

PROJECT MEMO

TO: Jim Strozier, Consensus Planning
Ayoni Oyenuga, Consensus Planning

FROM: William Steele, Senior Planner
City of Albuquerque Planning Department

RE: Project # SP-2025-00053_Savio Ridge Site Plan-EPC Major Amendment

DATE: 07/18/2025

We've completed a review of the proposed Site Plan-EPC Major Amendment. We would like to discuss the project. We have also requested revisions to the project letter and Site Plan drawings to help clean up the request. Please provide the following:

- ⇒ Revised Site Plan Drawings (electronic)
- ⇒ Revised Justification letter (electronic) by:

5 PM on Tuesday, July 22, 2025

Note: If you have difficulty with this deadline, please let us know.

1. Overview:

- A. Though we've done our best for this review, additional items may arise as the case progresses. If so, we will inform you immediately.
- B. Legal description: Tract N1B Watershed Subdivision containing approximately 60.08 acres
 - a. Tract N-1, Correction Plat of Tracts N-1 & N-2, Watershed Subdivision (AREPL OF TR N WATERSHED SUBD) – *Amending the full site plan EPC we want to include full description.*
- C. This is a request for: a major amendment to a Site Plan EPC for one additional single-family detached lot in the southeast corner of the subdivision. The amendment will increase the subdivision total lots from 212 to 213. A Site Plan-EPC review is required pursuant to IDO section 14-16-2-6(B)(7).
- D. Staff will review the proposed Site Plan amendment
- E. The EPC is the reviewing body pursuant to IDO 14-16-6-4(X)(3) Major Amendments 6-4(X)(3)(a) All amendments to permits or approvals that do not qualify as minor amendments under Subsection (2) above may only be approved by the decision-making body that issued the permit or approval being amended, following the same procedure (including the payment of a new application fee, new process of staff referral, and any required public notice or public hearing) used to issue the original permit or approval.

- F. The EPC is hearing this because Pursuant to IDO 14-16-6-4(X)(2)(a)(5) does increase the maximum number of residential dwelling units in the development from that shown in the existing permit, approval, or plan. If the property is located in a DT-UC-MS-PT area, the amendment does not decrease the required number of residential dwelling units in the development from that shown in the existing permit, approval, or plan.
- G. Staff will review the proposed Site Plan pursuant to IDO Section 14-16-2-6(B) against PC zone district standards and the Westland Master Plan (Framework Plan);
 - a. Pursuant to IDO 14-16-2-6(B)(7) Development on Properties with PC Zoning and Framework Plans: Once a Framework Plan has been approved, development can be approved through a Site Plan pursuant to the applicability, procedures, and criteria in Subsection 14-16-6-5(G) (Site Plan – Administrative) or 14-16-6-6(J) (Site Plan – EPC), as applicable.

2. Process:

- A. Information regarding the EPC process, including the calendar and current Staff reports, can be found at:

<https://www.cabq.gov/planning/boards-commissions/environmental-planning-commission/environmental-planning-commission>
- B. Timelines and EPC calendar: the EPC public hearing is on August 21, 2025. Final staff reports will be available one week prior, on August 14, 2025. Final date for clarifying comments to be submitted to the EPC is August 6, 2025.
- C. Agency comments will be distributed around August 6, 2025. We will email you a copy of the comments and any late comments will be forwarded.

3. Notification & Neighborhood Issues:

Notification requirements for a major amendment are explained in Section 14-16-6-4(J), Public Notice (IDO, p. 422). The required notification consists of: i) an emailed letter to neighborhood representatives indicated by the ONC, ii) a mailed letter (first-class) to property owners within 100 feet of the subject site, and iii) yellow sign posting.

- A. Thanks for notifying all the Neighborhood Association members as required.
- B. The notification to property owners appears complete. Thank you for providing photos of the addressed first class mailed envelopes and a list of the neighbors within a 100' buffer.
- C. Thanks for the sign posting agreement.
- D. Please submit photos of the posted signs on August 6, 2025.

- E. Have any neighborhood representatives or members of the public contacted you with any comments?

4. Project Letter:

- A. Why is this request is needed? (Why is 1 more lot needed since you already were approved by the EPC in March 2025?)
- B. Land Use and Zoning Context Section and Table. – Optional
- C. Missing Brief Site History Section – When? Why is this coming back through EPC?
- D. Missing Brief Mention of Sensitive Lands
- E. In what development area is the subject site located?

5. Proposed Site Plan Sheets

- A. Update site vicinity map to show the new bulk plat line.
- B. Site plan Sheet 1 of 28 has the proposed lot and revision cloud on it.
- C. The Grading Plan sheet 10 of 28 were approved by hydrology on 5-2-25 with the proposed additional lot showing.
- D. Overall Grading Plan sheet 4 of 28 has a hydrology approved stamp but it is not signed.
- E. The Conceptual Utility Plan shows the proposed single lot. Is this drawing still a “Concept?” If not, please remove.
- F. The Planting Plans LP-1.0 Sheet 15 of 25 and LP-1.3 18 of 28 have a cloud surrounding the new lot with updated landscaping. Needs revision delta and note if the cloud is to remain.

G. Site Plan-EPC 6-6(I)

- 1. Please review the Goals and Policies. Rewrite responses and choose appropriate goals and polices for this request:
Goal 9.1 Supply: Rewrite.
Policy 9.1.1 Housing Options: Does not apply.
- 2. Response to Criterion C is insufficient:. Please elaborate on how the Site Plan complies with the IDO and any other regulations, Westland plan and EPC conditions; don’t just say it does. How does it comply?
- 3. Criterion D requires more information?

- H. Other Notes: Remember, this is a Site Plan EPC review and all IDO, DPM, and Westland Framework Plan standards must be followed. Any conditions that are placed on the site plan will need to be met before the DFT reviews and signs off.