

City of Santa Fe, New Mexico

Board of Adjustment Attachment B

Development Review Team Technical Corrections

- 1. Terrain Management**
- 2. Traffic Engineering**
- 3. Water Engineering**
- 4. Wastewater Engineering**
- 5. Fire Department Memorandum**
- 6. Landscaping**
- 7. Stormwater Management**
- 8. ADA**
- 9. Solid Waste Management**
- 10. Archeological**

KATH, CLAUDIA M.

From: BEINGESSNER, DEE
Sent: Monday, January 6, 2025 3:31 PM
To: KATH, CLAUDIA M.
Subject: RE: Case 2024-9316 - 2247 Camino Carlos Rey Grace Community Church Special Use Permit

Claudia,
They have satisfied all of my comments and I have no further comments.

Dee

Development Review Team (DRT) Comment Form

Date: November 18, 2024

DRT Member: Leroy N. Pacheco, PE and Philip Gallegos, PE (Wilson & Company)

Dept/Div: Public Works/Traffic

Case No.: 2024-9316 - 2247 Camino Carlos Rey Grace Community Church Special Use Permit

Case Planner: Claudia Kath, Senior Planner

Conditions of Approval and Technical Corrections

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	Must be completed by:	Applicant Response**:
1. None		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1. None: See attached email from Wilson & Co dated 11/14/24		
2.		
3.		
4.		

***The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.*

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. City of Santa Fe Building Code, Chapter 23-3.2 states that before commencement of any new construction, it is **mandatory** for the owner to obtain approval from the public works department for any driveway curb cut or sidewalk crossing. This approval must be issued **before** a building permit for such new construction is approved.
- 2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Case 2024-9316 - 2247 Camino Carlos Rey Grace Community Church Special Use Permit

From Gallegos, Phil <Philip.Gallegos@wilsonco.com>
To engineer@leroykacheco.com<Engineer@leroykacheco.com>
CC Luna, Robert<Robert.Luna@wilsonco.com>
Date Thursday, November 14th, 2024 at 8:33 AM

Leroy sorry for the delay I thought I had sent you my response. I have reviewed the STH submitted by Civil Design Group, LLC and concur that no additional traffic analysis will be required. Please let me know if you have any questions or need more information. Thanks, Phil

Phil Gallegos, PE

Civil Engineer

Wilson & Company, Inc., Engineers & Architects

4401 Masthead Street NE, Suite 150 | Albuquerque, NM 87109

505-348-4126 (direct)

wilsonco.com

We bring people together to practice their craft, to create value, and to accomplish great things.

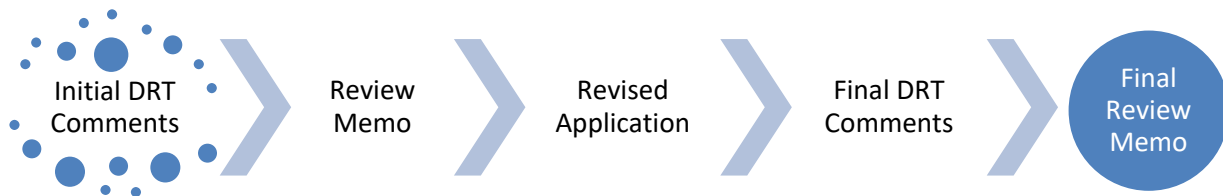
Confidential/Proprietary Note: The information in this email is confidential and may be legally privileged. Access to this email by anyone other than the intended addressee is unauthorized. If you are not the intended recipient of this message, any review, disclosure, copying, distribution, retention, or any action taken or omitted to be taken in reliance on it is prohibited and may be unlawful. If you are not the intended recipient, please reply to or forward a copy of this message to the sender and delete the message, any attachments, and any copies thereof from your system. Thank you.

Development Review Team (DRT) Comment Form

Date: November 13, 2024
DRT Member: Taylor Jurgens
Dept/Div: Public Utilities/Water Division
Case No.: Case 2024-9316 – 2247 Camino Carlos Rey Grace Community Church Special Use Permit
Case Planner: Claudia Kath

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.



Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- a. *Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- b. *Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- c. *Prior Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- d. *At the time of development* -

Development Review Process Flow Chart



*See the 2024 Development Review Schedule for details

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	Must be completed by:	Applicant response:
1. An approved Water Plan will be required for all new public water infrastructure and fire services. Water Plan shall be submitted to the City Water Division for review.	Prior to Building Permit	
2. An approved Agreement to Construct and Dedicate (ACD) will be required with the Water Division for all new public water infrastructure and fire services.	Prior to Building Permit Approval	
3. A separate irrigation meter will be required if the total landscaped area is 1,000 square feet or greater. An approved backflow prevention device shall be installed beyond the meter on any new irrigation service.	At the time of development	
4. Any re-grading of site over existing water mains shall maintain a minimum of 4 feet of cover and not exceed 5 feet of cover. Depth of existing main to be adjusted to maintain a minimum of 4 feet of cover and not exceed 5 feet of cover if site grading impacts these depth requirements.	At the time of development	
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant Response:
1. Specific technical comments on the water plans will be provided by the Water Division to the design engineer.	Prior to Water Plan Approval	
2.		
3.		
4.		

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

Date: 01/24/25

DRT Member: Sergio Sandoval/ Engineer Associate

Dept/Div: Public Utilities/ Wastewater Management Division

Case No.: 2024-9316-2247 Camino Carlos Rey Grace Community Church

Case Planner: Claudia Kath

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.

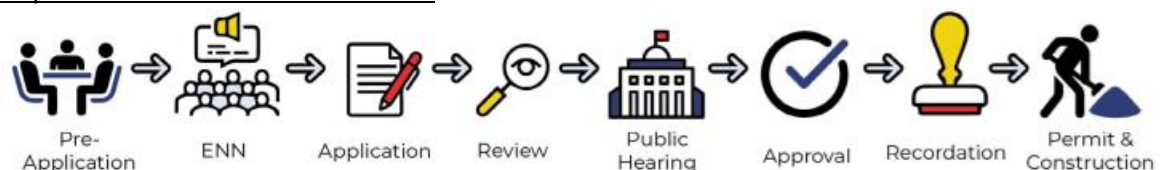


Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the *2024 Development Review Schedule* for details

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case # 2024-9316-2247 Camino Carlos Rey Grace Community Church

Conditions of Approval:	Must be completed by:	Applicant response**:
1. The placement of cleanouts has been properly established, and the inverts of the private manholes have been surveyed accurately.		
2. The use of Schedule 40 lines is also noted, which is a positive aspect.		
3. This sewer line extension will remain private.		
4.		
5.		
6.		
7.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1.		
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. (list any additional items)

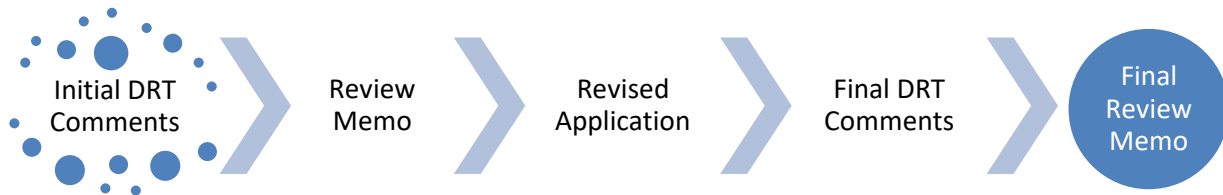
Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.

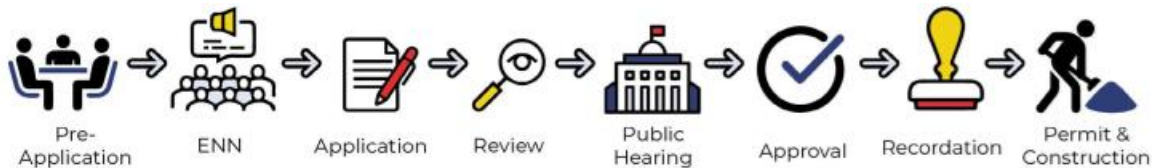


Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- a. *Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- b. *Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- c. *Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- d. *During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the *2024 Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: 12/26/2024

DRT Member: Geronimo Griego

Dept/Div: Fire Prevention Bureau

Case No.: 2024-9316 - 2247 Camino Carlos Rey Grace Community Church Special Use Permit

Case Planner: Claudia Kath, Senior Planner

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Shall verify additions comply with IFC/IBC/IEBC 2021. (see additional notes below for Sheet A1.4 on revised plans submitted)	Prior to Building Permit Approval.	
2. Shall verify if 20' gates will be electric or manually operated. (If electric they will need to have an opticom for life safety emergency response.)	Prior to Building Permit Approval.	
3. Shall verify fire hydrant spacing is met as per IFC 2021 Section 507.5 fire hydrant system. (400 feet as per IFC 2021, unless the building would be fully sprinklered existing and proposed)	Prior to Building Permit Approval.	

Technical Corrections:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following provisions or other requirements will apply to future phases of development of this project:

1. Shall verify that the addition complies with IFC 2021, IBC 2021, IEBC, 2021 & level of alteration verified (architect shall verify level of alteration as per the International Existing Building Code on plans for proper commercial plan & fire review)
2. Shall verify fire code 2021 occupancy type and whether additional fire hydrants are needed to meet minimum requirement of fire hydrant locations.

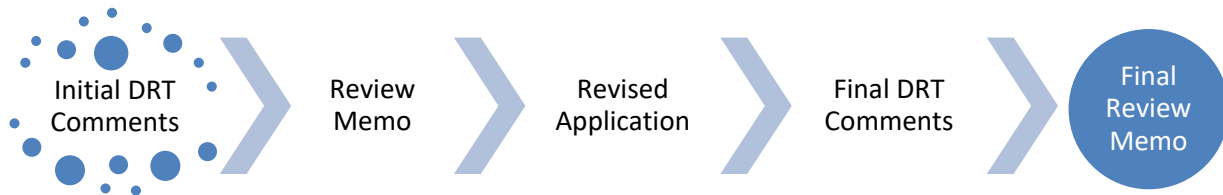
Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.

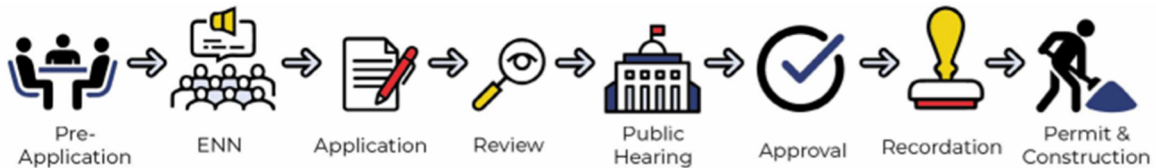


Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- a. *Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- b. *Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- c. *Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- d. *During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the *2024 Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: 01/08/2025

DRT Member: Lawrence Rivera

Dept/Div: Landscape, Irrigation, Outdoor Lighting

Case No.: Case #2024-9316 - 2247 Camino Carlos Rey Grace Community Church Special Use Permit. Second Review

Case Planner: Claudia Kath, Senior Planner, cmkath@santafenm.gov

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. Ensure Street trees mature heights are five (5) below the lowest overhead utility line per COSF code 14-8.4(G)(3)(f) <i>street trees</i> located under utility lines shall be a species that maintains a minimum of five (5) feet of clearance from overhead utility lines at maturity.	Prior to permit review	
2. Staff has concerns with the placement of Blue Atlas Cedar trees in the parking lots. Damage to vehicles and the trees themselves is likely. Ice buildup in the winter is another problem for evergreen trees planted on the southside of parking lots. Staff suggest the use of a city approved deciduous trees for these locations.	Prior to permit review	
3. Blue Spruce and Village Green Zelkova trees are in a space too small for each other. Staff suggest selecting one tree for this location.	Prior to permit review	
4. Provide a detailed drawing for the cisterns and additional information regarding the connection to the irrigation system or the use of the stormwater collected.	Prior to permit review	
5. Provide a complete set of installation details, notes and specifications for the irrigation	Prior to permit review	

system. Show in the detailed drawings the installation of all assemblies without any questions for size or type of materials to use for said irrigation system.		
6. Provide a dedicated irrigation meter.	Prior to permit review	
7. 4.2.1. Automatic Control Valves B. Include in all valve manifolds schedule 80 PVC unions downstream of each control valve for easy removal and repair, per COSF Irrigation Design Standards.	Prior to permit review	
8. Irrigation water lines shall not cross city water mains.	Prior to permit review	
9. 4.2.2. Isolation Valves: A. Where systems have master valve assemblies, provide an isolation valve in the valve manifold upstream of the master valve , the recommendation is a ball valve. B. If the irrigation system dose not have a master valve or the master valve is more than 10 feet from the point of connection (POC) then include an isolation valve at the POC, the recommendation is a ball valve per COSF Irrigation Design Standards. C. Were systems have a single automatic control valve in the manifold assemble in a single valve box, provide an isolation valve for each valve per COSF Irrigation Design Standards. D. Where systems have multiple automatic control valves in the manifold assemble in a single valve box, provide a minimum of one isolation valve in the manifold upstream of the control valves per COSF Irrigation Design Standards.	Prior to permit review	
10. Install insulated backflow preventer enclosure on a 4" concrete pad with GFI receptacle at proper height with heat tape per COSF Irrigation Standards.	Prior to permit review	
11. <i>14-8.4(E)(4)(h) irrigation systems shall be zoned by levels of water use. For the most efficient water use, plants with similar water</i>	Prior to permit review	

<p><i>use requirements shall be grouped together.</i></p> <p>Trees and shrubs shall have separate zones. Drought tolerant and very low water-use trees shall have a separate zone. Native shrubs and very Low water-use shrubs shall be irrigated on a separate zone. Separate zones are required for permanent and temporary irrigation lines.</p>		
<p>12. 4.17.5 Manifold Installation Order:</p> <p>A. Assemble drip components in the order: (1) Electric Valve, (2) Filter, and (3) Regulator.</p> <p>B. Show the exact location of all drip components or assemblies.</p>	Prior to permit review	
<p>13. 4.17.6 Flush Valves:</p> <p>A. Design systems with sufficient pressure to flush the tubing in each run; as a rule, the system should have at least 10 psi to 15 psi of water pressure for flushing.</p> <p>B. Design all systems with the capability of flushing out accumulated particulate matter.</p> <p>C. Design system to provide a means for servicing such flushing requirements with a minimum of erosion or disruption to the surrounding landscape.</p> <p>D. Provide manual flush valves (e.g., ball valves, manual drain valves, or flushable end caps) at the ends of all irrigation laterals.</p>	Prior to permit review	
<p>14. Provide a professional landscape irrigation design per COSF code Chapter 14-8.4(E) Water Harvesting and Irrigation Standards and COSF Landscape Irrigation Design Standards.</p>	Prior to permit review	
<p>15. STAFF RESERVES THE RIGHT TO REQUIRE ADDITIONAL SUBMITTALS UPON RECEIVING REVISIONS.</p>		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Date: 11/08/2024

DRT Member: Zoe Issacson

Dept/Div: River and Watershed Management

Case No.: 2024-9316

Case Planner: Claudia Kath

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. No comments at this time		
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

Date: 11/5/24

DRT Member: Teddy Padilla

Dept/Div: Land Use/Technical Review

Case No.: 2024-9316

Case Planner: Claudia Kath

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. Must have an Accessible Route from the Public Right of Way to the building entrance.	See sheet A1.3 for accessible routes from Bus Stop and Public Right-of-Way to entrances to both the existing church and the new building. Crosswalks will be painted on new asphalt surface.	Route from PROW through the parking area must be visible and comply with floor surfaces
2. Accessible path(s) of travel route shall be provided from the Public Right-of-Way and accessible parking aisle(s) to accessible building entrance(s) and shall comply with Section 302, floor surface, 303.4 Ramps, 401 Accessible routes, 403 Walking surfaces, 405 ramps. Ensure accessible route(s) from the Public Right-of-Way and accessible parking space aisle(s) to building entrance(s) are provided and maintained. Provide detectable warning surfaces at curb ramps and transitions to driveway crossings along the accessible paths of travel as applicable.	See sheets C-5, A1.3 for accessible routes from ADA parking aisles and Public Right-of-Way to entrances to both the existing church and the new building. All ramps and walking surfaces to comply with sections 302, 303, 401, 403, and 405. Detectable warning surfaces to be provided as required. Refer to details on sheets C-5, A1.3.	
3. ADA compliant concrete sidewalks must be added along Camino Carlos Rey fronting the property from property line to property line. 4. ADA compliant curb ramps must be added to all sides of the driveway entrances.	The existing asphalt sidewalk will be replaced with a proper concrete sidewalk with curb ramps at both driveway crossings along the entire frontage of this property. Refer to sheets C-5, A1.2, and A1.3.	Route from ADA Parking Stalls through the parking area must be visible and comply with floor surfaces.

<ol style="list-style-type: none"> 5. ADA Parking stalls and Aisles must be built in concrete per SFCC and comply with the 2015 NM Accessible Parking Checklist. 6. Must eliminate all trip hazards in the asphalt parking lot. Remove and replace asphalt. 7. Show concrete sidewalks around the building from the ADA Parking Aisle to a main entrance of the building. 	<p>New ADA parking area will be on concrete slab.</p> <ul style="list-style-type: none"> - Existing asphalt will be repaired or replaced with new smooth surface. - Concrete walks connect both new and existing church for accessibility. Both new and existing buildings will have ADA parking space close to their entrances. 	
--	--	--

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

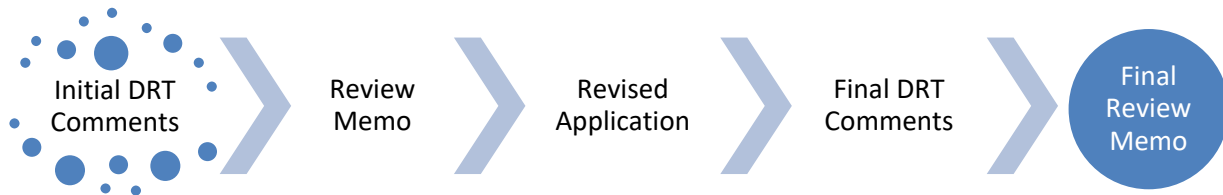
Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.

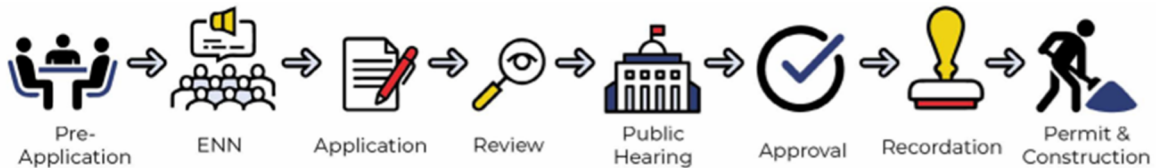


Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- a. *Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- b. *Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- c. *Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- d. *During Construction* – these conditions/technical corrections can be addressed during construction.

Development Review Process Flow Chart



*See the *2024 Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: January 5, 2025

DRT Member: Leroy Griego

Dept/Div: Solid Waste

Case No.: 2024-9316

Case Planner: Claudia Kath

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. No corrections required. Storing trash receptacles in the garage is adequate for the property use.		
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

Development Review Team (DRT) Comment Form

Date: 11/5/2024

DRT Member: Paul A. Duran

Dept/Div: Land Use Dept./HPD

Case No.: 2024-9316-2247 Camino Carlos Rey Grace Community Church

Case Planner: Claudia Kath

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Applicant does not need archaeological review		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1.		
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. The applicant is located in the Suburban Archaeological Review District and does not meet the threshold for archaeological clearance permits, however, if they come across cultural resources or human burials all work must stop and HPD staff notified immediately.