

Memorandum

To: Catherine Heyne, Staff Planner
From: Dekker
Date: September 25th, 2025

**Subject: Conditions of Approval
Site Plan – EPC, Major Amendment
Plan #SP-2025-00041**

Dear Ms. Heyne,

This letter is to outline compliance with the Conditions of Approval for the Site Plan -EPC, Major Amendment, #SP-2025-00041 as stated in the Official Notice of Decision issued June 26th, 2025. Conditions are bold and applicant responses are in plain text.

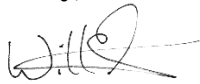
Conditions of Approval – Project #: SP-2025-000041 - Site Plan-EPC, Major Amendment

1. **The applicant shall coordinate with the staff planner to ensure that all Conditions of Approval are met and then submit a vetted, final version to the staff planner for filing at the Planning Department.**
 - a. We, as the applicant, have coordinated with staff planner Catherine Heyne to ensure that all Conditions of Approval are either being met or are in the process of being addressed.
2. **The applicant shall coordinate with the Staff Planner prior to submitting to the DFT for final sign-off to ensure that EPC Conditions have been met. Pursuant to IDO section 14-16-6-6(I)(2)(m) Site Plans shall be reviewed administratively for compliance with conditions of approval, DPM, and zoning standards prior to the issuance of a building permit.**
 - a. The applicant will coordinate with the Staff Planner prior to submitting to the DFT for final sign-off to ensure that all EPC Conditions have been met. Pursuant to IDO Section 14-16-6-6(I)(2)(m), the Site Plan submitted to DFT will comply with all conditions of approval for this case, the DPM, and applicable zoning standards to be most suitable for approval and the issuance of a building permit.
3. **Pursuant to IDO section 14-16-6-4(O)(4) Any conditions shall be met within 1 year of the approval, unless stated otherwise in the approval. If any conditions are not met within that time, the approval is void. The Planning Director may extend the time limit up to an additional 1 year.**
 - a. Pursuant to IDO Section 14-16-6-4(O)(4), all conditions are planned to be met within one year of approval. The applicant understands that if any conditions are not met within this period, the approval will be void. In the event of unforeseen circumstances requiring additional time, the applicant may request a permissible one-year extension at the discretion of the Planning Director.
4. **After approval by the Environmental Planning Commission (EPC), the applicant shall submit the proposed site plan to the Development Facilitation Team (DFT) for final sign-off. The reviewer will be responsible for ensuring that all EPC Conditions have been satisfied and that the IDO, DPM, and all other applicable City requirements have been met.**
 - a. The applicant will submit the proposed site plan to the Development Facilitation Team (DFT) for final sign-off. The applicant understands that the DFT reviewer is responsible for verifying that all EPC Conditions, the IDO, the DPM, and all other applicable City requirements have been satisfied. We will ensure to the best of our ability that all conditions, requirements, and standards are fully addressed prior to DFT submittal.
5. **Heritage Marketplace Site Plan for Subdivision page numbers shall be updated to reflect 2 sheets (1 of 2, 2 of 2).**
 - a. The Heritage Marketplace Site Plan for Subdivision has been updated to reflect the removal of the third sheet. The remaining sheets are now numbered 'Sheet 1 of 2' and 'Sheet 2 of 2' (see attached revised sheets).

6. **The text as part of “Proposed Changes: 2.”, as shown on Sheet 1, shall be removed as it is not applicable.**
 - a. “Proposed Changes: 2” referenced Sheet 3, which has been removed. As a result, the provisions of “Proposed Changes: 2” are no longer applicable and this clause has been deleted.
7. **The Site Plan for Subdivision boundary shall be updated to show its new extent without Tract B.**
 - a. Tract B is now designated as “NOT A PART” of the Heritage Marketplace Site Plan for Subdivision on Sheet 1 of 2 (see attached revised sheets).

Based upon the rationale presented in this letter, we respectfully affirm that the conditions outlined above have been met. If you have any questions or need clarification of anything contained herein, please contact me at willg@dekkerdesign.org or at (505) 761-9700.

Sincerely,



Will Gleason
Dekker
Agent for Rio Grande Academy of Fine Arts (RioGAFA)