

City of Santa Fe, New Mexico

Exhibit A

Development Review Team Memorandum for Reference from Case #2024-7909 RKSS Multi- Family Development Plan

- 1. Fire Department Memorandum**
- 2. Wastewater Division Memorandum**
- 3. Water Division Memorandum**
- 4. City Engineer Memorandum**

EXHIBIT A1
 Technical Corrections
 Case #2024-7909
 3471, 3431, 3435, 3439, 3443 Cerrillos Rd & 3420 + 3450 Rufina St.
 Development Plan

Technical Corrections	Completed By	Department	Staff
Label pond numbers and pond volumes on all the grading sheets.	Prior to Recordation	City Engineer	Dee Beingessner
Provide details of ponds, especially the overflow detail. Provide details of inlets under sidewalks. Pond 2 shows a half circle around the sidewalk inlet, what is this?	Prior to Recordation	City Engineer	Dee Beingessner
Provide profile sheets for the underground storm drain.	Prior to Recordation	City Engineer	Dee Beingessner
Provide details of the pond connection to Cerrillos Road Storm drain.	Prior to Recordation	City Engineer	Dee Beingessner
Add Cerrillos Road Highway Corridor Protection District setback and landscape buffer information to the plan set.	Prior to Recordation	Land Use	Daniel Alvarado
Adjust open space calculation to reflect current interpretation of 250 SF per unit, or 48,500 SF for 194 units.	Prior to Recordation	Land Use	Daniel Alvarado
Add note specifying that all parking in the lot zoned R-3 can only be used for residential purposes	Prior to Recordation	Land Use	Daniel Alvarado
Specific technical comments on the new public water infrastructure plans will be provided to the engineer via the water plan review.	Prior to Recordation	Water Utilities	Taylor Jurgens
See email from Wilson & Company dated 12/9/24. Developer's recommendation to modify the left turn deceleration lane at the west entrance needs to be completely depicted in the civil plan set to include all proposed modifications to the existing deceleration lane for the full deceleration lane length proposed in the TIA. Currently only the proposed median curb island is depicted.	Prior to Recordation	Traffic Engineering	Leroy Pacheco
Shall provide code analysis of project for proper occupancy classification designation as per IFC2015.	Prior to Recordation	Fire Prevention	Geronimo Griego
Shall provide engineered (civil engineered) all weather road as per IFC 2015, 104.7.2 Technical Assistance, 503.2.3 Surface.	Prior to Recordation	Fire Prevention	Geronimo Griego

503.1.1 Fire Department shall have 150 feet distance to any portion of the building on any new construction.	Prior to Recordation	Fire Prevention	Geronimo Griego
503.2.1 Fire apparatus access shall have an unobstructed width of not less than 20 feet exclusive of shoulders and an unobstructed vertical clearance of not less than 13 feet 6inches.	Prior to Recordation	Fire Prevention	Geronimo Griego
503.4 Obstruction of Fire Apparatus Access Roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 and 503.2.2 shall be maintained at all times.	Prior to Recordation	Fire Prevention	Geronimo Griego
507.5 Fire hydrant systems. Fire hydrant systems shall comply with Sections 507.5.1 through 507.5.6	Prior to Recordation	Fire Prevention	Geronimo Griego
507.5.1 Where required. Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building.	Prior to Recordation	Fire Prevention	Geronimo Griego
912.2 Location (Fire Department Connections). With respect to hydrants, driveways, buildings and landscaping, fire department connections shall be so located that fire apparatus and hose connected to supply the system will not obstruct access to the buildings for other fire apparatus. The location of fire department connections shall be approved by the fire chief.	Prior to Recordation	Fire Prevention	Geronimo Griego
Shall have water supply that meets fire flow requirements as per IFC (Appendix B)	Prior to Recordation	Fire Prevention	Geronimo Griego
D102.1 Access and Loading (75,000 lbs.)	Prior to Recordation	Fire Prevention	Geronimo Griego
D103.5 Fire apparatus access road gates.	Prior to Recordation	Fire Prevention	Geronimo Griego
D103.4 Shall meet the 150 feet driveway requirements must be met as per IFC, or an emergency turn-around that meets the IFC requirements shall be provided.	Prior to Recordation	Fire Prevention	Geronimo Griego
Shall comply with IFC 2015 Section D103.2 Grade. Fire apparatus access roads shall not exceed 10 percent in grade	Prior to Recordation	Fire Prevention	Geronimo Griego
Shall comply with D105 Aerial Fire Apparatus Access Roads. (width and proximity to building).	Prior to Recordation	Fire Prevention	Geronimo Griego

Shall comply with Section D106 Multiple-Family Residential Developments.	Prior to Recordation	Fire Prevention	Geronimo Griego
D107.1 One- or two-family dwelling residential developments. Developments of one- or two-family dwellings where the number of dwelling units exceeds 30 shall be provided with two separate and approved fire apparatus access roads.	Prior to Recordation	Fire Prevention	Geronimo Griego
D107.2 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half the length of the maximum overall diagonal dimension of the property or area to be served measured in a straight line between accesses.	Prior to Recordation	Fire Prevention	Geronimo Griego
Shall meet the IFC code requirements 2015 edition or the most current edition the governing body has adopted at the time of permitting.	Prior to Recordation	Fire Prevention	Geronimo Griego
Add significant tree survey plan with locations of existing trees. Trees to be removed can be marked with a red X. a. City Staff found no Oak tree species on site, please confirm species of trees counted. 21 Oak trees are listed as deemed dead by arborist. b. There is also a missing Blue spruce (Picea Pungens) estimated to be 50 feet tall 14-8.4 (F)(2)(f) any plant material required by this Section 14-8.4 that fails to show healthy growth due to damage, pest, disease or neglect shall be promptly replaced with a similar plant.	Prior to Recordation	Landscape	Nicole Cunico
For all Open Spaces, existing Significant trees that are healthy and not noxious weeds are to be preserved. 14-8.4 (F)(5)(a)	Prior to Recordation	Landscape	Nicole Cunico
Remove and replace Siberian Elm trees along the southern border of property. Aside from their classification as noxious weeds these trees are not thriving. They have been severely pruned, lack good structure and have low aesthetic value 14-8.4 (5)(G). Replacement trees shall have a mature tree canopy that is 5 feet below Utility lines. 14-8.4(G)(3)(f)	Prior to Recordation	Landscape	Nicole Cunico
Review plant selection for cold hardiness to USDA zone 5. 14-8.4 (F)(1)	Prior to Recordation	Landscape	Nicole Cunico
Plant selection for stormwater ponds should include varieties that can withstand complete submersion in water 14-8.4 (F)(2)(e).	Prior to Recordation	Landscape	Nicole Cunico

Development Review Team (DRT) Comment Form for Planning Commission

Date: December 6, 2024

DRT Member: Fire Marshal Geronimo Griego

Dept/Div: Fire Prevention Division

Case No.: 2024-7909_3471_Cerrillos_RKKS_Multifamily_DP

Case Planner: Daniel Alvarado

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.

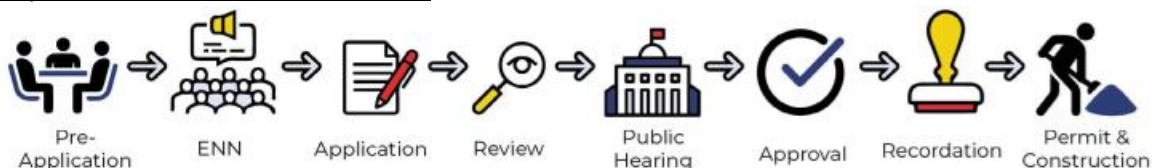


Timing of Conditions of Approval + Technical Corrections

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. Shall verify gate widths to match apparatus access roads required of this development and use of OPTICOM (D103.5 Fire Apparatus Access Road Gates Drawings L.4.1 & L.4.2)	Prior to Recordation	
2. Shall confirm access does not reduce the existing public vehicular access to the northern parcel. (see note below)	Prior to recordation	
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1. Shall provide code analysis of project for proper occupancy classification designation as per IFC 2015.		
2. Shall provide engineered (civil engineered) all weather road as per IFC 2015, 104.7.2 Technical Assistance, 503.2.3 Surface.		
3. 503.1.1 Fire Department shall have 150 feet distance to any portion of the building on any new construction.		
4. 503.2.1 Fire apparatus access shall have an unobstructed width of not less than 20 feet exclusive of shoulders and an unobstructed vertical clearance of not less than 13 feet 6 inches.		
5. 503.4 Obstruction of Fire Apparatus Access Roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 and 503.2.2 shall be maintained at all times.		
6. 507.5 Fire hydrant systems. Fire hydrant systems shall comply with Sections 507.5.1 through 507.5.6		
7. 507.5.1 Where required. Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building.		
8. 912.2 Location (Fire Department Connections). With respect to hydrants, driveways, buildings and landscaping, fire department connections shall be so located that fire apparatus and hose	Prior to recordation	

connected to supply the system will not obstruct access to the buildings for other fire apparatus. The location of fire department connections shall be approved by the fire chief.		
9. Shall have water supply that meets fire flow requirements as per IFC (Appendix B)		
10. D102.1 Access and Loading (75,000 lbs.)		
11. D103.5 Fire apparatus access road gates.		
12. D103.4 Shall meet the 150 feet driveway requirements must be met as per IFC, or an emergency turn-around that meets the IFC requirements shall be provided.		
13. Shall comply with IFC 2015 Section D103.2 Grade. Fire apparatus access roads shall not exceed 10 percent in grade		
14. Shall comply with D105 Aerial Fire Apparatus Access Roads. (width and proximity to building).		
15. Shall comply with Section D106 Multiple-Family Residential Developments.		
16. D107.1 One- or two-family dwelling residential developments. Developments of one- or two-family dwellings where the number of dwelling units exceeds 30 shall be provided with two separate and approved fire apparatus access roads.		
17. D107.2 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half the length of the maximum overall diagonal dimension of the property or area to be served measured in a straight line between accesses.		
18. Shall meet the IFC code requirements 2015 edition or the most current edition the governing body has adopted at the time of permitting.		

**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.

Explanation of Conditions or Corrections (if needed):

1. Limiting existing accesses to the northern parcel may need review for life safety plan review for compliance.

(see following pages for notes required)

Development Review Team (DRT) Comment Form

Date: March 8, 2024

DRT Member: Stan Holland, P.E.

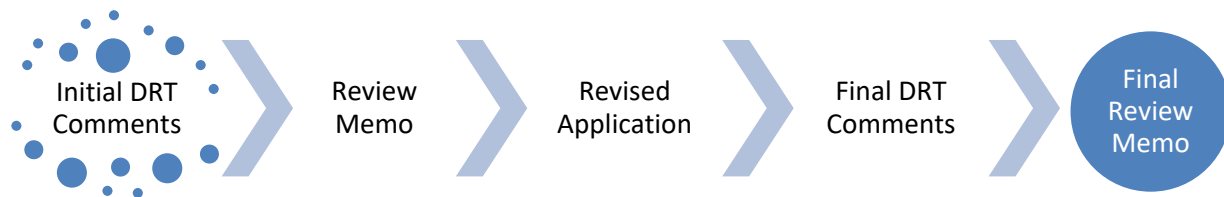
Dept/Div: Wastewater/Engineering

Case No.: 2024-7909-BRRT Multifamily DP

Case Planner:

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.

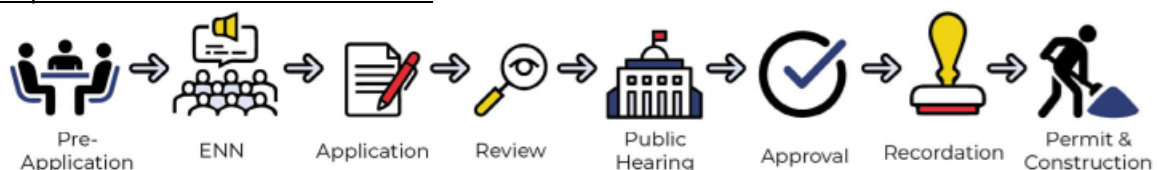


Timing of Conditions of Approval + Technical Corrections

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- 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 #

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Identify all the proposed 8" SAS sewer line as a private 8" SAS sewer service line. Also identify the sewer manholes as either private or public		
2. Provide a plan and profile sheet for the water and sewer lines shown in the Utility Plan CU-100		
3. All sewer pipe shall be SCH 40 PVC. The General and Keyed Notes show use of both SCH 40 and SDR 26 pipe		
4. Include City Standard Drawings for manholes with plan set		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1.	Prior to Public Hearing	
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):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

Date: December 9, 2024

DRT Member: Taylor Jurgens

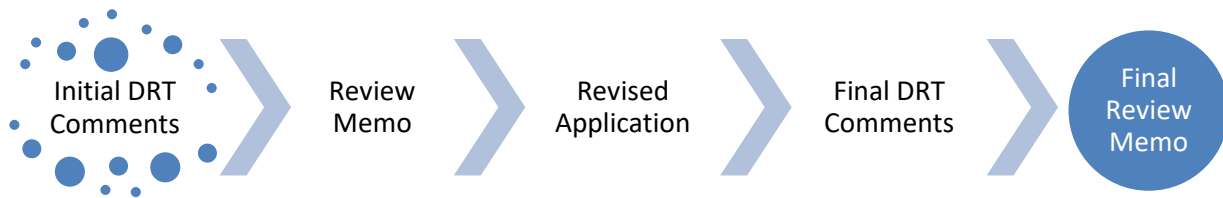
Dept/Div: Public Utilities/Water Division

Case No.: Case 2024-7909: RKSS-Cerrillos Multifamily Development Plan and Plat

Case Planner: Daniel Alvarado

DRT Review Schedule – 9-12+ weeks*

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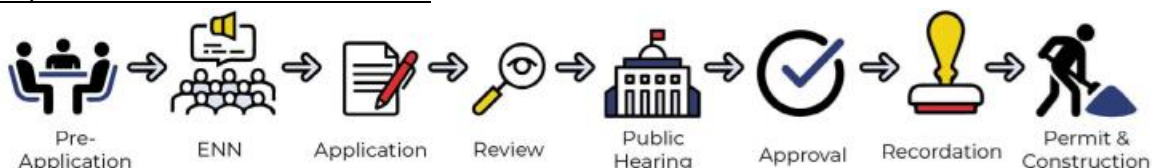


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Development Review Process Flow Chart



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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 Recordation	
2. An approved Agreement to Construct and Dedicate (ACD) will be required for new public water infrastructure and fire services	Prior to building permit approval	
3. 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	
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant Response:
1. Specific technical comments on the new public water infrastructure plans will be provided to the engineer via the water plan review.	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: 3/7/24

DRT Member: Dee Beingessner

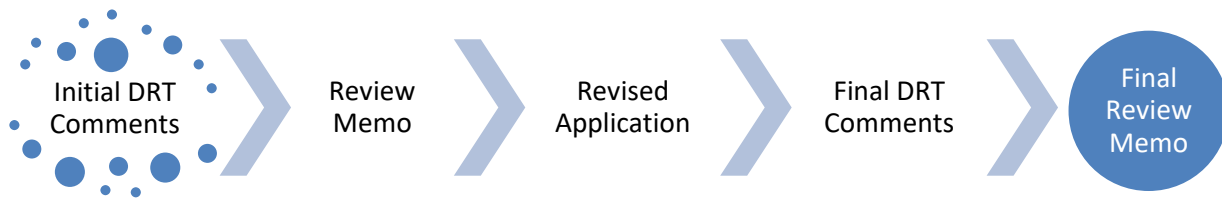
Dept/Div: Land Use, Engineering

Case No.: 2024-7909 BRTT Multifamily DP

Case Planner: Daniel Alvarado

DRT Review Schedule – 9-12+ weeks*

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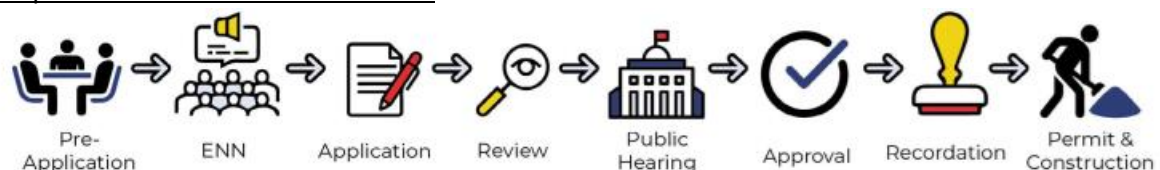


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- d. *At the time of Construction* – these conditions/technical corrections can be addressed during the construction and inspection processes.

Development Review Process Flow Chart



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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. Label pond numbers and pond volumes on all of the grading sheets. I have to go back to the first grading plan to find the pond numbers.	Prior to signature sheet or recordation	
2. Provide details of ponds especially the overflow detail. Provide detail of inlets under sidewalks. Pond 2 shows a half circle around the sidewalk inlet, what is this?	Prior to signature sheet or recordation	
3. Provide profile sheets for underground storm drain.	Prior to signature sheet or recordation	
4. Provide details of pond connection to Cerrillos Road Storm drain.	Prior to signature sheet or recordation	

Technical Corrections:	Must be completed by:	Applicant Response**:
1. The public roadway asphalt paving detail is missing from the Public Paving Plan. Also, please correct or explain why the hatching for asphalt paving is different from the hatching on the plan. Pavement should be at least 2.5" SPIII under 1.5" SPIV for public ROW. Demonstrate if there is there to be a valley gutter across westernmost driveway, if not, provide a justification for why not.	Prior to signature sheet or recordation	
2. Label the dotted hatching on sheet CG-103 in the parking area south of Pond 2.	Prior to signature sheet or recordation	
3. The detail specified in note 14 is missing from page CG-501. Please correct.	Prior to signature sheet or recordation	
4. Include a legend item for covered parking over many of the parking space.	Prior to signature sheet or recordation	
Provide the location of note 20 on any of the grading plans.	Prior to signature sheet or recordation	

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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)