



CITY OF ALBUQUERQUE

PLANNING DEPARTMENT
URBAN DESIGN & DEVELOPMENT DIVISION
600 2nd Street NW Room 190
Albuquerque, NM 87102
Tel: (505) 924-3320

POST EPC MEMORANDUM

TO: CABQ Development Facilitation Team (DFT)
FROM: Daniel Soriano, Planner
DATE: 01/28/2026
RE: PR-2022-007999/SP-2025-00091 – Major Amendment - Site Plan – EPC

The Agent, Rick Metz, has worked with Staff to fulfill post EPC requirements to meet Conditions of Approval #1-8, for a Major Amendment to a Site Plan – EPC, for an approximately 20-acre subject site, which is legally described as all or a portion of MRGCD Map 44 Tracts 64A3B1, 64A3B2, 64A4 and Vacated West 24 Feet of San Jose Drain Adjacent & East of MRGCD Map 44 Tracts 64A3B2 & 64A4, located at 336 Woodward Rd. SE, Albuquerque, NM 87102, between 2nd St. SW and Broadway Blvd. SE. See EPC Notice of Decision (NOD) dated December 18, 2025.

The applicant provided a letter which shall be included with the DFT submittal describing how each condition has been satisfied or will be met moving forward. Updated Site Plan drawings have been provided incorporating the Conditions of Approval.

NOD CONDITIONS OF APPROVAL, SP-2025-00091 – Major Amendment to Site Plan – EPC

1. After approval by the EPC, the applicant shall coordinate with the Staff Planner prior to submitting the Site Plan to the Development Facilitation Team (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.

Condition 1 has been met or is agreed to by the applicant: The applicant has provided a vetted final version of the site plan, required documents and accompanied letter describing how some of the Conditions of Approval are met. The applicant has agreed to submitting the final version of the Site Plan to DFT for review and final sign off.

2. 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.

Condition 2 has been met or is agreed to by the applicant: The applicant has agreed to meeting the Conditions of Approval within a year.

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3. Site Plan clean up and revisions:

- a. Update all sheets (site plan, landscaping, grading & drainage, TCL and utility) to accurately reflect form of developed phases on site, including both structures, new landscaping areas, new parking areas and outdoor storage areas.

Condition 3a has been met by the applicant: The applicant has provided an updated Site Plan set that accurately reflects the site, including proposed and existing structures, new landscaped areas, parking and outdoor storage areas.

- b. All existing and planned outdoor storage areas shall be listed on the Site Plan.
 1. Any fences and screening of these outdoor storage areas should be included on site plan and detail sheet.

Condition 3b has been met by the applicant: The applicant has provided an updated Site Plan that shows the location of existing and planned outdoor storage areas, including any fences, walls and screening materials surrounding outdoor storage areas on the site plan and detail sheet.

- c. All existing outdoor storage areas on lots 64A4 and 224 shall be called out on Site Plan.

Condition 3c has been met by the applicant: The applicant has provided an updated Site Plan that shows the land use of lots 64A4 and 224.

- d. Outdoor Vehicle Storage shall be added to the list of allowable uses on the site plan.
 1. All existing outdoor vehicle storage areas shall be called out on the site plan, including those stored on the site for loading/unloading and film production purposes.

Condition 3d has been met by the applicant: The applicant has provided an updated Site Plan that includes Outdoor Vehicle Storage as a land use and has showed that Outdoor Vehicle Storage will be limited to the southern portion of the subject site.

- e. Parking calculations shall be updated to show total parking spaces required and provided on subject area.
 1. Update bicycle parking calculations to reflect how many bike spaces per bike rack are provided and the total amount of individual bicycle spaces on the subject area.

Condition 3e has been met by the applicant: The applicant has provided an updated Site Plan that accurately reflects the required and provided parking calculations, including bicycle parking calculations and location on site.

4. Signs:

1. Update Site Plan Note #5 to accurately reflect signs on entire site.
2. Provide sign details on detail sheet (see Condition of Approval #4).
3. Update site plan to indicate all sign locations on the site.

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Condition 4 has been met by the applicant: The applicant has provided an updated Site Plan that accurately reflects the location and number of signs on the site, including sign detail on the detail sheet.

5. Walls/Fences:

1. All walls and fences (internal and around perimeter) shall be shown on the site plan.
2. All walls and fence detail shall be shown on detail sheet for each that provide height, type/material and any screening materials (e.g. Fabric, slats).

Condition 5 has been met by the applicant: The applicant has provided an updated Site Plan that accurately reflects the location of all walls and fences on the site, including the specifications of all walls and fences on the detail sheet.

6. Landscaping Plan: Provide an additional, new overall Landscape Plan sheet (of both Phase 1 and 2) that shows the landscaping, calculations and landscape legend for the subject area.

1. Landscaping sheet LS-101 shall remain the landscaping sheet for the current subject area of this request.
 - Update Total Tree and Total Shrub calculations to accurately reflect total amount of trees and shrubs that are on this sheet.
2. Re-name previous Landscaping sheet LS-101, which showed landscaping detail for lot 64A3B1 (PR-2022-007999/SI-2023-01621), to sheet LS-201.

Condition 6 has been met by the applicant: The applicant has provided updated Landscaping Plan/Sheets that accurately show the total landscaping calculations, landscaping provided, trees, shrubs for the subject area of Phases 1 and 2. The applicant has updated the landscape legend and re-titled sheets for consistency and clarity.

7. Provide separate Detail Sheet for parking related barriers and signage, walls and fences, and wall signs.

Condition 7 has been met by the applicant: The applicant has provided a Detail Sheet that provides specifications for walls, fences, signs and parking related fixtures.

8. Agency Comment Conditions:

a. CABQ Parks and Recreation/Trails:

1. Communicate with Trails Staff to review and comply with requirements for sites in adjacency or visibility from a planned or existing City Trails.

b. CABQ Parks and Recreation/Urban Forestry:

1. Contact Urban Forestry Staff to determine best practices in preserving and protecting existing trees.
2. Coordinate with Urban Forestry Staff set up site visit to assess condition of any vegetation being utilized for existing vegetation credit [5-6(C)(12)(a)].



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- c. Bernalillo County – Transportation:
 - 1. Collaborate with Bernalillo County Transportation Staff on driveway restrictions.
- d. CABQ Fire Department:
 - 1. Work with AFR staff to apply for “Fire 1” permit prior to submitting to DFT.

Condition(s) 8 (a-d) have been agreed to by the applicant and is contingent on the review and approval by the appropriate commenting agencies. The applicant has spoken with and confirmed compliance with CABQ Parks and Recreation/Trails, satisfying 8a. The applicant has provided a comment to the site plan to address 8c. Urban Forestry and Fire Department comments shall be addressed during the permitting process.

The Agent, Rick Metz, has satisfied Conditions 1-8 for the NOD dated December 18, 2025. *Condition 8b & 8d being met is contingent on review and approval from Urban Forestry and Fire. All conditions that have not been met (i.e., Condition 8b & 8d) shall be coordinated with DFT staff prior to receiving final sign-off.

Daniel Soriano

Daniel Soriano, Planner
Current Planning, Urban Design & Development
City of Albuquerque Planning Department