

City of Santa Fe, New Mexico

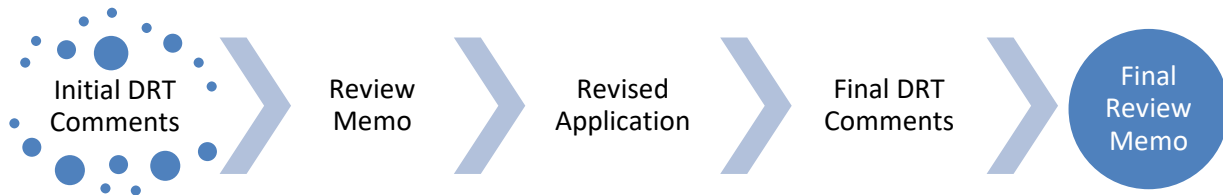
## **Attachment B**

**Development Review Team  
comment forms**

# 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.

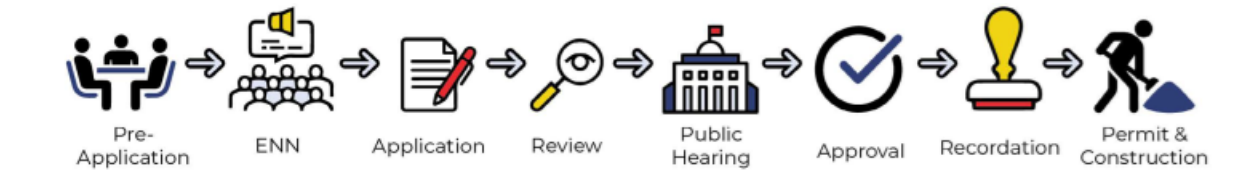


Timing of Conditions of Approval + Technical Corrections

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: 11/3/2025

DRT Member: Teddy Padilla

Dept/Div: Land Use/Technical Review

Case No.: 2025-11386

Case Planner: Nathan Lindquist

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**Conditions of Approval and Technical Corrections Tables**

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

<b>Conditions of Approval:</b>	<b>Must be completed by:</b>	<b>Applicant response**:</b>
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.	Recordation	
2.		
3.		
4.		
5.		
6.		
7.		

<b>Technical Corrections:</b>	<b>Must be completed by:</b>	<b>Applicant response**:</b>
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

Date: 11/10/25

DRT Member: Dee Beingessner

Dept/Div: Land Use Engineering

Case No.: Case #2025-11386 Santa Fe Opera Apprentice Housing Development Plan

Case Planner: Nathan Lindquist, 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. It appears there is a median drop inlet in the southwest corner of the property, but it is not labelled on the civil site plan. Label what is existing and what is new on civil site plan.	Prior to Plan approval	
2. Include additional information on pond details and elevations throughout the open space at the south side of the property. It is not clear where pond boundaries are, how water is flowing and how the pond will hold water.		
3. Reference stand pipe detail on Storm Drain Plan.		
4. Include dust control note on following pages.		
5. A financial guarantee will be required for all public and quasi-public infrastructure. The guarantee must be in place prior to recordation of development plan.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1. Include attached notes.		
2.		
3.		

*\*\*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 \_\_\_\_\_.

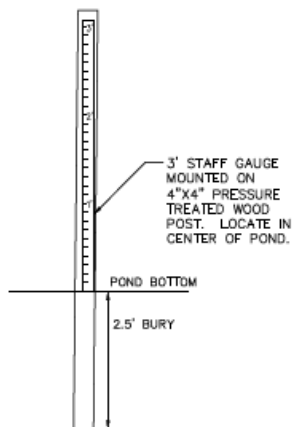
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Signature

NMPE # \_\_\_\_\_

Date

### **Example for pond measurement post**



**POST & STAFF GAUGE**  
NTS

# Development Review Team (DRT) Comment Form for Planning Commission

Date: November 03, 2025

DRT Member: Fire Marshal Geronimo Griego

Dept/Div: Fire Marshal's Office

Case No.: 2025-11386 Santa Fe Opera Apprentice Housing Development Plan

Planner: Nathan Linqvist, Senior Land-Use Planner

DRT Review Schedule – 9-12+ weeks\*

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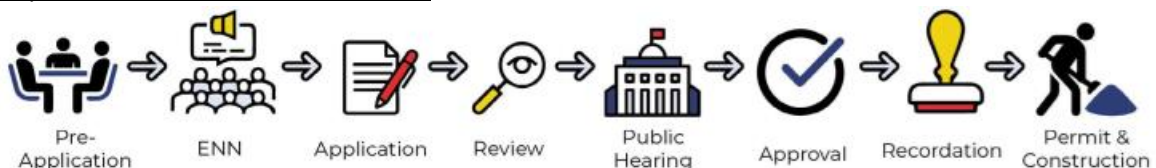


Timing of Conditions of Approval + Technical Corrections

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- c. *Prior Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- d. *At the time of development* -

Development Review Process Flow Chart



\*See the 2024 Development Review Schedule for details

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Shall comply with the most currently adopted International Fire Code (IFC) and adopted city ordinances upon building permit approval.	<i>Prior to Building Permit Approval.</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.

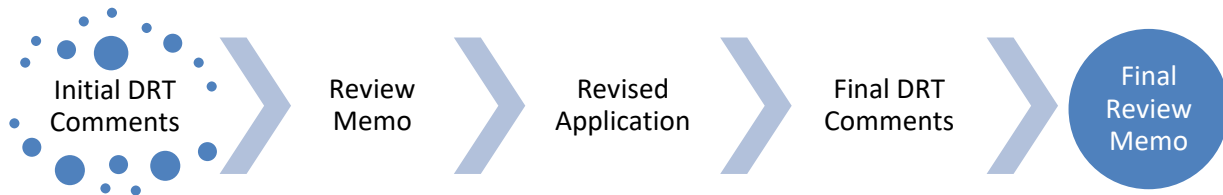
Explanation of Conditions or Corrections (if needed):

1. Shall comply with the most currently adopted fire code at the time of building permit approval to include adopted city ordinances for access and fire flow requirements.

# Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks\*

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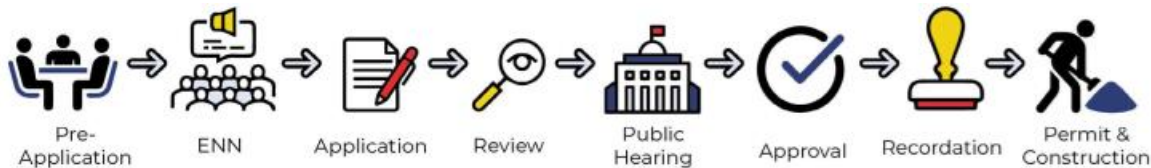


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Development Review Process Flow Chart



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DRT Review Timeline:

Application Received	DRT Application Intake	DRT Initial Review Comments Due

Date: 11/07/2025

DRT Member: Sergio Sandoval

Dept/Div: Public Utilities

Case No.:#2025-11386 Santa Fe Opera Apprentice Housing Development Plan

Case Planner: LINDQUIST, NATHAN J.

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Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case # #2025-11386 Santa Fe Opera Apprentice Housing Development Plan

Conditions of Approval:	Must be completed by:	Applicant response**:
1. Please Correct Plan set, sewer layout is very misleading, is the sewer going to be public or private. Please correct. Even if it sounds repetitive be clear state PRIVATE X" SEWER LINE, PUBLIC X" SEWER LINE	Approval	
2.		
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):

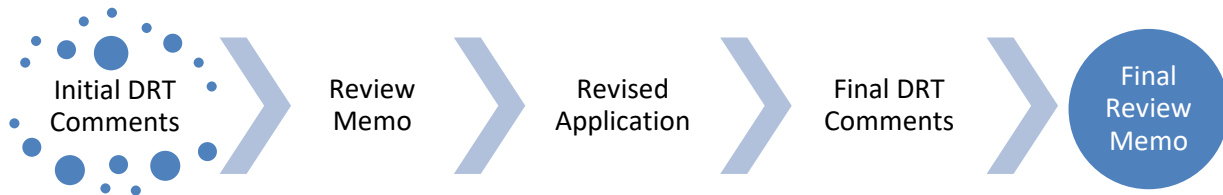
(see following pages for notes required)



# Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks\*

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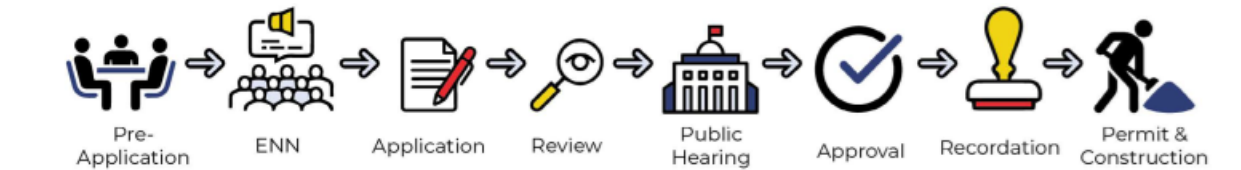


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- c. *Prior to Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- d. *During Construction* – these conditions/technical corrections can 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: 11/10/2025  
 DRT Member: Clinton Peterson  
 Dept/Div: Public Utilities / Water Division  
 Case No.: 2025-11386  
 Case Planner: Nathan Lindquist

**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 # 2025-11386

Conditions of Approval:	Must be completed by:	Applicant response**:
1. An approved Agreement to Construct and Dedicate (ACD) will be required for new fire and domestic water services	Prior to Building Permit Approval	
2. An approved Water Plan will be required for all new public water infrastructure and fire services.	Prior to Public Hearing	
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. Any re-grading of site over existing water mains shall maintain a minimum of 4 feet of cover and not exceed 5 feet of cover. Depth of existing main to be adjusted to maintain a minimum of 4 feet of cover and not exceed 5 feet of cover if site grading impacts these depth requirements.	At the time of development	
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. Note for applicant (see below)	n/a	
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):

The parcel is located at a pressure zone boundary. It is the preference of CoSFW to utilize the lower-pressure main located in Camino de los Marquez as the parcel fronts this street. It is understood that this may not prove sufficient, depending on the fire sprinkler design. In this case, a dead-end main extension from the high-pressure zone in Galisteo St. may be possible, but utilizing connections from two different pressure zones should be avoided.

# Development Review Team (DRT) Comment Form

Date: November 26, 2025

DRT Member: Leroy Pacheco, PE & Phil Gallegos, PE (Wilson&Co.)

Dept/Div: Public Works Department – Traffic Engineering

Case No.: 2025-11386 Santa Fe Opera Apprentice Housing Development Plan

Case Planner: Nathan Lindquist, Senior Land Use 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.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. See attached memo from Wilson & Company dated November 26, 2025	Prior to recordation	
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. 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.

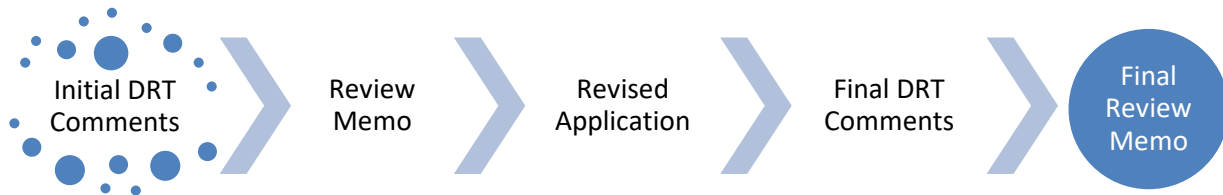
**Explanation of Conditions or Corrections:**

*Traffic impacts to roadway (assumed public) will be minimal. Estimated additional peak hour trips using ITE Trip generation LUC 210 (single family detached housing) is 1 additional peak hour trip.*

# Development Review Team (DRT) Comment Form

DRT Review Schedule – 9-12+ weeks\*

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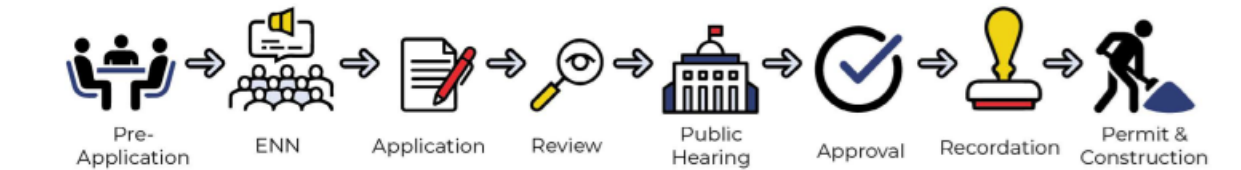


Timing of Conditions of Approval + Technical Corrections

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- 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: November 14, 2025

DRT Member: Levi Newell

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

Case No.: **2025-11386 Santa Fe Opera Apprentice Housing Development Plan**

Case Planner: Nathan Lindquist

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Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

<b>Conditions of Approval:</b>	<b>Must be completed by:</b>	<b>Applicant response**:</b>
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 Final Development Plan Approval.	
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 final approval of ACD.	
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	Prior to Final Development Plan Approval.	

<b>Technical Corrections:</b>	<b>Must be completed by:</b>	<b>Applicant response**:</b>
1.		

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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. Water rights proposed to be transferred to the city's water system for designation to a development shall be tendered to the city not later than sixty (60) days after the final approval of the final subdivision plat by the planning and land use department, the planning commission or the governing body.
2. When a proposed new structure or use replaces an existing structure or use, the development water budget for the proposed new structure or use may be reduced by an amount equal to the

average annual consumption in the twenty-four months that the highest water use was active during the preceding ten years or by the amount of water previously offset if the previously offset amount is higher. Consumption shall be determined through city utility billing system records

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

## **Planning and Land Use comments on Opera Housing – Nathan Lindquist**

### **Initial Development Review**

**November 4, 2025**

1. Sheet C004: please add the following to clarify the street yard setback:
  - Remove roof extensions from drawing. Those are allowed per code to extend into setbacks.
  - Identify the shapes that are “lined boxes” near the front property line, are they porches/balconies? Do they extend to the ground or are they elevated?
  - Identify the setback on more points of the building. Consider providing an “average” setback in addition to identifying the smallest setback.
  - Provide an answer to the criteria in 14-7.2(d)(1) that allows an applicant to “request” smaller setbacks through a Development Plan: “the required yards shall be based upon their relationship to the overall development and their relationship to surrounding properties”.
  
2. Bike Parking – at time of Building Permit the applicant must provide details that demonstrate the bike racks meet all design requirements in the code.
  
3. The applicant’s DP Report has an incorrect calculation of the number of parking spaces in that section of the report. Amount adds up to only 100, but total says 106. My count is that you do have 106 spaces, so you just need to fix the math in the report.
  
4. Architectural points:
  - For “Building Form – Massing” demonstrate how the massing calculations were done for stepbacks and projections to take advantage of those points. The north façade pretty clearly meets the standard to receive the points. The east and west facades need more clarity that they meet it. How far out do the balconies project and what % of the façade do they constitute, along with other stepbacks to two stories? The elevation sheets have calculated “total stucco area” and “total opening area” but its not clear how that is defined or what it is measuring?

5. Height – parapets receive an allowance of an extra 4' per the code - please confirm that height of parapet is not greater than 4' above the top of roof deck.

# Memorandum



To: Leroy Pacheco, PE COSF  
From: Philip A. Gallegos, PE, Senior Transportation Engineer  
CC: Robert Luna, PE, PTOE, Traffic Engineering Practice Lead, SW Region  
Date: 11/26/2025  
Re: Santa Fe Opera Apprentice Housing Development TIA Review

Wilson and Company has reviewed the DRAFT TIA dated October 14, 2025 for then Santa Fe Opera Apprentice Housing Development prepared by Tierra West and have the following comments. Please let me know if you have any questions or require further information.

### REPORT COMMENTS

- Executive Summary page iii include ITE Code Number 220 in the Trip Generation Table as well as the description.
- Page 4 first paragraph is Phil Gallegos not Phil Ward.
- Pages 10 and 11 need to provide crash data as per the provided table with all pertinent data. Only partial data from the provided table is included.
- Page 12 shall add paragraph discussing what mitigations may be implemented to reduce rear end collisions even though crash rate is low. What is the low crash rate based on? The National Highway Traffic Safety Administration (NHTSA) provides national crash rate statistics. Example: The national fatality rate in 2020 was 1.34 fatalities per 100 million vehicle miles traveled (Source: <https://cdan.nhtsa.gov/tsftables/national%20statistics.pdf>). The crash rate should be compared to established data to definitively state that it is a low crash rate for each section of roadway.

$$R = \frac{C * 100,000,000}{n * 365 * l * v}$$

Where:

- R=Roadway Crash Rate per 100-Million Vehicle Miles (MVM)
- C= Total Crashes in a n-year period
- n = Year Period of Study (Minimum of 3 years, suggested 5 years)
- l = Length of Roadway in Miles
- v =Total Entering Volume of Vehicles per Day

- Page 13 Need to provide crash data as per the provided table with all pertinent data. Percent crashes are missing as well.
- Page 16 Also include ITE Code 220 along with the description in Trip Generation Table

- Page 30 the 95<sup>th</sup> percentile queue for the WB Cordova Rd. Right turn is significantly higher in the PM peak hour for the build and no build conditions. Possible mitigation measures should be discussed to alleviate this queue for the COSF although the development does not significantly affect it. There is no existing lane geometry indicating available storage for this movement. On page 31 it states that the existing auxiliary lanes will accommodate these queues. How are these queues accommodated? Can signal timing be adjusted? Existing lane geometry shall be shown on tables 10 and 11 and discussed on page 31.
- Page 43 Recommendations shall include possible mitigation measures to alleviate rear end collisions for the COSF.
- Page 43 first bullet need to expand on this sentence. What does to the extent possible mean? Need to be more specific.

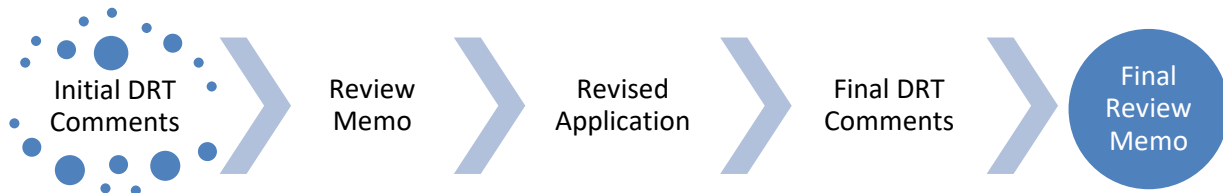
Sincerely,

Philip A Gallegos, PE  
Senior Transportation Engineer

# 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.

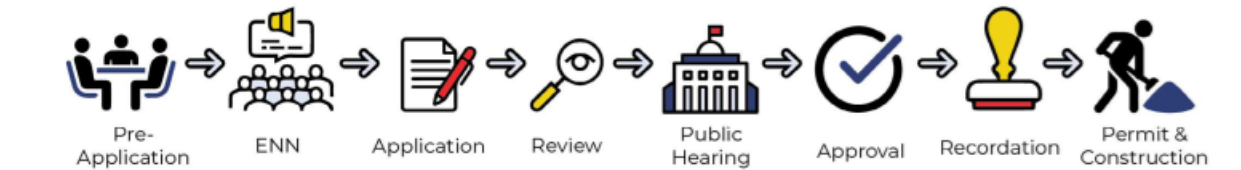


Timing of Conditions of Approval + Technical Corrections

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: November 4, 2025

DRT Member: Lawrence Rivera

Dept/Div: Landscape, Irrigation, & Outdoor Lighting

Case No.: #2025-11386 Santa Fe Opera Apprentice Housing Development Plan

Case Planner: Nathan Lindquist, [njlindquist@santafenm.gov](mailto:njlindquist@santafenm.gov), Senior Land Use Planner (505) 469-1138

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 landscape requirements for all stormwater basins.	Prior to Recordation	
2. Provide Street Tree calculations as required by code 14-8.4(G).	Prior to Recordation	
3. Provide additional landscape screening at the northeast corner of the property. Parking lot screening is required.	Prior to Recordation	
4. There looks to be a monument sign at the northeast corner of the property. Landscape requirements are needed per code 14-8.10-SIGNS (c) An area equal to the sign area shall be landscaped at the base of the sign . Landscaping shall be with five-gallon shrubs with a minimum mature height of thirty (30) inches with one shrub planted for every ten (10) square feet.	Prior to Recordation	
5. Use fixed arc nozzles whenever possible (i.e., 90°, 120°, 180°, 240°, 270°, and 360°); only use adjustable arc nozzles when odd arcs are required and use special pattern nozzles with considerable caution. Where operating pressure is over 40 psi, use pressure-compensating screens/devices to reduce radius as needed or to control high pressure on systems. Where slopes and elevation changes are a factor, use pressure-compensating, screens/devices to control pressure variation.	Prior to Recordation	

Select nozzles with the closest practical radius to the design spacing; do not allow for adjustment of more than 20 percent reduction in radius to prevent distortion of the spray.		
6. Main line gate valve and backflow prevention assembly as shown on sheet LI103 cannot be installed within the planter strip between the back of curb and sidewalk per City Street Department codes. Relocation onto the private property is required.	Prior to Recordation	
7. Photometrics do not meet Code requirements. See Article 14-8.9 and revise for compliance. Multiple footcandle points above city maximums.	Prior to Recordation	

\*\*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)