

City of Santa Fe, New Mexico

Exhibit A

Development Review Team

- 1. Conditions of Approval & Technical Corrections**
- 2. Traffic Engineering Division Memorandum**
- 3. Wastewater Division Memorandum**
- 4. Water Division Memorandum**
- 5. Water Resources Memorandum**
- 6. City Engineer Memorandum**
- 7. Landscape Memorandum**
- 8. ADA Memoradnum**
- 9. Fire Department Memorandum**

Conditions of Approval:

No.	Requirement	Must be completed by:	DRT Member
1.	An Agreement to Construct and Dedicate (ACD) from the Water Division will be required for all new public water infrastructure or fire services. An approved Development Water Budget, including Landscape Irrigation Budget and a 9.8%Contingency is required prior to processing the ACD.	Prior to Recordation of Development Plan or Plat.	Water Resources
2.	Each lot shall be served by a separate water service at the time of development.	Prior to construction permit approval	Water Resources
3.	An agreement for metered service (AMS) will be required to install new services, including water offset fees.	Prior to construction permit approval	Water Resources
4.	The applicant will install a 8' fence and 15' landscape buffer along the common property line where abutting developed or undeveloped for or zoned residential. A fence will not be required along the common property line of Tract-W located in the Vistas de Las Soleras subdivision if it is deeded to Monte del Sol Charter School.	Prior to construction permit approval	Land Use

Technical Corrections:

No.	Requirement	Must be completed by:	DRT Member:
5.	Refresh the existing striping from the ADA Parking Stalls and Aisles to the building.	Building Permit Submittal	ADA
6.	507.1 Accessible Routes through Parking. Where accessible routes pass through parking facilities, they shall be physically separated from vehicular traffic.	Building Permit Submittal	ADA
7.	At time of construction, the Contractor shall ensure ADA compliance for construction of ADA accessible features and appurtenances, as detailed in, and in addition to, the approved construction permit documents as required. Improvements shall comply with ICC ANSI A117.1-2009 Chapters 1-5 and Chapter 7, 2015 New Mexico Accessible Parking Checklist, MUTCD, NMDOT Pedestrian Access Standards and PROWAG, NM State Statute and Administrative Code and DOJ regulations as applicable.	Building Permit Submittal	ADA

8.	Provide a heated and insulated enclosure above ground for the Reduced Pressure Backflow Preventer. Include heating equipment for the enclosure designed and furnished by the manufacturer to maintain an interior temperature of +40° F with an exterior/outside temperature of -30° F and a wind velocity of 15 mph. Provide an electric power source for heat and accessories, G.F.I. protected with at least six inches minimum clearance above any water discharge point and near the pipe riser on the enclosure access side or per local code. For boxes using self-regulating tape heat source, secure tape to valve with wire ties or electrician's tape; no covering is necessary.	Building Permit Submittal	Landscaping
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Development Review Team (DRT) Comment Form

Date: December 12, 2024

DRT Member: Leroy Pacheco, PE and Phil Gallegos, PE (Wilson&Company)

Dept/Div: Public Works Department – Traffic Engineering

Case No.: Case #2024-9512-PAR Monte del Sol Charter School 4157 and 4161 Walking Rain Road

Case Planner: Dan Esquibel, 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:

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

Technical Corrections:	Must be completed by:	Applicant Response:
1. None - See attached email from Wilson & Company dated 12/11/24.	N/A	
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. 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. Note as the public infrastructure plans move forward to building permit, these may be subject to additional reviews and possible corrections to meet Public Works Standards for roadways, ADA, signing, striping, lighting, etc. prior to building permit approval.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Monte del Sol Charter School ITA Resubmittal Review

From Gallegos, Phil <Philip.Gallegos@wilsonco.com>
To engineer@leroykacheco.com<Engineer@leroykacheco.com>
CC Luna, Robert<Robert.Luna@wilsonco.com>
Date Wednesday, December 11th, 2024 at 12:46 PM

Leroy, I have reviewed the revised ITA for the Monte del Sol Charter School submitted by Bohannan Huston and all of my comments have been addressed and concur that no further traffic analysis will be required by the proposed changes to the site. 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.

Ms. Colleen Gavin
JenkinsGavin, Inc.
130 Grant Avenue, Suite 101
Santa Fe, NM 87501

Courtyard I
7500 Jefferson St. NE
Albuquerque, NM
87109-4335

www.bhinc.com

voice: 505.823.1000

facsimile: 505.798.7988

toll free: 800.877.5332

RE: Initial Transportation Assessment for the Monte del Sol Charter School

Dear Ms. Gavin,

Bohannon Huston has prepared a site threshold assessment for a proposed development at the Monte del Sol Charter School located at 4157 Walking Rain Rd in Santa Fe, New Mexico. This school was founded in 2000 and they are currently looking into an expansion project that will remove four portable classrooms and build a new building that will house approximately four new classrooms and a gymnasium. This summary will include a project description with information on site traffic changes.

Project Description

The proposed building will be located to the south of the existing Monte del Sol Charter school buildings and will house four additional classrooms, a gymnasium, and several administrator offices. The total gross square footage of the building will be approximately 20,430 square feet. There are four portable classrooms that currently reside in this space that will be removed from the site.

The current student population is 370, and the school has indicated a maximum student population of 380 students. Additionally, the school employs 7 busses but not all routes are at capacity. This expansion project will not be substantially changing the student population; thus it will have a minimal impact to the traffic to the site as shown in the trip generation.

Trip Generation

A comparison was completed to determine the change in trips to and from the charter school. This comparison utilized ITE trip generation manual, 11th Edition to estimate trips. An appropriate code from the trip generation manual was assessed and code 534 – Private High School was the closest comparison to the Monte del Sol Charter School site, since this Charter School only includes grades 7 through 12. A trip generation was completed for the current student population of 370 students, and the maximum student population of 380 students. The AM peak hour provided a fitted curve equation which yielded a higher trip generation during the AM peak hour. As a conservative approach, this was used for the AM peak hour. The PM peak hour provided only the average rate which was used. The trips generated in each scenario are summarized below:

Trip Generation			
	Total daily Trips	AM Peak trips	PM Peak trips
Existing School – 370 Students	803	263	70
Proposed School – 380 Maximum Students	825	267	72
Change from Existing	22	4	2

Based on the increase in trips as shown in the table, the increase is less than 10% compared to existing use in both AM and PM peak hours and therefore does not require additional analysis according to the Transportation Impact Analysis Guidelines for the City of Santa Fe.

Ms. Colleen Gavin
JenkinsGavin, Inc.
December 10, 2024
Page 2 of 2

Vehicle Access

Access to the school will be enhanced to allow better traffic flow for student pick up and drop off and school bus loading and unloading. The school is currently proposing to keep the two existing access points on Walking Rain Road and add an additional access point onto Las Brisas. The proposed access will be used for school bus loading/unloading and staff parking. A preliminary site plan is attached which shows these three access points.

Assessment

Based on our traffic evaluation and completed initial transportation assessment form which is attached, Bohannon Huston has determined that traffic to the site will be minimally impacted by the expansion project and additional traffic impact studies are not warranted at this time.

Sincerely,
Bohannon Huston Inc

Carl D Vermillion, PE, PTOE
Project Manager
7500 Jefferson St NE
Albuquerque, NM 87109

Enclosures: Initial Transportation Assessment form
Site location map

INITIAL TRANSPORTATION ASSESSMENT

This initial transportation assessment is required for all developments proposed in the City of Santa Fe. The purpose of a Transportation Impact Analysis (TIA) is to provide preliminary vehicular trip generation information for the proposed development to determine the category of TIA required. Based on the proposed development, **Table A-1** should be completed to provide preliminary vehicular trip generation estimates. The City Traffic Engineer, or designee, will review the preliminary trip generation estimate provided by the developer and determine the category of TIA required. Other factors in addition to vehicular trip generation can affect the impact of a development; and based on these guidelines, the City of Santa Fe Traffic Engineer, or designee, will determine the final scope for the TIA.

Location of proposed development (location map must be attached).

TABLE A-1: PRELIMINARY VEHICULAR TRIP GENERATION ESTIMATE

Types of land uses (Multi Family, Single Family residential, specific retail, etc.)	Size (thousands of sq. ft., acres, number of units, etc.)	AM peak hour trips per size/unit*	PM peak hour trips per size/unit*	Subtotal of trips AM/PM	ITE Code Used for Analysis
GRAND TOTAL					

*The trip generation rates can be obtained from the Institute of Transportation Engineers, Trip Generation, current edition. Use of other rates must be justified and accepted by the City Traffic Engineer, or designee.

Transportation Impact Analysis Needed Yes No

Level of Transportation Impact Analysis Needed _____

Developer/Developer's Agent _____ Date _____

City of Santa Fe _____ Date _____

Private High School (534)

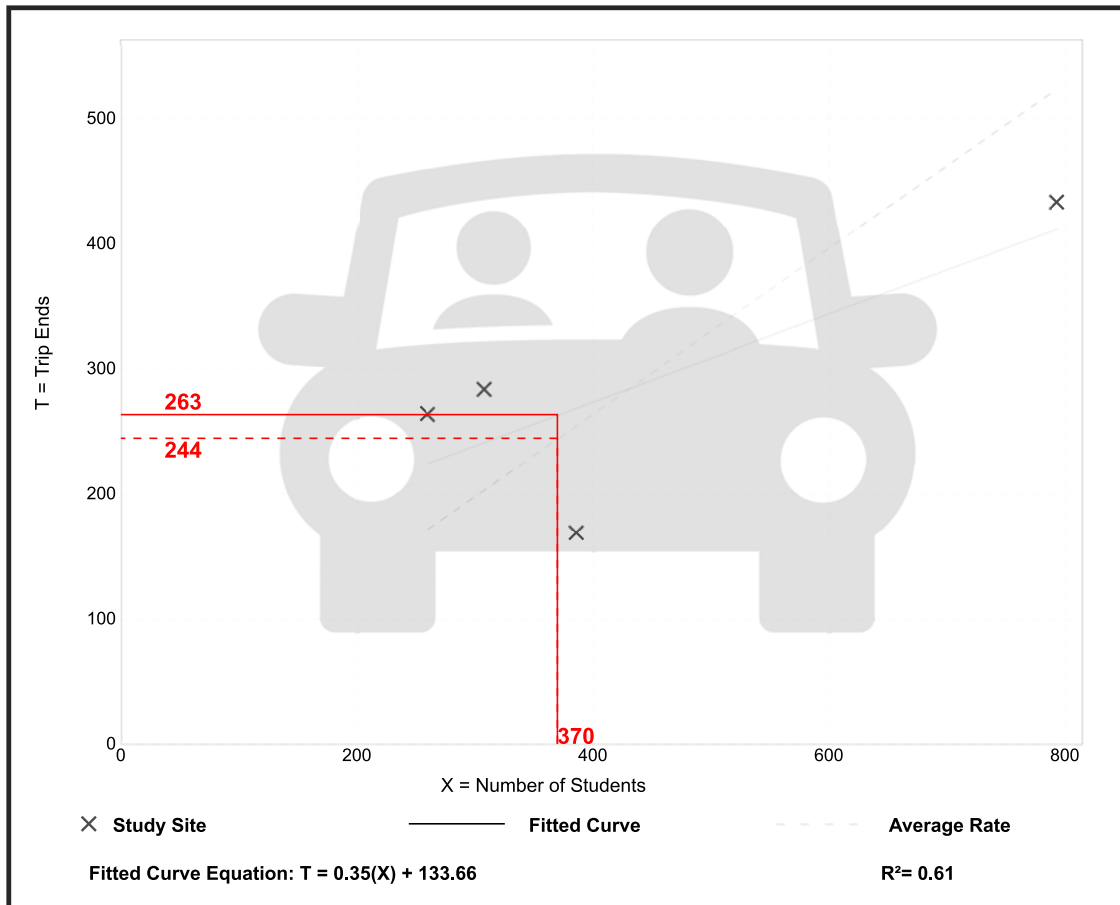
Vehicle Trip Ends vs: Students
On a: Weekday,
**Peak Hour of Adjacent Street Traffic,
 One Hour Between 7 and 9 a.m.**
Setting/Location: General Urban/Suburban
 Number of Studies: 4
 Avg. Num. of Students: 437
 Directional Distribution: 59% entering, 41% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.66	0.44 - 1.02	0.25

Data Plot and Equation

Caution – Small Sample Size



Private High School (534)

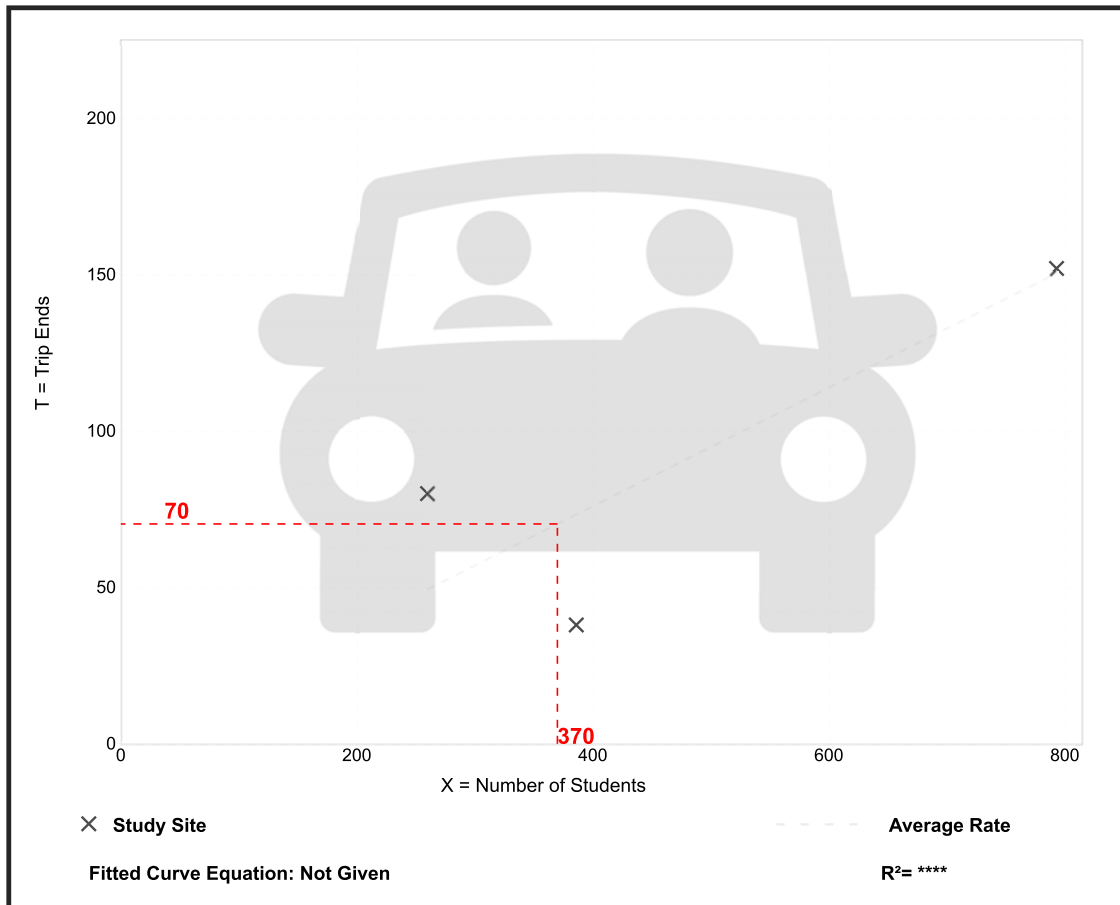
Vehicle Trip Ends vs: Students
On a: Weekday,
**Peak Hour of Adjacent Street Traffic,
 One Hour Between 4 and 6 p.m.**
Setting/Location: General Urban/Suburban
 Number of Studies: 3
 Avg. Num. of Students: 480
 Directional Distribution: 39% entering, 61% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.19	0.10 - 0.31	0.08

Data Plot and Equation

Caution – Small Sample Size



Private High School (534)

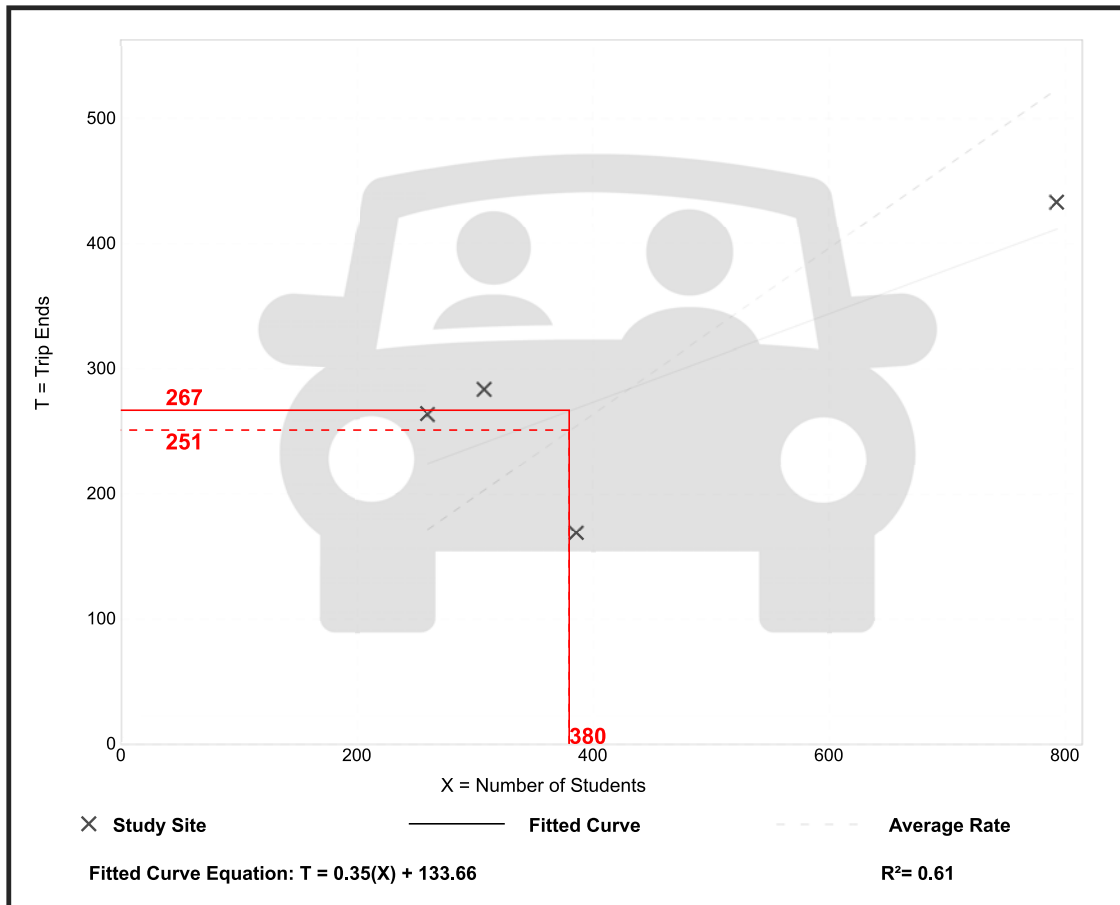
Vehicle Trip Ends vs: Students
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: General Urban/Suburban
 Number of Studies: 4
 Avg. Num. of Students: 437
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Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.66	0.44 - 1.02	0.25

Data Plot and Equation

Caution – Small Sample Size



Private High School (534)

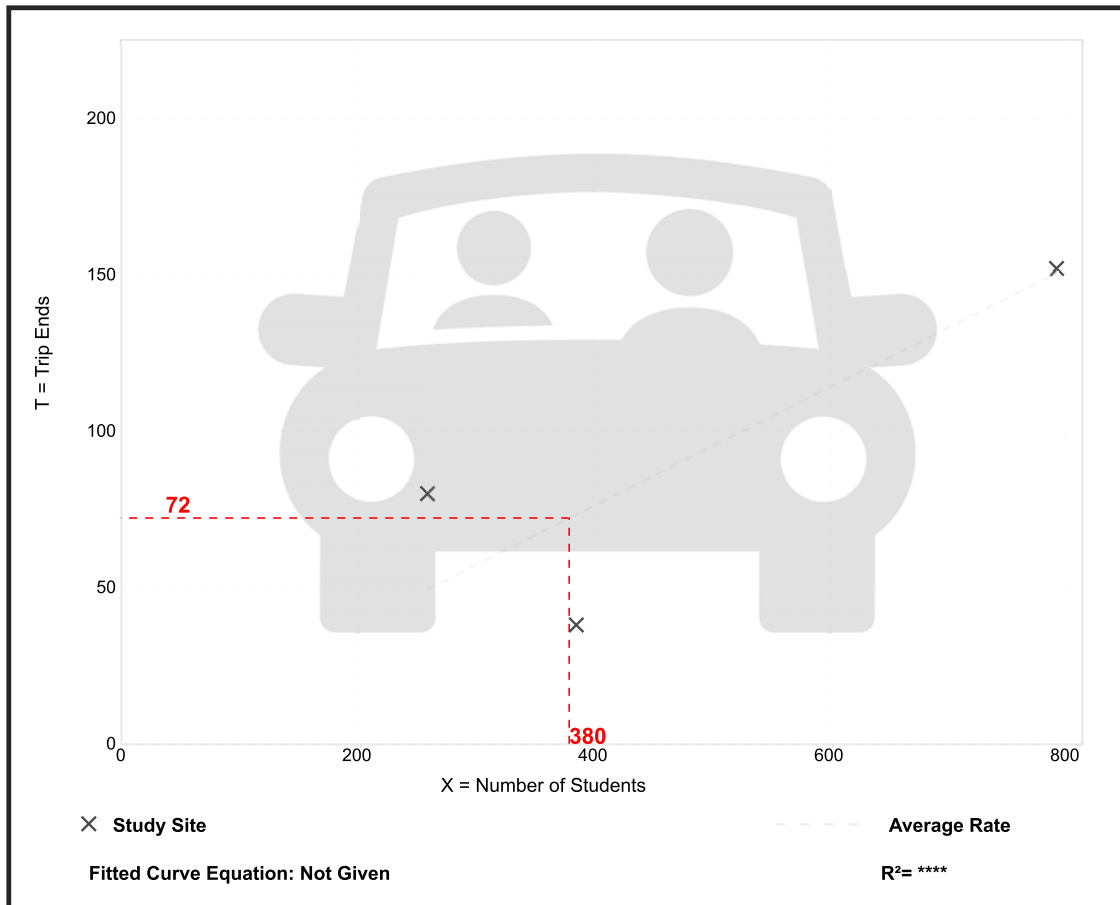
Vehicle Trip Ends vs: Students
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
Setting/Location: General Urban/Suburban
 Number of Studies: 3
 Avg. Num. of Students: 480
 Directional Distribution: 39% entering, 61% exiting

Vehicle Trip Generation per Student

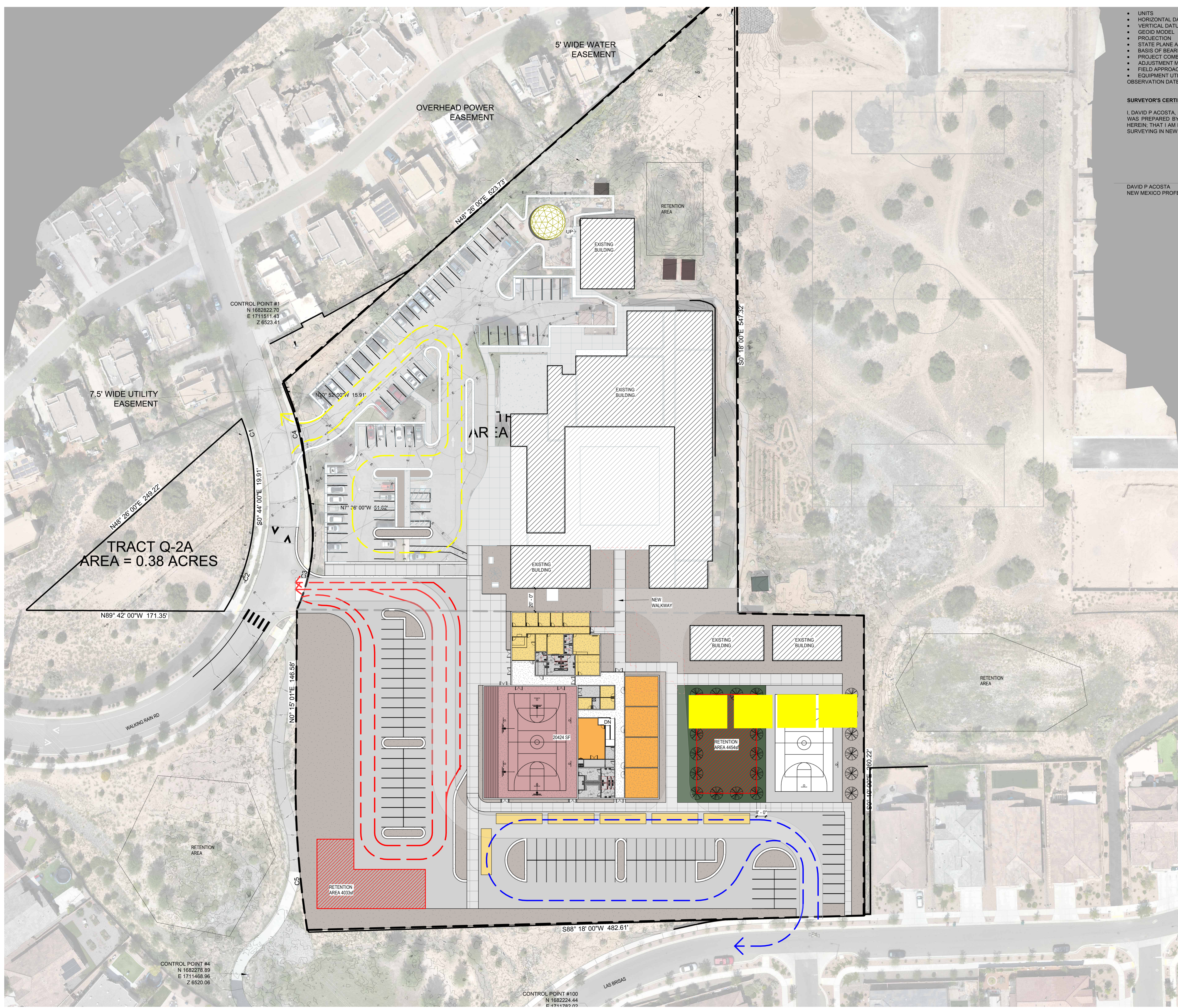
Average Rate	Range of Rates	Standard Deviation
0.19	0.10 - 0.31	0.08

Data Plot and Equation

Caution – Small Sample Size



10/30/2024 8:50:02 AM



• UNITS
 • HORIZONTAL DATUM
 • VERTICAL DATUM
 • GEIOD MODEL
 • PROJECTION
 • STATE PLANE ANGLE
 • BASIS OF BEARING
 • PROJECT COMBINATION
 • ADJUSTMENT METHOD
 • FIELD APPROXIMATION
 • EQUIPMENT UTILIZED
 • OBSERVATION DATE

SURVEYOR'S CERTIFICATE
 I, DAVID P. ACOSTA, F.S.M.,
 WAS PREPARED BY ME OR
 HEREIN, THAT I AM A LICENSED
 SURVEYOR IN NEW MEXICO.

DAVID P. ACOSTA
 NEW MEXICO PROFESSIONAL SURVEYOR

PARKING INFO:

EXISTING REQUIRED:	100
EXISTING PROVIDED:	68
NEW REQ. (INCLUDING EXISTING):	170
NEW PROVIDED:	157

- - - - - STUDENT
- - - - - PARENT
- - - - - BUS

1 SITE PLAN
 SCALE: 1/32" = 1'-0"

Project Name
 Enter address here
Owner
 Project Status - Issue Date

DATE	REVISION

PROJECT NUMBER:
 PROJECT NUMBER:

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.

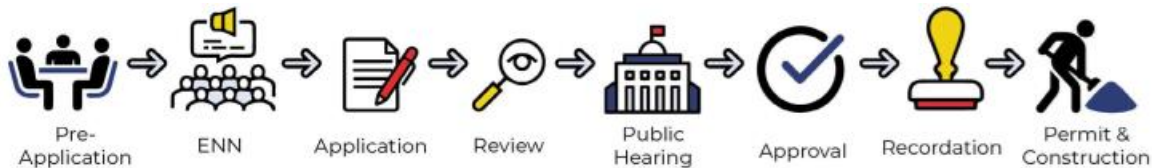


Timing of Conditions of Approval + Technical Corrections

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
Thu 5/1/2025		

Date: 05/01/2025

DRT Member: Sergio Valora Sandoval, PE

Dept/Div: Public Utilities/ Wastewater Management Division

Case No.: **2025-10172 & 2025-10189 _4157 and 4161 Walking Rain Road**

Case Planner: Joel Cruz-Harber

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 # 2024-9601 Governor Miles Rd Lot Split

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Conditions of Approval: On the provided set of plans stamped by Kelly M. Klein of Bohannon Huston (Sheet C-201, Sewer Keyed Notes, Items 1 and 4), the language must explicitly state " PRIVATE 6" SANITARY SEWER LINE. " If the engineer of record intends for this to be considered a public line subject to municipal inspection, we recommend reviewing the applicable requirements in the City's Code of Ordinances. Please ensure the terminology is precise and unambiguous.	BEFORE APPROVAL	
1.		
2.		
3.		
4.		

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]
- 2.

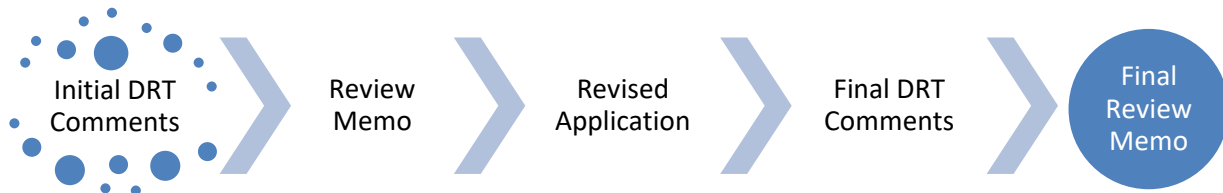
Explanation of Conditions or Corrections (if needed):

(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.

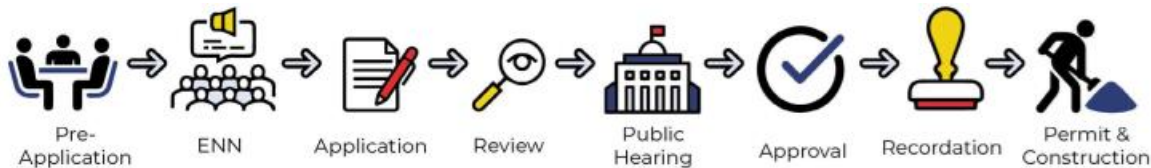


Timing of Conditions of Approval + Technical Corrections

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: 4/28/2025, 6/4/2025

DRT Member: Danny Valenzuela

Dept/Div: Public Utilities/ Water Division

Case No.: Monte Del Sol Charter School_2025-10172 & 2025-10189 _4157 and 4161 Walking Rain Road

Case Planner: Joel Cruz-Haber

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. An approved Development Water Budget including a 9.8% contingency per SFCC 14-8.13(E)(1) will be required. A technical evaluation request for a Development Water Budget needs to be submitted to the City Water Division for review.	Prior to Planning Commission packet submittal.	Water budget completed
2. An Agreement to Construct and Dedicate (ACD) from the Water Division will be required for all new public water infrastructure or fire services. An approved Development Water Budget, including Landscape Irrigation Budget and a 9.8% Contingency is required prior to processing the ACD.	Prior to Recordation of Development Plan or Plat.	
3. Each lot shall be served by a separate water service at the time of development	Prior to construction permit approval.	
4. An agreement for metered service (AMS) will be required to install new services, including water offset fees.	Prior to construction permit approval	
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. Incomplete Water Budget, in addition to the Gym Without Showers of 0.77 AFY. Provide a water budget for the 5 classrooms, teachers' lounge, and additional restrooms.	Prior to Planning Commission packet submittal.	Applicant responded Completed
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)

From: BEINGESSNER, DEE
Sent: Wednesday, May 28, 2025 9:51 AM
To: Colleen Gavin; CRUZ-HABER, JOEL A.; Land Use Planning
Cc: ESQUIBEL, DANIEL A.; Angelica Wolff
Subject: RE: Monte del Sol - Response to 2nd DRT Review from Engineering

Colleen and Joel,
My comments seem to have been addressed adequately.

Thanks,
Dee

From: Colleen Gavin <Colleen@jenkinsgavin.com>
Sent: Tuesday, May 20, 2025 1:25 PM
To: CRUZ-HABER, JOEL A. <jacruzhaber@santafenm.gov>; Land Use Planning <planning@santafenm.gov>; BEINGESSNER, DEE <dabeingessner@santafenm.gov>
Cc: ESQUIBEL, DANIEL A. <daesquibel@santafenm.gov>; Angelica Wolff <angelica@jenkinsgavin.com>
Subject: Monte del Sol - Response to 2nd DRT Review from Engineering
Importance: High

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Joel and Dee,

In response to Engineering's 2nd comments, included in the link below are updated drainage report, updated terrain management plan set, the updated development plan along with a more detailed comment response letter for clarity to Dee's questions prepared by our civil engineer. Also, per our conversation, Monte del Sol would like to be on the June 17th Planning Commission agenda.

Thank you.

<https://sfspublic.bhinc.com/?tk=TKkkleinD1952025185717>

-Link Expires: 6/19/2025

Files being shared:

- \2025-05-019 Monte del Sol\Comment Response Letter_DRT Intital Review.pdf
- \2025-05-019 Monte del Sol\Development Plan Amendment_Monte Del Sol Charter School(stamped 05-19-2025)-f.pdf
- \2025-05-019 Monte del Sol\Monte de Sol_Drainage Report (stamped 05-19-2025)-f.pdf
- \2025-05-019 Monte del Sol\Monte del Sol_Site Development Plan(stamped 05-19-2025)-f.pdf
- \2025-05-019 Monte del Sol\Monte del Sol_Terrain Management Plan(stamped 05-19-2025)-f.pdf

CG

Colleen C. Gavin, Principal



130 Grant Avenue, Suite 101
Santa Fe, New Mexico 87501
Office 505.820.7444
Cell 505.699.0563
colleen@jenkingavin.com
www.jenkingavin.com

PLEASE NOTE: I will be out of the office with limited availability starting May 22nd through June 3rd.

Development Review Team (DRT) Comment Form

Date: 5/12/25

DRT Member: Dee Beingessner

Dept/Div: Land Use Engineering

Case No.: 2025-10172 & 2025-10189 _4157 and 4161 Walking Rain Road Monte Del Sol Charter School

Case Planner: Joel Cruz-Haber, 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:

Conditions of Approval:	Must be completed by:	Applicant Response**:
1. Provide information in the drainage report on permitting of existing cisterns. Provide discussion on proposed conditions that the new volume of the pond will eliminate the need for cisterns for required reduction in flows to pre-development flows. Although the new grading of the pond does not appear to require cisterns any longer for volume, none of this was provided in drainage plan. Could not locate the permit information for cistern. State what page this is found for ease of review.	Prior to Plan approval	
2. Was any control of discharge from new impervious surfaces from the installation of the portable structures ever calculated or provided? Provide information on this in the drainage report. I could not find that this was answered in drainage report. Drainage from one of the portables goes offsite to a pond that is not under the control of the school. Although there was an allowable discharge from Monte del Sol, this should be accounted in the drainage ponding requirements for the school. Include what page(s) this is found for ease of review.		
3. Provide a table of the pond volumes in section 2 of the drainage report. Could not locate in drainage report.		
4. It appears that all ponds will retain water at over 3' of depth. This will require fencing. Could not locate on Terrain Management Plan. No fencing found on fencing/wall plan for pond 1. It appears to be 4' deep.		
5. Outlet structure from Pond 3 should terminate some distance from the property line and erosion control must be placed at the outlet before water enters adjacent property unless an agreement is reached with adjacent property owner for erosion control to be placed on their property. This appears to have been completed on C-105 but does not match pond 3 in drainage report.		
6. Include pond sections and show how ponds will overflow. Could not locate this in plans.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1. Include attached notes.	Prior to Plan approval	
2. Include pond numbers on Sheet C-105 and C-107		

***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 on plat or plans

DRAINAGE FACILITIES MAINTENANCE NOTE

ALL DRAINAGE FACILITIES SHALL BE MAINTAINED BY ALL PROPERTY OWNERS. THE PROPERTY OWNERS SHALL ALSO HAVE THE RESPONSIBILITY FOR MAINTENANCE OF THE PUBLIC DRAINAGE EASEMENT.

INSPECTIONS SHALL BE CONDUCTED BY A REGISTERED PROFESSIONAL ENGINEER IN THE STATE OF NEW MEXICO OR OTHER QUALIFIED PERSON. INSPECTIONS SHALL BE CONDUCTED ON THE DRAINAGE FACILITIES IN ACCORDANCE WITH THE FOLLOWING SCHEDULE:

ON OR ABOUT MARCH 15, ON OR ABOUT SEPTEMBER 15, AND AFTER EACH STORM EVENT OF 1-INCH OR GREATER. MAINTENANCE OF THE DRAINAGE FACILITIES SHALL BE CONDUCTED AND DOCUMENTED BY THE ENGINEER OR QUALIFIED PERSON AND THE OWNER. THE OWNER SHALL MAINTAIN A FILE OF THE INSPECTIONS AND REMEDIAL ACTION CONDUCTED ON THE DRAINAGE FACILITIES.

WORK SHALL BE CONDUCTED IN ACCORDANCE WITH THE ENGINEER'S RECOMMENDATIONS, AND SHALL INCLUDE, BUT IS NOT LIMITED TO THE FOLLOWING:

A. FLUSH ALL CULVERTS, DROP INLETS AND DRAINAGE PIPES TO REMOVE SEDIMENT AND VEGETATION THAT PREVENTS OR HINDERS THE FLOW OF STORM WATER IN THE DRAINAGE STRUCTURE(S).

B. REMOVE SEDIMENT IN PONDS THAT IS GREATER THAN 6-INCHES IN DEPTH, AND IF NECESSARY, RESEED WITH NATIVE GRASSES AND INSTALL FILTER FABRIC AND 3 TO 4 INCH COBBLE AS DIRECTED BY THE ENGINEER.

C. INSPECT FOR SEDIMENTATION IN ALL SWALES, DITCHES, DRAINAGE PONDS AND REMOVE AND STABILIZE AS NECESSARY.

D. INSPECT FOR SOIL EROSION AT ALL DRAINAGE PONDS, CUT AND FILL SLOPES, AND REPAIR OR STABILIZE ACCORDINGLY.

E. INSPECT THE STRUCTURAL INTEGRITY OF DRAINAGE PONDS, SLOPES, RIP-RAP, GABIONS, DROP INLETS, CULVERTS, ENERGY DISSIPATORS, AND RETAINING WALLS, ROCK PLATING, EROSION CONTROL MATS OR BLANKETS, AND REPAIR OR STABILIZE ACCORDINGLY.

GUNNISON'S PRAIRIE DOG NOTE

THE PROJECT SHALL COMPLY WITH THE PROVISIONS OF THE GUNNISON'S PRAIRIE DOG ORDINANCE (ARTICLE 14-8.12).

DUST CONTROL NOTE

All on-site soil disturbing construction activities shall be addressed and provide measures to mitigate or control dust from being transported offsite and polluting neighboring properties.

Any person, owner, contractor or operator who conducts earthmoving and/or dust generating activities is responsible for implementing Best Management Practices (BMPs) in order to mitigate off-property transport of fugitive dust emissions.

A plan, or storm water prevention plan (SWPPP) when applicable, listing the Best Management Practices (BMPs), shall be provided to the City Engineer, or their designee for review and approval. The approved BMPs shall be applied to the graded and/or disturbed soil in order to stabilize the site.

The initial BMP shall address how the Contractor will minimize the amount of disturbed soil, and how the Contractor will stabilize the disturbed surface area exposed to wind or vehicle traffic during construction.

Some BMPs shall include:

- The reduction of vehicle speeds: establish a maximum speed limit or install traffic calming devices to reduce speeds to a rate to mitigate off-property transport of dust entrained by vehicles.
- The minimization of drop height: Drivers and operators shall unload truck beds and loader or excavator buckets slowly, and minimize drop height of materials to the lowest height possible, including screening operations.
- High winds restriction: temporarily halt work activities during high wind events greater than 30 mph if operations would result in off-property transport.
- Restrict access: restrict access to the work area to only authorized vehicles and personnel.

In the event the above practices are ineffective to prevent off property transport, the owner or operator shall use at one or more of the following Best Management Practices (BMPs):

- Wet suppression: apply water to disturbed soil surfaces, backfill materials, screenings, and other dust generating operations as necessary and appropriate considering current weather conditions, and prevent water used for dust control from entering any public right-of-way, storm water drainage facility, or watercourse.
- Wind barrier: construct a fence or other type of wind barrier to prevent wind erosion of the graded or disturbed surface.
- Vegetation: plant vegetation appropriate for retaining soils or creating a wind break.
- Surface roughening: stabilize an active construction area during periods of inactivity or when vegetation cannot be immediately established.
- Cover: install cover materials such as tackifiers, erosion control blankets, gravel, vegetation (when appropriate), cold-millings, etc. during periods of inactivity and properly anchor the cover.
- Soil retention: stabilize disturbed or exposed soil surface areas that will be inactive for more than 30 days or while vegetation is being established.

ENGINEER'S STORMWATER INFRASTRUCTURE CERTIFICATION

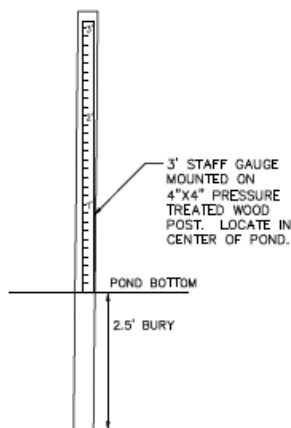
I, the undersigned professional engineer in the State of New Mexico, do hereby certify that the record information shown hereon is based on actual field measurements and visual inspections performed by myself or under my direct supervision. I further certify that the record condition as of _____ is in substantial compliance with the approved grading and drainage plan prepared by _____, dated _____.

Signature

NMPE # _____

Date

Example for pond measurement post

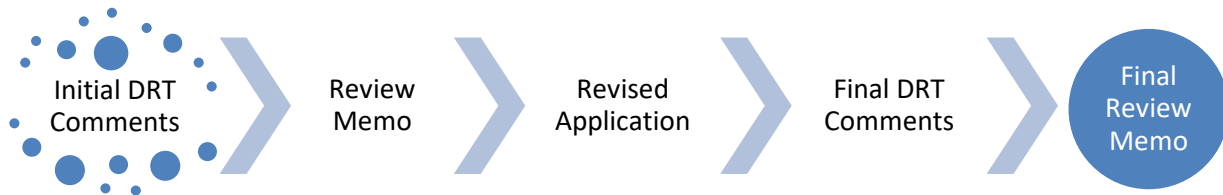


POST & STAFF GAUGE
NTS

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.

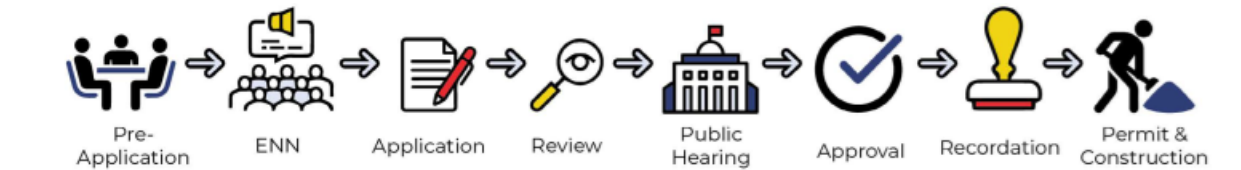


Timing of Conditions of Approval + Technical Corrections

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: June 12, 2025

DRT Member: Lawrence Rivera

Dept/Div: Landscape, Irrigation, and Outdoor Lighting

Case No.: **Case #2025-10172 Special Use Permit & 2025-10189 Development Plan, Rv.2**

Case Planner: Joel Cruz-Haber Senior Planner, jacruzhaber@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. Provide CMU caps to all CMU retaining, yard walls.		
2. Provide 2- inch minimum of mulch at all open spaces and planting beds per the open space code 14-8.4(H)(2). Provide the following information for all mulching materials: type, size, and depth. Provide the quantity of mulch in tons or cubic yards. Provide a detail showing the mulch depth and edge of concrete.		
3. Provide a 2-inch minimum of organic mulch at the base of all trees and shrubs. An air gap of 2 inches at the root flair of all plant material is required.		
4. Water budget requires winter watering for December, January, and February at a minimum of once per month. Please revise water budget.		
5. No stop & waste valves or automatic drain valves (King Drains) permitted per COSF Irrigation Design Standards.		
6. Include in all valve manifolds schedule 80 PVC unions downstream of each control valve for easy removal and repair, per COSF Irrigation Design Standards. 4.2.1.B Automatic Control Valves.		
7. Install insulated backflow preventer enclosure on a 4" concrete pad with GFI receptacle at proper height with heat tape per COSF Irrigation Standards		

4.15. Provide an electric power source for heat and accessories, G.F.I. protection with at least six inches minimum clearance above any water discharge point and near the pipe riser on the enclosure access side or per local code, 4.15.2B Heating Equipment.		
8. Provide a list of zones with type of irrigation, i.e., Drip, Bubbler, and Popup etc. In addition, provide the type of plant material irrigated, i.e., Tree, Shrub, Native Seeding, etc.		
9. Photometrics do not meet Code requirements. Nine points are above the maximum allowed illumination. Average Maintained Horizontal Foot-candles at Grade for Commercial Areas: Sidewalks 1.0, Pedestrian Area 2.0, Parking Lots 1.0, Building Entrances 5.0, Building Grounds 1.0, Public Spaces 3.0. The maximum illumination at any point shall not exceed the allowed average by more than 1.5 Foot-candles.		
STAFF RESERVES THE RIGHT TO REQUIRE ADDITIONAL SUBMITTALS UPON RECEIVING REVISIONS.		

**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.

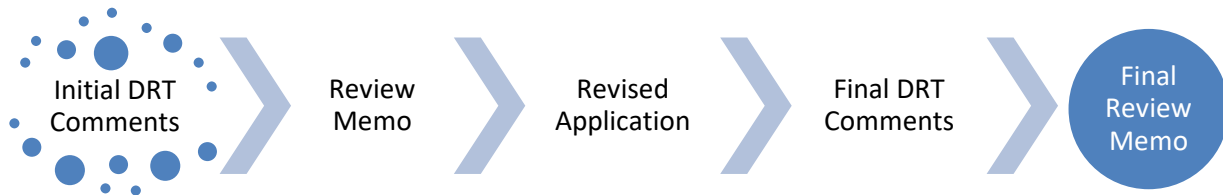
Explanation of Conditions or Corrections (if needed):

(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.

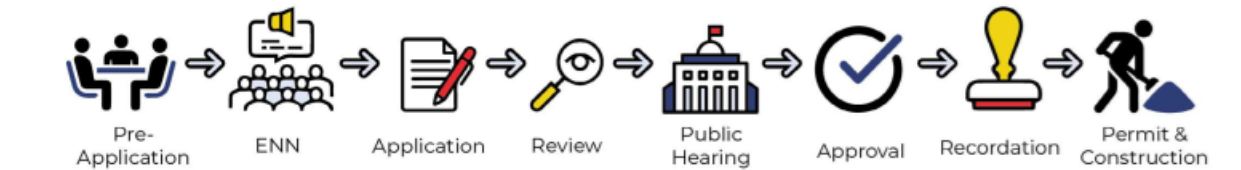


Timing of Conditions of Approval + Technical Corrections

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: 5/13/2025

DRT Member: Teddy Padilla

Dept/Div: Land Use Technical Review

Case No.: #2025-10172

Case Planner: Joel Cruz-Haber

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.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. Refresh the existing striping from the ADA Parking Stalls and Aisles to the building	Permit	
2. 507.1 Accessible Routes through Parking. Where accessible routes pass through parking facilities, they shall be physically separated from vehicular traffic.	Permit	
3. At time of construction, the Contractor shall ensure ADA compliance for construction of ADA accessible features and appurtenances, as detailed in, and in addition to, the approved construction permit documents as required. Improvements shall comply with ICC ANSI A117.1-2009 Chapters 1-5 and Chapter 7, 2015 New Mexico Accessible Parking Checklist, MUTCD, NMDOT Pedestrian Access Standards and PROWAG, NM State Statute and Administrative Code and DOJ regulations as applicable.	Permit	
4.		
5.		

**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 for Planning Commission

Date: May 29, 2025

DRT Member: Fire Marshal Geronimo Griego

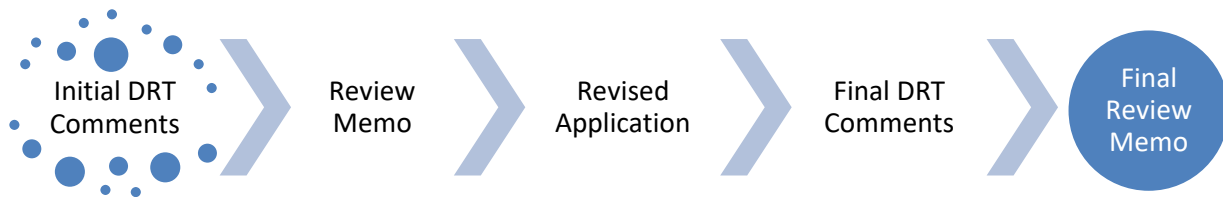
Dept/Div: Fire Marshal's Office

Case No.: 2025-10172 & 2025-10189 _4157 and 4161 Walking Rain Road

Case Planner: Joel Cruz-Haber, Senior 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.

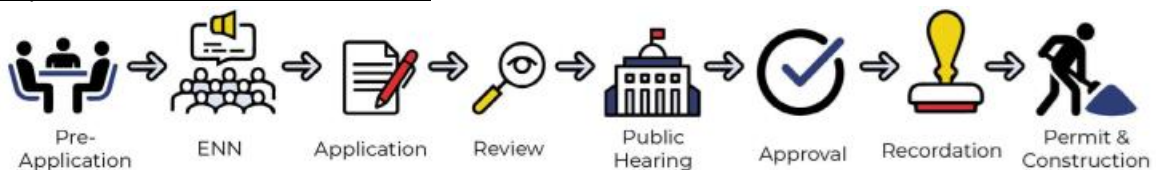


Timing of Conditions of Approval + Technical Corrections

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- 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. Place a note stating "Development shall comply with the most currently adopted International Fire Code	<i>Prior to Public Hearing</i>	

Technical Corrections:	Must be completed by:	Applicant Response**:

**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. Revised plan C-202 complies with the currently adopted fire code.

Explanation of Conditions or Corrections (if needed):

1. Verify that the right city adopted code is reference in documents for submission.
International Fire Code (IFC) 2021.