DEVELOPMENT REVIEW BOARD

Planning - Case Comments

***HEARING DATE**: 8/10/22 -- **AGENDA ITEM**: #9*

***Project Number**: PR-2022-007442*

***Application Number**: PS-2022-00153*

***Project Name**:*

Request:
Sketch Plat.

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

COMMENTS:

- For Platting actions, all signatures from the surveyor, property owner(s), the City Surveyor, the utility companies, and AMAFCA are all required prior to the acceptance of the application file and the placement on a DRB agenda. After acceptance of the Plat application, DXF approval from AGIS must be obtained and the project and application numbers must be added to the Plat.

- The applicant will need to work with Transportation, Hydrology, and Water Authority members on submitting the required items per checklist form S for platting actions and/or form P for Site Plans (if a Site Plan – DRB or a Major Site Plan Amendment – DRB is required). Obtain all required signatures as a part of the application submittal process.

- All Plan sheets must be sealed and signed by a design professional licensed in the State of New Mexico.
  Any future Landscape Plans must be sealed and signed by a Landscape Architect licensed in the State of New Mexico.

- All standards within IDO section 5-4-C (Subdivision of Land Compliance) apply to all re-platting actions. Re-plating action cannot increase any existing nonconformity or create a new nonconformity.

**(See additional comments on next page)*

- Future development must meet all applicable standards and provisions of the IDO and DPM. Plans must demonstrate how required standards are being met. According to the applicant, no EPC and/or DRB Site Plan governs the site. If staff confirms this (preliminary staff analysis has not confirmed this), the proposed development as depicted on the Sketch Plat will require a Site Plan – Administrative approval provided that 6-5(G) of the IDO is met, including the proposed development not requiring major public infrastructure. If staff determines that a Site Plan does not govern the site and 6-5(G) of the IDO is not met, then a Site Plan – DRB application must be submitted for the proposed development. Preliminary Planning staff analysis/research on this application confirmed two past approvals on the site, Z-75-83 and ZA-93-288, which would need to be researched further to confirm their details.

- For the Office Use please reference the following IDO sections that pertain to this type of development/project:
    - 5-1 Dimension Standards for NR-C. 5-1-G Exceptions and Encroachments. Provide dimensions.
    - 5-2-I Landfill buffer standards, property within the Menaul/University landfill buffer area.
      5-2-J Major Arroyo Standards, development standards for property abutting an arroyo. (East). Clarify information mentioned in development letter.
    - 5-3 Access & Connectivity, provide clarification on existing easements and modifications. Include AMAFCA, NMDOT and utility easements. Clarify if re-plat and/or vacation is needed or proposed.
    - 5-5 Parking & Loading, table 5-5-1. Clarify if proposed project will affect parking.
    - 5-6 Landscaping, Buffering, and Screening. Clarify size and valuation of project. Standards and requirements could be triggered.
    - 5-7 Walls/Fences, table 5-7-1. May require separate permitting.
    - 5-11-E Building and façade design. Provide elevations and detail.
    - 7-1 Use and development definitions related to office.

<u>Disclaimer</u>: The comments provided are based upon the information received from the applicant/agent. If new or revised information is submitted, additional comments may be provided by Planning.

FROM: Robert Webb/Jay Rodenbeck DATE: 8/9/22
Planning Department