



PROJECT INFORMATION

Project Name:
Address: Parcel Size:
Zoning: Future Land Use:
Pre-application Conference Date:
Project Description:

PROPERTY OWNER INFORMATION

Name (First, Last):
Address: Street Address Suite/Unit #
City State ZIP Code
Phone: E-mail Address:

APPLICANT/AGENT INFORMATION (IF DIFFERENT FROM OWNER)

Name (First, Last):
Address: Street Address Suite/Unit #
City State ZIP Code
Phone: E-mail Address:

AGENT AUTHORIZATION (IF APPLICABLE)

I am/We are the owner(s) and record title holder(s) of the property located at:
I/we authorize to act as my/our agent to execute this application.
Signed: Date:
Signed: Date:

PROPOSED ENN MEETING DATES

Table with 3 columns: Please provide 2 options, Preferred Option, Alternative Option. Row 1: Date: (blank)

ENN Policies:

- ENN are scheduled in coordination with City staff; Monday - Thursday; 5:30 PM to 7:00 PM
ENN notice affidavit must be submitted on the notice date (15 days prior to the ENN)
ENN are hosted by the applicant on their Zoom account (Minimum Pro Plan)
ENN must be recorded by the applicant
ENN are valid for one year



ENN MEETING GUIDELINES

The applicant and neighborhood shall use the guidelines below to assist them in discussing the project at the ENN. The guidelines are based on the requirements of Chapter 14 and the general plan and other formally adopted city plans. Responses from all participants shall be provided to the land use board prior to hearing the application.

Please address each of the discussion items below. Each discussion item is based on the Early Neighborhood Notification (ENN) guidelines for meetings, and can be found in [Section 14-3.1\(F\)\(5\)](#) SFCC 2001. A short narrative should address each item (if applicable) in order to facilitate discussion of the project at the ENN meeting. Responses should be submitted with the application for an ENN meeting to enable staff enough time to distribute to the interested parties. For additional detail consult the Land Development Code.

A. EFFECT ON CHARACTER AND APPEARANCE OF THE SURROUNDING NEIGHBORHOODS For example: number of stories, average setbacks, mass and scale, landscaping, lighting, access to public places, open spaces and trails.

B. EFFECT ON PROTECTION OF THE PHYSICAL ENVIRONMENT For example: trees, open space, rivers, arroyos, floodplains, rock outcroppings, escarpments, trash generation, fire risk, hazardous materials, easements, etc.

C. IMPACTS ON ANY PREHISTORIC, HISTORIC, ARCHAEOLOGICAL OR CULTURAL SITES OR STRUCTURES, INCLUDING ACEQUIAS AND THE HISTORIC DOWNTOWN For example: the project's compatibility with historic or cultural sites located on the property where the project is proposed.

D. RELATIONSHIP TO EXISTING DENSITY AND LAND USE WITHIN THE SURROUNDING AREA AND WITH LAND USES AND DENSITIES PROPOSED BY THE CITY GENERAL PLAN For example: how are existing City Code requirements for annexation and rezoning, the Historic Districts, and the General Plan and other policies being met.



E. EFFECTS ON PARKING, TRAFFIC PATTERNS, CONGESTION, PEDESTRIAN SAFETY, IMPACTS OF THE PROJECT ON THE FLOW OF PEDESTRIAN OR VEHICULAR TRAFFIC AND PROVISION OF ACCESS FOR THE DISABLED, CHILDREN, LOW-INCOME AND ELDERLY TO SERVICES For example: increased access to public transportation, alternate transportation modes, traffic mitigation, cumulative traffic impacts, pedestrian access to destinations and new or improved pedestrian trails.

F. IMPACT ON THE ECONOMIC BASE OF SANTA FE For example: availability of jobs to Santa Fe residents; market impacts on local businesses; and how the project supports economic development efforts to improve living standards of neighborhoods and their businesses.

G. EFFECT ON THE AVAILABILITY OF AFFORDABLE HOUSING AND AVAILABILITY OF HOUSING CHOICES FOR ALL SANTA FE RESIDENTS For example: creation, retention, or improvement of affordable housing; how the project contributes to serving different ages, incomes, and family sizes; the creation or retention of affordable business space.

H. EFFECT UPON PUBLIC SERVICES SUCH AS FIRE, POLICE PROTECTION, SCHOOL SERVICES AND OTHER PUBLIC SERVICES OR INFRASTRUCTURE ELEMENTS SUCH AS WATER, POWER, SEWER, COMMUNICATIONS, BUS SYSTEMS, COMMUTER OR OTHER SERVICES OR FACILITIES For example: whether or how the project maximizes the efficient use or improvement of existing infrastructure; and whether the project will contribute to the improvement of existing public infrastructure and services.

I. IMPACTS UPON WATER SUPPLY, AVAILABILITY AND CONSERVATION METHODS For example: conservation and mitigation measures; efficient use of distribution lines and resources; effect of construction or use of the project on water quality and supplies.



J. EFFECT ON THE OPPORTUNITIES FOR COMMUNITY INTEGRATION AND SOCIAL BALANCE THROUGH MIXED LAND USE, PEDESTRIAN ORIENTED DESIGN, AND LINKAGES AMONG NEIGHBORHOODS AND RECREATIONAL ACTIVITY AND EMPLOYMENT CENTERS For example: how the project improves opportunities for community integration and balance through mixed land uses, neighborhood centers and/or pedestrian-oriented design.

K. EFFECT ON SANTA FE'S URBAN FORM For example: how are policies of the existing City General Plan being met? Does the project promote a compact urban form through appropriate infill development? Discuss the project's effect on intra-city travel and between employment and residential centers.

L. ADDITIONAL COMMENTS (Optional)