

**May 02, 2024**  
**Planning Commission**  
**Cases #2023-(7662), (7663) & (7079).**  
**27794 W I-25 Frontage Road**  
**Variances & Development Plan**  
**Bungalows on Cerrillos (Apartments)**

# EXHIBIT C

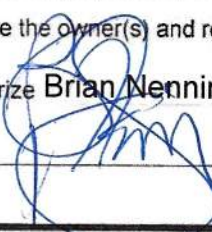
Early Neighborhood Notification (ENN)

- 1) Guidelines
- 2) ENN Notes



# EARLY NEIGHBORHOOD NOTIFICATION MEETING

Request for Staff Attendance

Project Information		
Project Name: <u>Bungalows on Cerillos</u>		
Address: <u>27794 W I-25 Frontage Rd, Santa Fe, NM 87507</u>		Parcel Size: <u>19.22ac</u>
Zoning: <u>C2</u>	Future Land Use: <u>Bungalows / Rental Community</u>	
Preapplication Conference Date: <u>June 23 2022</u>		
Detailed Project Description: <u>Horizontal Multi-Family</u>		
Property Owner Information		
Name: <u>Gift Fund LLC</u>		
Address: <u>P.O. Box 23050, Santa Fe, NM 87502</u>		
Phone: <u>(480) 627-7000</u> E-mail Address: <u>bruce@realtygiftfund.org</u>		
Applicant/Agent Information (if different from owner):		
Name: <u>/</u>		
Address: <u>1</u>		
Phone: <u>(480) 627-7000</u> E-mail Address: <u>jhal</u>		
Agent Authorization (if applicable):		
I am/We are the owner(s) and record title holder(s) of the property located at:		
I/We authorize <u>Brian Nenninger, Orion West LLC</u> to act as my/our agent to execute this application.		
Signed: 	Date: <u>02-23-23</u>	
Signed:	Date:	
Proposed ENN Meeting Dates:		
<i>Provide 2 options:</i>	<i>Preferred Option</i>	<i>Alternative</i>
DATE:	September 14, 2023	
TIME:		
LOCATION:		



## ENN GUIDELINES

### Applicant Information

Project Name: \_\_\_\_\_

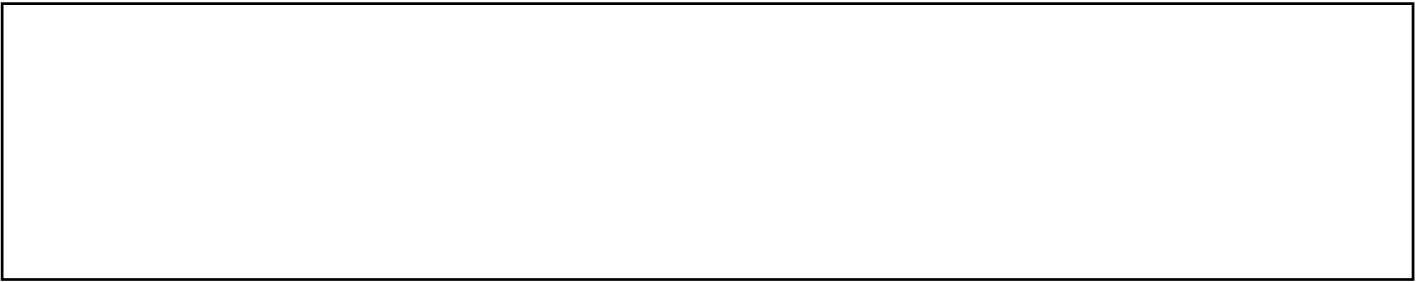
Name: Advanced Acquisitions, LLC Attn: Hall, Jeremy

Address: 15300 North 90th Street - Suite 200 Scottsdale 85260

<i>Last</i>	<i>First</i>	<i>M.I.</i>
<i>Street Address</i>	<i>Suite/Unit #</i>	
Scottsdale	Arizona	85260
<i>City</i>	<i>State</i>	<i>ZIP Code</i>

Phone: (480) 627-7000 E-mail Address: jhall@cavancompanies.com

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**Santa Fe Public Schools**

*Property & Asset Management*

*Residential Development Impact Information Form*

*School Notification as required by City Ordinance 14-8.18 AFCC 1987*

- 1. Project Name: Bungalows on Cerrillos
- 2. Location of Property: 27794 W I-25 Frontage Rd, Santa Fe, NM 87507
- 3. Owner/Agent Name: ORION West LLC  
 Mailing Address: PO Box 5744, Santa Fe, NM 87502-5744  
 Phone & Fax: 832.338.0364

4. Unit Matrix

PROJECT EFFECT ON STUDENT POPULATION		
Unit Type	Unit Quantity	Average Price
Single Family (detached) Single Family (attached) Townhome/ Apartment Multi-Family Commercial	141	\$1.9K per month.

- 5. Elementary School Zone for Proposed Development: Cesar Chavez Elementary School
- 6. Middle School Zone for Proposed Development: Ortiz Middle School
- 7. High School Zone for Proposed Development: Capital High School
- 8. Build out Rates (Year/s; #/yr): Phase I: 2024/2025 - 111 units  
Phase II: 2026/2027 - 30 units

**Educational Services Center**  
 610 Alta Vista  
 Santa Fe, NM 87505  
 Telephone (505) 467-2000  
 www.sfps.info

For questions & submittal, contact:  
 Santa Fe Public Schools, Property & Asset Management,  
 2195 Zia Road, Santa Fe NM 87505  
 505 467 3400

Density	
Net Developable ac	10.3
Net Developable du/ac	13.7

Unit Type	Ph. 1	Ph. 2	Total	Percent
1 Bed	14	0	14	40%
1 Bed 2 Story	24	18	42	
2 Bed	7	2	9	46%
2 Bed 2 Story	50	8	58	
3 Bed 2 Story	16	2	18	14%
<b>Total</b>	<b>111</b>	<b>30</b>	<b>141</b>	

Prkg Req.	197	50	247
Prkg Prov.	237	63	300

Including:

- 144 Canopies
- 8 ADA Spaces (3 covered)
- 36 Garages
- 171 Regular

Legend	
	1 Bed
	1 Bed 2 Story Duplex
	2 Bed
	2 Bed 2 Story
	3 Bed 2 Story

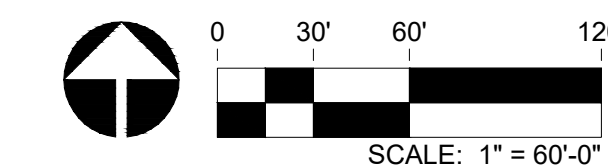


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## CERILLOS • CONCEPTUAL SITE PLAN

📍 SANTA FE, NEW MEXICO  
 📅 2023-06-20  
 # 22002414  
 👤 CAVAN



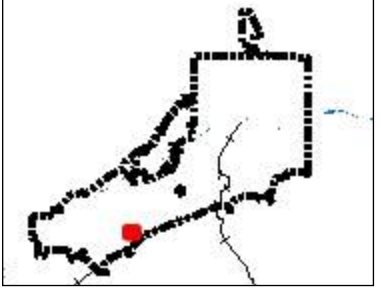
Information furnished regarding this property is from sources deemed reliable. RVI has not made an independent investigation of these sources and no warranty is made as to their accuracy or completeness. This plan is conceptual, subject to change, and does not represent any regulatory approval.



CITY OF Santa Fe

Mapping the City Different

Map Title



### Legend

- City Limits
- Address Points
- Roads
- Major Roads
- Santa Fe County Parcels
- Santa Fe River
- Rail Road

1: 4,514



752.3 0 376.17 752.3 Feet

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

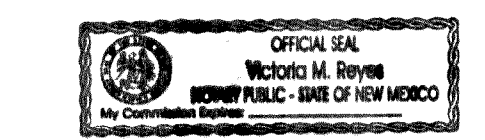
THIS MAP IS NOT TO BE USED FOR NAVIGATION

### Notes

© Latitude Geographics Group Ltd.

**AFFIDAVIT**  
 KNOW ALL MEN BY THESE PRESENTS THAT THE UNDERSIGNED OWNER(S) HAVE CAUSED TO BE REPLATED THOSE LANDS SHOWN HEREON FOR THE PURPOSE OF CONSOLIDATING EXISTING LOTS. THE SAID CONSOLIDATION PLAT IS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF SAID OWNER(S) AND CONTAINS 19.22 ACRES, MORE OR LESS. THERE IS NO ROAD DEDICATION.

OWNER(S)  
 BEAVER MOTORS, LLC.  
 BY: MICHAEL BEAVER, MANAGING MEMBER  
 STATE OF NEW MEXICO  
 COUNTY OF SANTA FE  
 THE FOREGOING INSTRUMENT WAS SWORN, ACKNOWLEDGED AND SUBSCRIBED BEFORE ME BY MICHAEL BEAVER, MANAGING MEMBER OF BEAVER MOTORS, LLC, THIS 2 DAY OF MARCH, 2008.  
 Notary Public  
 My Commission Expires 5/23/2011



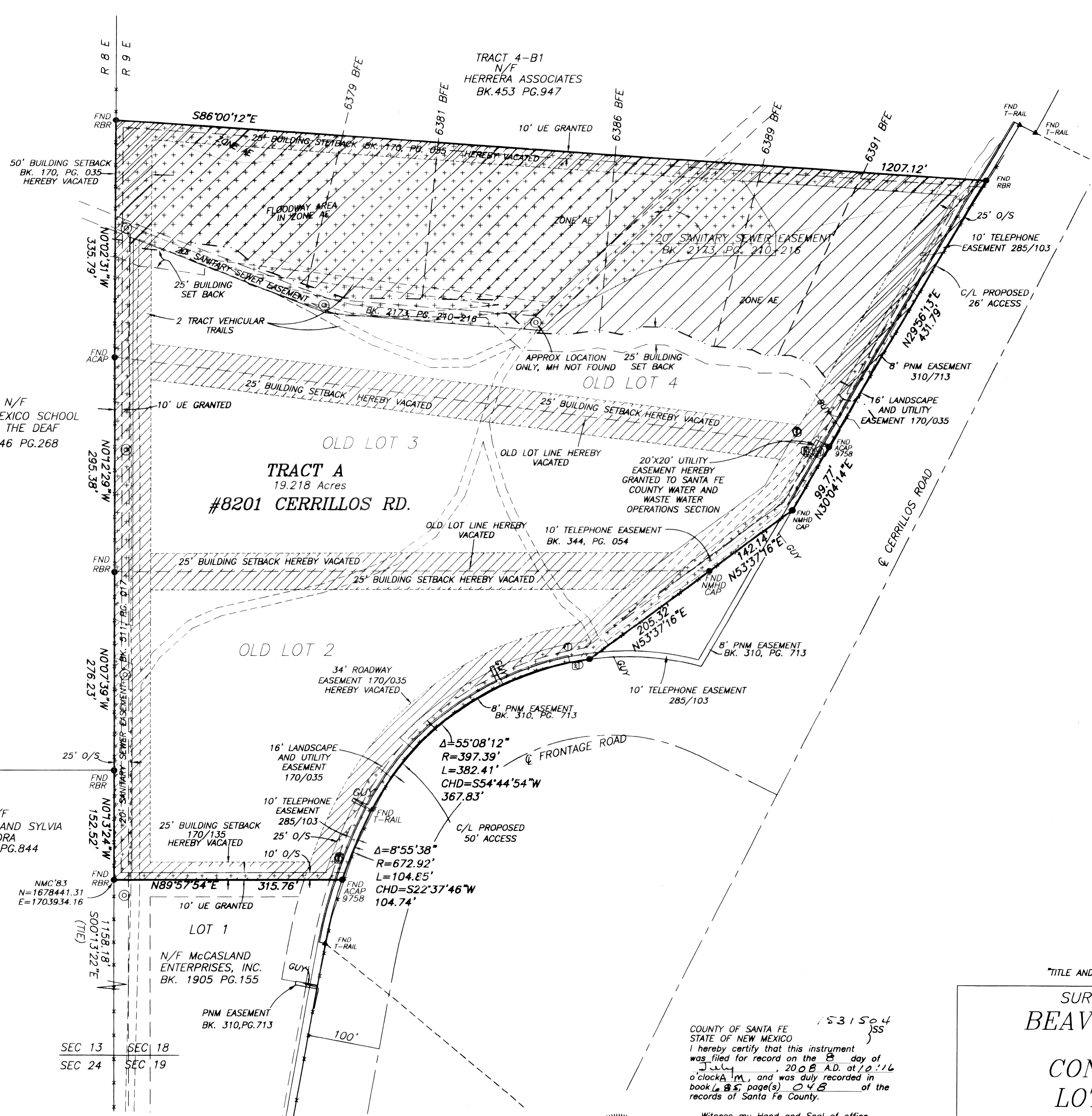
**LEGEND**  
 BEARINGS ARE NMC'83 (ZONE 302) DERIVED FROM GPS OBSERVATIONS; DISTANCES ARE GROUND (U.S.F.T.) REFERRED TO 6800' AMSL. GROUND TO GRID SCALE FACTOR = 0.999583883

- F DENOTES REBAR, OR AS SHOWN, FOUND
- DENOTES REBAR LS 7014, OR AS SHOWN, SET
- ▲ DENOTES ROW T-RAIL FOUND
- ⓔ DENOTES ELECTRICAL
- ⓓ DENOTES TELEPHONE MANHOLE
- ⓓ DENOTES TELEPHONE RISER
- ⓓ DENOTES UTILITY METER/VALVE/PEDESTAL/BOX, ETC.
- ⓓ DENOTES SANITARY SEWER MANHOLE
- ⓓ DENOTES WATER METER
- DENOTES POWER LINE
- DENOTES FENCE MEANDERING ALONG PROPERTY LINE
- ⓓ DENOTES OPEN SPACE 5.759 Ac. (30%)

— DENOTES BOUNDARY OF LANDS DEALT WITH BY THIS PLAT. INFORMATION NOT CONTAINED BY THIS BOUNDARY IS BACKGROUND INFORMATION ONLY, NOT VERIFIED FOR ACCURACY AND IS NOT PART OF THIS PLAT.

**SURVEYORS CERTIFICATE**  
 I HEREBY CERTIFY THAT THIS PLAT IS A TRUE REPRESENTATION OF A SURVEY COMPLETED UNDER MY PERSONAL SUPERVISION ON THE 6th DAY OF MARCH, 2008. TO THE BEST OF MY KNOWLEDGE, THE SURVEY AND PLAT ARE CORRECT, TRUE AND MEET THE MINIMUM STANDARDS FOR LAND SURVEYS IN NEW MEXICO.  
 GARY E. DAWSON, N.M.P.L.S. 7014  
 PROFESSIONAL SURVEYOR

**FLOOD ZONE**  
 THIS PROPERTY LIES PARTIALLY WITHIN ZONE AE OF THE 100 YEAR FLOOD HAZARD AND ZONE X OF THE 500 YEAR FLOOD HAZARD AS SHOWN ON F.I.R.M. PANEL 35049C0506D.



**REFERENCE DOCUMENTS:**  
 1. ALL PLATS AND DOCUMENTS NOTED ON STEWART TITLE GUARANTY COMPANY POLICY No. 9701-1997441, DATED MARCH 9th, 2007.  
 2. ALL PLATS AND DOCUMENTS NOTED HEREON.

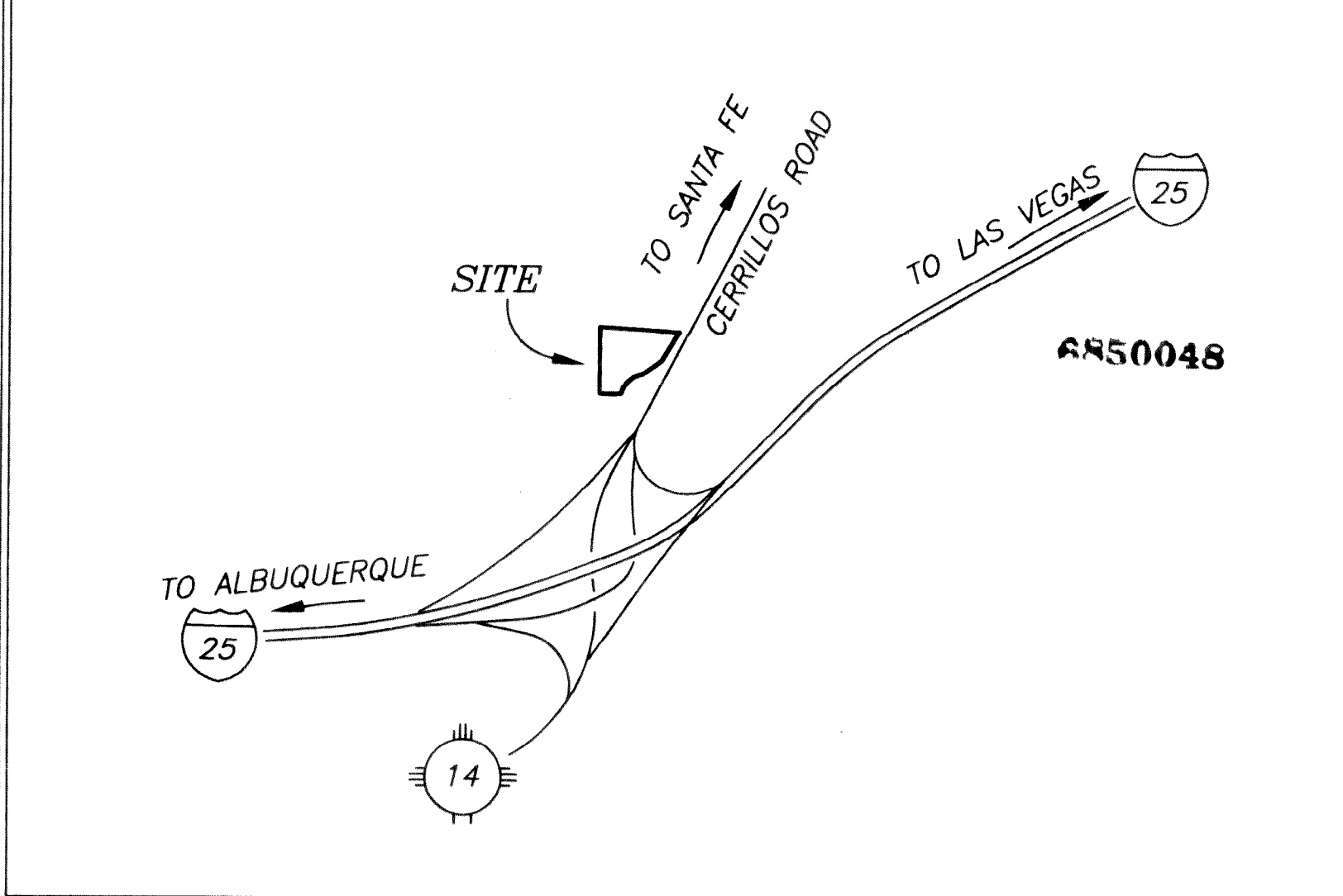


COUNTY OF SANTA FE  
 STATE OF NEW MEXICO  
 I hereby certify that this instrument was filed for record on the 23 day of MARCH, 2008, at 10:14 o'clock a.m., and was duly recorded in book 485, page(s) 048 of the records of Santa Fe County.  
 Witness my Hand and Seal of office  
 VALERIE ESPINOZA  
 County Clerk, Santa Fe County, N.M.  
 Deputy

"TITLE AND INDEXING INFORMATION FOR THE COUNTY CLERK"  
 SURVEY PLAT PREPARED FOR  
 BEAVER MOTORS, LLC.  
 SHOWING  
 CONSOLIDATION OF  
 LOTS 2, 3 AND 4  
 ALL AS SHOWN ON PLAT OF SURVEY RECORDED IN  
 PLAT BOOK 170 PAGE 035.  
 LYING WITHIN SECTION 18, T16N, R9E, NMPM SANTA  
 FE COUNTY, N.M.

PURPOSE: THIS PLAT IS TO CONSOLIDATE 3 LOTS INTO ONE"  
 UPC 1-049-094-024-136

**SPECIAL NOTES AND BUILDING PERMIT CONDITIONS**  
 THE FIRE AFFIDAVIT IS RECORDED IN THE OFFICE OF THE COUNTY CLERK AS DOCUMENT# 1351505



**SANTA FE COUNTY APPROVAL, NOTES AND CONDITIONS**

Land Use Administrator: [Signature]  
 Date: 7 July 2008  
 Rural Addressing: [Signature]  
 Date: 6-30-08  
 County Development Permit No. 08-3046

MAINTENANCE OF ACCESS ROADS AND UTILITY EASEMENTS IS THE RESPONSIBILITY OF THE LAND OWNER/USER UNLESS CURRENTLY MAINTAINED BY THE SANTA FE COUNTY PUBLIC WORKS. (OR THE CITY OF SANTA FE, OR N.M.D.O.T.)  
 THE APPROVAL OF THIS PLAT DOES NOT CONSTITUTE THE APPROVAL OF ANY FURTHER DEVELOPMENT, INCLUDING BUILDING PERMITS.  
 EXISTING NATURAL DRAINAGE WAYS WILL NOT BE MODIFIED OR IMPEDED WITHOUT THE WRITTEN APPROVAL OF THE LAND USE ADMINISTRATOR OR COUNTY LAND USE ADMINISTRATOR OR COUNTY HYDROLOGIST. DEVELOPMENT SHALL NOT IMPEDE HISTORIC FLOW RATES OR PATTERNS TO OR FROM THESE LOTS.

THE LANDS SHOWN HEREON LIE WITHIN THE PLATTING JURISDICTION OF THE CITY AND COUNTY OF SANTA FE.  
 SANTA FE COUNTY'S APPROVAL OF THIS SURVEY PLAT DOES NOT INCLUDE THE CONSTRUCTION OF THE PRIVATE EASEMENT(S) OR ROAD(S) AS SHOWN PRIOR TO THE CONSTRUCTION OF SAID PRIVATE EASEMENT(S) OR ROAD(S). IT IS REQUIRED THAT AN ADDITIONAL DEVELOPMENT PERMIT BE APPLIED FOR AND THEN APPROVED BY THE SANTA FE COUNTY LAND USE ADMINISTRATOR.

THESE LOTS ARE SUBJECT TO SANTA FE COUNTY FIRE AND RESCUE IMPACT FEES AT THE TIME OF APPLICATION FOR BUILDING PERMIT.

SOILS RATING: PURSUANT TO THE SANTA FE COUNTY LAND DEVELOPMENT CODE, THE SOILS RATING ON THIS PROPERTY IS DESIGNATED AS BEING MODERATE-SEVERE REGARDING LIMITATIONS TO SEPTIC TANKS. POTENTIAL BUYERS/SELLERS OF THIS PROPERTY SHOULD INQUIRE WITH THE NEW MEXICO ENVIRONMENTAL DEPARTMENT WHETHER THESE SOILS ARE SUITABLE FOR A CONVENTIONAL SEPTIC SYSTEM OR IF AN ALTERNATIVE SYSTEM IS REQUIRED.

ALL DEVELOPMENT SHALL OCCUR WITHIN BUILDABLE AREAS AS PER THE SANTA FE COUNTY LAND DEVELOPMENT CODE.

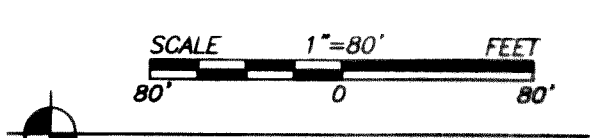
NEW DRIVEWAY/ROAD ACCESS FROM EAST FRONTAGE ROAD IS SUBJECT TO APPROVAL BY N.M.DOT. THE DIRECTOR SHALL APPROVE THE LOCATION AND INSTALLATION OF A CULVERT AS PERMITTED BY SANTA FE COUNTY PRIOR TO ISSUING A PERMIT FOR CONSTRUCTION.

THE PARCELS AS PLATTED HEREON ARE SUBJECT TO SECTION 12.1 OF THE EZO TERRAIN MANAGEMENT REGULATIONS AT THE TIME OF DEVELOPMENT.

WATER SUPPLY ON THESE TRACTS IS GOVERNED BY THE EZO, SECTION 10.1.A.

ALL DEVELOPMENT SHALL OCCUR WITHIN BUILDABLE AREAS AS PER THE SANTA FE COUNTY LAND DEVELOPMENT CODE.

THESE LOTS ARE SUBJECT TO A 30% OPEN SPACE REQUIREMENT. NO DEVELOPMENT MAY OCCUR WITHIN THE DESIGNATED OPEN SPACE.



DAWSON SURVEYS INC.  
 PROFESSIONAL LAND SURVEYORS  
 2502 CAMINO ENTRADA  
 SANTA FE, N.M. 505-471-6660  
 FILE# 8233 DATE: 5/30/08



## ORION West LLC

Development | Land Use | Planning | Project Management  
PO Box 5744, Santa Fe, NM 87502-5744  
832-338-0364

### **EARLY NEIGHBORHOOD NOTIFICATION MEETING**

August 30, 2023

**RE: DATE: September 14, 2023.**  
**Early Neighborhood Notification (“ENN”) Meeting; 27794 W I-25 Frontage Road**

Dear Neighbor:

This letter is being sent as notice of a neighborhood meeting to discuss the proposed application to the City of Santa Fe (“City”) for the “Bungalows on Cerrillos” project which is requesting development plan approval to construct a 141-unit multifamily project of approximately 200,000 gross square feet to be supported by approximately 300 parking spaces as shown on the attached preliminary site plan. Although the project is “for lease” multifamily, it presents on a single-family scale with multiple one- and two-story buildings. The subject property is located at 27794 W I-25 Frontage Road on approximately 19.22 acres of undeveloped land to be platted as two separate lots. The property is zoned General Commercial (“C-2”). Please refer to the enclosed Vicinity Map and Conceptual (Site) Plan. An application has been submitted and will be amended to reflect the following:

1. Development plan of 141 units with approximately 200,000 gross square feet; and
2. A summary subdivision to accommodate relocation of the I-25 West Frontage Road; and
3. A variance request to reduce the 45 ft. building setback set back required at the two Cerrillos Road property lines to 37.5 ft. and 35 ft.
4. A variance request to grade approximately 4,800 sf. of natural 30% slope.

In accordance with the City’s Early Neighborhood Notification requirements, this is to inform you that an ENN meeting is scheduled for:

**When:** September 14, 2023, 5:30 PM Mountain Time

**Where:** <https://santafe.primegov.com/public/portal>

**Topic:** Bungalows on Cerrillos Project – 27794 W I-25 Frontage Road: Development Plan/Summary Subdivision/Variance Requests

Early Neighborhood Notification is intended to provide for an exchange of information between prospective applicants for development projects and the project's neighbors before plans become too firm to respond meaningfully to community input. Enclosed, please find a vicinity map and proposed site plan as well as the responses to the ENN criteria. If you have any questions or comments, please contact me.

Persons with disabilities in need of special accommodations, are hearing impaired, or need an interpreter, please contact the Land Use Department, Geraldine Gurule, Project Administrator, at (505) 955-6820 or email at: [gagurule@santafenm.gov](mailto:gagurule@santafenm.gov) five (5) days prior to the meeting date.

Regards,

Brian Nenninger, P.E.

Orion West, LLC

[brian.nenninger@orion-west.com](mailto:brian.nenninger@orion-west.com)

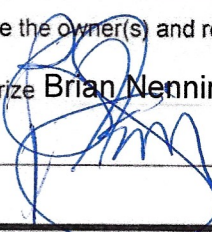
Enclosures: ENN Guidelines, Vicinity Map and Site Plan

Parcel Number	Property Address	Owner Name	Mailing Address	City	State	Zip	Neighborhood Number
99308180	5801 HERRERA DR	CITY OF SANTA FE	P O BOX 909	SANTA FE	NM	87504-0909	1121003
99305588	HERRERA DR	N M SCHOOL FOR THE DEAF	*UNASSIGNED*	SANTA FE	NM	87501	1111001
68312341	27783 I-25 W FRONTAGE RD	MCCASLAND ENTERPRISES INC	9821 E EMERALD DR	SUN LAKES	AZ	85248-6240	5121021
64299857	15 E PRINCE RD	ZAMORA, JUANITO & SYLVIA	15 PRINCE RD E	SANTA FE	NM	87505	1111001
64299811	16 E PRINCE RD	ESPINOSA, GEORGE & MARY	PO BOX 28204	SANTA FE	NM	87592	1111001
99304669	5407 BECKNER RD	AMFP V BECKNER LLC	100 PARK AVE STE 3500	NEW YORK	NY	10017-5516	5121019



## EARLY NEIGHBORHOOD NOTIFICATION MEETING

Request for Staff Attendance

Project Information		
Project Name:	<u>Bungalows on Cerillos</u>	
Address:	<u>8201 Cerrillos Rd, Santa Fe, NM 87507</u>	Parcel Size: <u>19.22ac</u>
Zoning:	<u>C2</u>	Future Land Use: <u>Bungalows / Rental Community</u>
Preapplication Conference Date:	<u>June 23 2022</u>	
Detailed Project Description:	<u>Horizontal Multi-Family</u>	
Property Owner Information		
Name:	<u>Gift Fund LLC</u>	
Address:	<u>P.O. Box 23050, Santa Fe, NM 87502</u>	
Phone:	<u>505.660.8470</u>	E-mail Address: <u>bruce@realtygiftfund.org</u>
Applicant/Agent Information (if different from owner):		
Name:	<u>Brian Nenninger, Orion West, LLC</u>	
Address:	<u>P.O. Box 5744, Santa Fe NM 87502-5744</u>	
Phone:	<u>(832) 338-0364</u>	E-mail Address: <u>brian.nenninger@orion-west.com</u>
Agent Authorization (if applicable):		
I am/We are the owner(s) and record title holder(s) of the property located at:		
I/We authorize <u>Brian Nenninger, Orion West, LLC</u> to act as my/our agent to execute this application.		
Signed:		Date: <u>02.23.23</u>
Signed:		Date:
Proposed ENN Meeting Dates:		
<i>Provide 2 options:</i>	<i>Preferred Option</i>	<i>Alternative</i>
DATE:	<u>03.30.2023</u>	<u>03.28.2023</u>
TIME:		
LOCATION:		



**(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.**

The development parameters are governed by the underlying C-2 general commercial zoning. The building scale, elevations, and design will echo a modern southwestern townhouse development, desert theme with respect to massing, fenestration, materials, color, texture, shading devices, and lighting. Building height, setbacks and development dimensions will be consistent with the surrounding communities.

**(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.**

The project will enhance pedestrian flow and safety by creating sidewalks on Beckner Road and Cerillos Road on the project's frontage. Applicant will also build out the trails required under the Master Plan, thereby enhancing pedestrian amenities for the area. The site plan anticipates accessible parking throughout the site and will have a gated entrance. Street capacity after the implementation of any infrastructure improvements required by the Traffic Improvement Study is expected to be sufficient for the project generated traffic and traffic impacts will be validated by a Traffic Impacts Analysis to be prepared by the applicant and submitted to the city concurrently with its Development Plan approval. The project is working with the NMDOT and City of Santa Fe to work on the realignment of the frontage roadway to allow for better overall development and future extensions of Beckner Roadway to the west.

**(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.**

In addition to creating spillover economic benefits to the community by allowing for alternate housing options, the proposed project would create jobs in the construction of new residential type developments as well as the real estate industry. The new residents of the multi-family development will also generate property sales tax revenue for the city. The development will boost local businesses, the influx of new residents can lead to increased demand for goods and services from local business, providing a boost to the local economy.

**(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.**

The project will expand the base housing of the project and then assist in the overall housing need of the area. The project aims to take into consideration the needs of all Santa Fe residents, including different ages, incomes, and family sizes, to ensure a range of housing options. This is achieved by including a mix of unit types, such as one bedroom and multi-bedroom units.

**(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.**

The project will be served by the existing water and sewer infrastructure as well as the existing fire, police, and emergency services. The site is located within the Santa Fe Trails bus route system, with a bus stop within walking distance to the site. The project will be well supported by area Internet, schools, hospitals, and other 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, 1 project on water quality and supplies.**

The project will implement water conservation measures as mandated by City policy for landscaping and irrigation. The proposed uses will be relatively water intensive, and the tenants and end users will be encouraged to lower usage through rebates and restrictions imposed by the serving utilities.

**(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.

The project's housing will enhance community integration of the median density development by building out and implementing the vision of the community by allowing an alternate housing mix, this will bring housing to the area and start assisting with the need for housing to support the business in the area. The project sitting next to the project site is the most significant 'employment center' of Los Soleras will be able to serve that area.

**(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.

As a multifamily infill project, the proposed development builds out and implements the realignment of Beckner as well as providing needed alternate housing. The project utilizes land and infrastructure within the city limits rather than extending development into undeveloped areas outside of the city contributing to urban sprawl. Urban Sprawl can have negative impacts to the city including, increased traffic, reduced access to public transportation, higher cost for infrastructure and decreased quality of life.

However, this project aims to avoid the issues with urban sprawl by developing in a vacant lot within city limits and with existing infrastructure. Additionally, the proximity of the project to commercial uses is a mutually symbiotic relationship, allowing employees to potentially live in close proximity to work, creating important work-life linkages.



## City of Santa Fe Land Use Department Early Neighborhood Notification Information & Procedures

Please refer to Section 14-3.1(F) of the Santa Fe City Code for a complete representation of all regulations pertaining to Early Neighborhood Notification

### **Early Neighborhood Notification**

Early Neighborhood Notification (ENN) opens the lines of meaningful communication between the Applicant and impacted neighborhoods before the application process formally starts. The ENN provides an opportunity for neighbors to review, comment, and provide significant feedback on a variety of projects and proposals. The ENN can save the Applicant time and can help to build goodwill.

### **Projects subject to ENN requirements include:**

Any project requiring public hearings before any of the following:

- Board of Adjustment
- Planning Commission

### **ENN meetings shall be scheduled with the Land Use Department (LUD) prior to sending notice. (Ordinance 2007-45 § 30)**

#### **As soon as possible**

Pick up the ENN packet from the Land Use Department

#### **21 Days before the proposed meeting date**

Submit the ENN packet and schedule the meeting date through the Land Use Department

#### **No less than 15 days prior to scheduled meeting:**

Mail meeting notice (first class mail) to all of the following located within 300 feet of the subject property:

- Neighborhood Associations registered with the City
- Property owners of record
- Physical addresses

Post the property with notice posters obtained from LUD (\$30 each)

Email neighborhood associations registered with the City

Notice shall be postmarked

#### **No later than 10 days prior to the application:**

Hold ENN meeting - In a suitable "neutral" location that meets the City's accessibility requirements and has adequate parking

For additional information please contact Geraldine Gurule at 505-955-6820 or by email at [gagurule@santafenm.gov](mailto:gagurule@santafenm.gov)

## Early Neighborhood Notification Information & Procedures



### Submittals Checklist

In order to schedule an ENN meeting, the following items must accompany the completed *Request for Staff Attendance Form*

- County Parcel Map depicting properties within 300 feet of property's perimeter – Available from County Assessor's Office, 102 Grant Avenue
- ENN Notification Guidelines (Completed)
- Legal Lot of Record (Plat) Information indicating current ownership
- Mailing Log
- Mailing, Emailing & Posting Affidavit of ENN Notice
- Owner Authorization Letter
- Request for Staff Attendance
- Draft Notice Letter
- Santa Fe Public Schools Notification Form
- Site Plan
- Vicinity Map

### Land Use Department Staff Role

Land Use Department staff is here to help, answer questions, and even facilitate or mediate the meeting if necessary.

### Additional Materials Necessary for the ENN Meeting

- Copies of the Completed Early Notification Guidelines (Ord. No. 2002-12 § 10)
- Drawing(s) showing at a minimum labeled streets and structures within a 300-foot radius from the perimeter of the property or properties, excluding rights-of-way (Ord. No. 2007-45 § 30)
- Sign-In sheets
- Site Plan
- Vicinity map

Visit [www.santafenm.gov](http://www.santafenm.gov) to view currently scheduled ENN meetings. From the left hand menu choose Early Neighborhood Notifications.

The Santa Fe City Code is available on line at:

[www.santafenm.gov](http://www.santafenm.gov) >Departments>Land Use>City Zoning Code

**Your Letterhead Here**

**EARLY NEIGHBORHOOD NOTIFICATION MEETING**

<<Date, 2020>>

Dear Neighbor:

**Applicant name** is requesting (list request/proposal here including variances and waivers).

In accordance with the requirements of the City of Santa Fe's Early Neighborhood Notification regulations, this is to inform you that a meeting is scheduled for:

**Time:** 5:30 PM  
**When:** Day, Date, 2020  
**Where:** Location  
Location address  
Santa Fe, NM 8750\_

Early Neighborhood Notification is intended to provide for an exchange of information between prospective applicants for development projects and the project's neighbors before plans become too firm to respond meaningfully to community input.

Attached, please find a vicinity map and proposed site plan. If you have any questions or comments, please contact (**Contact Name, Phone number, email address**).

Sincerely,

**Your name here**

Attachments:  
Vicinity map  
Site plan

**\*Persons with disabilities in need of special accommodations or the hearing impaired needing an interpreter please contact the Land Use Department (955-6820) 5 days prior to the hearing or meeting date.**



# Santa Fe Public Schools

*Property & Asset Management*

*Residential Development Impact Information Form*

*School Notification as required by City Ordinance 14-8.18 AFCC 1987*

1. Project Name: \_\_\_\_\_

2. Location of Property: \_\_\_\_\_

3. Owner/Agent Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone & Fax: \_\_\_\_\_

4. Unit Matrix

PROJECT EFFECT ON STUDENT POPULATION		
Unit Type	Unit Quantity	Average Price
Single Family (detached)		
Single Family (attached)		
Townhome/ Apartment		
Multi-Family		
Commercial		

5. Elementary School Zone for Proposed Development: \_\_\_\_\_

6. Middle School Zone for Proposed Development: \_\_\_\_\_

7. High School Zone for Proposed Development: \_\_\_\_\_

8. Build out Rates (Year/s; #/yr): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Educational Services Center**  
610 Alta Vista  
Santa Fe, NM 87505  
Telephone (505) 467-2000  
www.sfps.info

For questions & submittal, contact:  
Santa Fe Public Schools, Property & Asset Management,  
2195 Zia Road, Santa Fe NM 87505  
505 467 3400



## NOTICE AFFIDAVIT

### 14-3.1(H)

#### Project Information

Project Name: \_\_\_\_\_  
Project Location: \_\_\_\_\_  
Case Number(s): \_\_\_\_\_

#### Certification

I hereby certify that the attached Notice was mailed to property owners, tenants, and registered neighborhood associations within 300 feet of the proposed project site. Notices were mailed on \_\_\_\_\_, 20\_\_\_\_.

I hereby certify that the attached Notice was sent via email to registered neighborhood associations within 300 feet of the proposed project site. Notices were emailed on \_\_\_\_\_, 20\_\_\_\_.

I hereby certify that the subject property was posted with a sign provided by the City on \_\_\_\_\_, 20\_\_\_\_. The sign was placed in a prominent position in public view, according to instructions provided by Land Use Department staff.

Applicant Printed Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

#### Notarization

STATE OF NEW MEXICO)

COUNTY OF SANTA FE)

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by

\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_



**City of Santa Fe  
Land Use Department  
Early Neighborhood Notification Meeting Notes**

<i>Project Name</i>	ENN: Development plan with variances
<i>Project Location</i>	27794 W I-25 Frontage Road
<i>Project Description</i>	Applicant requests development plan approval for a 141-dwelling multi-family development totaling 186,600 square feet of new construction with variances to SFCC 14-5.5 (B)(4)(iii) CRHC (setback) and 14-8.2(D)(2)(b) Terrain Management (30% slopes). The Property is approximately 19.26 acres.
<i>Applicant / Owner</i>	Advanced Acquisitions, LLC
<i>Agent</i>	Orion-West LLC.
<i>Pre-App Meeting Date</i>	June 23, 2022
<i>ENN Meeting Date</i>	May 3, 2023 (Development Plan) and September 14, 2023 (Variances)
<i>ENN Meeting Location</i>	Virtual meeting via Zoom
<i>Application Type</i>	Development Plan with two variances
<i>Land Use Staff</i>	Dan Esquibel
<i>Other Staff</i>	Maggie Moore
<i>Attendance</i>	The ENN meeting was virtual using Zoom. Numbers not available.

**Notes/Comments:**

The ENN started at 5:35 PM. The agent presented the proposal followed by a series of questions.

The Applicant conducted two ENN meetings: May 3, 2023, (Development Plan) and September 14, 2023 (Variances). The ENNs were well attended by area residents. The applicant presented the proposal in both public meetings, where questions and answers followed.

