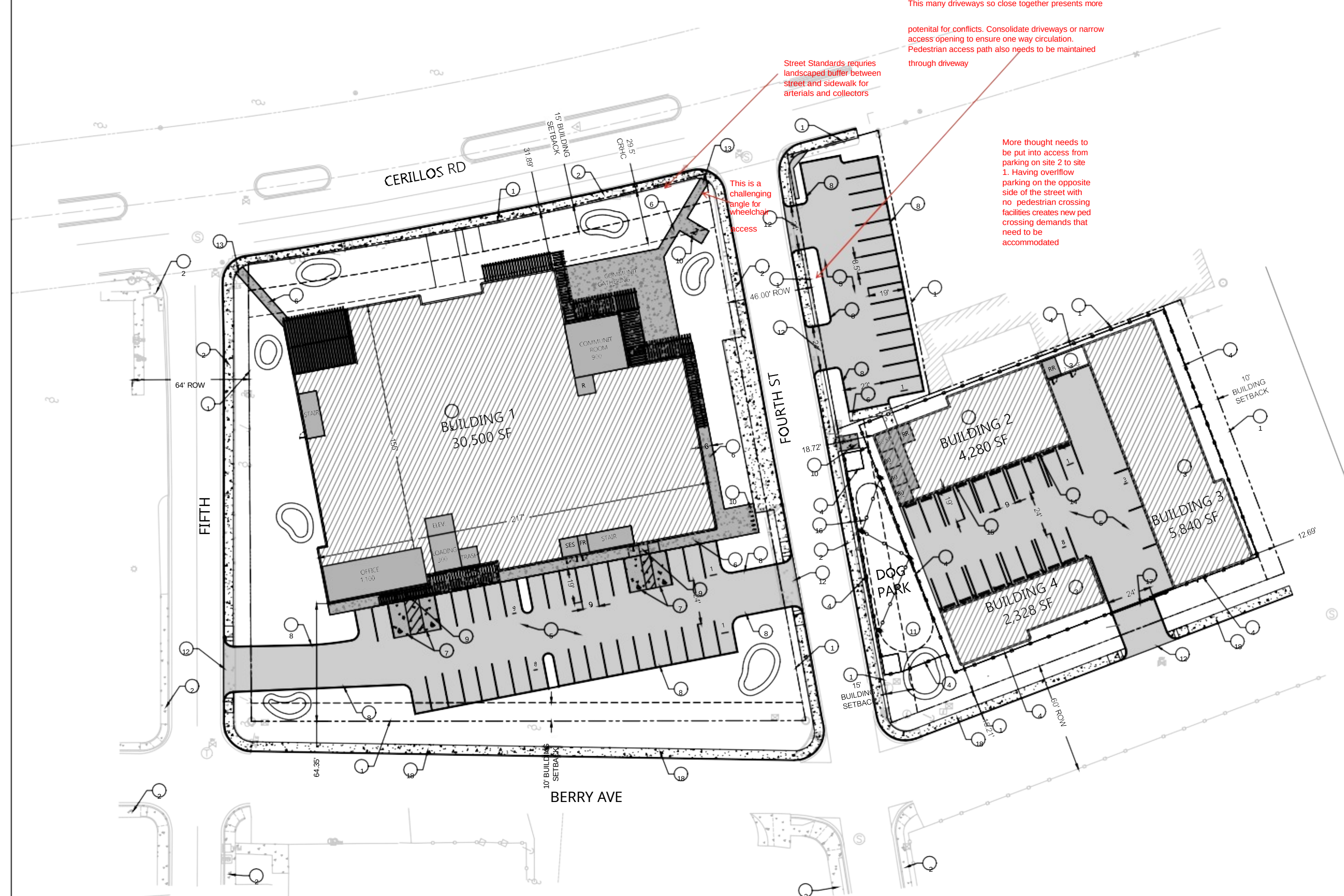
SUB COLLECTOR WITH PARKING ON ONE SIDE



SUB COLLECTOR WITHOUT PARKING



EMPIRE SELF STORAGE SITE PLAN



- ### GENERAL NOTES
1. SOLID WASTER COLLECTION WILL BE PROVIDED BY THE CITY OF SANTA FE.
 2. EXTERIOR LUMINARIES SHALL COMPLY WITH CHAPTER 14-8.9 SFCC.
 3. THE SITE SHALL COMPLY WITH INTERNATIONAL FIRE CODE (IFC) 2015.
 4. THE FIRE DEPARTMENT ACCESS SHALL NOT BE LESS THAN 20' AND 26' AROUND THE RESIDENTIAL BUILDING.
 5. THE SITE SHALL HAVE A WATER SUPPLY THAT MEETS FIR FLOW AND HAVE A DISTANCE TO THE NEAREST HYDRANT TO MEET IF REQUIREMENTS.
 6. ALL FIRE DEPARTMENT ACCESS SHALL HAVE A GRADE NO GREATER THAN 10% .
 7. FIRE LANE SURFACE SHALL BE ALL WEATHER AND SUPPORT 75,000 LBS.

- ### KEYED NOTES
- XX
- PROPERTY LINE
 - EXISTING PUBLIC SIDEWALK
 - PROPOSED BUILDING
 - PROPOSED FENCING
 - PROPOSED ASPHALT PARKING
 - PROPOSED 6' CONCRETE SIDEWALK
 - PROPOSED CONCRETE ADA PARKING
 - PROPOSED CONCRETE CURB AND GUTTER
 - PROPOSED ADA CURB RAMP
 - PROPOSED BIKE RACKS
 - PROPOSED DOG PARK
 - PROPOSED DRIVEPAD
 - PROPOSED PUBLIC SIDEWALK CONNECTION
 - PROPOSED BOLLARDS, TYP.
 - PROPOSED CONCRETE WHEEL STOPS, TYP.
 - PROPOSED SITE LIGHTING PER ELECTRICAL PLANS
 - PROPOSED VEHICLE GATE
 - PROPOSED PUBLIC SIDEWALK

- ### LEGEND
- PROPERTY LINES
 - EASEMENTS
 - PROPOSED FENCE
 - PROPOSED SITE LIGHTING
 - PROPOSED BUILDING
 - PROPOSED CONCRETE
 - PROPOSED ASPHALT
 - PARKING

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SOUDE, MILLER & ASSOCIATES

SANTA FE, NM

DXD CAPITAL

EMPIRE SELF STORAGE
SANTA FE, NEW MEXICO

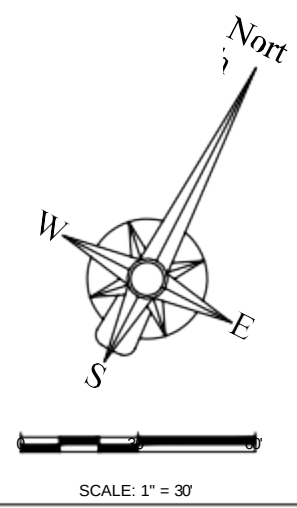
SITE PLAN

THIS DRAWING IS INCOMPLETE AND NOT TO BE USED FOR CONSTRUCTION UNLESS IT IS STAMPED, SIGNED AND DATED

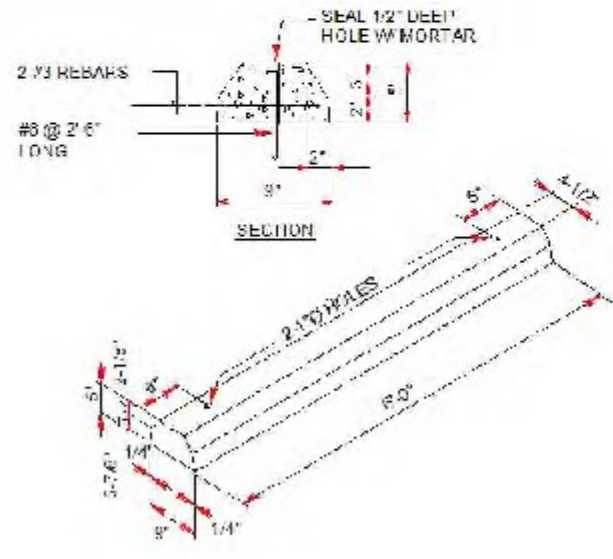
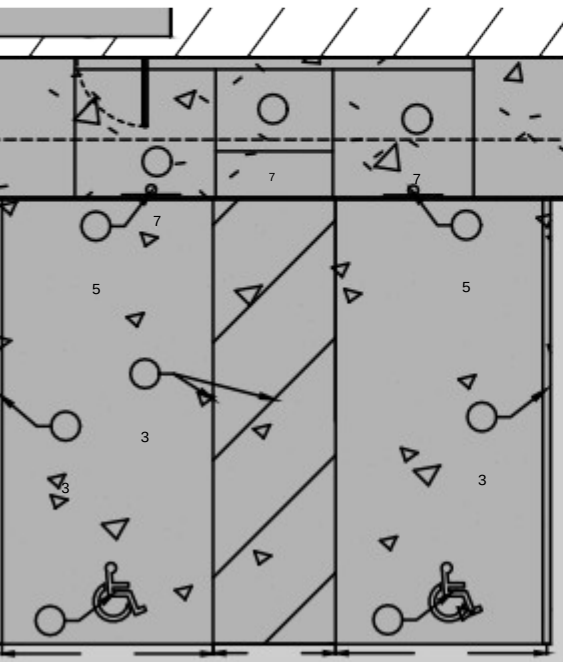
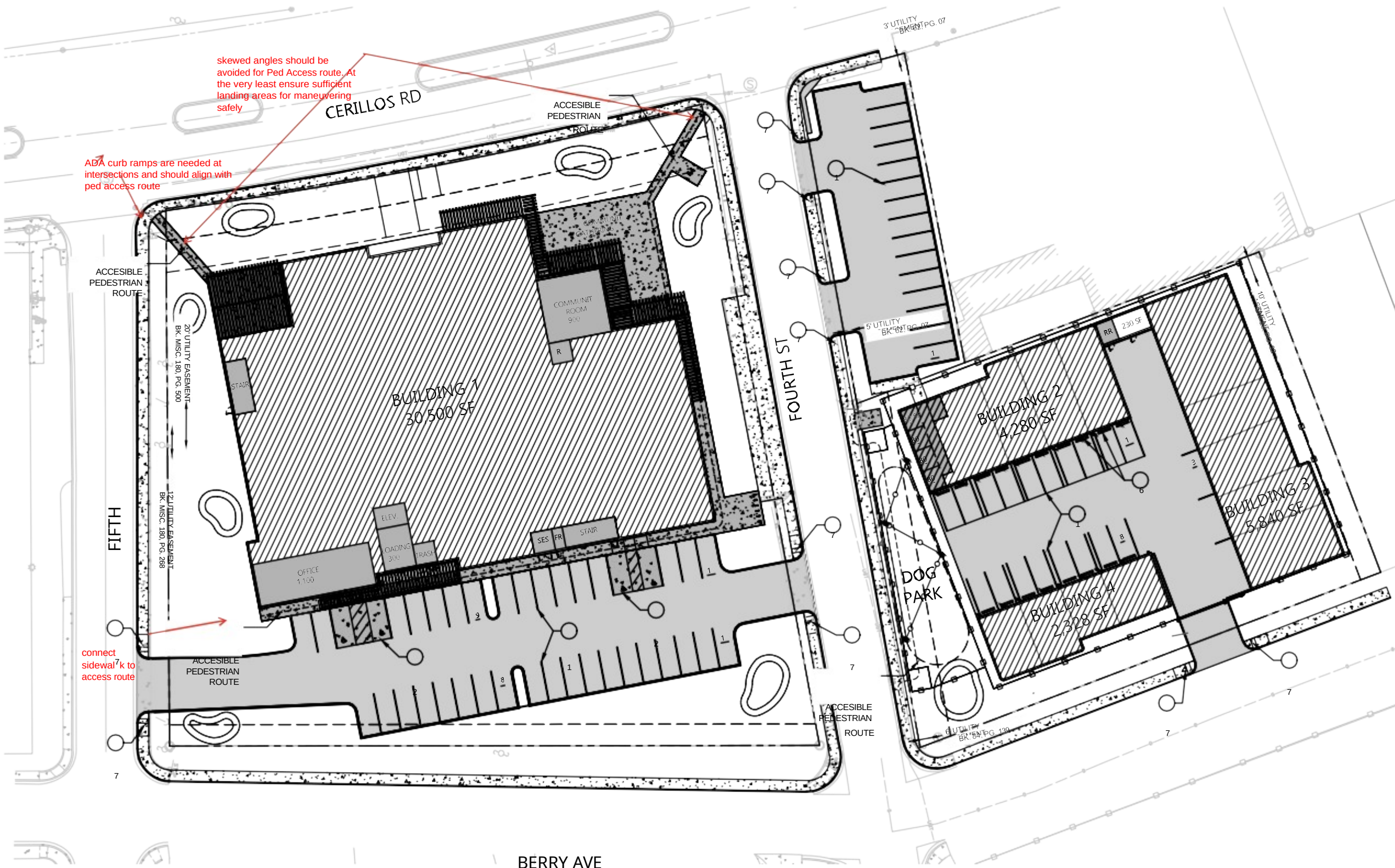
Designed RJC	Drawn CLW	Checked RJC
-----------------	--------------	----------------

Date: December 2025

CASE #:	
ADDRESS: 1802 CERRILLOS RD. SANTA FE, NM 87505 1361 FOURTH ST. SANTA FE, NM 87505 1750 CERRILLOS RD. SANTA FE, NM 87505 3 RD BERRY AVE. SANTA FE, NM 87505	
SHEET NAME: SITE PLAN	SHEET #: C-201 SHEET # OF



EMPIRE SELF STORAGE SIGNING AND STRIPING - ADA PLAN



NOTES FOR PAVEMENT MARKINGS

1. ALL PAVEMENT MARKINGS SHALL CONFORM TO THE CURRENT EDITION OF THE MUTCD.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LAYOUT AND INSTALLATION OF PAVEMENT MARKINGS ON FINAL SURFACE COURSE. THE LAYOUT OF ALL PAVEMENT MARKINGS SHALL BE APPROVED BY THE PROJECT MANAGER PRIOR TO THE APPLICATION OF MATERIALS.
3. ALL LANE DIMENSIONS ARE FROM CENTER OF LANE STRIPE, CENTER OF DOUBLE LANE STRIPE, FACE OF CURB, OR EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.

NOTES FOR PERMANENT SIGNING

1. ALL SIGNS UNLESS OTHERWISE SPECIFIED, SHALL MEET THE REFLECTIVITY REQUIREMENTS IN THE TABLE ON SHEET C-18 FOR THE SHEETING, LEGEND, BORDER AND BACKGROUND. ONLY ALUMINUM PANEL SIGNS ARE PERMITTED.
2. ALL TRAFFIC CONTROL SIGNS AND DEVICES SHALL COMPLY WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) CURRENT EDITION.
3. THE LATERAL CLEARANCE OF SIGNS SHALL BE NOT LESS THAN 2 FT. FROM THE FACE OF CURB OR SIDEWALK.
4. ALL SIGNING HARDWARE, INCLUDING BRACKETS, (FOR MOUNTING ALL STREET NAME SIGNS, ETC.) ARE CONSIDERED INCIDENTAL TO SIGN INSTALLATION AND THEREFORE NO ADDITIONAL PAYMENT SHALL BE MADE.

GENERAL NOTES

1. AT TIME OF CONSTRUCTION, THE CONTRACTOR SHALL ENSURE ADA COMPLIANCE FOR CONSTRUCTION OF REQUIRED ADA ACCESSIBLE FEATURES AND APPURTENANCES, AS DETAILED IN, AND IN ADDITION TO, THE APPROVED CONSTRUCTION PERMIT DOCUMENTS.
2. IMPROVEMENTS SHALL COMPLY WITH ICC ANSI A117.1-2009 CHAPTERS 1-5 AND CHAPTER 7, MUTCD, DOJ, AND NM STATE STATUTE AND CODE SUCH AS THE NEW MEXICO ACCESSIBLE PARKING CHECKLIST, LATEST PUBLISHED VERSION. SIGNAGE WITH REQUIRED LANGUAGE PER THE NM ACCESSIBLE PARKING CHECKLIST IS REQUIRED AT ALL ADA PARKING SPACES.
3. ACCESSIBLE PARKING SPACES AND ACCESS AISLES SHALL NOT EXCEED 2% SLOPE IN ANY DIRECTION. 1%-1.5% IS THE PREFERRED TARGET SLOPE.
4. ALL WALK SURFACES ALONG THE ACCESSIBLE PATH OF TRAVEL SHALL BE FIRM, STABLE AND SLIP RESISTANT. SIDEWALKS AND WALKWAYS ALONG THE ACCESSIBLE PATH OF TRAVEL SHALL NOT EXCEED 1:20 (5%) RUNNING SLOPES WITHOUT HANDRAIL(S) IN ACCORDANCE WITH CURRENT ANSI 117.1 STANDARDS 505 2015 IBC 1014. CROSS SLOPES SHALL NOT EXCEED 2% STAFF RECOMMENDS 1% TO 1.5% AS A TARGET CROSS SLOPE.
5. RAMPS WITHIN THE SITE SHALL HAVE 1:12 (8.33%) RUNNING SLOPE AND 1:48 (2%) CROSS SLOPE MAX. WITH A MAX. RISE OF 30" AND WITH 5' CLEAR LENGTH LANDINGS WHERE STRAIGHT. CHANGES IN DIRECTION SHALL COMPLY WITH 304.3. LANDING TYPICAL SLOPE IS 1.5% AND SHALL NOT EXCEED 2% RUNNING AND CROSS SLOPE. WALKWAYS SHALL PROVIDE 5' DIAMETER TURNING SPACE EVERY 200 LINEAR FEET OF RUN.
6. ENSURE ACCESSIBLE ROUTE(S) FROM ACCESSIBLE PARKING SPACE AISLE(S) TO BUILDING ENTRANCE ARE PROVIDED/MAINTAINED.

KEYED NOTES

1. 4" SOLID WHITE, TYPICAL
2. ADA ACCESSIBLE PARKING, SEE DETAIL A
3. 4" SOLID BLUE, TYPICAL
4. ADA ACCESSIBLE PARKING SYMBOL, SEE DETAIL B
5. VAN ACCESSIBLE SIGN, SEE DETAIL C
6. PRECAST CONCRETE WHEEL STOP, SEE DETAIL D
7. ADA ACCESSIBLE CURB RAMP
8. DETECTABLE WARNING SURFACE

CASE #:

ADDRESS: 1802 CERRILLOS RD. SANTA FE, NM 87505
1361 FOURTH ST. SANTA FE, NM 87505
1750 CERRILLOS RD. SANTA FE, NM 87505
3 RD BERRY AVE. SANTA FE, NM 87505

SHEET NAME:

SIGNING AND

STRIPING - ADA PLAN



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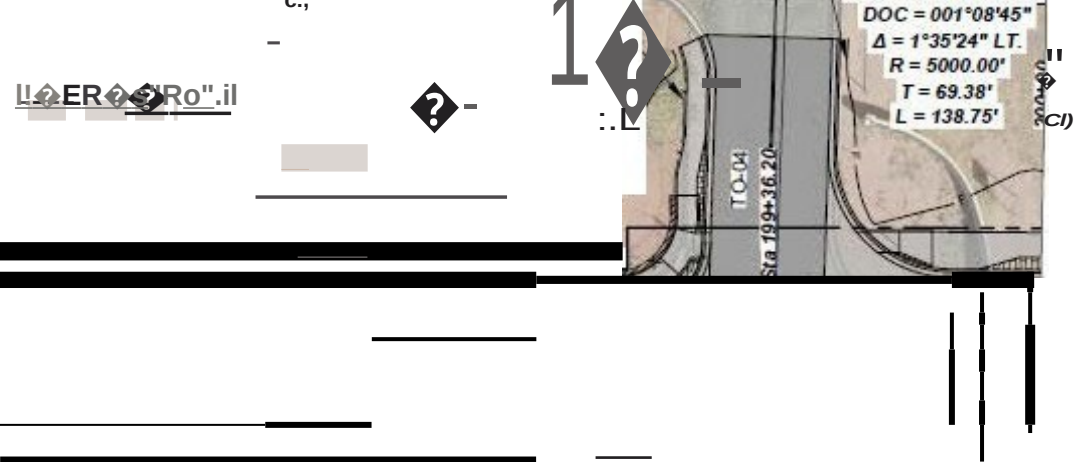
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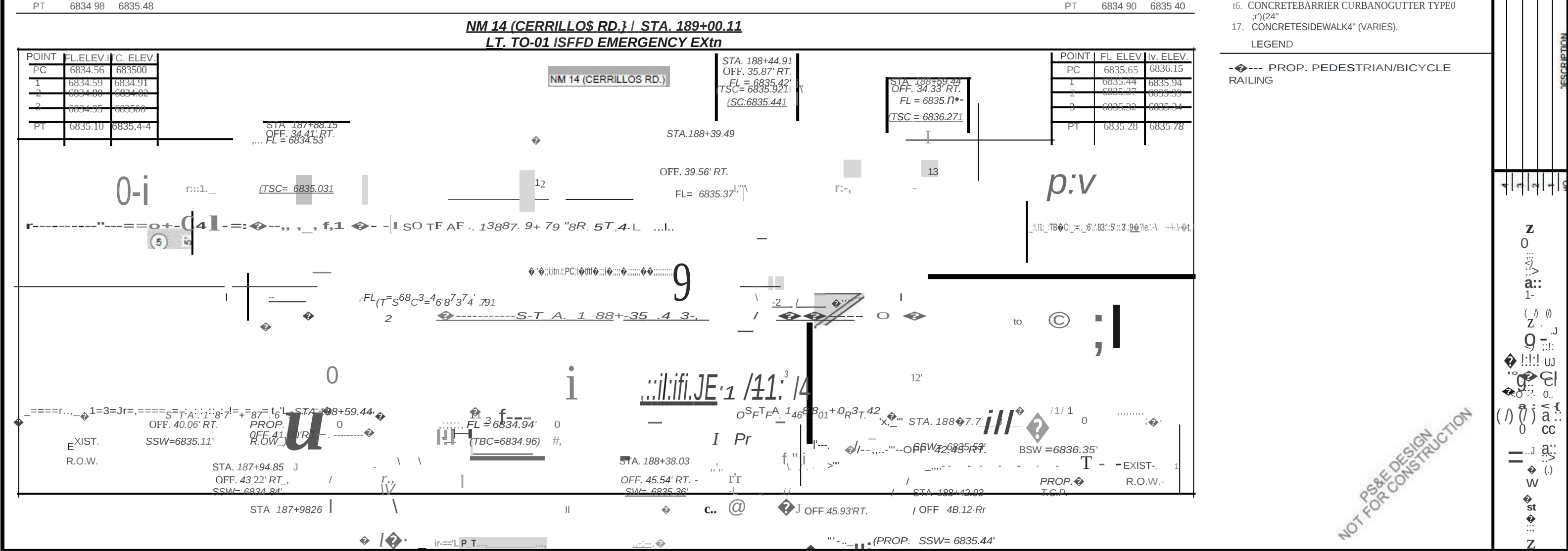
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Development Review Team (DRT)

Comment Form

Date: February 20, 2026

DRT Member: Leroy Pacheco, PE and Phil Gallegos, PE (Wilson &

Company) Dept/Div: Public Works Department – Traffic Engineering

Case No.: Case #2025-11753 (Development Plan) & Case #2025-11756 (Special Use Permit) 1802 Cerrillos Road (former Empire Builders Site)

Case Planner: Alexa Hempel, LEED Green Associate, Senior Planner

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. See attached letter from Wilson & Company dated 2/20/26 certifying its concurrence with the developer's "Initial Traffic Assessment" (ITA).	N/A	
2. Developer should provide certification that its engineers have provided NMDOT project development engineers opportunity to review site plans in accordance with the department's proposed redesign and reconstruction of Cerrillos Road.	Prior to Planning Commission	
3. A detailed signage and striping plan for all required on-street signage, pavement markings, and any related regulatory/directional signs shall be submitted for review and approval by Public Works.	Prior to Building Permit	

Technical Corrections:	Must be completed by:	Applicant response**:
1.		
2.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. City of Santa Fe Building Code, Chapter 23-3.2 states that before commencement of any new construction, it is mandatory for the owner to obtain approval from the Public Works Department for any driveway curb cut or sidewalk crossing. This approval must be issued before a building permit for such new construction is approved.
2. Note as the public infrastructure plans move forward to building permit, these may be subject to additional reviews and possible corrections to meet Public Works Standards for roadways, ADA, signing, striping, lighting, etc. prior to building permit approval.

Memorandum

To: Leroy Pacheco, PE COSF

From: Philip A. Gallegos, PE, Senior Transportation

Engineer CC:

Date: 2/20/2026

Re: DXD Storage ITA Review Comments

Wilson and Company has reviewed the ITA prepared by Souder Miller and Associates for the DXD Empire Self Storage Development located at 1802 Cerrillos Road in Santa Fe, New Mexico.

The ITE Trip Generation Handbook, 12th Edition was utilized for this ITA and the number of trips generated by this development are below the thresholds for a TIA as outlined in the City of Santa Fe TIA Guidelines. Therefore, I concur with the findings of the report.

Please let me know if you have any questions or require further information.

Sincerely,

Philip A Gallegos, PE

Senior Transportation Engineer

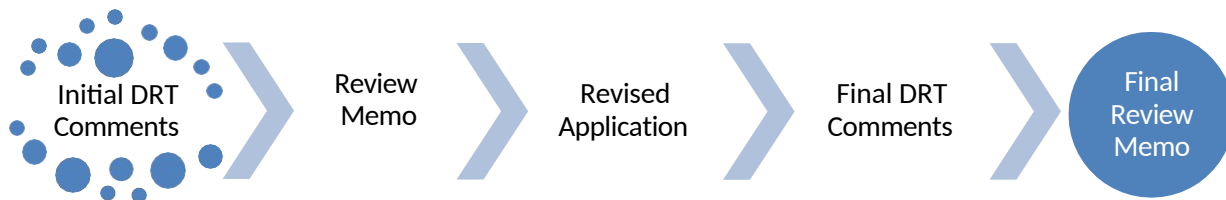
Wilson & Company, Inc., Engineers & Architects

discipline | intensity | collaboration | shared ownership | solutions

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the 2024 *Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due
2/9/26 by Parks and Open Space	2/9/26 by Parks and Open Space	

Date: 2/18/26

DRT Member: Melissa McDonald, Parks and Open Space Division Director

Zoë Isaacson, River and Watershed Manager

Dept/Div: Parks & Open Space Division

Case No.: Case #2025-11753

Case Planner: Alexa Hampel

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. The public right-of-way will be constructed in accordance with the approved Public Works project S100681 (NM 14/Cerrillos Road), including a 5-foot stamped concrete buffer and a full 6-foot sidewalk.	Prior to building permit approval Prior to planning commission	
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. Existing Drainage Plan (sheet C-302) has a drainage calc. table labeled "post-development stormwater calculations. Verify this the correct table for this sheet and relabel to pre-development stormwater calcs. Also question whether this is correct table, as the existing volumes are less than post-development volumes on next sheet, however site plan reduces impervious area.	Prior to development plan approval Prior to recordation	
2. Please label each pond, provide drawings for each pond including inlet & outlet structures, storage volumes, location of sediment measuring post, and landscape materials. Ensure grading notes reflect plan.	Prior to development plan approval Prior to recordation	
3. Planting Note #1 (LP-501): This note should be revised to reference the City of Santa Fe landscape requirements rather than Doña Ana County landscape requirements.	Prior to development plan approval Prior to recordation	

4. Fencing oddly crosses retention pond (C-201)	note	
5. The dog park should be designed and constructed to capture the first flush of surface runoff in order to reduce water quality impacts. As currently depicted, the grading plan does not	Prior to development plan approval Prior to recordation	
direct runoff in a manner that would enable the pond to function as intended (sheet -304)		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
2. Explanation of Conditions or Corrections (if needed):

Development Review Team (DRT) Comment Form

Date: 2/16/2026

DRT Member: Dee Beingessner, Joshua VanSlambrouck

Dept/Div: Land Use Engineering

Case No.: 1802 Cerrillos Rd Development

Plan Case Planner: Alexa Hempel, Senior Planner

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	Must be completed by:	Applicant Response**:
1. Provide discussion in the drainage narrative of how the stormwater will be directed to the ponding areas. Include how water will be directed from roof drains.	All Comments are Prior to recordation	
2. Provide flow directional arrows on grading and drainage plan especially showing flow from roof drains to ponding areas. Ponding area volumes must be established for each ponding area showing dimensions. Label each pond with a pond number and the volume. Depressed areas for all landscaped areas are encouraged, but the official ponding areas for the required storage must be verifiable in the future. The conveyance of water to those areas must be shown on the plans and verifiable in the future. Show curb cuts for water to enter landscaped areas.		
3. Provide photometric plan		
4. Include pond sections and show how ponds will overflow.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1. Include attached notes.		
2. A financial guarantee will be required for all public and quasi-public infrastructure. The guarantee must be in place prior to recordation of development plan.		
3. Current analysis shows a violation: an increase in peak stormwater flows is not allowed per city code 14-8.2(D)(4)(b)(i)		
4. Include 2 additional drainage analysis for the 1-year, 1-hour, and 100-year, 24-hour, required to show compliance for any frequency storm event up to the 100-year, 24-hour. Please See city code 14-8.2(D)(4)(b)(i) "except as otherwise required by this Section 14-8.2 , the stormwater runoff peak flow rate discharged from a site shall not exceed pre- development conditions for any frequency storm event up to the one percent chance, twenty-four-hour storm event at each discharge point;"		
5. Show on the drainage and terrain management plans: roof drain pattern and downspouts/cañales, and means of		

stormwater conveyance (swales, catch basins, storm drainpipe, curb cuts, etc.) to stormwater control features		
6. Please provide more information on how runoff Coefficients were selected from the NMDOT Manual, include the figure/table number, cover type, % impervious cover, etc.		
7. Please Verify how the runoff volumes are calculated, The Rational Method is not an acceptable method to calculate runoff volume per NMDOT Drainage Design Manual, July 2018, section 403, Limitations: "Runoff volumes may not be computed with the Rational Formula Method or Modified Rational Formula Method (not included in this Drainage Design Manual".		
8. Include an acceptable runoff volume analysis for stormwater quality volume for a 0.68-inch (90% percentile, or roughly the 1-year, 1-hour storm) event. This runoff volume must be contained/retained on site, to reduce pollution per EPA NPDES MS4, see city code 14-8.2(A)(13). This volume must infiltrate in 24 hours per city code 14-8.2(D)(4)(c)(ii), It is encouraged that the Stormwater quality volume design is incorporated into the landscape, to also comply with landscape code rainwater harvesting requirements 14-8.4(E)(1) "The <u>landscaping</u> plan shall include <u>passive water harvesting</u> for <u>landscape</u> irrigation purposes as a minimum requirement" the minimum recess depth for retention and water harvesting areas is 6 inches.		
9.		

***The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.*

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

See following pages for notes required on plat or plans

DRAINAGE FACILITIES MAINTENANCE NOTE

ALL DRAINAGE FACILITIES SHALL BE MAINTAINED BY ALL PROPERTY OWNERS. THE PROPERTY OWNERS SHALL ALSO HAVE THE RESPONSIBILITY FOR MAINTENANCE OF THE PUBLIC DRAINAGE EASEMENT.

INSPECTIONS SHALL BE CONDUCTED BY A REGISTERED PROFESSIONAL ENGINEER IN THE STATE OF NEW MEXICO OR OTHER QUALIFIED PERSON. INSPECTIONS SHALL BE CONDUCTED ON THE DRAINAGE FACILITIES IN ACCORDANCE WITH THE FOLLOWING SCHEDULE:

ON OR ABOUT MARCH 15, ON OR ABOUT SEPTEMBER 15, AND AFTER EACH STORM EVENT OF 1-INCH OR GREATER. MAINTENANCE OF THE DRAINAGE FACILITIES SHALL BE CONDUCTED AND DOCUMENTED BY THE ENGINEER OR QUALIFIED PERSON AND THE OWNER. THE OWNER SHALL MAINTAIN A FILE OF THE INSPECTIONS AND REMEDIAL ACTION CONDUCTED ON THE DRAINAGE FACILITIES.

WORK SHALL BE CONDUCTED IN ACCORDANCE WITH THE ENGINEER'S RECOMMENDATIONS, AND SHALL INCLUDE, BUT IS NOT LIMITED TO THE FOLLOWING:

A. FLUSH ALL CULVERTS, DROP INLETS AND DRAINAGE PIPES TO REMOVE SEDIMENT AND VEGETATION THAT PREVENTS OR HINDERS THE FLOW OF STORM WATER IN THE DRAINAGE STRUCTURE(S).

B. REMOVE SEDIMENT IN PONDS THAT IS GREATER THAN 6-INCHES IN DEPTH, AND IF NECESSARY, RESEED WITH NATIVE GRASSES AND INSTALL FILTER FABRIC AND 3 TO 4 INCH COBBLE AS DIRECTED BY THE ENGINEER.

C. INSPECT FOR SEDIMENTATION IN ALL SWALES, DITCHES, DRAINAGE PONDS AND REMOVE AND STABILIZE AS NECESSARY.

D. INSPECT FOR SOIL EROSION AT ALL DRAINAGE PONDS, CUT AND FILL SLOPES, AND REPAIR OR STABILIZE ACCORDINGLY.

E. INSPECT THE STRUCTURAL INTEGRITY OF DRAINAGE PONDS, SLOPES, RIP-RAP, GABIONS, DROP INLETS, CULVERTS, ENERGY DISSIPATORS, AND RETAINING WALLS, ROCK PLATING, EROSION CONTROL MATS OR BLANKETS, AND REPAIR OR STABILIZE ACCORDINGLY.

GUNNISON'S PRAIRIE DOG NOTE

THE PROJECT SHALL COMPLY WITH THE PROVISIONS OF THE GUNNISON'S PRAIRIE DOG ORDINANCE (ARTICLE 14-8.12).

DUST CONTROL NOTE

All on-site soil disturbing construction activities shall be addressed and provide measures to mitigate or control dust from being transported offsite and polluting neighboring properties.

Any person, owner, contractor or operator who conducts earthmoving and/or dust generating activities is responsible for implementing Best Management Practices (BMPs) in order to mitigate off-property transport of fugitive dust emissions.

A plan, or storm water prevention plan (SWPPP) when applicable, listing the Best Management Practices (BMPs), shall be provided to the City Engineer, or their designee for review and

approval. The approved BMPs shall be applied to the graded and/or disturbed soil in order to stabilize the site.

The initial BMP shall address how the Contractor will minimize the amount of disturbed soil, and how the Contractor will stabilize the disturbed surface area exposed to wind or vehicle traffic during construction.

Some BMPs shall include:

- The reduction of vehicle speeds: establish a maximum speed limit or install traffic calming devices to reduce speeds to a rate to mitigate off-property transport of dust entrained by vehicles.
- The minimization of drop height: Drivers and operators shall unload truck beds and loader or excavator buckets slowly, and minimize drop height of materials to the lowest height possible, including screening operations.
- High winds restriction: temporarily halt work activities during high wind events greater than 30 mph if operations would result in off-property transport.
- Restrict access: restrict access to the work area to only authorized vehicles and personnel.

In the event the above practices are ineffective to prevent off property transport, the owner or operator shall use at one or more of the following Best Management Practices (BMPs):

- Wet suppression: apply water to disturbed soil surfaces, backfill materials, screenings, and other dust generating operations as necessary and appropriate considering current weather conditions, and prevent water used for dust control from entering any public right-of-way, storm water drainage facility, or watercourse.
- Wind barrier: construct a fence or other type of wind barrier to prevent wind erosion of the graded or disturbed surface.
- Vegetation: plant vegetation appropriate for retaining soils or creating a wind break.
- Surface roughening: stabilize an active construction area during periods of inactivity or when vegetation cannot be immediately established.
- Cover: install cover materials such as tackifiers, erosion control blankets, gravel, vegetation (when appropriate), cold-millings, etc. during periods of inactivity and properly anchor the cover.
- Soil retention: stabilize disturbed or exposed soil surface areas that will be inactive for more than 30 days or while vegetation is being established.

ENGINEER'S STORMWATER INFRASTRUCTURE CERTIFICATION

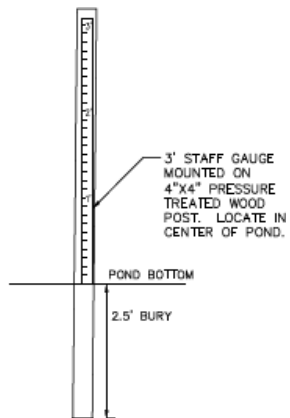
I, the undersigned professional engineer in the State of New Mexico, do hereby certify that the record information shown hereon is based on actual field measurements and visual inspections performed by myself or under my direct supervision. I further certify that the record condition as of _ is in substantial compliance with the approved grading and drainage plan prepared by _____, dated _____.

Signature

NMPE # _____

Date

Example for pond measurement post



POST & STAFF GAUGE
NTS

Development Review Team (DRT) Comment Form

Date: February 20, 2026

DRT Member: Lawrence Rivera

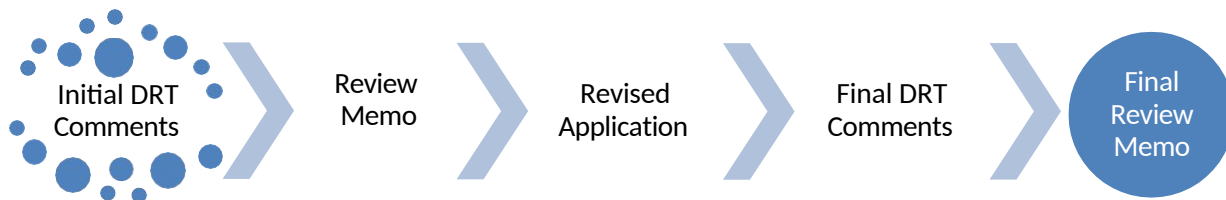
Dept/Div: Landscape, Irrigation, and Outdoor Lighting

Case No.: 2025-11753 Empire Storage Development Plan & 2025-11756 Special Use

Permit Case Planner: Alexa Hempel, Senior Planner, anhempel@santafenm.gov, 505-955-6661

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- Prior Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- At the time of development* -

Development Review Process Flow Chart



*See the *2024 Development Review Schedule* for details

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1. Parking lot traffic islands appear to have 60 square feet of permeable surface. Code 14-8.4(H)(4)(IV) requires 90 square feet of permeable surface.	Prior to Recordation	
2. Austrian pine at the main building at the southwest parking space is located too close to the curb and gutter. This tree at that location will cause curb and gutter and parking lot damage. Adjust tree to the center of the landscape area or choose a better size tree for this location. Entrance trees into the parking area should be centered in the planters to prevent future parking lot, curb, and gutter damage.		
3. The Landscape is bunched into the property boundaries, extend the Landscape to the perimeters of the proposed sidewalks at Berry Ave and Fifth St. Review for easements, before plant material and irrigation location placements.		
4. Provide shrubs to the landscape for parking lot screening at Cerrillos Road, Fourth St., and Berry Ave. per city code 14-8.4(H)(3).		
5. Provide frontage landscaping for CRHC zone 1 as required pre code 14-5.5 - HIGHWAY CORRIDOR PROTECTION DISTRICTS (B) CRHC Cerrillos Road Highway Corridor Protection District at the northeast parking lot.		
6. Provide shrub planting within the planter bed along the boundary wall at the northeast parking lot.		
7. Review plantings at traffic sight triangles for height compliance for a 3-8-foot visibility window.		
8. Utilize organic mulch within the landscape particularly at mass plantings. Provide wood mulch shredded or chipped 4-inches in depth without weed fabric.		
9. Provide fencing information and detail.		

10. Irrigation system design is incomplete. Provide the remaining zone layouts.		
11. Provide the correct details from the LIDS manual for the Manual Drain, Backflow Preventer.		
12. Provide a water budget for the first three months of the Turf establishment period.		
13. Turf grass sod or turf grass seed mixes installed within the city limits shall contain no more than twenty-five percent Kentucky Bluegrass.		
14. Photometrics do not meet Code requirements. See Article 14-8.6(D)(2) and revise for compliance. 74-points exceed the maximum illumination for any point. (Highlighted numbers attached are out of compliance)		
STAFF RESERVES THE RIGHT TO REQUIRE ADDITIONAL SUBMITTALS UPON RECEIVING REVISIONS.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

CONSULTANTS

D^{CL}X^{IEN}D^T SS F2 LAND,
L.L.C

PROJECT DESCRIPTION
EMPIRE SELF STORAGE

CITY SANTA FE
STATE NEW MEXICO

ISSUE DATES

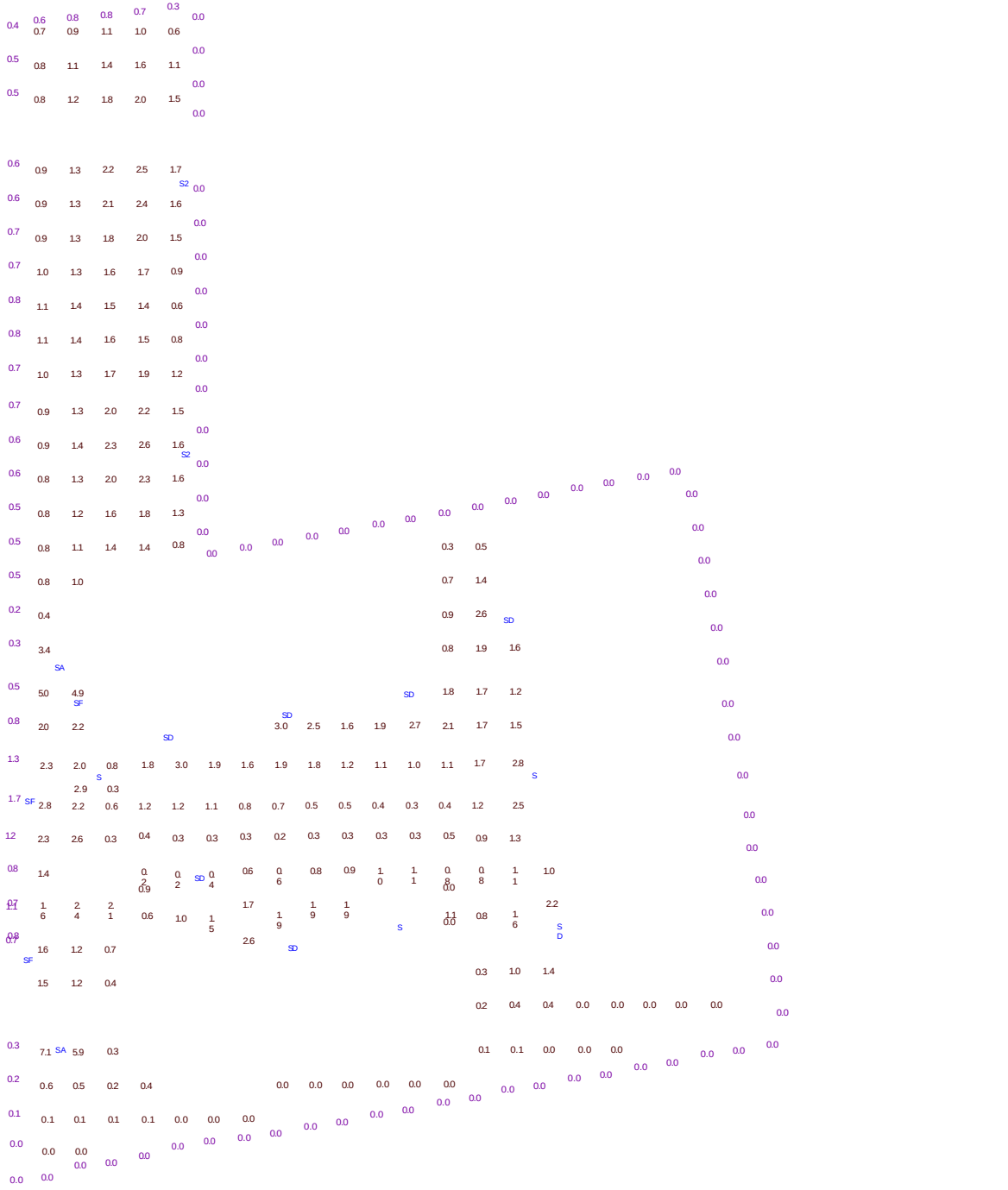
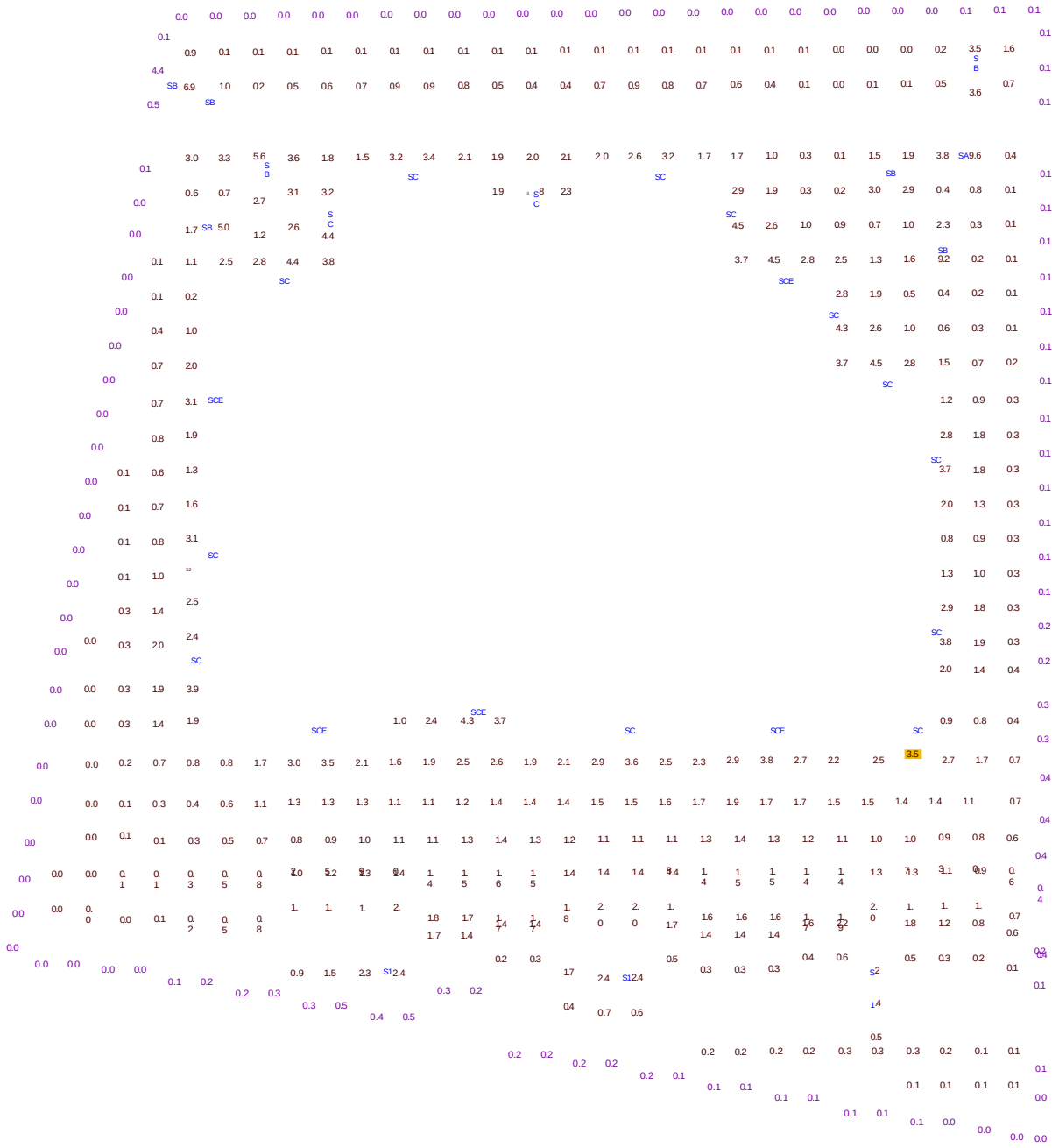
SD	DEVELOPMENT PACKAGE	12/05/2025
MARK	DESCRIPTION	DATE

PROJECT NO: 20253380
DRAWN BY: KS

CHECKED BY: MH
COPYRIGHT:
All plans, specifications, computer files, field data, notes and other documents and instruments prepared by EAPC, as instruments of service shall remain the property of EAPC. EAPC shall retain all common law, statutory and other reserved rights, including the copyright there to.

STAMP

DRAWING TITLE
PHOTOMETRICS



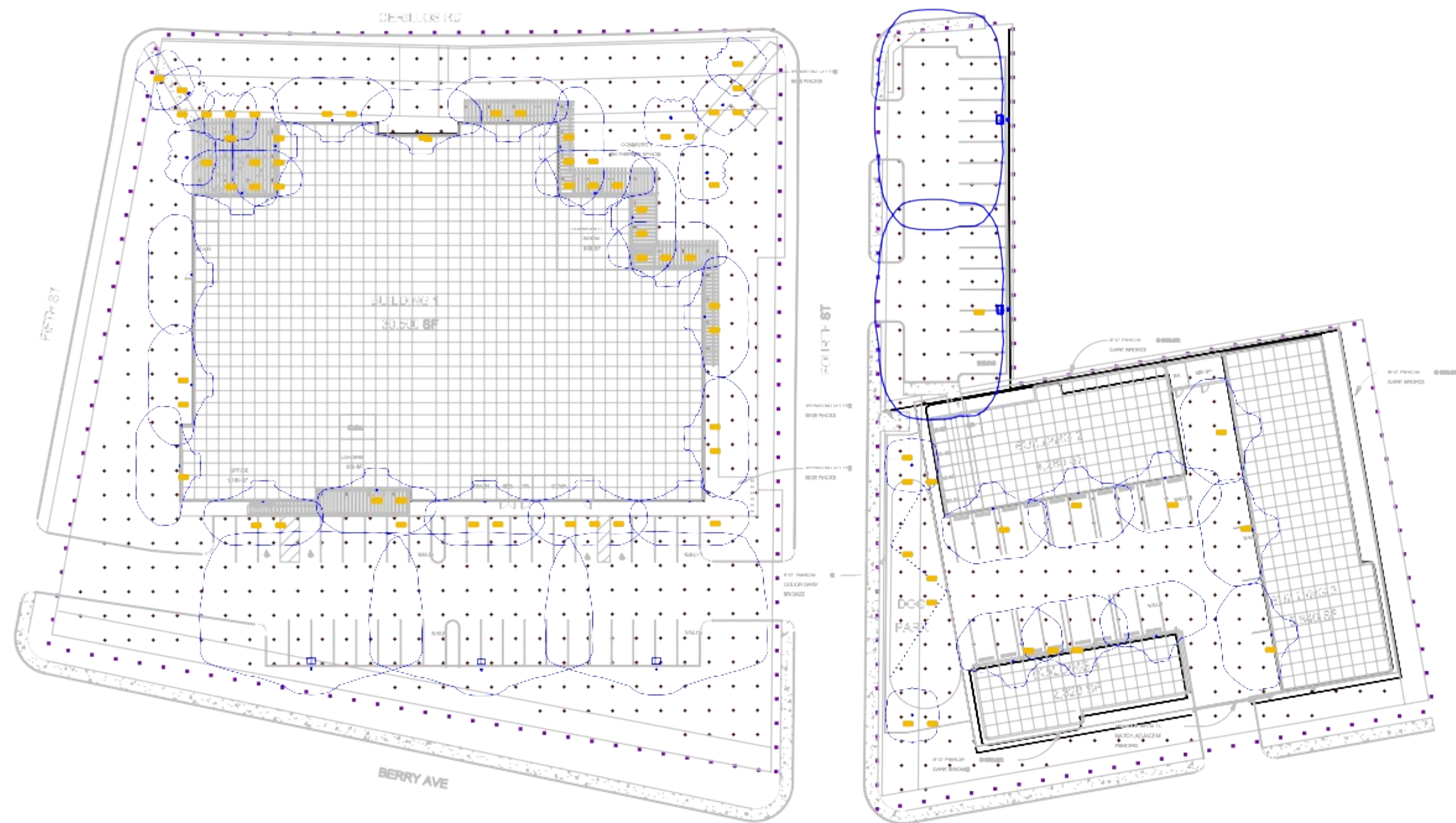
Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
LIGHT SPILL AT PROPERTY LINE (BLDG 1)		0.1 fc	4.4 fc	0.0 fc	N/A	N/A
LIGHT SPILL AT PROPERTY LINE (BLDG 2, 3 & 4)		0.2 fc	1.7 fc	0.0 fc	N/A	N/A
SITE (BLDG 1) - FC @ GRADE		1.4 fc	9.6 fc	0.0 fc	N/A	N/A
SITE (BLDG 2, 3 & 4) - FC @ GRADE		1.3 fc	7.1 fc	0.0 fc	N/A	N/A

GENERAL NOTES

- ALL OUTDOOR LIGHTING MUST MEET CITY OF SANTA FE OUTDOOR LIGHTING CODE SECTION 14-8.9.

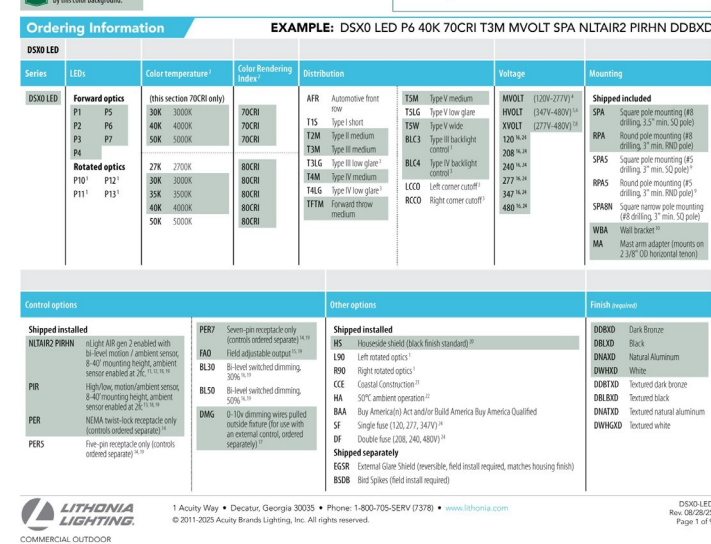
Schedule										
Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Lamp	Lumens Per Lamp	Lumen Multiplier	Light Loss Factor	Wattage
S1		3	LITHONIA	DSX0 LED P5 30K 80CRI TFTM MVOLT SPA HS (FINISH) / SSS 17.5" W/2.5" BASE	AREA LUMINAIRE WITH P5 PERFORMANCE PACKAGE WITH FORWARD THROW OPTICS AND HOUSE SIDE SHIELD. MOUNTED @ 20'-0"	LED - 3000K	9026	1	0.91	90.12
S2		2	LITHONIA	DSX0 LED P5 30K 80CRI BLC4 MVOLT SPA (FINISH) / SSS 17.5" W/2.5" BASE	AREA LUMINAIRE WITH P5 PERFORMANCE PACKAGE WITH TYPE 4 BACKLIGHT CONTROL. MOUNTED @ 20'-0"	LED - 3000K	7912	1	0.91	90.12
SA		3	LITHONIA	DSXB LED 16C 350 30K SYM MVOLT	3" H D-SERIES BOLLARD WITH SYMMETRIC DISTRIBUTION	LED - 3000K	1558	1	0.91	20
SB		7	LITHONIA	(FINISH) DSXB LED 12C 350 30K ASY	3" H D-SERIES BOLLARD WITH ASYMMETRIC DISTRIBUTION	LED - 3000K	1194	1	0.91	16
SC		14	LITHONIA	MVOLT (FINISH) WDGE2 LED P2 30K 80CRI T3M MVOLT SRM (FINISH)	WALL MOUNT WITH P2 PERFORMANCE PACKAGE - LED - 3000K - TYPE 3M. MOUNTED @ 8'-0"	LED - 3000K	1964	1	0.91	18.9815
SCE		5	LITHONIA	WDGE2 LED P2 30K 80CRI T3M MVOLT SRM E20WC (FINISH)	WALL MOUNT WITH P2 PERFORMANCE PACKAGE, TYPE 3M OPTICS AND EM BATTERY PACK. MOUNTED @ 8'-0"	LED - 3000K	1964	1	0.91	18.9815

E.101 $1'' = 30'-0''$



SD SF	9	LITHONIA	WDC2Z LED P2 30K 80CRI T4M MVOLT SFRM (FINISH)	WALL MOUNT WITH P2 PERFORMANCE PACKAGE - LED - 3000K - TYPE 4M. MOUNTED @ 8'-0"	1922	1	0.91	18.9815
	53	ALIIZ	A5-ZOZO-FLT 24" 27K-GSFL-3W WET (LENGTH) / RSS 10'-0" POLE	STRING / FEESTOON LIGHTS. MOUNTED @ 8'-0"	LED - 2700K	247	1	0.91

[illegible][illegible]

[illegible]

nLight Control - Sensor Coverage and Settings

nLight Sensor Coverage Pattern

NLTAIR2 PIRIN



CITY SANTA FE
STATE NEW MEXICO

PROJECT NO: 20253380

DRAWN BY: KS

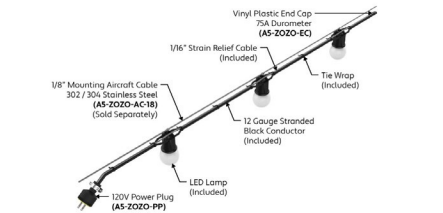
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CANOPY OPTIONS (Click Image to See Individual Submittal)



SPECIFY PRODUCT CODE | CHOOSE FROM DROP DOWNS

Series	Spacing	Lamp	Dimming	Listing	Luminaire Length
Standard (No Canopy) (A5-ZOZO-STN)	Ball Canopy (B7) 12' on Center (B7)	2700K, G-Shape (Z7K-GSF)	Forward Phase (B7)	Indoor (B7)	Specify Length in Feet Example: 50'
Round Canopy (A5-ZOZO-RNG)	Flat Canopy (F7) 36" on Center (F7)	Red, G-Shape (R-GSF)	Red, G-Shape (R-GSF)	Outdoor (WET)	
Round Canopy with Cage (A5-ZOZO-RNG-C)	Flat Canopy (F7) 36" on Center (F7)	Blue, G-Shape (B-GSF)	Blue, G-Shape (B-GSF)	Outdoor (WET)	
Cone Canopy (A5-ZOZO-CON)	Barrel Canopy (B7) 60" on Center (B7)	2400K, G-Shape Filament (Z4K-GSFL)	Red, S-Shape Clear (R-SSC)	Outdoor (WET)	
Cone Canopy with Cage (A5-ZOZO-COC)	Hat Canopy (H7) 60" on Center (H7)	3000K, G-Shape Filament (Z3K-GSFL)	Blue, S-Shape Clear (B-SSC)	Outdoor (WET)	
Cone Canopy (A5-ZOZO-HAT)	Hat Canopy (H7) 60" on Center (H7)	4000K, G-Shape Filament (Z4K-GSFL)	No Lamp(s) (NL)	Outdoor (WET)	

1170 N Red Gum St, Anaheim, CA 92806
aluz.lighting info@aluz.lighting 866.ALUZ.LTG | 714.535.7900
Specification Submittal
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LAMP OPTIONS



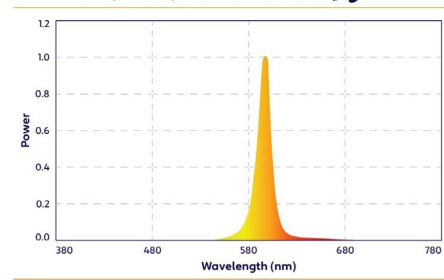
Lamp Name & Product Code	G-Shaped Lamp (GSF)	G-Shaped Filament Lamp (GSFL)	S-Shaped Lamp (SSF)	S-Shaped Clear Lamp (SSC)
Lamp Type	Standard LED	Filament LED	Standard LED	Standard LED
Material	Polymer Plastic	Shatterproof Glass	Polymer Plastic	Polymer Plastic
Lamp Life	20,000 hrs.	25,000 hrs.	20,000 hrs.	20,000 hrs.
CRI	80	90	75	80
Lumens	42	256	42	42
Beam Angle	360°	360°	360°	360°
Appearance	Frosted	Clear	Frosted	Clear, Textured
CCT & Colors	27K, 50K, R, G, B, A	24K, 27K, 30K, 35K, 40K, 50K	27K, 50K, OR	27K, 50K, R, G, B, A
Lamp Watts	1W	3W	1W	1W

Note: Lamp dimensions are subject to change without notice. +/- 0.25 Wattage Tolerance. CRI is based on 5.0K GSFL, 5.0K SSF, and 5.0K SSC.

LAMP SPECIFICATIONS

Lamp Number	Correlated Color Temperature	Description	Available Lamp Shapes
24K	2400 Kelvin	Incandescent White	(GSFL)
27K	2700 Kelvin	Warm White	(GSFL), (GSFL), (SSF), (SSC)
30K	3000 Kelvin	Warm White	(GSFL)
35K	3500 Kelvin	Neutral White	(GSFL)
40K	4000 Kelvin	Neutral White	(GSFL)
50K	5000 Kelvin	Cool White	(GSFL), (GSFL), (SSF), (SSC)
R	Red	621nm	(GSFL), (SSC)
G	Green	525nm	(GSFL), (SSC)
B	Blue	470nm	(GSFL), (SSC)
A	Amber	590nm	(GSFL), (SSC)
OR	Orange	610nm	(SSF)

SPECTRAL POWER DISTRIBUTION
AMBER LED (590nm) TURTLE FRIENDLY

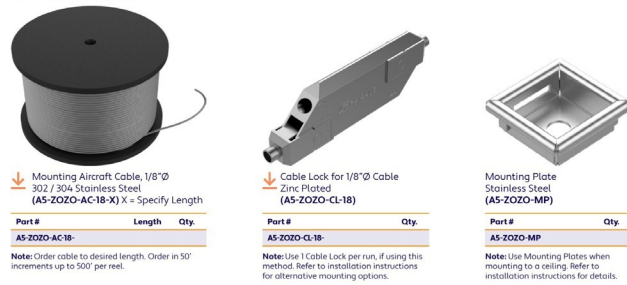


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ACCESSORIES (Sold Separately)

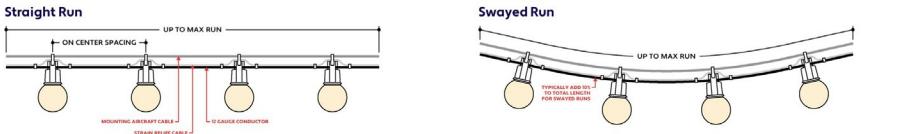


MOUNTING ACCESSORIES (Sold Separately - Click Image to See Cut Sheet, If Applicable)

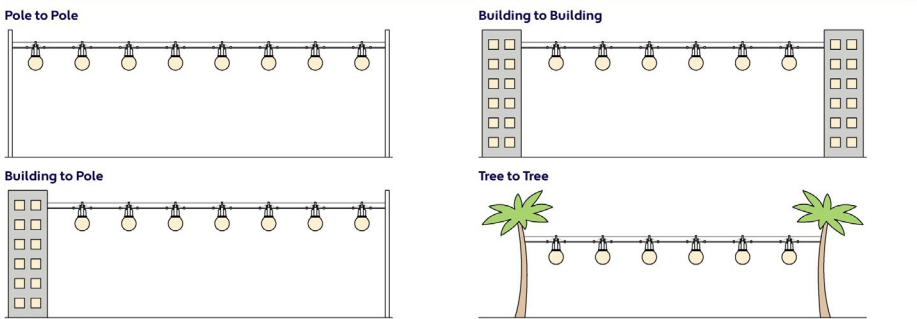


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DESIGN GUIDELINES



INSTALLATION OPTIONS



HARDWIRE INSTALLATION (Wet Location)



INSTALLATION RECOMMENDATIONS

- Determine weight of string light that will be used.
- Determine length of string light and multiply by weight.
- An engineer must choose the proper aircraft cable to handle the tension, based on length and weight to prevent product from sagging.
- An engineer must determine the strength of the structure where the cable will attach, based on tension calculation from previous step.
- If installing on a pole, check with pole manufacturer to confirm the pole can handle the tension.
- String light is hung to the above aircraft cable using the hooks. Secure hooks to aircraft cable by crimping or using stainless steel tie wraps.
- The supplied aircraft cable is designed to prevent strain on the wire. An additional aircraft cable is required to hang string light.

POWER PLUG INSTALLATION (Wet Location)



WEIGHT PER FOOT

Series	Spacing Selection	Approximate Weight *
ZOZO Standard (A5-ZOZO-STN)	12' on Center (B7)	0.30 lbs per foot
	18' on Center (B7)	0.24 lbs per foot
	24' on Center (F7)	0.21 lbs per foot
	36' on Center (B7)	0.18 lbs per foot
	48' on Center (B7)	0.17 lbs per foot
	60' on Center (B7)	0.16 lbs per foot

* Includes Wire, Socket, Lamp, and Strain Relief Cable. Mounting Aircraft Cable Not Included.

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CONSULTANTS

ISSUE DATES

SD	DEVELOPMENT PACKAGE	12/05/2025
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PROJECT NO: 20253380

DRAWN BY: KS

CHECKED BY: MH

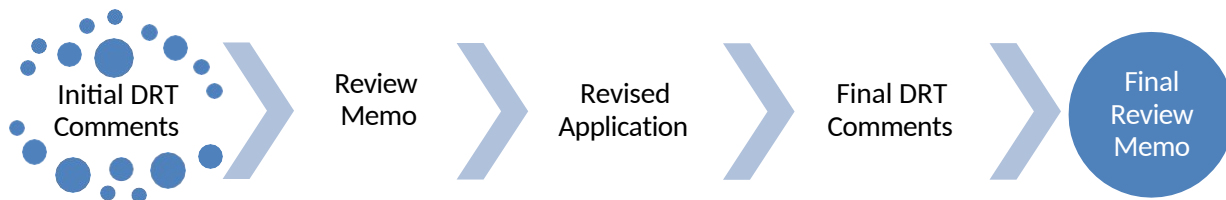
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STAMP

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the 2024 Development Review Schedule for

details DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: 02/09/2026

DRT Member: Clinton Peterson

Dept/Div: Public Utilities/Water

Division Case No.: 2025-11753 and #2025-

11756

Case Planner: Alexa Hempel

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case # 2025-11753 and #2025-11756

Conditions of Approval:	Must be completed by:	Applicant response**:
1. An approved Water Plan will be required for all new public water infrastructure and fire services.	Prior to Public Hearing	
2. An approved Agreement to Construct and Dedicate (ACD) will be required with the Water Division for all new public water infrastructure and fire services.	Prior to Building Permit Approval	
3. A separate irrigation meter will be required if the total landscaped area is 1,000 square feet or greater. An approved backflow prevention device shall be installed beyond the meter on any new irrigation service.	At the time of development	
4. Any re-grading of site over existing water mains shall maintain a minimum of 4 feet of cover and not exceed 5 feet of cover. Depth of existing main to be adjusted to maintain a minimum of 4 feet of cover and not exceed 5 feet of cover if site grading impacts these depth requirements.	At the time of development	

Technical Corrections:	Must be completed by:	Applicant response**:
1. Applicant and City Water staff will work together to address main looping during the review of the water plan (see attached memo)	Prior to water plan approval	

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)



City of Santa Fe Water Division Looping Requirement

The mission of the Water Division is to provide a safe, reliable, and resilient water supply to meet Santa Fe's needs. In design of the City's water distribution system, relevant pieces of this mission are achieved by, among other things, following best practices of looping water lines and avoiding dead end lines. These key distribution design paradigms help maintain water quality (safe) and provide redundancy of supply (reliable). Water distribution lines are installed by developers to Water Division specifications and standards and subsequently maintained by the Water Division. The Water Division does not generally install new extensions to water distribution lines.

Based on the location of this development, there is a possibility that the Water Division will require multiple points of connection to the public water system, or to "loop" the line.

Primary reasons for looping water main extensions are as follows:

- To reduce risk to the health and safety of our customers. Dead-end mains have less water turnover than looped mains, thus increasing the risk of bacteria development from stagnant water. Looping mains within the system when possible is a way to provide better water quality to our customers.
- Looping mains together provides better flows for fire hydrants in the event of an emergency.
- Looping provides redundancy in the event of a main break.

The details of our line extension policy can be found in [Chapter 25, Exhibit A, Rule 19](#) of the City of Santa Fe City Code, available online. Design criteria and construction standards are available on the Water Division's website. Comments from Water Division engineers are generally provided as part of the water plan review process following the submission of a first draft of the proposed water plan. The Water Division Engineering Section also meets weekly to discuss topics related to current developments, and developers working on projects with the City may join these meetings to discuss project details, including looping requirements. If you are interested in attending a weekly meeting or if you have any questions about the water plan review process, feel free to contact a Water Division Engineer.

Development Review Team

Comment Form

Date: February 24, 2026

Staff person: Alan G. Hook

Dept/Div: Public Utilities/ Water Division

Case: **Case #2025-11753 & #2025-11756 1802 Cerrillos Road**

Case Mgr: Alexa Hempel



Review by this division/department has determined that this application will meet applicable standards if the following are met:

Conditions of Approval:

Must be completed by:

1 An approved Development Water Budget including a 9.8% contingency per SFCC 14-7.7 will be required. A technical evaluation request for a Development Water Budget needs to be submitted to the City Water Division for review.	Prior to Planning Commission packet submittal.
2. An applicant may choose to develop a detailed, alternative Development Water Budget for the development project supported by <u>reliable data</u> that demonstrates that the anticipated annual water use will be less than if based on the Water Division's standard formulas per SFCC 14-7.7(D)(2).	Prior to Planning Commission packet submittal.
3 An Agreement to Construct and Dedicate (ACD) from the Water Division will be required for all new public water infrastructure or fire services. An approved Development Water Budget, including Landscape Irrigation Budget and a 9.8% Contingency is required prior to processing the ACD.	Prior to Recordation of Development Plan or Plat.
4 Each lot shall be served by separate water service at the time of development.	Prior to construction permit approval.
5 An agreement for metered service (AMS) will be required to install new services, including water offset fees.	Prior to construction permit approval.

The applicant should be aware that the following city code provisions or other requirements will apply to future phases of development of this project:

- A. Water rights proposed to be transferred to the city's water system for dedication to a development shall be tendered to the City of Santa Fe at whichever review stage is applicable and occurs first in the review of a particular development, according to the following requirements per SFCC 25-12.4:
 - 1) Not later than sixty (60) days after the final land use approval of the final development plan by the planning and land use department, the planning commission or the governing body.
- B. A construction permit application shall not be approved until the applicant has dedicated water to meet the approved development water budget for the development project plus a 9.8 percent contingency that covers water utility delivery requirements, as documented by the Water Division designation form and complied with the conditions thereof per SFCC 14-7.7 E1.

ACD PACKET CHECK-OFF SHEET

This sheet contains a list of required information for processing Agreements to Construct and Dedicate Public Improvements (ACD).

***Please submit this sheet with the packet.**

Check if submitted:

☒ Developer Information Sheet

☒ Utility Service Application

☐ Utility Contractor Price Quote

☒ Copy of Plat

☐ Approved Water Plan Drawing Number _____

☒ Approved Development Water Budget, including Landscape Irrigation Budget and a 9.8% Contingency

☐ Fee Waiver Application Approved by the Office of Affordable Housing

☐ SFHP, Not Applicable

COUNTY PROJECTS ONLY:

☐ City Council Approval Date _____

NOTE:

Applications will NOT be accepted for submittal unless ALL applicable items on this check list are completed and/or attached.

DEVELOPER INFORMATION SHEET

Developer's Name: DXD SS F2 Land, LLC

Address: P.O. Box 5587

Telephone #: (505) 303-0779

Contact Person: Lisa D. Martinez, Land Use Planning Consultant to Empire Self Storage

Legal Description of Property: 1802 Cerrillos, 1750 Cerrillos, 1361 Fourth Street, 3RD Berry Avenue – See attached Legal Description/Legal Lot of Record Documentation for each parcel

Plat Recording Date (month, day & year): Parcel 1: July 22, 1998; Parcel 2: March 31, 1978;

Parcel 3: July 22, 1998; Condemnation Parcel 4-1: July 22, 1998; Condemnation Parcel 4-4:

July 22, 1998

Record Book #: Parcel 1: Book 391, Page 028 Document No. 1033,815; Parcel 2: Book 62,

Page 7 Document No. 417,951; Parcel 3: Book 391, Page 028 Document No. 1033,815;

Condemnation Parcel 4-1: Book 391, Page 028; Condemnation Parcel 4-4: Book 391, Page

028; ALSO SEE ATTACHED LEGAL LOT OF RECORD DOCUMENTATION: The Capital Land

and Townsite Co. Addition Plat dated June 18, 1909 and recorded in Book 1 at Page 119

establishes a legal lot of record for each of the four parcels identified above.

Record Page #: See Above

Present Owner of Property (exactly as shown): Amatren LLC

Project Name: Empire Self Storage

Proposed Date of Completion (month & year): November 1, 2027

Developer Engineer Name: Souder, Miller & Associates

Address: 5454 Venice Avenue NE, Suite D Albuquerque, NM 87113

Telephone #: (505) 299-0942

Contact Person: _____

Developer Water Utility Contractor Name: TBD

Address: _____

Telephone #: _____

Contact Person: _____

Construction Starting Date: October 1, 2026

Type of Business Entity (NM Corporation, General Partnership, LLC, Individual, etc.):

LLC

NOTE:

1. Developer must fill out all the information above.
2. A Performance Bond from the Contractor, Certificate of Insurance and a check in the amount listed on Page 2 of Agreement to be supplied by the Developer.
3. SDCW requires contractor bid sheets (use SDCW format)
4. Developer is responsible for advising SDCW on proposed changes in start date to ensure availability of SDCW construction Inspector.

SDCW USE ONLY

Date Received: _____

Project Name: _____

Fire Hydrants: **YES** or **NO** **CITY** or **COUNTY** Quantity:_____

Drawing #: _____

W.O. #: _____

Inspector: _____

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

***Fill in all highlighted fields on this application. Applicant must sign and date application.**

Check one only: ☐ Water Service Technical Evaluation Request
 ☐ Agreement for Metered Service (AMS)
 ☒ **Agreement to Construct and Dedicate Public Improvements (ACD)**
 ☐ Annexation Application Water Budget
 ☐ Water Offset Program/Water Rights Compliance Evaluation Request

WORK ORDER # _____

Applicant Name: Empire Self Storage

Project Address: 1750/1802 Cerrillos Rd, 1361 Fourth St., 3RD Berry Ave Santa Fe, NM. 87505

***Required - Attach a Plat of the Property (legal lot of record and proposed development)**

Plat Filing Information: Year _____ Book 1 Page 119 Township, Range, Section: See attached LLOR Docs.

Location: (check one only) Inside Corporate City Limits ☒ Outside Corporate City Limits _____

Property Uniform Property Code: 1802 Cerrillos: 10685824, 1750 Cerrillos: 16008891, 1361 Fourth Street: 18312262, 3RD Berry Avenue: 12776860

Existing Well: Yes _____ No ☒

Legal Description including lot size: 2.72 Acres

Short Description of Project: The aforementioned properties are proposed to be utilized by DXD Self Storage as a redevelopment of the former Empire Builders building and two adjacent lots. It is proposed as a mixed use project, including a 3-story (basement + two levels above grade), 95,400 GSF Class A self-storage facility, community office spaces, and an indoor/outdoor gathering area. The two adjacent lots will complement the anchor use by including a ± 13,500 sf public dog park, additional creative workshop and storage spaces, and a new parking area to serve tenants and visitors.

Construction Start Date: October 1, 2026

***RESIDENTIAL PROJECT - Complete the following**

- | | |
|--|-------|
| 1. Type of project: (i.e. Single Family Residence, Subdivision, Lot split, Apartments) | _____ |
| 2. Total number of lots approved on final plat/development plan: | _____ |
| 3. Total number of homes existing or under construction: | _____ |
| 4. Size of service requested: (5/8", 3/4", 1" or 2") | _____ |

***Please fill in all categories below that apply for which water service is requested:**

--- COMPLETED BY APPLICANT ---

**Number of
Lots or Units**

- | | |
|-------|---|
| _____ | Single Family Dwelling Unit, lot size less than 6,000 sq. ft. |
| _____ | Single Family Dwelling Unit, lot size 6,000-10,890 sq. ft. |
| _____ | Single Family Dwelling Unit, lot size greater than 10,890 sq. ft. |
| _____ | Mobile Home (in Mobile home park) |

--- COMPLETED BY STAFF ---

Water Use Factors	Annual Water Demand
----------------------	------------------------

- | |
|------------------|
| .15 afy per d.u. |
| .17 afy per d.u. |
| .25 afy per d.u. |
| .17 afy per d.u. |

Accessory Dwelling Unit	.09 afy per d.u.
Apartment/Condominium	.16 afy per d.u.
Senior Complex	.12 afy per d.u.

Total

Total Residential Water Demand _____ AFY

**City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION**

***COMMERCIAL PROJECT - Complete the following**

Type of Project: (i.e. Office, Retail, Mixed, etc.) Mixed-Use

Total gross floor area of building: 95,400 GSF Class A Self-Storage; + 12,758 SF Workshops

Total area of lot, tract or parcel: 2.72 acres

Automatic Fire Sprinkler System: Yes

Building Construction Type:

Building Square Footage: + 95,400 GSF Class A Self-Storage; & + 12,758 SF

Workshops Site Plan Attached: X Yes No

*Please check all use categories below that are planned for the building and the gross floor areas of each use within the proposed building.

---- COMPLETED BY APPLICANT ----

Check Type of Use	Gross Floor Area
Commercial	

<u> X </u> Office–Non-medical (within Storage Building: Community Room 900 SF; Community Restroom 100 SF; Building 2 Workshop 3705 SF; Building 2 Offices (incl. Restroom) 575 SF; Building 3 Workshop 5,840 SF; Building 4 Workshop 2,328 SF; Restroom/MEP 310 SF; Parcel 1: Subtotal 95,400; Parcel 2: 12,758 Total: 108,158 SF	
<u> </u> Medical Office	_____
<u> </u> Office – City/State	_____
<u> </u> Research and Development Lab	_____
<u> </u> Manufacturing – Goods	_____
<u> </u> Manufacturing – Consumables	_____
<u> </u> Laundromat, Commercial	_____
<u> </u> Laundromat, Other	_____
<u> </u> Drycleaner	_____
<u> </u> Plant Nursery	_____
<u> </u> Gyms with showers	_____
<u> </u> Gyms without showers	_____
<u> </u> Salons	_____

---- COMPLETED BY STAFF ----

<u>Water Use Factors</u>	<u>Annual Water Demand</u>
--------------------------	----------------------------

(0.70 afy per 10,000 s.f.)	<u>See attached alt. calc.</u>
(0.72 afy per 10,000 s.f.)	_____
(0.58 afy per 10,000 s.f.)	_____
(1.18 afy per 10,000 s.f.)	_____
(0.21 afy per site)	_____
(2.33 afy per site)	_____
(0.78 afy per machine)	_____
(0.22 afy per machine)	_____
(0.41 afy per site)	_____
(0.56 afy per 10,000 s.f.)	_____
(8.94 afy per site)	_____
(0.77 afy per site)	_____
(0.21 afy per site)	_____

☐ Pet Grooming	(0.52 afy per site)	☐
☐ Pet Daycare	(0.11 afy per site)	☐
☐ Retail, Large (Individual stores or shopping areas > 75,000 sq ft)	(0.45 afy per 10,000 s.f.)	☐
☐ Neighborhood Center/Medium Retail (Individual stores or shopping areas 75,000-25,000 sq ft)	(0.43 afy per 10,000 s.f.)	☐
☐ Retail, Small (Individual stores or shopping areas < 25,000 sq ft)	(0.06 afy per site)	☐
☐ Gallery	(0.60 afy per site)	☐
☐ Grocery Store	(1.27 afy per 10,000 s.f.)	☐
☐ Restaurant (full service)	(0.02 afy per seat)	☐
☐ Restaurant (limited service)	(1.63 afy per Site)	☐
☐ Gasoline Station w/ Car Wash	(6.56 afy per Site)	☐
☐ Gasoline Station	(0.88 afy per Site)	☐

~~City of Santa Fe, New Mexico~~
UTILITY SERVICE APPLICATION

☐ Car Wash (full service)	☐	(5.66 afy per Site)	
☐ Car Wash (limited service)	☐	(0.94 afy per Wash Bay)	
☐ Auto Repair		(0.12 afy per site)	
☐ Car Rental		(0.12 afy per site)	
☐ Car Sales		(0.07 afy per 10,000	
☒ Self Storage (Upper Level 30,500 SF; Ground Level 29,500 SF; Lower Level 34,400 SF)		s.f.) (0.13 afy per site)	<u>See attached alt. calc.</u>
☐ Wholesale, Warehousing		(0.4 afy per 10,000 s.f.)	
☐ Industrial, Manufacturing		(applicant estimate of water use)	☐ e)
☐ Church w/ day care or school	☐	(1.3 afy per Site)	
☐ Church w/o day care or school		(0.6 afy per Site)	
☐ Hotel	No. of rooms		
☐ Motel	No. of rooms	(.13 afy per room) (.09 afy per room)	
<u>Public Services</u>			
School, Elementary			
☐ School, Middle or Junior High		(0.53 afy per 100 students)	
☐ School		(1.68 afy per 100 students)	
☐ Schools, Daycare		(2.64 afy per 100 students)	
☐ Places of Worship		(0.15 afy per site)	
☐ With Daycare and school		(0.95 afy per site)	
☒ Parks (Dog Park)	2500 SF	(1.48 afy per acre)	<u>See attached alt. calc.</u>
☐ Other (not listed above)	Please attach	(with attachment)	

water demand calculations and assumptions used

Total Floor Area: 108,158 SF
(Parcel 1 & Parcel 2); 2500 SF Dog Park

Total Commercial Water Demand 1.22 AFY
(See Attached Alternate Water Use Calculation)

Total Landscaping Water Demand 0.32 AFY
(See Attached Alternate Water Use Calculation)

9.8% Contingency 0.15 AFY

TOTAL PROJECT WATER DEMAND 1.69 AFY

.....

OWNER: Amatren LLC (Frank W. Culver) Mailing Address: P.O. Box 5587 Phone Number: _____ Mobile Number: (505) 690-4833	*Only If Applicable AGENTS: Lisa D. Martinez, B Constructiv LLC & Joseph Karnes, Sommer Karnes Assoc. Title: Land Use Planning Consultants to Empire Self Storage Mailing Address: 3201 C Zafarano Dr. #111 Santa Fe, NM. 87507 Phone Number: (505) 470-7888 Mobile Number: (505) 470-7888
Information Provided By: Check one: Owner _____ Agent <u>X</u>	
Signature: <u>Lisa D. Martinez</u> Date: Initial Application: 12/7/2025	
Technical Evaluation to be Sent to: Check one: Owner _____ Agent <u>X</u>	

COMMENTS: _____

APPLICANTS, PLEASE NOTE:

- If the project is located within the Historic District and a hotbox for a backflow preventer is required, the Historic Preservation Division must be contacted at (505) 955-6605 to coordinate the hotbox location.
- Ordinance 2008-53, prohibits new connections outside the presumptive city limits including the Agua Fria traditional historic community (AFTHC) unless specific conditions are met. Applications for service outside the presumptive city limits and AFTHC must include documentation showing these conditions are met or the application will be rejected. The documents required are shown below:
 - o A map of the proposed project in relation to the existing city limits and the presumptive city limits.
 - o A detailed description of the proposed development including the type and size of proposed land uses.
 - o The health, safety and welfare or other legal reason for the connection.
 - o A site water budget.
 - o Documentation from the County of Santa Fe that county water service is not available, if applicable.
 - o Documentation from the wastewater division regarding sewer availability.
 - o A certified Santa Fe Homes Proposal as set forth in Section 14-8.11 SFCC 1987 if applicable.

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the 2024 Development Review Schedule for

details DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due
	2/9/26	2/20/26

Date: 2/10/26

DRT Member: Alexa Hempel

Dept/Div: Current Planning

Case No.: #2025-11753/11756

Case Planner: Alexa Hempel

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Sign dimensions proposed in architectural plans are too large per 14-8.10(G)(8)(a): "For C-2, SC, and I properties located within the Cerrillos Road highway corridor protection district, the following standards shall apply: For one business establishment on a legal lot of record, not more than three signs are allowed, no one of which shall exceed fifty (50) square feet in area in corridor zone one. The total allowable sign area for all three signs shall not exceed one hundred fifty (150) square feet." Revise sign sizing to meet this code criteria.	At time of Sign Permit	
2. Consolidate all lots of Block 2 in "The Capital Land and Townsite Co. Addition to Santa Fe NM"	Prior to Recording Development Plan	
3. Consolidate Lots 13-20 of Block 3 in "The Capital Land and Townsite Co. Addition to Santa Fe NM"	Prior to Recording Development Plan	
4. Provide appropriate documentation connecting Lot 1 to the rest of the Development Plan in perpetuity	Prior to Recording Development Plan	
5. Delete list of Conditions of Approval on DP-102 for now. I will let you know what conditions should be on there after we go to Planning Commission	Prior to Planning Commission	
6. Fence around Site 2 mini storage units shall provide a visual buffer or screen and be constructed of opaque materials per SFCC 14-6.2(D)(3). Provide an elevation/detail of the proposed fencing material.	Prior to Recordation	
7. Is fence 6 or 8 feet tall? DP says 6 ft and architectural plans say 8ft. Please revise to match.	Prior to Planning Commission	
8. Architectural plans need to be updated to match revised building placement on Site 2 for setbacks.	Prior to Planning Commission	
9. Architectural plans showing the layout/number	Prior to Planning	

of storage units on each floor is missing in new set. Please add this back in.	Commission	
10. A mural is included in the architectural renderings, but not architectural elevations. Please revise to match	Prior to Planning Commission	
11. Provide architectural elevations for buildings 2, 3, and 4	Prior to Planning Commission	
12. Is this project planned to be built in phases? If so, provide a phasing plan.	Prior to Planning Commission	

Technical Corrections:	Must be completed by:	Applicant response**:
1. DP-103: Open Space – incorrect code citation. Change to SFCC 14-7.5(D)	Prior to Planning Commission	
2. Add descriptions/dimensions of all open space provided (might be easier to visually depict on a new sheet)	Prior to Planning Commission	
3. DP-103: Parking – delete “parks & open space – as determined by the city”	Prior to Planning Commission	
4. DP-101: Fill in floodplain note #17	Prior to Planning Commission	

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

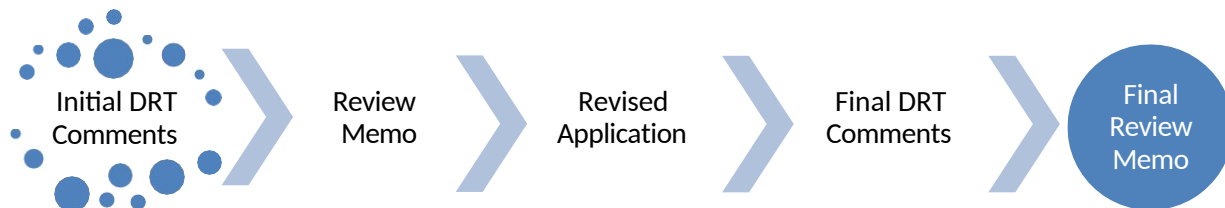
Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.

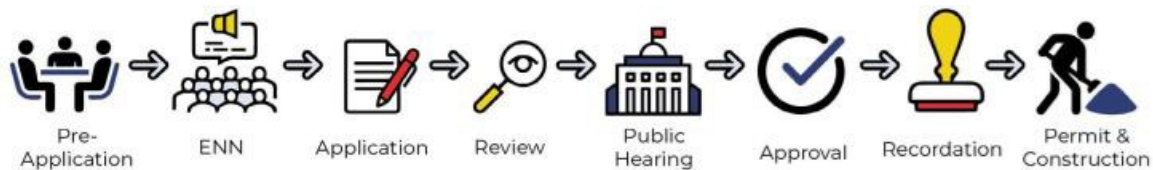


Timing of Conditions of Approval + Technical Corrections

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- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the 2024 Development Review Schedule for

details DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: April 7, 2026

DRT Member: Geronimo Griego, Fire Marshal

Dept/Div: Fire Prevention Division

Case No.: 2025-11753_2025-11756_1802 Cerrillos_EmpireStorage_DP_SUP (Revised)

Case Planner: Alexa Hempel-Senior Planner

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Shall reference correct year of IFC (C-100) and Appendix B for average-sprinkler reduction (FC-101)	<i>Prior to Public Hearing</i>	
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

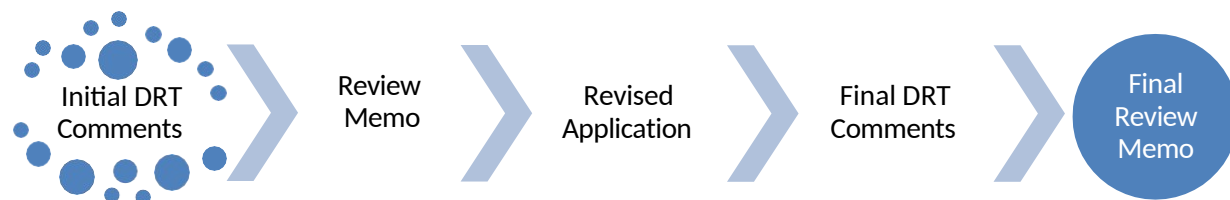
Explanation of Conditions or Corrections (if needed):

IFC 2015 is the wrong referenced fire code. The city of Santa Fe most currently adopted fire code is IFC 2021. Also look at the most recently adopted fire code for the correct reference Appendix B Table B105.1 (1)

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

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- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the 2024 Development Review Schedule for

details DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due
2/9/26 by SF MPO	2/9/26 by SF MPO	

Date: 2/16/26 4/16/26

DRT Member: Erick Aune & Carrie Tremblatt

Dept/Div: Santa Fe MPO

Case No.: Case #2025-11753

Case Planner: Alexa Hampel

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Sidewalk should align with Cerrillos Road Plan specs and city street design standards which require 5' landscape buffer between street and pedestrian path (See comments on plans for detail). Sidewalk width should be at least 6', but also made as wide as possible on Cerrillos. FHWA and AASHTO guidance support a separated bike facility given the vehicle speeds and volumes here. By expanding the sidewalk to the minimum for a shared use path (10') this would better align with federal guidance.	Prior to planning commission	
2. Driveway conflicts on NW Fourth street should be minimized by consolidating driveways or minimizing the driveway width to ensure one-way circulation	Prior to planning commission	
3. Ensure safe pedestrian access to site from each street frontage and sidewalk and also between all 3 parcels. How are conflicts between cars and pedestrians crossing 4th from parking on site 1 to site 2 going to be managed and minimized? Crosswalk should be setback from driveways at least 20 feet.	Prior to planning commission	
4. Pedestrian Access Routes should aim for right angles. Skewed angles can be challenging for wheelchairs to maneuver safely. Minimize awkward angles and ensure there is sufficient landing pad for maneuvering	Prior to planning commission	
5. Provide conversations with NMDOT so City staff can better understand NMDOT recommendations for this project.	Prior to planning commission	
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		

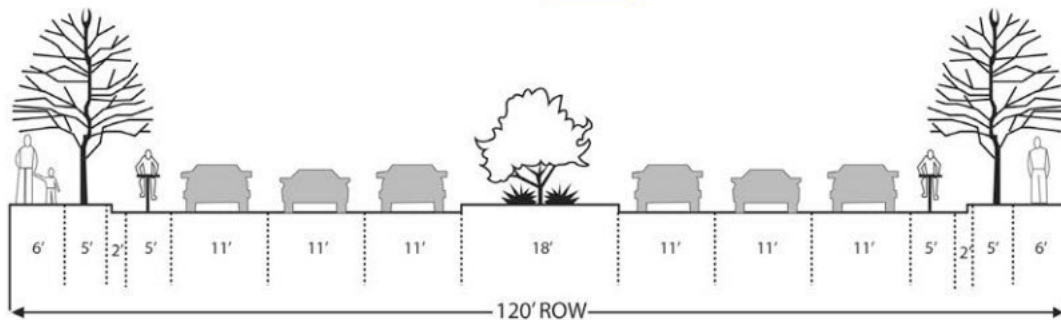
**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

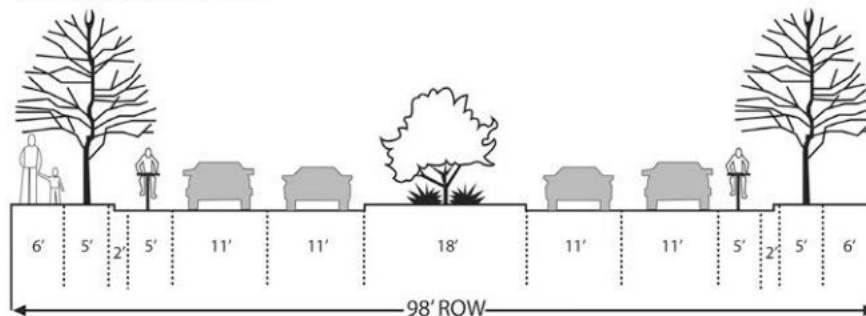
1. [list any additional items]
2. Explanation of Conditions or Corrections (if needed):
3. (see following pages for notes required)

See City Street Standards below for sidewalk and landscaping buffer requirements

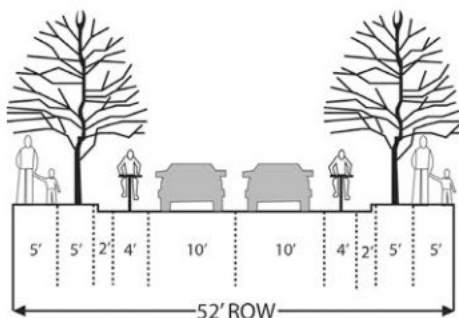
Illustration 14-9.2-1: **Street** Types Design



MAJOR ARTERIAL 6-LANE

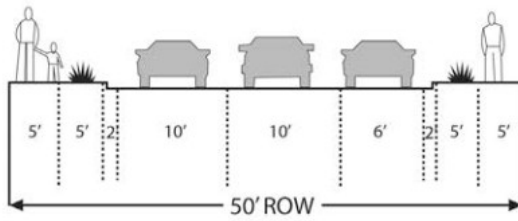


MAJOR ARTERIAL 4-LANE

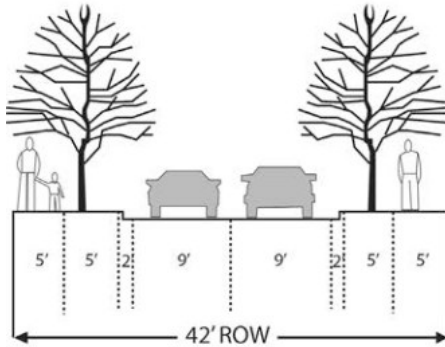


COLLECTOR

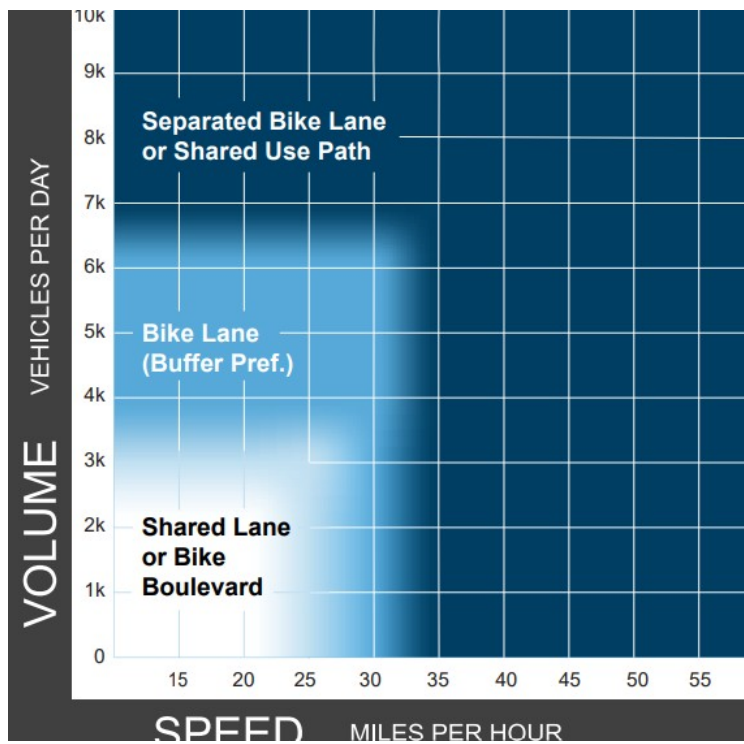
PARKING BOTH SIDES



SUB COLLECTOR WITH PARKING ON ONE SIDE



SUB COLLECTOR WITHOUT PARKING



Development Review Team (DRT) Comment Form

Date: February 20, 2026

DRT Member: Leroy Pacheco, PE and Phil Gallegos, PE (Wilson &

Company) Dept/Div: Public Works Department – Traffic Engineering

Case No.: Case #2025-11753 (Development Plan) & Case #2025-11756 (Special Use Permit) 1802 Cerrillos Road (former Empire Builders Site)

Case Planner: Alexa Hempel, LEED Green Associate, Senior Planner

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case

Conditions of Approval:	Must be completed by:	Applicant response**:
1. See attached letter from Wilson & Company dated 2/20/26 certifying its concurrence with the developer's "Initial Traffic Assessment" (ITA).	N/A	
2. Developer should provide certification that its engineers have provided NMDOT project development engineers opportunity to review site plans in accordance with the department's proposed redesign and reconstruction of Cerrillos Road.	Prior to Planning Commission	
3. A detailed signage and striping plan for all required on-street signage, pavement markings, and any related regulatory/directional signs shall be submitted for review and approval by Public Works.	Prior to Building Permit	

Technical Corrections:	Must be completed by:	Applicant response**:
1.		
2.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. City of Santa Fe Building Code, Chapter 23-3.2 states that before commencement of any new construction, it is mandatory for the owner to obtain approval from the Public Works Department for any driveway curb cut or sidewalk crossing. This approval must be issued before a building permit for such new construction is approved.
2. Note as the public infrastructure plans move forward to building permit, these may be subject to additional reviews and possible corrections to meet Public Works Standards for roadways, ADA, signing, striping, lighting, etc.

Form Updated: April 2024

prior to building permit approval.

Memorandum

To: Leroy Pacheco, PE COSF

From: Philip A. Gallegos, PE, Senior Transportation

Engineer CC:

Date: 2/20/2026

Re: DXD Storage ITA Review Comments

Wilson and Company has reviewed the ITA prepared by Souder Miller and Associates for the DXD Empire Self Storage Development located at 1802 Cerrillos Road in Santa Fe, New Mexico.

The ITE Trip Generation Handbook, 12th Edition was utilized for this ITA and the number of trips generated by this development are below the thresholds for a TIA as outlined in the City of Santa Fe TIA Guidelines. Therefore, I concur with the findings of the report.

Please let me know if you have any questions or require further information.

Sincerely,

Philip A Gallegos, PE

Senior Transportation Engineer

Wilson & Company, Inc., Engineers & Architects

discipline | intensity | collaboration | shared ownership | solutions

Development Review Team

Comment Form

Date: February 24, 2026

Staff person: Alan G. Hook

Dept/Div: Public Utilities/ Water Division

Case: **Case #2025-11753 & #2025-11756 1802 Cerrillos Road**

Case Mgr: Alexa Hempel



Review by this division/department has determined that this application will meet applicable standards if the following are met:

Conditions of Approval:

Must be completed by:

1 An approved Development Water Budget including a 9.8% contingency per SFCC 14-7.7 will be required. A technical evaluation request for a Development Water Budget needs to be submitted to the City Water Division for review.	Prior to Planning Commission packet submittal.
2. An applicant may choose to develop a detailed, alternative Development Water Budget for the development project supported by <u>reliable data</u> that demonstrates that the anticipated annual water use will be less than if based on the Water Division's standard formulas per SFCC 14-7.7(D)(2).	Prior to Planning Commission packet submittal.
3 An Agreement to Construct and Dedicate (ACD) from the Water Division will be required for all new public water infrastructure or fire services. An approved Development Water Budget, including Landscape Irrigation Budget and a 9.8% Contingency is required prior to processing the ACD.	Prior to Recordation of Development Plan or Plat. Prior to Building Permit
4 Each lot shall be served by separate water service at the time of development.	Prior to construction permit approval.
5 An agreement for metered service (AMS) will be required to install new services, including water offset fees.	Prior to construction permit approval.

The applicant should be aware that the following city code provisions or other requirements will apply to future phases of development of this project:

- A. Water rights proposed to be transferred to the city's water system for dedication to a development shall be tendered to the City of Santa Fe at whichever review stage is applicable and occurs first in the review of a particular development, according to the following requirements per SFCC 25-12.4:
 - 1) Not later than sixty (60) days after the final land use approval of the final development plan by the planning and land use department, the planning commission or the governing body.
- B. A construction permit application shall not be approved until the applicant has dedicated water to meet the approved development water budget for the development project plus a 9.8 percent contingency that covers water utility delivery requirements, as documented by the Water Division designation form and complied with the conditions thereof per SFCC 14-7.7 E1.

Development Review Team (DRT) Comment Form

Date: 2/16/2026

DRT Member: Dee Beingessner, Joshua VanSlambrouck (Conditions and corrections in red text have yet to be complete) please see comments inserted

Dept/Div: Land Use Engineering

Case No.: 1802 Cerrillos Rd Development

Plan Case Planner: Alexa Hempel, Senior Planner

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	Must be completed by:	Applicant Response**:
1. Provide discussion in the drainage narrative of how the stormwater will be directed to the ponding areas. Include how water will be directed from roof drains. Discussion not found.	Prior to Recordation	
2. Provide flow directional arrows on grading and drainage plan especially showing flow from roof drains to ponding areas. Ponding area volumes must be established for each ponding area showing dimensions. Label each pond with a pond number and the volume. Depressed areas for all landscaped areas are encouraged, but the official ponding areas for the required storage must be verifiable in the future. The conveyance of water to those areas must be shown on the plans and verifiable in the future. Show curb cuts for water to enter landscaped areas.		
3. Include pond sections and show how ponds will overflow.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1. Include attached notes.		
2. A financial guarantee will be required for all public and quasi-public infrastructure. The guarantee must be in place prior to recordation of development plan.		
3. Current analysis shows a violation: an increase in peak stormwater flows is not allowed per city code 14-8.2(D)(4)(b)(i)		
4. Include 2 additional drainage analysis for the 1-year, 1-hour, and 100-year, 24-hour, required to show compliance for any frequency storm event up to the 100-year, 24-hour. Please See city code 14-8.2(D)(4)(b)(i) "except as otherwise required by this Section 14-8.2, the stormwater runoff peak flow rate discharged from a site shall not exceed pre-development conditions for any frequency storm event up to the one percent chance, twenty-four-hour storm event at each discharge point;"	Prior to recordation	
5. Show on the drainage and terrain management plans: roof drain pattern and downspouts/cañales, and means of	Prior to recordation	

stormwater conveyance (swales, catch basins, storm drainpipe, curb cuts, etc.) to stormwater control features		
6. Please provide more information on how runoff Coefficients were selected from the NMDOT Manual, include the figure/table number, cover type, % impervious cover, etc.		
7. Please Verify how the runoff volumes are calculated, The Rational Method is not an acceptable method to calculate runoff volume per NMDOT Drainage Design Manual, July 2018, section 403, Limitations: "Runoff volumes may not be computed with the Rational Formula Method or Modified Rational Formula Method (not included in this Drainage Design Manual".		
8. Include an acceptable runoff volume analysis for stormwater quality volume for a 0.68-inch (90% percentile, or roughly the 1-year, 1-hour storm) event. This runoff volume must be contained/retained on site, to reduce pollution per EPA NPDES MS4, see city code 14-8.2(A)(13). This volume must infiltrate in 24 hours per city code 14-8.2(D)(4)(c)(ii), It is encouraged that the Stormwater quality volume design is incorporated into the landscape, to also comply with landscape code rainwater harvesting requirements 14-8.4(E)(1) "The <u>landscaping</u> plan shall include <u>passive water harvesting</u> for <u>landscape</u> irrigation purposes as a minimum requirement" the minimum recess depth for retention and water harvesting areas is 6 inches.	Prior to recordation	
9.		

***The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.*

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

See following pages for notes required on plat or plans

DRAINAGE FACILITIES MAINTENANCE NOTE

ALL DRAINAGE FACILITIES SHALL BE MAINTAINED BY ALL PROPERTY OWNERS. THE PROPERTY OWNERS SHALL ALSO HAVE THE RESPONSIBILITY FOR MAINTENANCE OF THE PUBLIC DRAINAGE EASEMENT.

INSPECTIONS SHALL BE CONDUCTED BY A REGISTERED PROFESSIONAL ENGINEER IN THE STATE OF NEW MEXICO OR OTHER QUALIFIED PERSON. INSPECTIONS SHALL BE CONDUCTED ON THE DRAINAGE FACILITIES IN ACCORDANCE WITH THE FOLLOWING SCHEDULE:

Form Updated: March 2024

ON OR ABOUT MARCH 15, ON OR ABOUT SEPTEMBER 15, AND AFTER EACH STORM EVENT OF 1-INCH OR GREATER. MAINTENANCE OF THE DRAINAGE FACILITIES SHALL BE CONDUCTED AND DOCUMENTED BY THE ENGINEER OR QUALIFIED PERSON AND THE OWNER. THE OWNER SHALL MAINTAIN A FILE OF THE INSPECTIONS AND REMEDIAL ACTION CONDUCTED ON THE DRAINAGE FACILITIES.

WORK SHALL BE CONDUCTED IN ACCORDANCE WITH THE ENGINEER'S RECOMMENDATIONS, AND SHALL INCLUDE, BUT IS NOT LIMITED TO THE FOLLOWING:

A. FLUSH ALL CULVERTS, DROP INLETS AND DRAINAGE PIPES TO REMOVE SEDIMENT AND VEGETATION THAT PREVENTS OR HINDERS THE FLOW OF STORM WATER IN THE DRAINAGE STRUCTURE(S).

B. REMOVE SEDIMENT IN PONDS THAT IS GREATER THAN 6-INCHES IN DEPTH, AND IF NECESSARY, RESEED WITH NATIVE GRASSES AND INSTALL FILTER FABRIC AND 3 TO 4 INCH COBBLE AS DIRECTED BY THE ENGINEER.

C. INSPECT FOR SEDIMENTATION IN ALL SWALES, DITCHES, DRAINAGE PONDS AND REMOVE AND STABILIZE AS NECESSARY.

D. INSPECT FOR SOIL EROSION AT ALL DRAINAGE PONDS, CUT AND FILL SLOPES, AND REPAIR OR STABILIZE ACCORDINGLY.

E. INSPECT THE STRUCTURAL INTEGRITY OF DRAINAGE PONDS, SLOPES, RIP-RAP, GABIONS, DROP INLETS, CULVERTS, ENERGY DISSIPATORS, AND RETAINING WALLS, ROCK PLATING, EROSION CONTROL MATS OR BLANKETS, AND REPAIR OR STABILIZE ACCORDINGLY.

GUNNISON'S PRAIRIE DOG NOTE

THE PROJECT SHALL COMPLY WITH THE PROVISIONS OF THE GUNNISON'S PRAIRIE DOG ORDINANCE (ARTICLE 14-8.12).

DUST CONTROL NOTE

All on-site soil disturbing construction activities shall be addressed and provide measures to mitigate or control dust from being transported offsite and polluting neighboring properties.

Any person, owner, contractor or operator who conducts earthmoving and/or dust generating activities is responsible for implementing Best Management Practices (BMPs) in order to mitigate off-property transport of fugitive dust emissions.

A plan, or storm water prevention plan (SWPPP) when applicable, listing the Best Management Practices (BMPs), shall be provided to the City Engineer, or their designee for review and

approval. The approved BMPs shall be applied to the graded and/or disturbed soil in order to stabilize the site.

The initial BMP shall address how the Contractor will minimize the amount of disturbed soil, and how the Contractor will stabilize the disturbed surface area exposed to wind or vehicle traffic during construction.

Some BMPs shall include:

- The reduction of vehicle speeds: establish a maximum speed limit or install traffic calming devices to reduce speeds to a rate to mitigate off-property transport of dust entrained by vehicles.
- The minimization of drop height: Drivers and operators shall unload truck beds and loader or excavator buckets slowly, and minimize drop height of materials to the lowest height possible, including screening operations.
- High winds restriction: temporarily halt work activities during high wind events greater than 30 mph if operations would result in off-property transport.
- Restrict access: restrict access to the work area to only authorized vehicles and personnel.

In the event the above practices are ineffective to prevent off property transport, the owner or operator shall use at one or more of the following Best Management Practices (BMPs):

- Wet suppression: apply water to disturbed soil surfaces, backfill materials, screenings, and other dust generating operations as necessary and appropriate considering current weather conditions, and prevent water used for dust control from entering any public right-of-way, storm water drainage facility, or watercourse.
- Wind barrier: construct a fence or other type of wind barrier to prevent wind erosion of the graded or disturbed surface.
- Vegetation: plant vegetation appropriate for retaining soils or creating a wind break.
- Surface roughening: stabilize an active construction area during periods of inactivity or when vegetation cannot be immediately established.
- Cover: install cover materials such as tackifiers, erosion control blankets, gravel, vegetation (when appropriate), cold-millings, etc. during periods of inactivity and properly anchor the cover.
- Soil retention: stabilize disturbed or exposed soil surface areas that will be inactive for more than 30 days or while vegetation is being established.

ENGINEER'S STORMWATER INFRASTRUCTURE CERTIFICATION

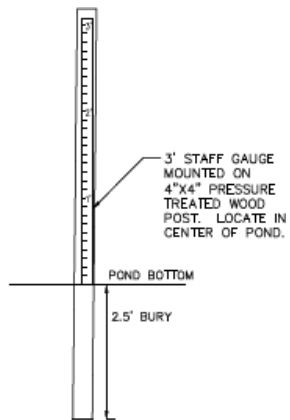
I, the undersigned professional engineer in the State of New Mexico, do hereby certify that the record information shown hereon is based on actual field measurements and visual inspections performed by myself or under my direct supervision. I further certify that the record condition as of _ is in substantial compliance with the approved grading and drainage plan prepared by _____, dated _____.

Signature

NMPE # _____

Date

Example for pond measurement post

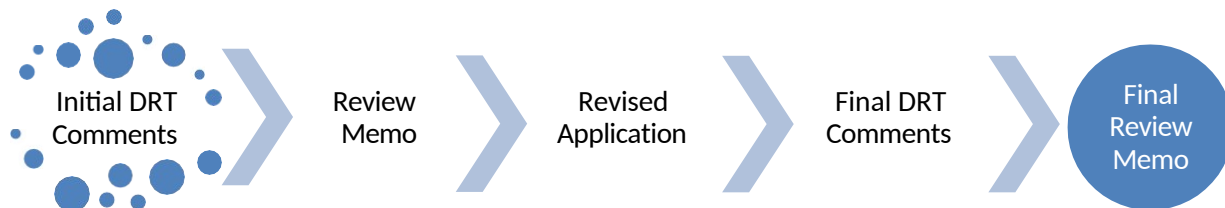


POST & STAFF GAUGE
NTS

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.

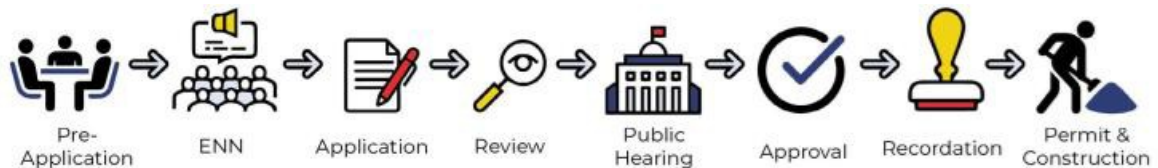


Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the 2024 Development Review Schedule for

details DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: May 1, 2026

DRT Member: Geronimo Griego, Fire Marshal

Dept/Div: Fire Prevention Division

Case No.: 2025-11753_2025-11756_1802 Cerrillos_EmpireStorage_DP_SUP (3rd

Review) Case Planner: Alexa Hempel-Senior Planner

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Shall comply with the most currently adopted International Fire Code (IFC) and adopted city ordinances upon building permit approval.	<i>Prior to Building Permit Approval</i>	
2. Shall maintain access to apparatus access roads in and around construction sites. Complying IFC 2021, Chapter 33 Fire Safety and During Construction and Demolition.	<i>During Construction</i>	
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

- 1.