

**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 Bohannan – 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.