

## DEVELOPMENT HEARING OFFICER

### Code Enforcement Comments

*Disclaimer: Comments provided are based upon information received from applicant/agent. If new or revised information is submitted, additional comments may be provided by Planning staff.*

Jeff Palmer-Code Enforcement Supervisor  
Planning Department  
[jppalmer@cabq.gov](mailto:jppalmer@cabq.gov)

**DATE:** 9/13/2023

#### **AGENDA ITEM NO: 8**

#### **DHO PROJECT NUMBER:**

**PR-2018-001579**

**SD-2023-00098 – PRELIMINARY/FINAL PLAT**  
**IDO - 2021**

#### **PROJECT NAME:**

**SCOTT EDDINGS | HUITT-ZOLLARS** agent for **WINROCK PARTNERS LLC** requests the aforementioned action(s) for all or a portion of: **PARCEL D1A, WINROCK CENTER ADDITION** zoned **MX-M**, located on **INDIAN SCHOOL RD** between **UPTOWN LOOP** and **PENNSYLVANIA** containing approximately **4.13** acre(s). **(J-19)** [Deferred from 5/24/23c, 6/14/23c, 6/28/23, 7/12/23, 7/26/23, 8/9/23, 8/23/23]

**PROPERTY OWNERS:** WINROCK PADS LLC C/O COFORGE BPS

**REQUEST:** COMMERCIAL LOT SPLIT

#### **COMMENTS:**

1. Please confirm adequate parking will be provided for all businesses affected in the lot split, as there is a significant amount of parking access on parcel D-1A-2 that is being removed from the building/business located on parcel D-1A-1. A re-plat cannot create a nonconformity to compliance.
2. Please confirm if there are existing shared parking easements and/or agreements in place to service the need of each proposed lot.
3. Code Enforcement has no other comments or objections.



## Development Facilitation Team (DHO) – Review Comments

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**Reviewer: David G. Gutierrez, P.E. | Phone: 505-289-3381 | [dggutierrez@abcwua.org](mailto:dggutierrez@abcwua.org)**

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**Project No: PR-2018-001579   Date: 9/13/2023   Agenda Item: #8   Zone Atlas Page: J-19**

**Legal Description: Parcel D1A, Winrock Center Addition (MX-M)**

**Location: Indian School Rd between Uptown Loop and Pennsylvania**

### **Application For: SD-2023-00098 – Preliminary/Final Plat (DHO)**

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1. When existing infrastructure is located along the property frontage(s), but plans are uncertain and no Availability Statement is being required, the following language shall be included on the plat for approval:
  - i. “Existing public water and/or sanitary sewer infrastructure may not be constructed or sized to adequately serve potential future development. Improvement or upsizing of existing public infrastructure may be required as a condition of future development approval.”
2. To establish condition for service, request an availability/serviceability statement online at the following link: [http://www.abcwua.org/Availability\\_Statements.aspx](http://www.abcwua.org/Availability_Statements.aspx). Requests shall include fire marshal requirements.
3. No Objection to lot split

**Comment:** (Provide written response explaining how comments were addressed)

### **Application For: VA-2023-00247 – Sidewalk Waiver (DHO)**

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No Comment

### **Application For: SD-2023-00098 – Preliminary/Final Plat (DHO)**

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No Objections

DEVELOPMENT HEARING OFFICER

TRANSPORTATION DEVELOPMENT

DRB Project Number: 2018-001579  
Winrock Center

AGENDA ITEM NO: 8

SUBJECT: Sidewalk Waiver, Preliminary/Final Plat

ENGINEERING COMMENTS:

1. Transportation has reviewed the justification for allowing the sidewalk to remain and has no objection to this or the platting action.

Disclaimer: The comments provided are based upon the information received from the applicant. If new or revised information is submitted, additional comments may be provided by Transportation Development.

FROM: Ernest Armijo, P.E.  
Transportation Development  
505-924-3991 or [earmijo@cabq.gov](mailto:earmijo@cabq.gov)

DATE: September 13, 2023

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ACTION:

APPROVED \_\_; DENIED \_\_; DEFERRED \_\_; COMMENTS PROVIDED \_\_; WITHDRAWN \_\_

DELEGATED: \_\_\_\_\_ TO: (TRANS) (HYD) (WUA) (PRKS) (CE) (PLNG)

DEVELOPMENT HEARING OFFICER - **HYDROLOGY SECTION**  
Renée Brissette, PE, Senior Engineer | 505-924-3995 [rbrissette@cabq.gov](mailto:rbrissette@cabq.gov)

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DRB Project Number: 2018-001579 Hearing Date: 09-13-2023  
Project: Parcel D-1A-1 & D-1A-2, Winrock Center Addition Agenda Item No: 8

<input checked="" type="checkbox"/> Minor Preliminary / Final Plat	<input type="checkbox"/> Preliminary Plat	<input type="checkbox"/> Final Plat
<input type="checkbox"/> Temp Sidewalk Deferral	<input type="checkbox"/> Sidewalk Waiver/Variance	<input type="checkbox"/> Bulk Land Plat
<input type="checkbox"/> DPM Variance	<input type="checkbox"/> Vacation of Public Easement	<input type="checkbox"/> Vacation of Public Right of Way

**ENGINEERING COMMENTS:**

- Add a Cross Lot Drainage Easement note specifying the beneficiary and maintenance agreement.
- Comment – **Parcel D-1A-2** - Prior to submitting for Building Permit, a licensed New Mexico civil engineer will need to submit a Grading & Drainage Plan to Hydrology for review & approval if one of these conditions is met. (500 cy of grading, 1,000 sf of proposed building, or 10,000 sf of proposed paving).

☐ APPROVED  
☐ DENIED

DELEGATED TO: ☐ TRANS ☐ HYD ☐ WUA ☐ PRKS ☐ PLNG  
Delegated For: \_\_\_\_\_  
SIGNED: ☐ I.L. ☐ SPSP ☐ SPBP ☐ FINAL PLAT  
DEFERRED TO \_\_\_\_\_



## DEVELOPMENT HEARING OFFICER

### Planning - Case Comments

**HEARING DATE:** 9/13/23 -- **AGENDA ITEM:** # 8

**Project Number:** PR-2018-001579

**Application Number:** SD-2023-00098, VA-2023-00247

**Project Name:** Winrock Center Addition Final Plat Parcel D-1A-1 & D-1A-2

**Request:**

*Minor Preliminary/Final Plat, Sidewalk Waiver*

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*\*These are preliminary Planning comments. Additional reviews and/or revised comments may be needed for any modifications and/or supplemental submittals.*

**COMMENTS:**

**1. Items Needing to be Completed or Corrected and IDO/DPM Comments**

- The project and application numbers must be added to the Plat prior to final sign-off by DFT staff, should the Plat be approved by the DHO.
- If approved by the DHO, the AGIS office must approve the DXF file and proof of approval must be provided prior to final sign-off of the Plat.
- No property line can bisect a parking space. Confirm if any property lines bisect a parking space on the Plat. If they do, then a property line/boundary adjustment will need to be made on the Plat to make sure property lines do not go through a parking space(s).
- Confirm if there are any proposed Vacations of Easement or Right of Way.
- Existing development and new development must meet all required dimensional standards, such as setbacks.
- ~~Remove DRB Chairperson and replace City Engineer/Hydrology with only Hydrology signature lines in the signature block on sheet 1 of 2 Final Plat.~~

*\*(See additional comments on next pages)*

- The Applicant is providing a 6-foot sidewalk. ***Per Table 7.2.29 from section 7 of the DPM:***  
 Uptown Urban Center is a Minor Arterial Inside Center, which requires a 10ft Sidewalk & 6-8ft landscape buffer. ~~The Applicant must confirm if the DPM requirements are being met. If not meeting the 10' requirement, the Applicant must either submit an Infrastructure List which includes the widened sidewalk or apply for a separate DHO Sidewalk Waiver which is adequately justified per 6-6(P)(3) of the IDO.~~
- **Update 9/12/23:** The Applicant submitted a Sidewalk Waiver application to the DHO for review and approval to permit the existing 6-foot sidewalk. Justification was provided per 6-6(P)(3) of the IDO, and Planning staff defer to Transportation staff regarding if the justification criteria were met.
- ~~■ The Owner of the Plat is **Winrock Pads LLC**, and the applicant is **Winrock Partners, LLC**. The Plat was signed by an authorized signatory from Winrock Partners, LLC, while an authorized signatory from Winrock Pads LLC is required. Additionally, Winrock Partners, LLC signed the letter of authorization, while the signatory must be Winrock Pads, LLC. **THESE ISSUES MUST BE CONFIRMED/ADDRESSED BEFORE THIS PLAT CAN BE HEARD BY THE DHO.**~~
- **Update 9/12/23:** The Applicant submitted a Plat with the required signature from an authorized signatory from Winrock Pads LLC.
- ~~■ The Applicant failed to provide proof of notifying the District 7 Coalition of Neighborhood Associations. In the notification forms, the Applicant failed to note the date and time of the DHO hearing, the Applicant failed to note that the DHO hearing will take place remotely via Zoom, and the Applicant failed to include the Zoom invitation link to the DHO hearing, which is: <https://cabq.zoom.us/j/84123463458>. **THE APPLICANT MUST ADDRESS THESE ISSUES AND RE-NOTIFY THE NEIGHBORHOOD ASSOCIATION CONTACTS BEFORE THIS PLAT CAN BE HEARD BY THE DHO.**~~
- **Update 9/12/23:** The Applicant submitted proof of notification re-notifying the District 7 Coalition of Neighborhood Association about the DHO hearing date and time, notified them that the DHO meeting will be held remotely via Zoom, and provided them with the Zoom invitation link.
- **5-5 Parking & Loading requirements, Table 5-5-1 in the IDO:** Please clarify parking calculations for each lot.
  - Confirm the proposed lot split will provide adequate parking for the existing fitness center.
  - Confirm that the proposed future multi-family development to the east of the subject property will have adequate parking. How many units are proposed to be in the multi-family development to the east of the subject property, and how are they divided per Table 5-5-1 (for example, 1-bedroom, 2-bedrooms, etc.)? Are more than 50 units proposed and/or is major public infrastructure required? Is there a prior Site Plan DRB approval for the proposed lofts?

**\*Site Plan will need to demonstrate compliance of parking requirements.**

- Confirm whether there is a shared parking agreement(s).
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## **2. Items in Compliance**

- The Applicant had obtained the required utility/AMAFCA, City Surveyor, Surveyor, and Property Owner signatures on the Plat.
  - The Applicant received signatures from Hydrology, Transportation, and ABCWUA, on Form S confirming that any associated application submittals required from them have been submitted and approved.
  - After DHO approval and final sign off, a recorded copy of the plat must be sent to the Planning Manager-Jay Rodenbeck.
  - All standards within IDO section 5-4-C (Subdivision of Land Compliance) apply to all re-platting actions. Re-platting action cannot increase any existing nonconformity or create a new nonconformity.
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## **3. Future Development Guidance**

***Please reference the following development standards from the IDO. Subject to change pending formal submittal or change in development type/use.***

- Future development must meet all applicable standards and provisions of any previously approved Site Development Plan. Changes to that plan may require minor/major amendments to that plan. Where silent or if one does not exist, all development must meet standards and provisions of IDO (Uptown Small Area) and the DPM (Uptown Urban Center).  
***\*Submitted plans should demonstrate how standards are being met for any applicable previous approvals and/or current standards.***

❖ **Table I – Small Area Regulations.**

❖ **Table III – Provisions for ABC Comp Plan Centers & Corridors.**

❖ **4-2 Allowed Uses, table 4-2-1. \*Reference Use Specific Standards any new uses and/or development. .**

- ❖ 5-1 Dimension Standards for Uptown Small Area. Dimensional Standards per the original Site Plan approval or the MX-M where the approved plan is silent. 5-1-G Exceptions and Encroachments.  
**\*Plans will need to show Dimensional standards detail for new development.**
- ❖ 5-3 Access & Connectivity requirements.
- ❖ 5-6 Landscaping, Buffering, and Screening standards and requirements. **\*Site Plans will need to demonstrate compliance of landscaping requirements. Provide calculation detail. Including buffering and screening.**
- ❖ 5-7 Walls/Fences, table 5-7-1. **\*Development requires separate permitting.**
- ❖ 5-8 for Outdoor Lighting requirements.
- ❖ 5-11(D) Multi Family Residential Development. **All multi-family residential development containing more than 25 dwelling units in any Mixed-use zone district outside of UC-MS-PT areas shall comply with all of the standards in Subsection 14-16-5-11(D).**
- ❖ 5-11(D)(2) Façade Design. **Building facades shall meet all of the following requirements or provide justification that the intent of this section is achieved by an alternative design approach.**
- ❖ Section 6-1, table 6-1-1 for notice requirements.
- ❖ 7-1 Development, dwelling and use definitions.



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FROM: Bonnie Strange/Jay Rodenbeck/Jolene Wolfley  
Planning Department

DATE: 9/12/23

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## DEVELOPMENT HEARING OFFICER (DHO)

### Parks and Recreation Department

<https://www.cabq.gov/parksandrecreation>

#### **PR-2018-001579**

VA-2023-00247 – SIDEWALK WAIVER

SD-2023-00098 – PRELIMINARY/FINAL PLAT

IDO – 2021

SCOTT EDDINGS | HUITT-ZOLLARS agent for WINROCK PARTNERS LLC requests the aforementioned action(s) for all or a portion of: PARCEL D1A, WINROCK CENTER ADDITION zoned MX-M, located on INDIAN SCHOOL RD between UPTOWN LOOP and PENNSYLVANIA containing approximately 4.13 acre(s). (J-19) [Plat deferred from 5/24/23c, 6/14/23c, 6/28/23c, 7/12/23c, 8/9/23c, 8/23/23c]

PROPERTY OWNERS: WINROCK PADS LLC C/O COFORGE BPS

REQUEST: COMMERCIAL LOT SPLIT

#### **Comments:**

09-13-2023

No comments or objections to the requested actions.

Comments provided by Whitney Phelan, Senior Planner, CABQ Parks & Recreation Department. Please contact via [wphelan@cabq.gov](mailto:wphelan@cabq.gov) or 505-768-5378 with questions or concerns.