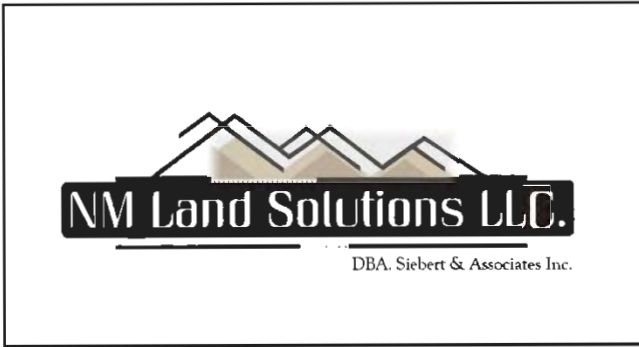


City of Santa Fe, New Mexico

**Attachment C-4
Early Neighborhood Notification
Meeting Minutes**



NM LAND SOLUTIONS LLC.

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**ENN Meeting Minutes
August 19, 2025**

In Attendance:

Alexa Hemple, City Senior Planner
Victoria Dalton, NM Land Solutions LLC-Agent
Aaron Miller, Camino don Emilio Road HOA President
Blaire Stephenson, Camino don Emilio Road HOA Director
Mike & Ruth Ortiz

Time: 5:30-6-30

Meeting was started with introduction from Alexa Hemple, City Senior Planner. Alexa explained ENN purpose and process of ENN meetings and turned meeting over to Victoria Dalton, NM Land Solutions LLC.

Victoria Dalton presented a request on screen via virtual display depicting vicinity of property along with a proposed Family Transfer and Certified Topographic Survey. The family transfer plat was displayed to point out the location of the proposed lots and the topo was used to demonstrate that there is adequate buildable area on slopes less of 15 percent or less. It was further explained to the attendees that the family transfer would require the need for variance approvals due to the current width of the road not meeting City code standards as the road along with the subject property included in the city/county annexation.

Aaron Miller commented that property is not annexed into city and County code applies.

Victoria Dalton stated that the property has been annexed and is in the review jurisdiction of the city, however asked the Alexa Hemple-Senior Planner for confirmation in case the property had not yet been annexed and county code should apply.

Alexa Hemple stated that the property has not been officially annexed, however is within in annexation phase 3 and Santa Fe County ordinance 2009-01 allows city to implement City code requirements for the areas shown on a map presented by Alexa showing all areas within the Phase 3 annexation

Aaron Miller stated that Camino don Emilio is funded by the community and has had contributions from neighbors and hope others come forward to participate. Aaron further stated that some members of the Camino don Emilio community have not contributed including the subject property owner and does not have history of contribution. Furthermore the life of road has cost up to 100,000. Going forward, Aaron would hope for future contribution for continued maintenance of the private road.

Victoria Dalton, let the attendees know she will speak with the owner in regards to future contribution for road maintenance and thought a pro rata calculation could be prepared.

Aaron Miller stated that the road has been paved twice in the past taking plan on the lower portion of the road and the once on the upper portion of the road and it cost thousands of dollars to maintain.

Blair Stepehnson Director of HOA and in close proximity of property stated he is not in agreement with pro-rata share based on distance of road since there are some who don't participate in the cost and some that use the roads more than others.

Victoria Dalton-restated that she would speak with the property owner for future contribution.

Ruth Ortiz stated that she is adjacent to the applicant and the applicant's property belonged to her family for over 100 years until passing of her brother at which point, the property was sold. Ruth further stated the property could not be divided per conversation held with the city. Ruth also point out that she is concerned with the two arroyos on property and asked if there will be future homes and wanted to know where access to the new will be located.

Victoria Dalton presented the topo and plat to depict access including the required emergency turnaround. Victoria also to pointed out buildable areas where slope is less than 20 feet.

Mike Ortiz Will retaining wall be extended behind fence

Victoria Dalton-at this point there will not be additional retaining walls or perimeter fencing until homes are designed. The need for additional retaining walls will be determined at the time of building permit.

Ruth Ortiz asked what is the allowed lot size

Victoria Dalton stated without city water or sewer the lot size is 2.5 unless water or sewer are available than 1 acre otherwise 1.25 for family transfer subdivision.

Mike Ortiz mentioned he is concerned about rainstorms and erosion. Will the mountain be cut into for future construction of homes and road?

Victoria Dalton let the attendees know that a grading and drainage plan is being prepared and will address proper drainage post construction. Victoria further stated that a grading and drainage plan will be required at the time of home construction.

Aaron Miller does not agree with pro-rata share as many of the residents receive deliveries and in turn the delivery trucks drive the entire length of road in order to turn around to get back on to West Alameda. A high percentage of wear and tear is from big delivery trucks. Aaron also asked what the purpose of the ENN meeting is for.

Victoria Dalton explained purpose of meeting and submittal process after ENN meeting and explained that ENN meeting minutes will be included in the application

Alexa Hemple stated ENN is before a formal application is submitted which gives the applicant a chance to address concerns.

Aaron Miller Pointed out that the Camino don Emilio Road HOA is informal and is made up of volunteers. The subject HOA cannot afford a HOA management company and it tends to be big amount of workload for the volunteers and pointed out the need for continuing contribution.

With no one else having further comments, the ENN meeting ended at approximately 6:30.