

September 4, 2025

Planning Commission

ATTACHMENT B

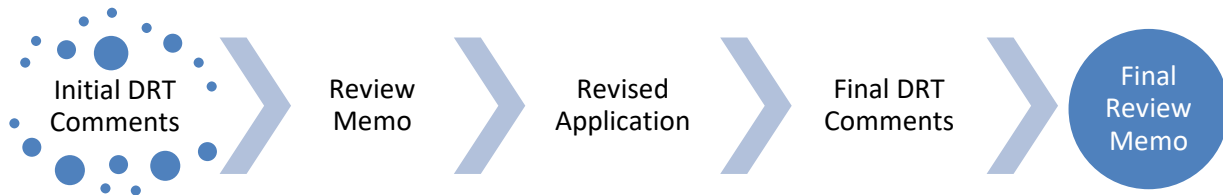
Development Review Team Memos

Case# 2024-8195

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.

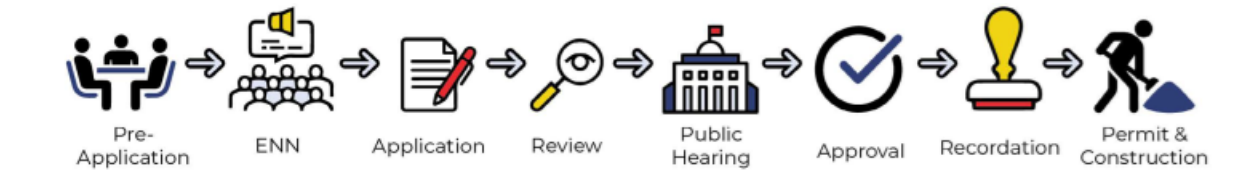


Timing of Conditions of Approval + Technical Corrections

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 *2025 Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: 6/17/2025

DRT Member: Teddy Padilla

Dept/Div: Land Use/Technical review

Case No.: 2024-8195

Case Planner: Rebekah Clouser, reclouser@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. 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.	By Permitting	
2. **Inspector reserves the right to request repair to any sidewalk adjacent to lot if he deems the sidewalk unsafe, loose or broken. Pursuant to Ch 23-3.6 in accordance with ADA standards, as provided in subsection 23-1.7 SFCC 1987.**	By Permitting	
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. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

treatment. Please state why the c value is reduced for each basin where it is reduced.		
6. There appears to be some drainage system from the buildings and in the parking lot but no details of pipe sizes or inlet structures have been provided and it does not appear to drain to anything. The labelling of this system does not match anything on the legend. It's labelled as Top and Inv and the Legend only shows a TI designation which does not appear to be used anywhere on the plan.	I could not locate a storm drain on the storm drain plan I did not find sizes on either the grading plan or the "storm drain" plan. There is no legend on the storm drain plan showing any storm drains other than the existing storm drain in the road. The grading plan seems to show drop inlets in the parking lot and maybe between buildings but nothing is labeled or sized.	See revised drawings; drainage system is sized and specified.
7. Show curb cut locations to direct water from parking lot into landscaped areas. Provide curb cut detail. Show flow direction arrows throughout. Show TC and FL elevations in parking area abutting Paseo de Pe driving area abutting Alarid St.	Only the Top elvation and Inv elevation is shown. The drawing is so cluttered that the path of the storm drain could not be located on the south property.	Curb cuts are provided and specified. Revised plan have elevations provided for flow lines and curbs.

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1. [list any additional items]
- 2.

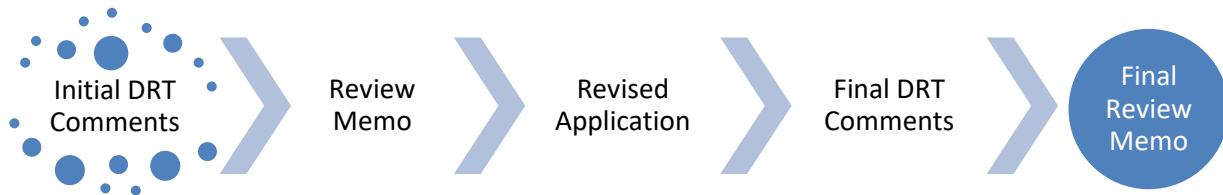
Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

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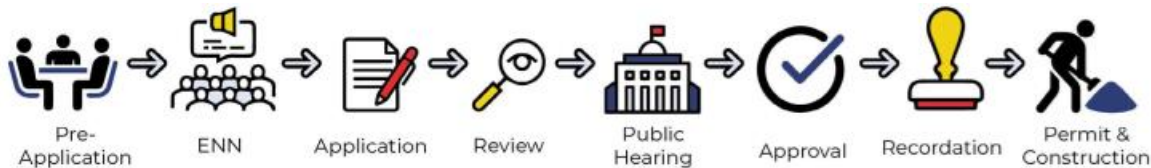


Timing of Conditions of Approval + Technical Corrections

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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: July 16, 2025

DRT Member: Geronimo Griego (Fire Marshal)

Dept/Div: Fire Prevention Division

Case No.: 2024-8903_Inn at Alvord School Dev Plan 1625 Paseo de Peralta

Case Planner: Rebekah Clouser, 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 comply with the International Fire Code 2021	<i>Prior to Building Permit Approval</i>	
2.		
3.		
4.		
5.		
6.		

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

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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.

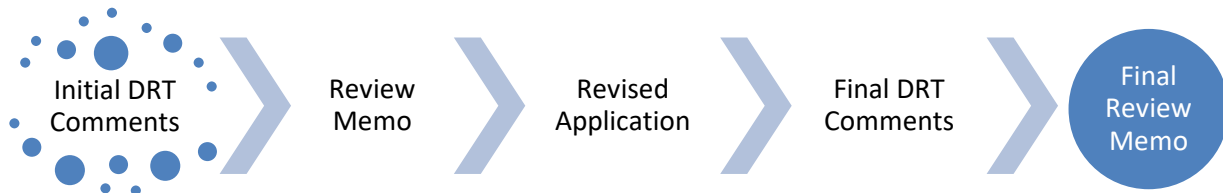
Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks*

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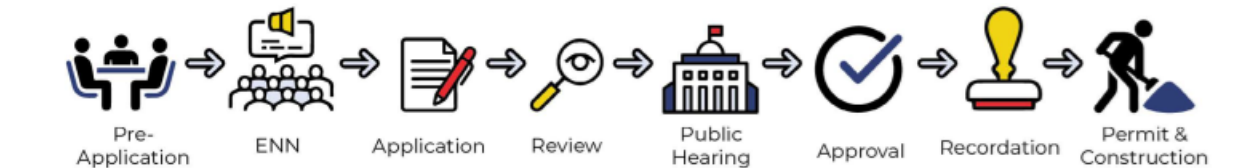


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Development Review Process Flow Chart



*See the *2025 Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: June 17,2025

DRT Member: Lawrence Rivera

Dept/Div: Landscape, Irrigation, & Outdoor Lighting

Case No.: 2024-8195 Alvord Inn Development Plan 2nd Review

Case Planner: Rebekah Clouser, reclouser@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. City staff respectfully request ball valves be used as isolation valves.	Prior to Recordation	
2. Provide a ball valve as a manual flush valves at The ends of all irrigation laterals.	Prior to Recordation	
3. Ensure warm season lawn has two hundred present irrigation coverage.	Prior to Recordation	
4. Fraxinus Cuspidata, Fragrant Ash, is not on the city approved plant list. Please replace fragrant Ash trees with another approved tree variety from the City of Santa Fe plant list.	Prior to Recordation	
5. Quercus Gravesii, Chisos Red Oak is not on the city approved plant list. The USDA Zone rating is 8 Santa Fe is Zone 6; survival is not plausible. Please replace Chisos Red Oak trees with another approved tree variety from the City of Santa Fe plant list.	Prior to Recordation	
6 Provide the existing tree varieties on the landscape plan.	Prior to Recordation	
7. For safety reasons Cottonwood trees are not allowed in parking lot areas or near pedestrian access ways. Replace Cottonwoods with another tree from the city approved list.	Prior to Recordation	
8. Reduce landscape shrub and perennial plant counts in mass planting locations by 25% and note reduction number on the landscape plan. Please review code 14-8.4(E).	Prior to Recordation	
9. Irrigation systems shall be zoned by levels of	Prior to Recordation	

water use. For the most efficient water use, plant with similar water use requirements shall be grouped together. Trees and shrubs shall have separate zones. Drought tolerant and very low water-use tree 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.		
10. Provide the irrigation controller location on the irrigation sheet LI-101.	Prior to Recordation	
11. Location of the irrigation meter is at different locations on the Irrigation Plan (Sheet LI-101) and Water Plan (sheet 2 of 2).	Prior to Recordation	
12. Provide a significant tree survey, list species, size, and quantities. Any trees to be removed shall be mark on the plan with a red X.	Prior to Recordation	
13. Provide a water budget: Irrigation system operation information including recommended monthly and seasonal irrigation schedules and water budgets based on gallons used for landscape plantings for year one and year three shall be included on the irrigation plan. Per 3.18. Design Regulations of Landscape Irrigation Design Standards City of Santa Fe, New Mexico.	Prior to Recordation	
14 Provide on the Plant Schedule List the water use needs for each plant as shown in the City of Santa Fe approved plant list.	Prior to Recordation	
15. Street trees are deciduous, evergreen trees are not acceptable due to ice buildup on streets due to shading. Revise street trees Requirement notes.	Prior to Recordation	
16. Provide retention/detention pond required landscape calculations per code 14-8.4(F)(2)(e).	Prior to Recordation	
17. All disturbed areas due to construction and not part of the landscape plan shall be revegetated and irrigated. Grass seed mix shall be Dryland Blend Native Grass Mixture from Plants of the Southwest or equal. Seed rate shall be 2 lbs. per 1,000 sf.	Prior to Recordation	
18. A water level measuring device with zero set at finish grade located at the center of each pond is required.	Prior to Recordation	
STAFF RESERVES THE RIGHT TO REQUIRE ADDITIONAL SUBMITTALS UPON RECEIVING REVISIONS.		

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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)

Date: September 4, 2024

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

Dept/Div: Public Works/Traffic

Case No.: Alvord Inn Case 2024-8195

Case Planner: Carly Venditti - 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. None	N/A	
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. None	N/A	
2.		
3.		
4.		

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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. 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.

1625 Paseo De Peralta Inn at Alvord STA Review

From Gallegos, Phil <Philip.Gallegos@wilsonco.com>
To engineer@leroykacheco.com<Engineer@leroykacheco.com>
CC Robert.Luna@wilsonco.com
Date Tuesday, September 3rd, 2024 at 9:06 AM

Leroy, I have reviewed the STA for 1625 Paseo De Peralta Inn at Alvord and concur with the STA as submitted by Mike Gomez, PE, PTOE that a TIA is not required for this development. 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.

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Santa Fe Engineering Consultants, LLC



Civil and Traffic Engineering
Construction Management
Land Development

1599 St Francis Drive, Suite B
Santa Fe, N. M. 87505
(505) 982-2845 Fax (505) 982-2641

August 16, 2024

Mr. Sheb Mirando
Lloyd & Associates Architects
740 St. Michael's, Dr., Suite 4A
Santa Fe, NM 87505

RE: SITE THRESHOLD ASSESSMENT FOR THE PROPOSED 46 ROOM ALL SUITES HOTEL AT 1625 PASEO DE PERALTA, SANTA FE, NEW MEXICO

Dear Mr. Mirando,

We have prepared a Site Threshold Assessment (STH) for the 46 room all suites hotel at 1625 Paseo De Peralta, Santa Fe, New Mexico. This STH was prepared in accordance with the New Mexico Department of Transportation (NMDOT), State Access Manual (SAMM).

The projected traffic generated by this development was calculated for the AM and PM peak hours of the adjacent road. Trip generation calculations were performed using the Institute of Transportation Engineers (ITE) TripGen Web-Based App. The ITE TripGen Web-Based App is based upon the ITE Trip Generation Handbook, 11th Edition.

Existing traffic data in the area roadway network was obtained from NMDOT MS2 software. The NMDOT STH form, trip generation calculations, and MS2 data are attached.

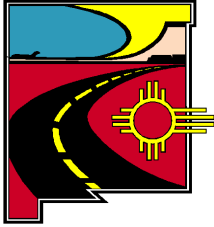
Based upon the STH and STA Form, a TIA is not required, however a scoping meeting with the City of Santa Fe Public Works department and City Traffic Consultant is required to review the STA/STH form. If you wish for us to setup this meeting let us know.

If you have any other questions or if you need additional information, please don't hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Michael Gomez". The signature is written in a cursive style.

Michael Gomez, PE, PTOE
Santa Fe Engineering Consultants, LLC



Site Threshold Assessment (STH)

A Site Threshold Assessment (STH) is required of all developing or redeveloping properties that directly or indirectly access a state highway.

District No. _____

Project No. _____

Permit Applicant

Date: 08/16/2024

Applicant Name: Sheb Mirando

Business Name: Lloyd & Associates Architects

Business Address: 740 ST. Michael's Dr., Suite 4A

City: Santa Fe State: NM Zip Code: 87505-

Site Description

Development Type		Site Information (fill in all that apply)			
Residential	_____	Building Size (SF)	_____	Dwelling Units	_____
Retail	_____	Parcel Size (ac)	_____	Rooms	<u>46</u>
Office	_____	Roadway Frontage (ft)	_____	Beds	_____
Industrial	_____	Parking Spaces	_____	Students	_____
Institutional	_____	Employees	_____	Seats	_____
Lodging	<u>X</u>	Other	_____	Fuel Pumps	_____
Restaurant	_____			Courts	_____
Convenience/Gas	_____			Storage Units	_____
Other	_____				

The STH examines existing roadway volumes and anticipated site trip generation for the purpose of determining if additional analyses are required. If the site characteristics and the trip generation estimate for a proposed development do not satisfy the requirements for a STA or a TIA as determined by the District Traffic Engineer, the STH should be approved and the traffic study requirement for the proposed development will be complete. If additional analysis is required based on the results of the STH, the District Traffic Engineer should indicate to the applicant the level of analysis that is required.

Existing Roadway Data

Highway No.:	<u>FL4807</u>	Site Mile Post:	<u>0.08</u>
Highway ADT:	<u>6,193</u>	Count Year:	<u>2023</u>
Number of Lanes (two-way):	<u>2</u>	Func. Class.:	<u>(4) Minor Arterial</u>

Trip Generation

ITE Trip Generation Land Use Category:	<u>311 (All Suites Hotel)</u>	
AM Peak Hour Trips	Enter: <u>0</u>	Exit: <u>0</u>
PM Peak Hour Trips	Enter: <u>5</u>	Exit: <u>5</u>

Exceeds Threshold: **Y** or **(N)** → If Yes, is a **STA** or **TIA** Required?

Thresholds

STA: 25 to 99 peak-hour total trips and more than 1,000 vehicles per lane per day on adjacent highway.

TIA: 100 or more peak-hour total trips.

Other Requirement Basis / DTE Comments: _____



Site Threshold Analysis (STA)

According to NMAC 18.31.6.16, a traffic engineering evaluation shall be required for all land development proposals that may directly or indirectly impact a state highway facility. A Site Threshold Analysis (STA) is required of all developing or re-developing properties that directly or indirectly access a state roadway. The STA examines existing roadway volumes and anticipated site trip generation for the purpose of determining if additional analyses are required as defined by the District Traffic Engineer or designee. If the site characteristics and the trip generation estimate for a proposed development are greater than 100 trips in a peak hour, then requirements for a Traffic Impact Analysis (TIA) may be required as determined by the District Traffic Engineer or designee. See TIA outline for that scope.

The STA shall warrant one or all of the following conditions:

- May or may not warrant an additional traffic analysis.
- May or may not warrant off-site improvements.
- May require a TIA, which may or may not require off-site improvements.

If additional analysis is required based on the results of the STA, the District Traffic Engineer or designee, should indicate to the applicant the level of analysis that is required.

Permit Applicant Information

Applicant Name: Sheb Mirando

Business Name: Lloyd & Associates Architects

Business Address: 740 St. Michael's Dr., Suite 4A Santa Fe NM 87505
Street Address: City: State: Zip Code:

Site Information (Attach Site Plan to include length of roadway frontage):

Site Description: Existing school to be remodeled

Site Address: 1625 Paseo De Peralta Santa Fe NM 87501
Street Address: City: State: Zip Code:

NMDOT Roadway: FL4807 Milepost: 0.08 Roadway ADT: 6,193

Site Information (commercial, retail, industrial, residential, etc):

All Suites Hotel

Building Size (SF): 51,484 Parcel Size (acre): _____

Trip Generation:

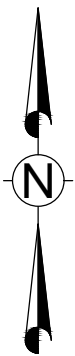
ITE Trip Generation Land Use Category: 311 (All Suites Hotel)

AM Peak Hour Trips Enter: 0 Exit: 0

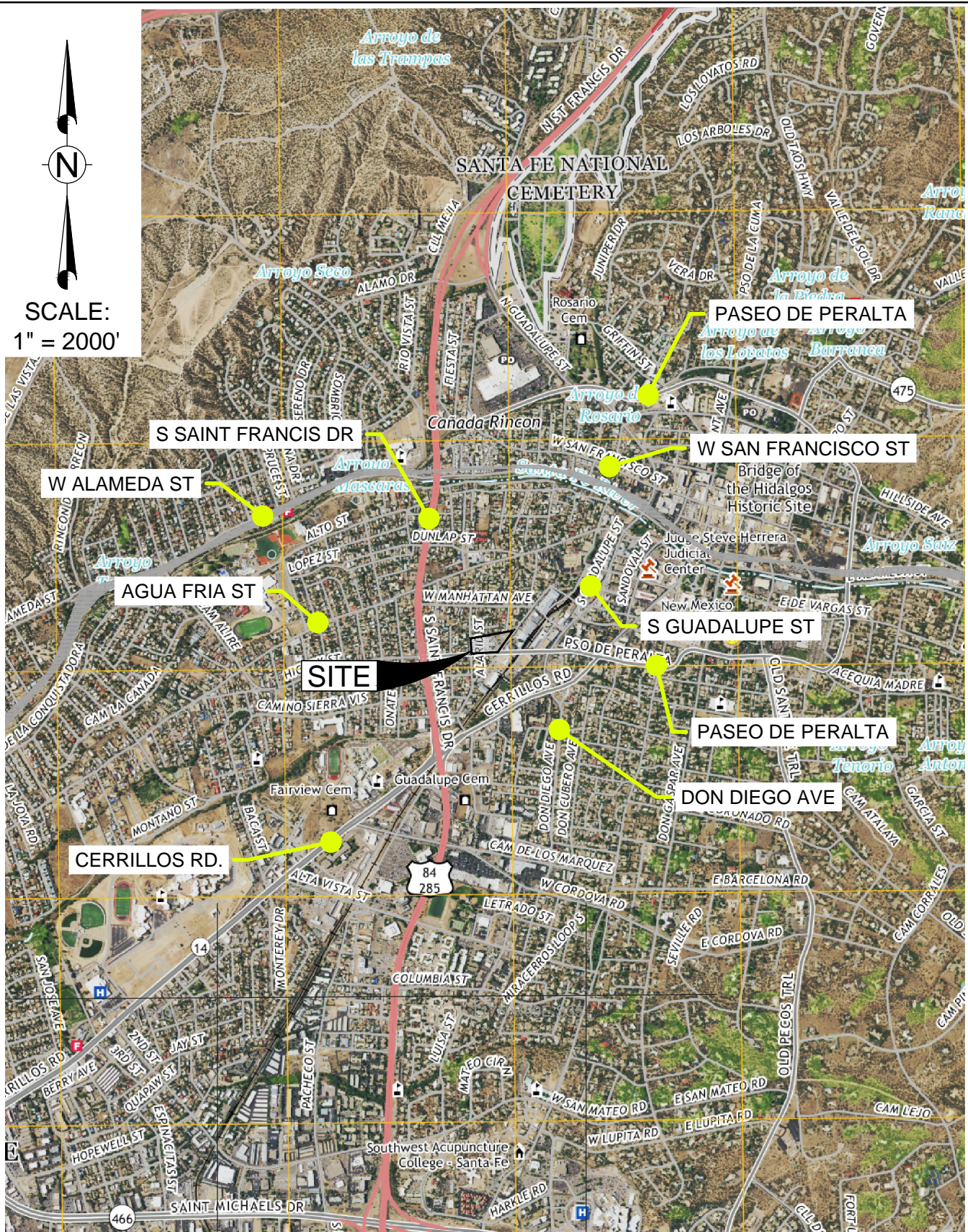
PM Peak Hour Trips Enter: 5 Exit: 5

Exceeds Threshold for TIA (100 or more peak hour total trips): Yes

No





SCALE:
1" = 2000'



REFERENCE:
USGS Quadrangle Maps Entitled
"Agua Fria, NM" Dated 2020,
"Turquoise Hill, NM" Dated 2020,
"Santa Fe, NM" Dated 2020, and
"Seton Village, NM" Dated 2020

LEGEND

DENOTES FUTURE
CORRIDOR (APPROXIMATE) 
DENOTES RECENTLY
CONSTRUCTED ROAD 

VICINITY MAP
FIGURE 1



Traffic Count (TCDS)



Home Locate Locate All Email This Auto-Locate:

List View

All DIRs

Report Center

	Record			1			of 1	Goto Record	<input type="text"/>	<input type="button" value="go"/>
Location ID	12148	MPO ID								
Type	SPOT	HPMS ID								
On NHS	No	On HPMS								
LRS ID	FL4807P	LRS Loc Pt.	0.082523							
SF Group	U4-7	Route Type	Two-Way Roadway							
AF Group	U4-7	Route	FL4807							
GF Group	U4-7	Active	Yes							
Class Dist Grp	U4-7	Category								
Seas Class Grp	Statewide									
WIM Group	FC-NOT-1									
QC Group	Default									
Funct'l Class	(4) Minor Arterial	Milepost								
Located On	PASEO DE PERALTA									
Loc On Alias	PASEO DE PERALTA--SANTA FE, FROM ST. FRANCIS DR., E,N, &W TO NM 475.									
More Detail										
STATION DATA										

Directions: **2-WAY** **NEG** **POS**

AADT

Year	AADT	DHV-30	K %	D %	PA	BC	Src
2023	6,193 ³		10	57	5,839 (94%)	354 (6%)	Grown from 2022
2022	5,804 ³		10	57	5,450 (94%)	354 (6%)	Grown from 2021
2021	5,679	576	10	57	5,626 (99%)	53 (1%)	
2020	7,579 ³		11	55	7,047 (93%)	532 (7%)	Grown from 2019
2019	9,198 ³		11	55	8,812 (96%)	386 (4%)	Grown from 2018

1-5 of 14

Travel Demand Model										
Model Year	Model AADT	AM PHV	AM PPV	MD PHV	MD PPV	PM PHV	PM PPV	NT PHV	NT PPV	

VOLUME COUNT			
	Date	Int	Total
	Wed 11/3/2021	15	6,146
	Tue 11/2/2021	15	5,948

VOLUME TREND	
Year	Annual Growth
2023	7%
2022	2%
2021	-25%
2020	-18%
2019	0%
2018	0%
2017	1%
2015	-1%



SA

Keyboard shortcuts: Map data ©2024 Google

PROJECT DETAILS

Project Name:	INN AT ALVORD	Type of Project:	
Project No:		City:	
Country:		Built-up Area(Sq.ft):	
Analyst Name:	michael gomez	Clients Name:	
Date:	8/16/2024	ZIP/Postal Code:	
State/Province:		No. of Scenarios:	2
Analysis Region:			

SCENARIO SUMMARY

Scenarios	Name	No. of Land Uses	Phases of Development	No. of Years to Project Traffic	User Group	Estimated New Vehicle Trips		
						Entry	Exit	Total
Scenario - 1	AM PEAK	1	1	0		0	0	0
Scenario - 2	PM PEAK	1	1	0		5	5	10

Scenario - 1

Scenario Name: AM PEAK
 Dev. phase: 1
 Analyst Note:

User Group:
 No. of Years to Project 0
 Traffic :

Warning:

VEHICLE TRIPS BEFORE REDUCTION

Land Use & Data Source	Location	IV	Size	Time Period	Method	Entry	Exit	Total
					Rate/Equation	Split%	Split%	
311 - All Suites Hotel	General Urban/Suburban	Rooms	46	Weekday, Peak Hour of Adjacent Street Traffic,	Best Fit (LIN)	0	0	0
Data Source: Trip Generation Manual, 11th Ed					T = 0.47(X) - 21.50	53%	47%	

VEHICLE TO PERSON TRIP CONVERSION

BASELINE SITE VEHICLE CHARACTERISTICS:

Land Use	Baseline Site Vehicle Mode Share		Baseline Site Vehicle Occupancy		Baseline Site Vehicle Directional Split	
	Entry (%)	Exit (%)	Entry	Exit	Entry (%)	Exit (%)
311 - All Suites Hotel	100	100	1	1	53	47

ESTIMATED BASELINE SITE PERSON TRIPS:

Land Use	Person Trips by Vehicle		Person Trips by Other Modes		Total Baseline Site Person Trips	
	Entry	Exit	Entry	Exit	Entry	Exit
311 - All Suites Hotel	0	0	0	0	0	0
	0		0		0	

NEW VEHICLE TRIPS

Land Use	New Vehicle Trips		
	Entry	Exit	Total
311 - All Suites Hotel	0	0	0

RESULTS

Site Totals	Entry	Exit	Total
Vehicle Trips Before Reduction	0	0	0
External Vehicle Trips	0	0	0
New Vehicle Trips	0	0	0

Scenario - 2

Scenario Name: PM PEAK

User Group:

Dev. phase: 1

No. of Years to Project 0

Traffic :

Analyst Note:

Warning:

VEHICLE TRIPS BEFORE REDUCTION

Land Use & Data Source	Location	IV	Size	Time Period	Method	Entry	Exit	Total
					Rate/Equation	Split%	Split%	
311 - All Suites Hotel	General Urban/Suburban	Rooms	46	Weekday, Peak Hour of Adjacent Street Traffic.	Best Fit (LIN)	5	5	10
Data Source: Trip Generation Manual, 11th Ed					T = 0.43(X) - 9.93	49%	51%	

VEHICLE TO PERSON TRIP CONVERSION

BASELINE SITE VEHICLE CHARACTERISTICS:

Land Use	Baseline Site Vehicle Mode Share		Baseline Site Vehicle Occupancy		Baseline Site Vehicle Directional Split	
	Entry (%)	Exit (%)	Entry	Exit	Entry (%)	Exit (%)
311 - All Suites Hotel	100	100	1	1	49	51

ESTIMATED BASELINE SITE PERSON TRIPS:

Land Use	Person Trips by Vehicle		Person Trips by Other Modes		Total Baseline Site Person Trips	
	Entry	Exit	Entry	Exit	Entry	Exit
311 - All Suites Hotel	5	5	0	0	5	5
	10		0		10	

NEW VEHICLE TRIPS

Land Use	New Vehicle Trips		
	Entry	Exit	Total
311 - All Suites Hotel	5	5	10

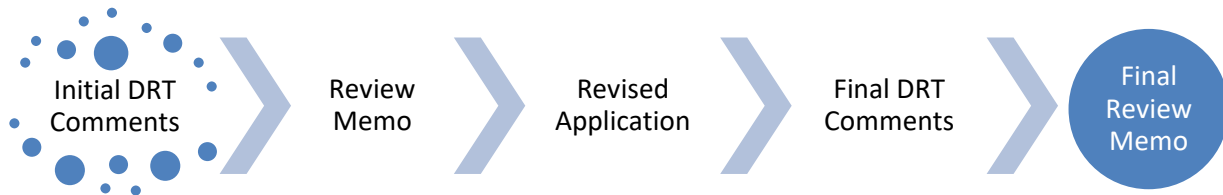
RESULTS

Site Totals	Entry	Exit	Total
Vehicle Trips Before Reduction	5	5	10
External Vehicle Trips	5	5	10
New Vehicle Trips	5	5	10

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.

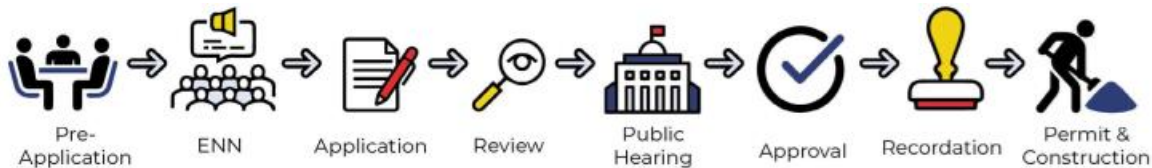


Timing of Conditions of Approval + Technical Corrections

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 *2025 Development Review Schedule* for details

DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: 07/22/2025

DRT Member: Sergio Sandoval, PE

Dept/Div: Public Utilities/ Wastewater Management Division

Case No.: 2024-8195

Case Planner: Rebekah Clouser, reclouser@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 # **2024-8195**

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Attachment F – Development Plan C-301: The plan proposes a 6-inch service lateral connection to the existing 8-inch concrete sewer main on Paseo de Peralta. This connection is acceptable provided that your team coordinates with us to schedule the required sewer tap inspection. Please ensure that your contractor connects to the main strictly using a T-fitting. To initiate the process, please have your team contact me at savalorasandoval@santafenm.gov to obtain and submit the tap application.	Permit and Construction	
2.		
3.		
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]
- 2.

Explanation of Conditions or Corrections (if needed):

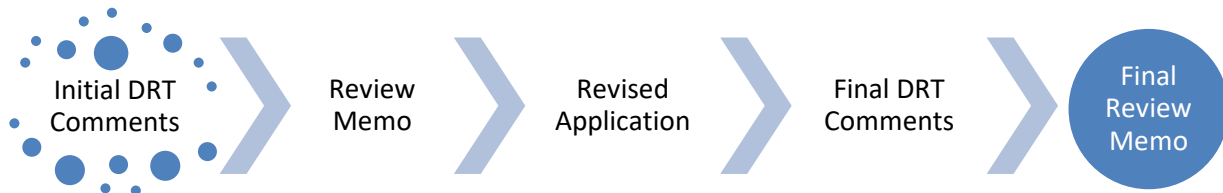
Form Updated: April 2024

(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.

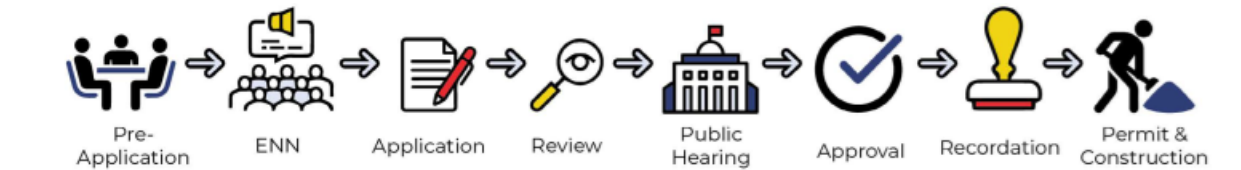


Timing of Conditions of Approval + Technical Corrections

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: 8/16/2024

DRT Member: Clinton Peterson

Dept/Div: Public Utilities/Water Division

Case No.: 2024-8903

Case Planner: Carly Venditti

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. If a new fire service is required, an approved water plan will be required for the new fire service. Water Plan shall be submitted to the City Water Division for review.	Prior to Public Hearing	
2. If a new fire service is required, an Agreement to Construct and Dedicate (ACD) will be required for the new fire service.	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 also be installed beyond the meter on any new irrigation service.	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 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:

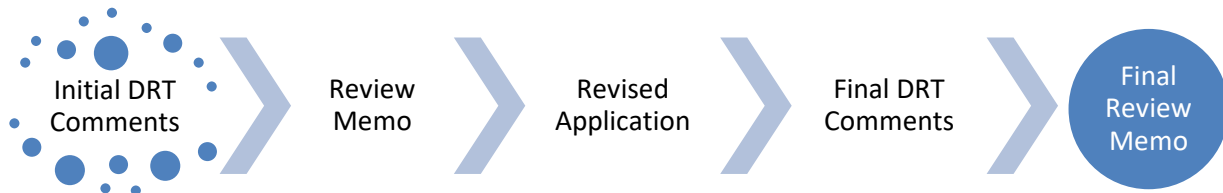
1. n/a
- 2.

Explanation of Conditions or Corrections (if needed): n/a

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.

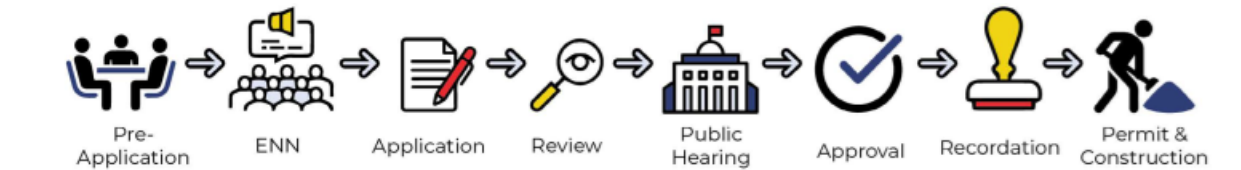


Timing of Conditions of Approval + Technical Corrections

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: August 18, 2025

DRT Member: Alan G. Hook

Dept/Div: Public Utilities/Water Division – Water Resources

Case No.: 2024-8903

Case Planner: Rebekah Clouser

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 # 2024-8903

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Submit an approved Development Water Budget (DWB) in addition provide 9.8% contingency per SFCC 14-8.13(E)(1). DWB must include a Landscape Irrigation Budget and water demand offset for the clubhouse, gym and pool.	Prior to final plan approval	
2. If over the 5 AFY threshold applicant shall obtain water rights through the water rights transfer program per SFCC 14-8.13(E)(2)(a)	Prior to acquiring building permit	
3. For an Agreement to Construct and Dedicate Public Improvements (ACD) an approved Development Water Budget, including Landscape Irrigation Budget and a 9.8% Contingency Fee.	Prior to an approved ACD	
4. The applicant may choose to develop a detailed alternative development water budget for the development project supported by reliable data that demonstrates that the anticipated annual water use will be less than if based on the Water Division's standard formulas per SFCC 14-8.13(B)(2)(b)	Prior to final plan approval	

Technical Corrections:	Must be completed by:	Applicant response**:
1. Applicant miscalculated the total development water budget and needs to update based upon the number of rooms within the Alvord Inn	Prior to final plan approval	

**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)