December 24, 2018

Summit Park NA

3501 Calle Del Rancho NE

Albuquerque, NM 87106

ATTN: Jan Schuetz

Dear Ms. Schuetz,

In accordance with the procedures of the **City of Albuquerque’s Integrated Development Ordinance (IDO) Subsection 14-16-6-4(C) Neighborhood Meeting**, I am providing you an opportunity to discuss a carport structure that my company, O’Connor Brothers Design Build, proposes to construct at the residence of Gideon Karni at 3440 Calle Del Monte NE, 87106, which is in or near your neighborhood, before we file for a DRB application. This would be an informal meeting where Gideon Karni and/or I would present the proposal, and we could discuss any ideas or concerns you may have.

We would like to build a carport on this property that would complement the existing architecture and feel of the neighborhood. The style of the proposed carport has been designed by O’Connor Brothers Design Build, who has done many other projects in the same neighborhood. The carport would be built from boxed steel members, and the roofing would be corrugated galvalume metal, the same material used on part of the house itself. The height of the carport would not exceed 9’, and would be far shorter than the height of the house. The carport roof will be set back 8’ from the back of Calle Del Monte’s sidewalk. The front posts will be set back a total of 16’ from the back of the sidewalk. Placement of posts and size of steel members is subject to change do to possible engineering changes. If you have any questions as to the proposed structure, please feel free to contact me or the homeowner.

**Per the IDO, you have 15 days from 12/24/2018 to respond**, by either 1) requesting a meeting or 2) declining the meeting. If you do not respond within 15 days, you are waiving the opportunity for a Neighborhood Meeting, and we can submit our application anytime thereafter. We would like to submit our application on January 7, 2019.

If you would like to meet, please let us know when your next regular neighborhood meeting is scheduled, or provide us a few alternative dates that fall within 30 days of your response to this letter.

We are submitting this letter to two associations: McDuffie Twin Parks and Summit Park. If you would like to meet, perhaps we could schedule a time in which both associations could be present to meet with the homeowner and/or me.

Before submitting our application, we will send an emailed Public Notice as required by IDO Table 6-1-1 to make you aware of the public hearing at which the project will be reviewed and decided by the city.

Here are some useful links provided by the IDO: <http://documents.cabq.gov/planning/IDO/IDO-Effective-2018-05-17.pdf> ; https://tinyurl.com/IDOzoningmap.

Thank you for your time, and I look forward to hearing from you.

Sincerely,

Jason O’Connor

O’Connor Brothers Design Build

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Gideon Karni

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