October 27, 2026

Review Committee
Planning Division
City of Santa Fe
200 Lincoln Avenue
Santa Fe, NM 87501

Dear Review Committee,

PROJECT SUMMARY:

Spears Horn Architects was approached and hired by Paul Gallegos; owner of the property located at 2509 Siringo Lane in Santa Fe County in April of 2025. The scope of work that was discussed and approved by Paul Gallegos was that Spears Horn Architects will submit for a rezone of the 2509 Siringo Lane property from R-1 (One residential unit per lot) to an R-3 (Three residential units per lot). This is also in consideration that the lot will be part of a lot split which will be followed up by a family transfer of two of the three lots when split.
This letter is a revised statement addressing the required Rezoning Approval Criteria listed in Section 14.02.01 of the Santa Fe Land Development Code. See updated responses below:

I. REZONING APPROVAL CRITERIA SECTION 14-2.1.D.3

SFCC Section 14-2.1.D.3 governs the authority, procedures, and restrictions for Rezonings. Prior to recommending approval of a Rezoning the Planning Commission must make certain findings based off the approval criteria in SFCC Section 14-2.1.D.3.VII, below:

14-2.1.D.3.VII.a.1:
The planning commission and the governing body shall review all rezoning proposals on the basis of the criteria provided in this section, and the reviewing entities must make complete findings of fact sufficient to show that these criteria have been met before recommending or approving any rezoning:

1. **One or more of the following conditions exist:**
   - i. **There was a mistake in the original zoning;**

     This does not apply to our application.

   - ii. **There has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning; or**

     The most significant and relevant change that applies to our application is the surrounding lots and neighborhoods have changed their zoning from an R-1 to R-(2, 3, 4, and 5) zoning. In addition, we would like to change our property from an R-1 to an R-3 zoning to reflect and match the surrounding area and neighborhood.

   - iii. **different use category is more advantageous to the community, as articulated in the General Plan or other adopted City plans.**

The rezone request aligns with the General Plan Themes and Polices such as Urban Form, Review Process, and Implementation. In addition, the project reflects the 1999 General Plan and Future Land Use Map.

Urban Form

Promote a compact urban form and encourage sensitive / compact infill development.

The R-3 zoning will allow of the property owner to provide / build more units on the existing lot encouraging a sensitive and compact infill. The city must encourage higher density residential developments than existing zoning often allows. This will also utilize existing streets and infrastructure such as utilities and would not require additional infrastructure to be implemented. In addition, Policies 4-1-G-1 and 3-G-2 will be met as it recognizes that managing growth will enhance the quality of life for Santa Feans and there shall be a mix of uses and housing types in all parts of the city.

Compact Urban Form 4-3-G-2

Rezoning to a higher density supports a more compact urban form by making more efficient use of the land. This is particularly important in this case as the property will utilize existing utilities and roadway infrastructure without need for extensive new development.

Mix of Housing Types in All Neighborhoods (3.3 Land Use Framework)

Future Land Use (figure 3-2) illustrates neighborhoods with integrated housing types, designed to locate a larger share of residences close to transit and neighborhood centers.

The property is located in a diverse neighborhood single-family and multi-family developments. Maintaining the single-family use of the property but allowing the density to increase will keep the mix of housing types in the neighborhood consistent.

Review Process

Streamline the planning and develop review processes.

The 1999 General Plan calls for the zoning of the property to be designated or categorized as residential 3 – 7 units per acre. This will help the City of Santa Fe Land Use Department with other properties requesting a similar rezoning application.

Implementation

Ensuring consistency between the General Plan, implementing ordinances (including zoning and impact fees), and Capital Improvements Program (CIP)

The 1999 General Plan calls for the zoning of the property to be designated or categorized as residential 3 – 7 units per acre. This will allow the City of Santa Fe to introduce the implementation of the 1999 General Plan to the surrounding properties. In addition, policy 3-G-1 will be met as there shall be consistency between the general plan and the city's land use development laws.

14-2.1.D.3.VII.a.2:
All the rezoning requirements of Chapter 14 have been met.

The proposed rezoning of 2509 Siringo Lane, has met all rezoning requirements of Chapter 14 specified in 14-3.1 and 14-3.5 addressed below.

Applicable General Provisions 14-3.1

B. Authority to File Applications

1) Unless otherwise specified in Chapter 14, applications for review and approval under chapter 14. May be filed by:

a. The owner of the property that is the subject of the application;

Paul Gallegos is the legal owner of the subject property per the Warranty Deed.

b. The owner's authorized agent with written authorization;

Spears Horn Architects is authorized to submit this application on behalf of Paul Gallegos

c. A land use board; or
N/A

d. The land use director.
N/A

2) When a land use board files and application, it does so with prejudice to the outcome

C. Form of Application

1) Applications required by Chapter 14 shall be submitted in a form and in such number as requested by the land use director.
2) Each application shall include plans, calculation, and reports sufficient to clearly demonstrate compliance with all applicable provisions of Chapter 14 and applicable stat and federal regulations that are administered or enforced by the city. The number and format of the required documentation shall be a required by the land use director.
3) The land use director shall provide standardized checklists and format guidelines for each type of application. The land use director may waive the submittal of items on the checklist or require supplemental materials not included on the checklist where such action is necessary to clearly demonstrate compliance with applicable provisions.

4) *In the course of reviewing an application, the governing body and the land use boards may waive the submission of items on the checklist or may require supplemental materials not included on the checklist where such action is necessary to clearly demonstrate compliance with applicable provisions.*

The application complies with the form application outlined above.

D. *Schedule of Fees, Charges and Expenses*

The governing body shall establish by resolution of schedule of fees, charges, and expenses and a collection procedure for construction permits, appeals, subdivisions, amendments, and other applications. This schedule of fees, charges, and expenses shall be posted in the planning and land use department and may be altered or amended only by the governing body. No permit or approval required under Chapter 14 shall be issued or granted unless and until applicable charges, fees, and expenses have been paid in full.

This application acknowledges the Schedule of Fees, Charges, and Expenses outlined above and the application fee was paid on September 1, 2026.

E. *Pre-Application Conferences*

1) *Applicability*

a. *Pre Pre-Application conferences are required prior to submission of applications for: (i) amendment of the number, shape, boundary, or area of any district, whether by a non-governing-body-initiated annexation or a rezoning; (ii) subdivision, unless the land use director waives, in writing, the requirement for good cause shown; and (iii) a residential development request that is subject to the Santa Fe Homes Program set forth in Section 26-1 SFCC 1987;*

b. *The land use director may determine that a pre-application conference is necessary for other applications to land use boards due to the scope or complexity of the proposed project; and*

c. *The land use director may waive or modify the pre-application conference procedures based on a determination that the purpose of the conference have been achieved by other means or that the limited scope or simplicity of the project does not warrant a formal pre-application conference.*

2) *Procedures*

a. *At least fifteen calendar days before the application is filed, the applicant shall imitate a pre-application conference with the land use director.*

b. *For annexation and rezonings, the purpose of the pre-application conference is to review the proposal for conformity with the general plan, availability of community facilities and utilities, proposed utilities and street improvements, required park and open space improvements, and other requirements as may be dictated by city ordinance.*

3) Responsibility

The city does not assume any responsibility for a lack of understanding of these regulations by the applicant. Advice to the applicant shall not be construed to result in the city, its officers, agents, or employees becoming responsible for damages to the applicant as a result of the applicant's reliance on information given by them. Advice to the applicant does not limit the discretion of any land use board or the governing body in making conditions of approval for the proposed development not anticipated at the time of the pre-application conference.

This application acknowledges the Pre-Application Conference Applicability, Procedures, and Responsibility outline above. The requisite Pre-Application Conference was conducted on August 14, 2025.

F. Early Neighborhood Notification Procedures

1) Intent

Early neighborhood notification (ENN) is intended to provide for an exchange of information between the applicant and residents and property owners in affected neighborhoods before plans become too firm to respond meaningfully to community input and before changes in plans might cause major financial losses by the applicant. Notification set forth in the sections in addition to notification required elsewhere in Chapter 14, unless the other notification procedures are duplicative with the requirements of this section.

2) Applicability to Projects Reviewed by the board of adjustment, planning commission or the governing body.
(Ord. No. 2013-16 4)

a. *Enn is required for the following types of projects, if a public hearing before the board of adjustment, planning commission, or the governing body is required by other provisions of Chapter 14:*

(iii) rezonings;

5) ENN Meeting

The announced meeting shall take place at least ten days before the development project application is submitted. Attendees should make a good-faith effort to communicate with the applicant. The meeting shall be attended by a representative of the land use director whose role at the meeting shall be to acquaint the applicant and community with provisions of city ordinances, applicable requirements of city codes and the development review process. At the meeting the applicant shall present schematic or preliminary plans for the proposed project and drawing or other graphical representation suitable to reasonably indicate streets and structures within a three hundred (300) foot radius from the perimeter of the property that is the subject of the application.

6) *ENN Guidelines*

For any project application required to meet ENN requirements, the applicant and neighborhood shall use the guidelines set forth below to assist them in discussing the project at ENN meetings. The guidelines are based on the requirements of Chapter 14 and the general plan and other formally adopted city plans, where applicable, the applicant shall respond in writing with a short narrative statement. Interested parties may also respond. Responses from all participants shall be provided to the land use board hearing the application. Responses for specific elements may be cross-referenced to other submittal documents. The ENN guidelines provided in this paragraph are adopted for use by applicants in meeting with interested parties.

The Early Neighborhood Notification (ENN) Meeting was conducted in accordance with these provisions on November 5, 2025.

G. *Application Completeness*

An application shall be considered complete if it is submitted in the required form; includes all mandatory information, including all exhibits specified by the land use director; and is accompanied by the applicable fee. The land use director shall make a determination of application completeness. If an application is determined to be incomplete, the land use director shall provide notice to. The applicant along with an explanation of the application's deficiencies. No further processing of the application shall occur until the deficiencies are corrected in a future re-submittal.

This application acknowledges the completeness standards and procedures outlined above.

H. *Notice Requirements The notices required by this section shall indicate the nature of the change proposed; the property affected; the time, date, and place of the hearing or meeting; and the deadline for receiving written comments regarding the request, if applicable. The notice shall be approved by the land use director. Neighborhood association that wish to receive notifications of hearings and meetings and copies of agendas, including email notifications, must register with the land use director.*

1. *Notice of Public Hearing Before Land Use Boards and ENN Meetings*

a. *General Notice Requirements*

The notice requirements in Subsections 14-3.1(H)(1)(b),(c) and (d) below apply to public hearings required for all applications and ENN meetings, except that:

(i) Public hearings concerning development review actions initiated by the city require notification as described in Subsection 14-3.1(H)(1)(e);

(ii) Public hearings concerning Archaeological Clearance Permits require notification in accordance with Section 14-3.13(C)(3);

(iii) Public hearings concerning projects heard before the historic districts review board shall meet the agenda and posting requirements in Subsections 14-3(H)(1)(b) and (c) below, but mailed notification in accordance with Subsection 14-3.1(H)(1)(d) is not required; and

(iv) Public hearings concerning appeals must provide notice as described in Subsection 14-3.1(H)(4).

All General notice requirements have been met for this application with respect to the ENN meeting.

b. Agenda Requirements

For all public hearings required before any land use board, the land us director shall place the tentative meeting agenda in the local daily newspaper of general circulation at least fifteen calendar days prior to the scheduled meeting. In addition, the land use director shall post the tentative meeting agenda in City Hall and send a copy to neighborhood associations that are registered with the land use director, at least fifteen days prior to the scheduled meeting.

The application acknowledges the agenda requirements stated above.

c. Posting Requirements

(i) For all ENN meetings and public hearings required before a land use board, except appeals, the property shall be posted by the applicant with posters obtained from the land use director at the applicant's expense. At least one poster shall be prominently displayed, visible from each public and private street and road abutting the property, and securely placed on the property at least fifteen calendar days prior to the scheduled meeting.

Placement of the posters shall be in such a manner as to not compromise public safety.

(ii) The posters shall be removed within thirty days after final action, and failure to do so may result in the city removing the poster and charging the applicant a civil fee of fifty dollars ($50.00).

All posting requirements were met for the ENN meeting.

d. Mailing and Emailing Requirements
Notice of public hearing or ENN meeting shall be mailed via the United States Postal Service by the applicant at least fifteen calendar days prior the public hearing or meeting as follows:

(i) Notices shall be mailed by first class mail to the owners of properties within three hundred (300) feet of the subject property as shown in the records of the county treasurer, and to the physical addresses of such properties where the property's address is different than the address of the owner;

(ii) Notices shall also be mailed by first class mail to neighborhood association that have registered with the land use director and that will be directly affected by the proposed action or that have a boundary within three hundred (300) feet of the subject property. Email notices to the neighborhood associations shall be provided on the same day the applicant sends postal notices;

(iii) For zone changes of one block or less, notices to property owners for public hearing before the governing body or the planning commission shall be by certified mail with return receipt requested as required by section 3-21-6 NMSA 1978;

(iv) In the case of an application for a telecommunications facility, all property owners within the corresponding setback distances listed in section 14-6.2(E) shall be receive notices;

(v) If a notice by certified mail of a zoning change is returned, undelivered, the city shall attempt to discover the owner's most recent address and shall send the notice by certified mail to that address as required by Section 3-21-6 NMSA 1978;

(vi) Copies of all required mailing lists, mailing certificates and return receipts shall be provided to the land use

director prior to the public hearing or ENN meeting with an affidavit of mailing signed by the person who mailed the notices.

All mailing and emailing requirements have been met for the ENN meeting. Applicant also acknowledges the public hearing notice requirements and the special provisions for rezone applications requiring notice via certified mail, return receipt, to all property owners within one hundred (100) feet of the subject parcel.

2. Notice of Public Hearing Before Governing Body.

Notice shall be provided as required in Subsection 14-3.1(H)(1)(a) or (e) as applicable. In addition, the Applicant shall publish one notice in a local daily newspaper of general circulation at least fifteen calendar days prior to the public hearing

Applicant acknowledges the notice requirements outline above

3. Postponed or Recessed and Reconvened Public Hearing and Meetings

If a public hearing or ENN meeting is postponed prior to the scheduled meeting, renotification is not necessary if notice of the new date, time, and location of the meeting is clearly posted at the time and place where the original public hearing or meeting was to be held. A public hearing or meeting may be recessed and reconvened without re noticing if the date, time, and place for the meeting is specified immediately prior to recessing.

N/A

14-2.1.D.3.VII.a.3:
The rezoning is consistent with the applicable policies of the general plan, including the future land use map.

Themes

1.7.9 Urban Form
Promote a compact urban form and encourage sensitive / compact infill development.

The R-3 zoning will allow of the property owner to provide / build more units on the existing lot encouraging a sensitive and compact infill. This will also utilize existing streets and infrastructure such as utilities and would not require additional infrastructure to be implemented.

***1.7.13.* Review Process**
Streamline the planning and develop review processes.

The 1999 General Plan calls for the zoning of the property to be designated or categorized as residential 3 – 7 units per acre. This will help the City of Santa Fe Land Use Department with other properties requesting a similar rezoning application.

***1.7.14* Implementation**

Ensuring consistency between the General Plan, implementing ordinances (including zoning and impact fees), and Capital Improvements Program (CIP)

The 1999 General Plan calls for the zoning of the property to be designated or categorized as residential 3 – 7 units per acre. This will allow the City of Santa Fe to introduce the implementation of the 1999 General Plan to the surrounding properties.

Policies

3-G-1 **There shall be consistency between the General Plan and the city's land use development laws (see Section 11 policies)**

3-G-2 **There shall be a mix of uses and housing types in all parts of the city.**

4-1-G-1 **Recognize that managing growth will enhance the quality of life for Santa Feans.**

14-2.1.D.3.VII.a.4:
The amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city.

We acknowledge and meet the criterion above, the amount of land proposed for rezoning and the proposed use for the land is consistent with city policies. We would like the property to be classified as Low Density Residential. This consists of 3 to 7 units per gross acre and mainly applies to detached single-family dwellings.

14-2.1.D.3.VII.a.5:
The existing and proposed infrastructure, such as the streets system, sewer and water lines, and public facilities, such as fire stations and parks, will be able to accommodate the impacts of the proposed development.

We acknowledge and meet the criterion above, the existing and proposed infrastructure such as streets system, sewer, water lines, and public facilities, such as fire stations and pars will be able to accommodate the impacts of the proposed development. We have provided a "will service notice" from the sewer department and water department. We have also provided a traffic analysis from showing there will be little to no impact.

14-2.1.D.3.VII.b.1:
Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

1. **Allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;**

The proposed rezone will not alter the established character or land-use pattern of the surrounding neighborhood. The area includes existing properties zoned R-2, R-3, R-4 and R-5, with residential development that reflects the density and permitted uses associated with these zoning classifications. The presence of these properties demonstrates that multiple residential units and varying residential densities are already established components of the neighborhood. Accordingly, the proposed rezone would be consistent with the existing zoning framework and development patterns of the surrounding area and would not introduce a land use that is incompatible with the prevailing residential character of the neighborhood.

2. **Affect an area of less than two acres, unless adjusting boundaries between districts; or**

   The rezone will not adjust any boundaries between districts.

3. **Benefit one or a few landowners at the expense of the surrounding landowners or general public.**

   The rezone will not benefit one or a few landowners at the expense of the surrounding landowners or general public. The request is not intended to provide an undue benefit to any individual landowner at the expense of neighboring properties or the general public. The proposed division will be evaluated to ensure that it does not create unreasonable impacts on surrounding properties or adversely affect public facilities and services. Accordingly, the rezoning is intended to support a reasonable property division for family purposes while respecting the interests of neighboring landowners and the broader community.