

**CITY OF ALBUQUERQUE
DEVELOPMENT PROCESS MANUAL EXECUTIVE COMMITTEE
MEETING MINUTES**

**Wednesday, April 15, 2015 – 3:00 P.M.
Plaza Del Sol Building Basement Hearing Room**

1. CALL TO ORDER

A Meeting of the Development Process Manual Executive Committee was called to order by Co-Chair Suzanne Lubar at 3:05 p.m. on Wednesday, April 15, 2015 in the Basement Hearing Room of the Plaza del Sol Building (Albuq., NM).

COMMITTEE MEMBERS PRESENT (quorum):

Ronald Bohannon – Tierra West, LLC
Russell Brito, COA Urban Design and Development Division Manager
Wilfred Gallegos – COA Director DMD, Co-Chair
Savina Garcia – Wilson & Co.
Christopher Gunning – Dekker/Perich/Sabatini
Suzanne Lubar – COA Planning Director, Co-Chair
Nataley Quintana – COA Assistant City Attorney
Jay Rembe – Rembe Urban Design + Development

COMMITTEE MEMBER(S) ABSENT:

Shahab Biazar – COA City Engineer
Kris Cadena – ABCWUA
One vacancy needs to be filled.

OTHERS PRESENT:

Tony Loyd – COA Impact Fee Administrator, Facilitator
Ronald Vonderhaar – COA Impact Fee Coordinator
Matthew Conrad – COA Associate Planning Director
Mikaela Renz-Whitmore – COA Planner
Will Gleason – Dekker/Perich/Sabatini (DPS)

2. MEETING NOTIFICATION

Notification was provided as follows: posting at the Plaza del Sol Building, posting on the COA Planning Department website, posting in the display case of the Plaza del Sol basement hearing room.

3. APPROVAL OF AGENDA

The Agenda was approved unanimously.

4. MINUTES

The March 18, 2015 minutes were approved unanimously.

5. PUBLIC COMMENTS

No members of the public had comments.

6. ACTION ITEMS

No action items were on the agenda.

7. NEW BUSINESS

Will Gleason of DPS and Mikaela Renz-Whitmore presented information regarding incorporating sections of the DPM into the UDO and reworking the remaining DPM into a technical standards manual. The discussion primarily focused on which sections of Volume I of the DPM would be incorporated into the UDO, which sections would remain in a technical standards manual, which sections would be designated as administrative decisions, and which sections would be deleted. The Committee was to look over Volume II and provide recommendations to Tony Loyd concerning what they might want to review first (i.e. whole chapters or specific sections to address immediate needs). The committee also requested DPS to provide examples of technical standards manuals from other cities that were created after a UDO or equivalent was approved by those communities.

8. OLD/OTHER BUSINESS

None

9. NEXT MEETING DATE

The next meeting date is scheduled for May 20, 2015 in the Basement Hearing Room of the Plaza del Sol Building (Albuq., NM).

10. ADJOURN

The meeting was adjourned at 4:35 p.m.