Summary of Analysis

The Old Town HPO is partially controlled through the IDO on issues of signage, display and demonstration. Other design considerations and reviews have been conducted based on general guidelines set forth prior to the IDO. Old Town Design Standards and Guidelines have not been revised to be more inclusive of the needs of the HPO since it was expanded to incorporate several residential properties along San Pasquale and 19th St.

The proposed Historic Design Standards and Guidelines do not change the fundamental review criteria but act to clarify how these apply to Old Town. Specific information about acceptable materials and proper replacement materials are expanded upon with added restriction on new construction to remove the appropriateness of modern designs.

These guidelines have been reviewed against the IDO Subsection 14-16-6-6(E)(3) Review and Decision Criteria for Historic Design Standards and Guidelines.

Staff Recommendation

APPROVAL of Case # SI-2021-01458, Project # PR-2019-002225, a request for approval of proposed design standards and guidelines for the Old Town HPO-5, based on the Findings beginning on page 13 and subject to the condition on page 15.

Leslie Naji
Senior Planner
SUMMARY OF REQUEST

<table>
<thead>
<tr>
<th>Request</th>
<th>Review and approval of revised Design Standards and Guidelines for Old Town HPO-5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Historic Location</td>
<td>Old Town Historic Preservation Overlay Zone</td>
</tr>
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I AREA HISTORY AND CHARACTER

Surrounding architectural styles, historic character and recent (re)development

<table>
<thead>
<tr>
<th>General Area</th>
<th># of Stories</th>
<th>Roof Configuration, Architectural Style and Approximate Age of Construction</th>
<th>Historic Classification &amp; Land Use</th>
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<tbody>
<tr>
<td></td>
<td>1 - 2</td>
<td>New Mexico Vernacular, Spanish-Pueblo Revival and contemporary interpretations; Territorial Revival, Modern Brick Commercial; 1796 – 1990’s.</td>
<td>Contributing; Neutral; Residential &amp; commercial</td>
</tr>
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</table>

II INTRODUCTION

Proposal

This report evaluates the proposed Historic Design Standards and Guidelines for Old Town HPO-5. For several years, Old Town has been without clear guidance as to what is appropriate and what is not within the Old Town area. The attached guidelines are only a part of the informational document to be prepared for HPO-5 which will include these Design Standards and Guidelines, specific Old Town IDO regulations and graphic information to aid in understanding how these are to be interpreted.

Similar documents are available for the other HPOs of the city but not for Old Town.

III ANALYSIS OF APPLICABLE PLANS, ORDINANCES, DESIGN GUIDELINES & POLICIES

Policies are written in regular text and staff analysis and comment in italic print.

Integrated Development Ordinance (IDO)

In May 2018, the Integrated Development Ordinance (IDO) replaced the City's Zoning Code. The Old Town Historic Zone became the Old Town Historic Preservation Overlay Zone and it was expanded to include a primarily residential area to the south-east. The Integrated Development
Ordinance Part 14-16-6-6(E)(1) stipulates: This subsection 14-16-6-6(E)(1) applies to all applications to adopt or amend Design Standards and Guidelines for an HPO zone or a City landmark.

**Part 14-16-6-6(E)(2) Procedure**

6-6(E)(2)(a) The Historic Preservation Planner shall review the application to adopt or amend Historic Design Standards and Guidelines and make a recommendation to the LC.

6-6(E)(2)(b) The LC shall conduct a public hearing and make a decision on the application.

**Integrated Development Ordinance (IDO)**

Old Town Historic Protection Overlay Zone (HPO-5) was initially established as the H-1 Zone in the earliest Albuquerque Zoning Code. The H-1 zone regulated:

- Architectural styles
- Permissive Uses
- Alcohol consumption restrictions
- Limited outdoor demonstrations of retail goods
- Limited outdoor display of retail goods
- Services
- Signage
  - sizes
  - number
  - location
  - materials
  - lighting
- Conditional uses
- Specific Development Guidelines
- Height
- Lot Size
- Setback
- Density
- Off-street parking
- Special Use Permits for outdoor retailing

The guidelines for the H-1 zone were largely transferred over to Old Town (HPO-5); however, actual Historic Design Standards and Guidelines had not been developed for Old Town in a clear and precise manner since the adoption of the IDO.

**Part 14-16-6-6(E)(3) Review and Decision Criteria**

An application to adopt or amend Design Standards and Guidelines shall be approved if it complies with all of the following criteria:
6-6(E)(3)(a) The Design Standards and Guidelines are consistent with the criteria and findings for establishment of the HPO zone or designation of the City landmark.

The Old Town HPO is an extension of the NRHP Old Albuquerque Historic District. Old Town has been seen as an important feature of the city since 1959 when it was made its own zoning category H-I (Historic-I).

The Old Albuquerque Historic District is important for its long history, for its historic sites, for its ancient pattern of church, plaza, and streets, and for its collection of important historic buildings. The district has historic buildings mainly erected between 1870 and 1915, with a few major earlier structures; its street patterns and church buildings are vivid reminders of the much earlier history of the village of Albuquerque.

The proposed guidelines are consistent with preserving the historic character of Old Town. They are designed to emphasize the historic qualities of the district and to direct new construction and changes to be in keeping with these qualities.

6-6(E)(3)(b) The Design Standards and Guidelines are consistent with the U.S. Secretary of the Interior’s Standards for the Treatment of Historic Properties.

All Design Standards and Guidelines incorporate the U.S. Secretary of the Interior’s Standards for the Treatment of Historic Properties by reference.

6-6(E)(3)(c) The Design Standards and Guidelines are consistent with the relevant criteria for registration on the New Mexico Register of Cultural Properties or the National Register of Historic Places, as applicable.

The National Register lists the seven aspects in order of importance that determine historic integrity.

- Location appears first because the National Register of Historic Places puts a premium on historic places. The library location will not change and does not need a protection.
- Design is essential for any property to convey its significance. The design standards are meant to protect and preserve the essential design elements of the Main Library.
- Setting is important because the physical environment of a property connects its location to its sense of place. Those elements of the design that connect the interior to the city outside, through courtyards and window expanses are to be protected through the guidelines.
- Materials and workmanship are related so when a property loses its historic materials, it also loses evidence of workmanship. Historic materials are important but they are often lost, and in some cases may be replaced by newer materials which may have their own inherent significance. The guidelines consider materials of both building construction and furniture as those elements to be preserved.
• Feeling and association are the least considered, but they are important because if a property does not have the ability to create a sense of a time or conjure an association with a historic event, it cannot be considered historic. Conversely, if a property possesses the aspects of location, design, and setting, it will probably also have feeling and association. The continued preservation of spatial relationships, building forms, open spaces and materials will provide a continued feel and association within Old Town.

The proposed Design Standards and Guidelines are consistent with these criteria as they address those elements that are integral in defining the significance and character of Old Town HPO-5.

6-6(E)(3)(d) The Design Standards and Guidelines help distinguish and establish the historic qualities, architectural character, or archaeological value to be protected.

The Design Standards and Guidelines will help distinguish and establish the historic qualities and architectural character to be protected. The character of the Old Town is that of a 19th Century plaza village consisting of small shops and homes with the church as the focal point. The primary goal will be to preserve the character and ensure that the many parts of the contributing and non-contributing historic buildings in Old Town HPO-5’s unique historic architectural character are not lost.

6-6(E)(3)(e) The Design Standards and Guidelines will provide adequate and appropriate guidance and protections to assess applications for alterations, construction, and demolitions for the HPO zone or City landmark.

The Guidelines are intended to act as a tool to help manage change and protect the City of Albuquerque’s architectural and historical resources. They provide information, guidance and regulations to be followed by property owners, design professionals, contractors, the Landmark’s Commission (LC) Staff, the Commissions, the Design Review Board (DRB), and the City of Albuquerque with regard to historic resources. Given the unique nature of every property, they do not identify specific requirements for every proposed modification, but rather provide guidance on the principles used to review the project. They also seek to address issues that have arisen in Old Town that are unique to that area.

IV NEIGHBORHOOD NOTIFICATION/COMMENT

The applicant's agent notified Sawmill Area NA, Downtown Neighborhoods Association, Historic Old Town Property Owners Association, West Park NA, West Old Town NA and neighboring properties within 100 ft., excluding public rights of way of the HPO-5 district. The requisite signs were posted at eight locations in Old Town giving notification of this application.

A facilitated meeting was requested to discuss the content of the new guidelines. From that meeting, additional issues were presented by the HOTPOA. Some elements were subsequently
incorporated into these Design Standards and Guidelines. Others may require more discussion. Notes from that meeting are found under Attachment A.

Conclusions

Currently the Old Town HPO is without a set of easily accessed guidelines for use by developers and property owners.

The intent of the proposed text amendments is to allow business owners to have more signage, larger signs, and to allow for the use of portable sandwich boards that are currently prohibited. It also clarifies what constitutes a rack for the display of items outside during business hours. Outside demonstration requirements and limitations is reintroduced to the ordinance.

Staff finds that the proposed Design Standards and Guidelines meet the review and decision criteria for the adoption of new HPO guidelines per the IDO. Staff recommends the Landmarks Commission approve the attached Design Standards and Guidelines.


1. The Landmarks Commission proposes to adopt Design Standards & Guidelines for the Old Town HPO-5 per the IDO, under 14-16-6-7(C)(2)(d) Adoption or Amendment of Historic Designation.

2. The proposed Historic Design Standards & Guidelines have been reviewed against IDO Section 14-16-6-6(E)(3) Review and Decision Criteria.

3. IDO Part 14-16-6-6(E)(3) stipulates: An application to adopt or amend Design Standards and Guidelines shall be approved if it complies with all of the following criteria 6-6 (E) (3)(a)-(e).

4. The proposed guidelines are consistent with the criteria and findings for establishment of the HPO zone and preserving the historic character of Old Town. They are designed to emphasize the historic qualities of the district and to direct new construction and changes to be in keeping with these qualities.

5. All Design Standards and Guidelines incorporate the U.S. Secretary of the Interior’s Standards for the Treatment of Historic Properties by reference.

6. The Design Standards and Guidelines are consistent with the relevant criteria for registration on the New Mexico Register of Cultural Properties and the National Register of Historic Places.
7. The Design Standards and Guidelines will help distinguish and establish the historic qualities and architectural character to be protected. The character of the Old Town is that of a 19th Century plaza village consisting of small shops and homes with the church as the focal point.

8. The Guidelines will act as a tool to help manage change and protect the City of Albuquerque’s architectural and historical resources. They provide information, guidance and regulations to be followed by property owners, design professionals, contractors, the Landmark’s Commission (LC) Staff, the Commissions, the Design Review Board (DRB), and the City of Albuquerque with regard to historic resources.

9. The Historic Standards and Guidelines for Old Town meet the requirements for approval in IDO Subsection 14-16-6-6(E)(3)(a-e).

RECOMMENDATION

Case # SI-2021-01458 / Project # PR-2019-002225 October 13, 2021

APPROVAL of Case # SI-2021-01458 / Project # PR-2019-002225, an application for approval of proposed Design Standards and Guidelines for the Old Town Historic Preservation Overlay Zone, based on the above nine (9) findings.

Leslie Naji, Senior Planner
Urban Design and Development Division
### City of Albuquerque

**DEVELOPMENT REVIEW APPLICATION**

Effective 5/17/18

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**Administrative Decisions**

- [ ] Historic Certificate of Appropriateness – Major (Form L)
- [ ] Historic Certificate of Appropriateness – Minor (Form L)
- [ ] Master Development Plan (Form P1)
- [ ] Site Plan – EPC including any Variances – EPC (Form P1)
- [ ] Site Plan – DRB (Form P2)
- [ ] Subdivision of Land – Minor (Form S2)
- [ ] Subdivision of Land – Major (Form S1)
- [ ] Vacancy of Easement or Right-of-way (Form V)
- [ ] Variance – DRB (Form V)
- [ ] Variance – ZHE (Form ZHE)
- [ ] Wireless Telecommunications Facility Waiver (Form W2)

**Policy Decisions**

- [ ] Adoption or Amendment of Comprehensive Plan or Facility Plan (Form Z)
- [ ] Adoption or Amendment of Historic Designation (Form L)
- [ ] Amendment of IDO Text (Form Z)
- [ ] Annexation of Land (Form Z)
- [ ] Amendment to Zoning Map – EPC (Form Z)
- [ ] Amendment to Zoning Map – Council (Form Z)

**Decisions Requiring a Public Meeting or Hearing**

- [ ] Conditional Use Approval (Form ZHE)
- [ ] Demolition Outside of HPO (Form L)
- [ ] Expansion of Nonconforming Use or Structure (Form ZHE)

---

**APPLICATION INFORMATION**

Applicant: City of Albuquerque, Planning Department

Address: 600 Second Street NW, 3rd Floor

City: Albuquerque

State: NM

Zip: 87102

Professional/Agent (if any):

Address:

City:

State:

Zip:

Proprietary Interest in Site: N/A

List all owners:

---

**BRIEF DESCRIPTION OF REQUEST**

Update to the design guidelines for contributing and non-contributing buildings in the Old Town HPO-5.

---

**SITE INFORMATION** (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)

Lot or Tract No.: Multiple

Block:

Unit:

Subdivision/Addition: MRGCD Map No.:

UPC Code:

Zone Atlas Page(s): J-13

Existing Zoning:

Proposed Zoning:

# of Existing Lots:

# of Proposed Lots:

Total Area of Site (acres):

---

**LOCATION OF PROPERTY BY STREETS**

Site Address/Street: Old Town-HPO-5

Between: and:

---

**CASE HISTORY** (List any current or prior project and case number(s) that may be relevant to your request.)

---

**FOR OFFICIAL USE ONLY**

<table>
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<th>Case Numbers</th>
<th>Action</th>
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Meeting/Hearing Date: Fee Total:

Staff Signature: Date: Project #
Form L: Historic Preservation - Landmarks Commission (LC)  
**Please refer to the LC hearing schedule for public hearing dates and deadlines. Your attendance is required.**

A single PDF file of the complete application including all plans and documents being submitted must be emailed to PLNDRS@caba.gov prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided on a CD.

<table>
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<tr>
<th>Type of Request</th>
<th>Historic Zone or Designation</th>
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<tbody>
<tr>
<td>X Alteration</td>
<td>□ Sign (see note below)</td>
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<td>□ Demolition</td>
<td>□ East Downtown – HPO-1</td>
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<tr>
<td>□ New Construction</td>
<td>□ Downtown Area</td>
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<td>□ City Landmark Designation</td>
<td>□ Eighth &amp; Forrester – HPO-2</td>
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<td>□ City Overlay Designation</td>
<td>□ Downtown Neighborhood Area – CPO-3</td>
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<tr>
<td></td>
<td>□ East Downtown – CPO-4</td>
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<td>Contributing Structures:</td>
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<td></td>
<td>□ Nob Hill/Highland – CPO-8</td>
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<td>Unclassified Structures:</td>
<td>□ Silver Hill – HPO-6</td>
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<td></td>
<td>□ City Landmark</td>
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<tr>
<td>Residential Property?</td>
<td>□ Yes □ No</td>
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*PLEASE NOTE: Approval of signs in the overlay zones may also require a sign permit from Zoning in addition to LC approval.*

- **HISTORIC CERTIFICATE OF APPROPRIATENESS – MINOR Administrative Decision**
  - All materials indicated on the project drawing checklist and required by the Historic Preservation Planner
  - Letter detailing the scope of the proposal and justifying the request per the criteria in IDO Section 14-16-6-5(D)(3)
  - Zone Atlas map with the entire site clearly outlined and labeled
  - Letter of authorization from the property owner if application is submitted by an agent
  - Required notices with content per IDO Section 14-16-6-4(K)(6)
    - Office of Neighborhood Coordination notice inquiry response and proof of emailed notice to affected Neighborhood Association representatives
    - Sign Posting Agreement

- **INFORMATION REQUIRED FOR ALL LANDMARKS COMMISSION PUBLIC HEARING APPLICATIONS**
  - Interpreter Needed for Hearing? □ If yes, indicate language:
  - Proof of Pre-Application Meeting with City staff per IDO Section 14-16-6-4(B)
  - Zone Atlas map with the entire site clearly outlined and labeled
  - Letter of authorization from the property owner if application is submitted by an agent
  - Required notices with content per IDO Section 14-16-6-4(K)(6)
    - Office of Neighborhood Coordination notice inquiry response, notifying letter, and proof of first class mailing
    - Proof of emailed notice to affected Neighborhood Association representatives
    - Buffer map and list of property owners within 100 feet (excluding public rights-of-way), notifying letter, and proof of first class mailing
    - Sign Posting Agreement

- **DEMOLITION OUTSIDE OF HPO Requires Public Hearing**
  - Proof of Neighborhood Meeting per IDO Section 14-16-6-6(C)
  - Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(B)(3)

- **HISTORIC CERTIFICATE OF APPROPRIATENESS – MAJOR Requires Public Hearing**
  - All materials indicated on the project drawing checklist (8 packets for residential projects or 9 for non-residential or mixed-use)
  - Letter detailing the scope of the proposal and justifying the request per the criteria in IDO Section 14-16-6-6(D)(3)

- **HISTORIC DESIGN STANDARDS AND GUIDELINES Requires Public Hearing**
  - X Proposed Design Standards and Guidelines
  - X Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(E)(3)

- **ADOPTION OR AMENDMENT OF HISTORIC DESIGNATION Requires Public Hearing**
  - Proof of Neighborhood Meeting per IDO Section 14-16-6-6(C)
  - Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-7(C)(3)

*I, the applicant or agent, acknowledge that if any required information is not submitted with this application, the application will not be scheduled for a public meeting or hearing, if required, or otherwise processed until it is complete.*

| Signature: | Silvia Bolivar |
| Date: | August 23, 2021 |
| Printed Name: | Silvia Bolivar |
| X Applicant or □ Agent | |

FOR OFFICIAL USE ONLY

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Staff Signature:
Date:  

Effective 5/17/18
APPLICANT: CITY OF ALBUQUERQUE PLANNING DEPARTMENT  

AGENCY REPRESENTATIVES PRESENT AT MEETING:  
- [ ] Leslie Naji  
- [ ] Angela Behrens  
- [ ] Others  

1. WHAT IS THE ADDRESS OF THE SUBJECT PROPERTY?  
Multiple properties within the Old Town HPOs.  

2. WHAT IS THE NATURE OF THE PROJECT  
Update to the design guidelines for contributing and non-contributing buildings in the Old Town HPOs.  

3. SUMMARY OF DISCUSSION  
(continued over)  

NOTE: Pre-application discussions are provided to assist applicants in acquiring information on process, guidelines and requirements pertaining to their request. Interpretation of zoning requirements is the responsibility of the zoning enforcement officer, as provided for by the comprehensive zoning code. Any statements regarding zoning at the pre application discussion are intended solely to direct the applicant to seek further information.  

4. SIGN AND DATE TO VERIFY ATTENDANCE & RECEIPT OF THIS SUMMARY  
(PRE-APPLICATION DISCUSSIONS ARE FOR INFORMATIONAL PURPOSES ONLY AND ARE NON-BINDING)  

[Signature]  
STAFF / DATE  

[Signature]  
APPLICANT OR AGENT / DATE
August 27, 2021

Rosie Dudley, Chair  
Landmarks Commission  
c/o City of Albuquerque  
600 Second Street NW  
Albuquerque, NM 87102  

Dear Chair Dudley:

Please accept this letter of justification, required by IDO Subsection 14-16-6-6(E)(3), of the request to amend the Historic Design Standards and Guidelines for Old Town – Historic Protection Overlay (HPO-5) for the Landmarks’ Commission review and approval. The Old Town (HPO-5) encompasses an area roughly between Mountain Road and Central Avenue on the north and south, Rio Grande Boulevard, and 19th Street on the west and east. It contains a mix of residential, institutional, and commercial properties.

The Guidelines are intended to act as a tool to help manage change and protect the City of Albuquerque’s architectural and historical resources. They provide information, guidance and regulations to be followed by property owners, design professionals, contractors, the Landmark’s Commission (LC) Staff, the Commissions, the Design Review Board (DRB), and the City of Albuquerque with regard to historic resources. Given the unique nature of every property, they do not identify specific requirements for every proposed modification, but rather provide guidance on the principles used to review the project. They are intended as a supplement to, rather than as a substitute for, consultation with qualified architects, contractors, Landmark’s Commission Staff, the Commissions, and the DRB.

The historic zone was created with the adoption of the City’s first Zoning Code in 1959 to preserve and promote the educational, cultural and general welfare of the public through the preservation and protection of the traditional architectural character of historic Old Albuquerque. At that time, decades before there would be such things as the National Register of Historic Places or Registered Historic Districts, Albuquerque created its own historic H-1 Zone.

The H-1 Zone regulated: architectural styles, permissive uses, alcohol consumption restrictions, limited outdoor demonstrations of retail goods, limited outdoor display of retail goods, services, signs (including sizes, number, location, materials, lighting), conditional uses, specific development guidelines, building height, lot size, setbacks, density, off-street parking, special use permits for outdoor retailing.
The Spanish Colonial, Territorial or Western Victorian architectural styles of buildings and structures erected prior to 1912 in the area now constituted as the State of New Mexico, comprise the traditional architectural character of the Old Town Historic Preservation Overlay Zone. Inside the historic zone is the state registered “Old Albuquerque Historic District”. The Old Albuquerque Historic District is a subset of the Old Town Historic Preservation Overlay Zone.

The historic district is the core of the Hispano Village of Albuquerque, founded in 1706, and the main village in the area until the arrival of the railroad in 1880. The church and plaza are at the center of the district, as in most Hispanic villages of New Mexico.

Of the buildings in the district, only San Felipe de Neri church can be shown to date to be of the Spanish Colonial period. A few other buildings may be in whole or in part of the early nineteenth century, but the majority of the buildings in the Old Albuquerque Historic District were built between 1870 and 1900.

Almost every building has some degree of remodeling, resulting from the area’s growth as a tourist-oriented commercial center after 1940. Old Albuquerque became “Old Town”, a district of shops, boutiques, galleries and restaurants. Many buildings acquired Pueblo revival portals, protruding false vigas and other stylistic elements thought to be conducive to a tourist atmosphere.

Albuquerque is recognized for its collection of distinctive historic resources that are enjoyed by residents, business owners, and visitors as links to the city’s heritage, and that set the stage for a vibrant future. Preserving these historic assets is essential to Albuquerque’s well-being, identity, and character. As such, the Historic Preservation Division and the Landmarks Commission have developed clear policies for protecting its unique historic areas. This includes maintaining written design standards and guidelines for a variety of actions related to properties within Albuquerque’s locally-designated preservation districts and for individual landmarks.

Other than IDO changes to signage and display, the last review and update to the Old Town Guidelines was carried out in April of 1998. Since the last update, there have been advances in technologies and building materials. Additionally, preservation methodologies have evolved since 1998, as recognized by the National Park Service in its approach to rehabilitation of historic buildings. The City of Albuquerque acknowledges the need to ensure that historic properties are able to take advantage of options while retaining historic character. Additionally, the integration of new building material and technologies in a sensitive manner is a goal of the Commission. The proposed amendments to the Standards and Guidelines are intended to address current approaches to successfully incorporating new development within local preservation districts and landmarks.

The Planning Department has compiled recommendations of the proposed changes, and is now submitting the proposed amendments for the Landmarks’ Commission review and approval. These proposed amendments to the Old Town HPO-5 Historic Design Standards and Guidelines meet the Review and Decision Criteria in Integrated Development Ordinance (IDO) Subsection 14-16-6-6(E)(3).

6-6(E)(3)(a): The Design Standards and Guidelines are consistent with the criteria and findings for establishment of the HPO zone or designation of the City landmark.
The Design Standards and Guidelines are consistent with the criteria and findings for establishment of the Old Town HPO-5 Zone. The Albuquerque/Bernalillo County Comprehensive Plan has designated the area as a City Activity Center in an Area of Consistency.

6-6(E)(3)(b): The Design Standards and Guidelines are consistent with the U.S. Secretary of the Interior’s Standards for the Treatment of Historic Properties.

Response: The Standards offer four distinct approaches to the treatment of historic properties – preservation, rehabilitation, restoration, and reconstruction.

The Standards are a series of concepts about maintaining, repairing, and replacing historic materials, as well as designing new additions or making alterations. The guidelines offer general design and technical recommendations to assist in applying the Standards to a specific property. Together, the Old Town HPO-5 and the U.S. Secretary of the Interior’s Standards provide a framework and guidance for decision-making about work or changes to properties.

6-6(E)(3)(c) The Design Standards and Guidelines are consistent with the relevant criteria for registration on the New Mexico Register of Cultural Properties or the National Register of Historic Places, as applicable.

Response: The Design Standards and Guidelines are consistent with the relevant criteria for registration on the New Mexico Register of Cultural Properties or the National Register of Historic Places. They are intended to support the integrity of places and preservation of materials and workmanship.

6-6(E)(3)(d) The Design Standards and Guidelines help distinguish and establish the historic qualities, architectural character, or archaeological value to be protected.

Response: The Design Standards and Guidelines will help distinguish and establish the historic qualities and architectural character to be protected. The character of the Old Town is that of a 19th Century plaza village consisting of small shops and homes with the church as the focal point. The primary goal will be to preserve the character and ensure that the many parts of the contributing and non-contributing historic buildings in Old Town HPO-5’s unique historic architectural character are not lost.

6-6(E)(3)(e) The Design Standards and Guidelines will provide adequate and appropriate guidance and protections to assess the applications for alterations, construction, and demolitions for the HPO zone or City landmark.

Response: The Guidelines are intended to act as a tool to help manage change and protect the City of Albuquerque’s architectural and historical resources. They provide information, guidance and regulations to be followed by property owners, design professionals, contractors, the Landmark’s Commission (LC) Staff, the Commissions, the Design Review Board (DRB), and the City of Albuquerque with regard to historic resources. Given the unique nature of every property, they do not identify specific requirements for every proposed modification, but rather provide guidance on the principles used to review the project.

Public Outreach
Notification letters of the application were sent out on August 27, 2021. They were mailed to 230 property owners within or adjacent to the Old Town HPO-5 that are included in this application.
Neighborhood Associations that include or abut the Old Town HPO-5 included in this application received emailed notice on August 26, 2021. The City’s Alternative Dispute Resolution has arranged a Zoom meeting for September 9, 2021 with Neighborhood Association representatives as one association expressed their interest in a facilitated meeting in order to obtain further information.

Conclusion

This request complies with the Review and Decision Criteria of the Integrated Development Ordinance for Historic Design Standards and Guidelines. The proposed changes respond to challenges in implementing new design standards and regulations and historic district protections.

Sincerely,

*Leslie Naji*  
Senior Planner Landmarks Commission  
City of Albuquerque Planning Department

*Silvia Bolivar*  
Planner Landmarks Commission  
City of Albuquerque Planning Department
The following guidelines for historic buildings will be used by the Landmarks Commission in design review for contributing and non-contributing buildings in the Old Town HPO-5.

General Guidelines

1. Every reasonable effort should be made to provide a compatible use for buildings which will require minimum alteration to the building and its environment.

2. Rehabilitation work should not destroy the distinguishing qualities or character of the property and its environment. The removal or alteration of any historic material or architectural features should be held to the minimum, consistent with the proposed use.

3. Deteriorated architectural features should be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of original features, substantiated by physical or pictorial evidence, rather than on conjectural designs.

4. Many changes to buildings and environments which have taken place in the course of time are evidence of the history of the building and the neighborhood. These changes may have developed significance in their own right, and this significance should be recognized and respected.

5. The design and general appearance of any development or alteration in the Old Town Historic Zone should be limited to the range of colors and design options possible and commonly chosen in Albuquerque prior to the opening of the Santa Fe Railroad in April 1880. The design of any alteration to currently existing structures erected between 1880 and 1912 should be limited to the range of colors and design options possible and commonly chosen at the time of the building’s construction.

6. Contemporary design for new buildings and additions to existing buildings should not be discouraged if such design is compatible with the size, scale, color, material, and character of the neighborhood.

7. Wherever possible, new additions or alterations to buildings should be done in such a manner that if they were to be removed in the future, the essential form and integrity of the original building would be unimpaired.

8. Every effort should be made to safeguard the public welfare along vehicular and pedestrian traffic ways. Placement of walls, building projections, fences, planters, shrubs, signs, ramps, steps, etc. should be planned and positioned so that they do not present a potential hazard. Provisions for the handicapped should be planned so that the essential character of the property is not damaged.

9. Any security devices that prevent major features of doors and windows (eg. ornamental details, panels, glass panes, and mullions) from being clearly seen are prohibited.

10. Property owners considering installing security devices may contact LC staff for advice on how to increase security without detracting from the character of a building.

Exterior walls

Primary historic building materials should be preserved in place whenever feasible. When the material is damaged, then limited replacement, matching the original, may be considered. Primary historic building materials should never be covered or subjected to harsh cleaning treatments.
Guidelines

1. Retain and preserve exterior wall materials and details.
   - It is not appropriate to cover or replace historic wall materials, including shingles, stucco, brick and stonework with coatings or contemporary substitute materials. Synthetic materials such as stucco, panelized brick, masonite, vinyl, aluminum or other composite siding materials should not be applied as a covering over, or in place of, historic masonry materials or over any significant architectural feature.

2. It is not appropriate to remove or cover any detail associated with exterior walls, including decorative shingles, panels, brackets, bargeboards and corner boards.

3. If replacement of deteriorated wall materials or details is necessary, replace only the deteriorated portion in kind rather than the entire feature. Match the original in design, dimension, detail, texture, pattern and material. Consider a compatible substitute material only if using the original is not feasible.

4. Synthetic siding may be appropriate if:
   - The substitute materials are installed on a new addition
   - The substitute material is similar to the original material in design, dimension, detail, texture and pattern.

5. The painting of unpainted brick and masonry requires a certificate of Appropriateness. Painting brick or masonry is not considered a change of color, but a change to the character of the building and will not be permitted except under special circumstances:
   - A building was first painted prior to the establishment of the Historic Preservation Overlay Zone.
   - An instance where a building has poorly matched additions or repair work and the painting is designed to unify the disparate parts of the building.

6. When a stuccoed building is to be re-stuccoed, the original textures, if known, are recommended.

7. Exterior paint colors should be of a color pallet used at the period of significance for the district. This applies to new construction as well as all existing buildings.

8. Adobe deterioration and any resulting structural damage should be repaired, followed by careful restoration of the adobe building.
   - Careful attention should be given to replace, repair, and/or reproduce all damaged materials with traditional or original materials.
   - In patching and replacing adobe brick, every reasonable effort should be made to find clay with a texture and color similar to the original fabric.
   - In repairing loose and deteriorated adobe mortar, care should also be taken to match the original material, color, and texture. Most important, never replace adobe mud mortar with lime mortar or Portland cement mortar.
   - When adobe coatings deteriorate, they need to be replaced. Every effort should be made to recoat the surface with the same material that originally coated the surface.
   - When the coating has been mud plaster, the process requires that the deteriorated mud plaster be scraped off and replaced with like materials and similar techniques, attempting in all cases to match the repair work as closely as possible to the original. It is always better to cover adobe with mud plaster even though the mud plaster must be renewed more frequently.
9. If masonry requires repair or repointing, any new units or mortar shall match the original as closely as possible in strength and appearance.

10. If masonry requires cleaning, the gentlest possible method shall be used to It is not appropriate harm to masonry units. Sandblasting is not appropriate as it is likely to cause damage to the masonry.

**POLICY - Foundations**

Where the foundation is a character defining feature of a building, this should continue. Exposed materials should remain exposed.

**Guidelines**

1. Retain and preserve original foundations.
   - To prevent weakening of the structural system, it is not appropriate to remove or alter the original foundation.
   - It is not appropriate to enclose or infill between original pier foundations with any material that would not have been used historically. If solid infill is necessary, it should be recessed at least four (4) inches from the front of the pier, have a smooth finish and be painted a dark color to diminish its visual impact.
   - Consider lattice panels as infill between piers. Wood lattice should not touch the ground. Vinyl or composite lattice may be considered as alternatives.

2. Protect and maintain original foundations.
   - Vines and plant materials should not be allowed to grow on foundation walls since plants tend to retain moisture and keep the wall from properly drying.
   - Soil or pavement next to a foundation should slope away from the wall.
   - Gutters and downspouts should carry water away from the foundation.
   - Masonry foundation systems should be inspected, cleaned and re-pointed as needed according to masonry guidelines.

3. Repair deteriorated or damaged foundations through recognized maintenance and preservation methods.
   - Repair deteriorated materials in kind, matching the original in scale, configuration, detail and material.

**POLICY - Roofs**

The character of a historical roof should be preserved, including its form. Materials should be preserved whenever feasible.

**Guidelines**

1. Retain and preserve the original roof forms.
   - It is not appropriate altering the pitch of a historic roof.
• Preserve the original eave depth. It is not appropriate to alter, cover, or remove the traditional roof overhang.
• Retain and preserve original details, features and materials.
• It is not appropriate to remove character-defining roof features such as dormers, gables, vents, turrets and chimneys.
• Chimneys should be retained, particularly on primary facades. Approval for the demolition of unstable or damaged chimneys located behind the roof peak and not visible from the street may be granted in some cases.
• Original roof materials should be retained and preserved when feasible. If replacement of a roof feature or material is unavoidable, the new material shall be similar to the original material in appearance and consistent with the architectural style of the building. Asphalt shingles may be an acceptable replacement for wood shingles in some cases.
• Corrugated metal roofs should be replaced with the same material. Standing seem or V channel metal panels may be used in some instances.

2. It is not appropriate introducing new roof features or details to a historic building that may result in creating a false sense of history. New features may be approved if historically appropriate to a building’s style.

3. Introduce new gutters and downspouts as needed, with care so that no architectural features are damaged or lost.
   • Routinely clear clogged gutters and downspouts to prevent moisture damage to the building. Design downspouts so that water is diverted away from the building.

4. Skylights and other roof top devices.
   • It is not appropriate to introduce new roof features and roof top devices in locations that compromise the architectural integrity of the building.
   • Skylights must be flat or flush mounted and discretely located so they are barely visible from the street.
   • Solar panels and accessory components must preserve the roof profile and be discretely located so they are barely visible from the street.
   (See site Features: Solar Panels for additional guidance.)

POLICY - Porches and Entrances

Where a porch is a primary character-defining feature of a front facade, it should be retained in its original form. If a new (replacement) porch is proposed, it should be in character with the historic building in terms of scale, materials and detailing.

Guidelines

1. Retain and preserve porches and related entrances.
   • Existing materials, location, configuration, and dimensions of porches and entrances should not be altered, covered, or removed.
   • Deteriorated materials should be replaced to match the original in design, dimension and material. Consider a compatible substitute material only if using the original material is not feasible.
• If replacement of an entire porch or entrance is necessary because of deterioration, replace it in kind, matching the original in design, form, dimension, details, texture and material. Consider a compatible substitute material only if using the original material is not feasible.
• Where a historic porch does not meet current code requirements and alterations are required, sensitive modifications can be considered. Do not replace an original porch that can otherwise be modified to meet code requirements.
• Consider the enclosure of a historic porch to accommodate a new use only if the enclosure can be designed to preserve the historic character of the porch and façade. All porch enclosures should be plausibly reversible.
• Enclosing a porch with opaque materials that destroy the openness and transparency of the porch is inappropriate. If a porch is to be enclosed or screened, transparent materials must be used so that the original roof and supporting structures must remain visible and continue to define the enclosure. The new material must be placed behind the supporting structure and have a minimum number of new framing members.

2. Retain and preserve functional and decorative details, such as porch columns, balustrades, brackets, steps, piers, rails, ceilings, floors, entrance sidelights, transoms, pilasters and pediments.

• Original decorative elements such as spindle work, latticework, or bead board should not be altered or removed unless accurate restoration requires it.
• If replacement of a deteriorated detail of an entrance or porch is necessary, replace only the deteriorated detail in kind. New details should match the original in design, material, dimension and historic placement on the building.
• It is not appropriate to introduce new features or details that do not complement the historic architectural style or may result in creating a false sense of history.

3. Protect and maintain historic materials.

• Porches and entrances should be inspected regularly for signs of moisture damage, rust, structural damage or settlement and fungal or insect infestation.
• Porches and entrances should be adequately maintained through recognized preservation methods.

4. A rear porch may be a significant feature. Historically, these served a variety of utilitarian functions and helped define the scale of a back yard. Preservation of a rear porch should be considered as an option, when feasible; at the same time it is recognized that such a location is often the preferred position for an addition.

5. When no documentation of a historic porch or entrance exists, a new feature may be considered that is similar in character to those found on comparable buildings.

• Design and materials of the new feature should complement the original building.
• Buildings that historically did not have porches or pronounced entrance, should not introduce a new feature on a primary or secondary façade that may result in creating a false sense of history.

6. New features such as ramps to facilitate accessibility must be of simple design and complementary materials. The new element should be independently structured so that it is entirely reversible and can be removed without harm to historic building fabric.

POLICY - Windows and Doors
Guidelines

1. Retain and preserve the position, number, size and arrangement of historic windows and doors.
   • It is not appropriate to enclose, cover or fill in a historic window or door opening.
   • If additional openings are necessary for a new use, install them on a rear or non-character defining façade of the building.
   • New window and door openings on front facades shall be permitted only in locations where there is evidence that original openings have been filled with other material.
   • New openings must never compromise the architectural integrity of the building. The design of new window units shall be compatible with the overall character of the building, but should be distinguished as a later feature.

2. Replacement of windows and doors that have been altered and no longer match the historic character of the building is recommended.
   • If a window or a door is completely missing, replace it with a new unit based on accurate documentation or a new design to fit the original opening and compatible with the historic and architectural character of the building.

3. Retain and preserve functional and decorative features such as transoms and sidelights.

4. Retention and repair of original windows is the preferred option. If replacement of a historic window or door feature is unavoidable, consider replacing only the deteriorated feature in kind rather than the entire unit.
   • If replacement of a historic window or door feature is unavoidable, the replacement window or door shall match the original as closely as possible in size, proportion, operation (i.e. sash or casement) mullion pattern and material. The size of the opening shall not be altered.
   • Snap-in muntins and mullions may be acceptable for new or replacement window units on facades not visible from the public right-of-way. Snap in features should convey the scale and finish of true muntins and mullions, and be used on both the interior and exterior of the window.
   • The use of plastic, vinyl, metal or other unsympathetic materials is discouraged; excepting that wood windows with exterior aluminum cladding may be approved in some cases. Metal window frames may be used when replacing historic steel windows.
   • Re-glazing and adding additional layers of glass is acceptable, provided the glazing is within the profile of the original window.

5. Storm windows and doors are appropriate for energy conservation, provided that the existing window or door remains visible from the exterior.
   • Protective features should be made of wood (painted or unpainted) or anodized metal. Metal screen, storm or security doors without paint or an anodized finish are not appropriate.

6. Exterior shutters, operable or otherwise, shall not be added unless appropriate to the style of the building. They must be sized and placed to fit the window openings they flank.
POLICY - Details and Ornamentation

Details are important because they contribute to a historic building’s distinct visual character and should be preserved whenever feasible. If ornamental or architectural details are damaged beyond repair, replacement matching the original detailing is recommended.

Guidelines

1. Protect and maintain significant stylistic elements.
   • Distinctive stylistic features and examples of skilled craftsmanship should be treated with sensitivity. The best preservation procedure is to maintain historic features from the outset so that intervention is not required. Protection includes maintenance through rust removal, caulking, limited paint removal and reapplication of paint.

2. If replacement is necessary, design the new element using accurate information about original features.
   • The design should be substantiated by physical or pictorial evidence. In historic districts, intact structures of similar age may offer clues about the appearance of specific architectural details or features. Replacement details should match the original in scale, proportion, finish and appearance.

3. Develop a new design for the replacement feature that is a simplified interpretation when the original element is missing and cannot be documented.
   • The new element should relate to comparable features in general size, shape, scale and finish. Such a replacement should be identifiable as being new. Use materials similar to those that were used historically, if feasible.

POLICY - Additions

Additions to contributing historic buildings have a responsibility to complement the original structure, ensuring that the original character is maintained. They should reflect the design, scale and style of the original building. Older additions that have significance in their own right should be considered for preservation.
Guidelines

1. Retain and preserve original features and elements.
   • Minimize damage to the historic building by constructing additions to be structurally self-supporting and attach the addition to the original building carefully to minimize the loss of historic fabric.
   • Consider the reuse of original features and elements in the new construction where removal was required to accommodate an addition.

2. Design new additions to be in proportion, but subordinate to, the original building.
   • Additions should be constructed on secondary facades and to the rear of the original building. Additions constructed on secondary facades should be set back.
   • The addition’s height, mass and scale shall maintain an overall relationship to other contributing buildings on the block.
   • Additions should not visually overpower the original building.
   • Additions should not exceed 50% of the original building’s square footage.
   • Design an addition to complement existing elements and features, such as roof shape and slope. Shed roofs may be appropriate on some additions.
   • Additions should not convert a secondary façade into a primary façade.
   • Roof additions, such as dormers, should be added to rear and secondary facades.

3. Design new additions to be compatible yet discernible from the original building.
   • Additions should have similar materials and details, however; there should be a clear distinction between the historic building and new addition; consider simplifying details or slightly changing materials.
   • Additions should not reflect historic styles that pre-date the original building.
   • Contemporary design for an addition may be appropriate if the original building’s characteristic historic and architectural features are retained and the addition’s exterior materials complement those of the original building.

4. Exterior materials used on new additions should complement those materials found on contributing buildings in the neighborhood.

5. New windows should be similar in character to those of the historic building.
   • On primary facades of an addition, the solid to void ratio (percentage of windows to walls) should be similar to that of the historic building.

6. Existing additions to historic buildings may be removed if not associated with the period of significance, or if they detract from the architectural character of the building.
POLICY - New Buildings

New construction should add visual interest and a sense of scale to the streetscape and be compatible with the general characteristics of contributing buildings in the vicinity. New buildings should reflect designs traditionally used in the area.

Guidelines

1. Design new buildings to appear similar in scale to other buildings on the block.

2. Design a new building to reinforce a sense of human scale. This can be achieved with the use of:
   - Building materials of traditional dimensions
   - One-story porches
   - Solid to void ratios that are similar to traditional buildings
   - Windows should be recessed and similar in size and style to surrounding historic buildings.

3. Design the front elevation to appear similar in scale to neighboring contributing buildings.
   - On a two-story building there should be a one-story element such as a porch.
   - Building height is limited to 26 feet per the IDO.

4. Infill construction should enhance the pedestrian character of the district.
   - Entrances to new buildings shall be oriented towards the street
   - Maintain patterns of window and door proportions and placement found in the vicinity
   - Maintain the front setback most common on the block
   - The space between adjacent buildings should be the same as the average space between other buildings on the block
   - Parking and garages should be located towards the rear of the property.

5. Use building forms that are similar to those of contributing buildings on the block.

6. Use roof forms that are similar to contributing buildings on the block.
   - Flat roofs with parapets are appropriate in most Old Town settings
   - Hipped and gabled roofs should be used only where appropriate to the context.
7. Exterior materials used on new buildings should complement those materials found on contributing buildings in the neighborhood.
   • The use of stucco is the most common material for Old Town.
   • Wood is the preferred choice for windows and doors, although metal window frames may be appropriate in some contexts.
   • Roofing materials shall be similar in appearance to other buildings in the street.

8. Imitation of older historic styles is discouraged.
   • Interpretations of historic styles may be appropriate if they are subtly distinguishable as new buildings.
   • Incorporate details and ornamentation found on historic buildings within the context of new construction.

9. Simplified interpretations of traditional detail are encouraged.
   • New designs for details such as window and door trim, porch railings, columns add interest while remaining compatible with historic buildings.

POLICY – Accessory Buildings

Historic accessory buildings should be preserved when feasible. This may include preserving the structure in its present condition, rehabilitating it or adapting it to a new use.

Guidelines

1. Contributing accessory buildings should be preserved when feasible. The Landmarks Commission recognizes that these buildings may be inadequate to serve the needs of today’s families and businesses. Rehabilitation and adaptive use to serve a new function is encouraged. A Certificate of Appropriateness is required for demolition (see demolition section).

2. Alterations to contributing accessory buildings must follow guidelines for historic buildings.

3. New garages and accessory buildings should compliment the historic resource.
   • Accessory buildings must be subordinate to the main building.
   • The main building should inspire design for new garages with building details derived from the main building.
   • Building materials and finishes should be compatible with the main building, although some contemporary materials are acceptable substitutes for wood siding. Unfinished concrete block and plywood are not appropriate materials for new accessory buildings.
4. New accessory buildings should be sited towards the rear of the property and should not be located in front or side yards.

5. Access to these structures such as driveways shall be consistent with other existing driveways in the neighborhood.

6. Garage doors that are substantially visible from the public street must be of a style and material appropriate to the main building and the district.

7. Prefabricated storage sheds should be located in the rear yard in locations where they are not substantially visible from any street.

**POLICY - Site features and Streetscapes**

| Historic site features should be retained and new site features should be compatible with the architectural character of the historic district. |

**Guidelines**

1. Preserve historically significant site features which may include:

   • Historic retaining walls, gardens, driveways and walkways, some fences and street trees are examples of original site features that should be preserved.
   • Sidewalks, planting strips, street trees and street lighting are examples of historic streetscape elements that should be considered in all civic projects.
   • Street medians and other landscaped, public rights-of-way shall be maintained by the City of Albuquerque. Routine maintenance and repair do not require a Certificate of Appropriateness. Any alteration of the public rights-of-way is subject to approval by the Landmarks Commission.

2. The historic lot pattern creates a rhythm of buildings and the spaces between them and should be maintained.

   • Lots should not be consolidated or subdivided except, where lots have been consolidated in the past; re-platting to traditional lot size is desirable.

3. Preserve the historic grading design of the site.

   • Altering the overall appearance of the historic grading is not appropriate. While some changes may be considered, these should remain subordinate and the overall historic grading character shall be preserved.
• Any change of more than one foot in existing grade at any point within the front yard setback requires a Certificate of Appropriateness. In cases where a site’s grading is a character-defining feature that establishes the visual shape and visual appearance of the historic district, significantly altering or removing the grade is prohibited.

4. Grading and drainage plans required for new construction shall show both existing and proposed grades.

5. Maintain the planting strip.

• Impervious materials such as concrete and brick or concrete pavers are prohibited.
• City Ordinance prohibits the planting or removal of street trees in the parking strip or other public right-of-way without a permit from the City Forester.

6. Preserve historic fences and yard walls. Replace only those portions that are deteriorated beyond repair.

7. Materials for new fences must appear similar to those used historically.

• Simple designs consistent with historic iron fencing, coyote fencing, stucco walls and other historic types are recommended over more contemporary styles. In all cases, the fence components should be similar in scale to those seen historically in the neighborhood.
• Where an ornate style of fencing can be documented as having been present at the property, that historic fencing may be replicated.
• Split rail fencing and chain link fencing are not appropriate materials for the historic district and are prohibited.
• Vinyl and other synthetic fencing is reviewed on a case-by-case basis. In some instances, it may be allowed if it is not seen from the street.

8. Fences taller than three feet may be appropriate in side or rear yard; however, fences higher than 3 feet in a front yard will require a variance.

9. CMU block walls shall be stuccoed and architecturally integrated into the building.

10. Any existing retaining wall within the front yard setback area that faces a public right-of-way shall be maintained, repaired or restored in place. Retaining walls constructed of materials not common to the period of construction may be replaced with more appropriate materials. Railroad ties are not an appropriate material for new retaining walls or fencing.

11. Maintain the historic height of a retaining wall.

• Increasing the height of a wall is not appropriate. If a fence is needed for security, consider using a wrought iron one that is mounted on top of the wall. This will preserve the wall, allow views into the yard and minimize the overall visual impact of the new fence.

12. Preserve the materials and the historic finish of a historic masonry boundary or retaining wall when feasible.

• If portions of the wall are deteriorated, consider replacing only those portions that are beyond repair if a suitable material is available. Any replacement material shall match the
original in color, texture and finish. Masonry units of a size similar to that used historically shall be employed.

• If repointing is necessary, use a mortar mix that is similar to that used historically and apply it in a joint design that matches the original.
• Painting a historic masonry retaining wall, or covering it with stucco or other cementious coating, is not appropriate. Painting of previously unpainted masonry requires a Certificate of Appropriateness.

13. Parking areas and driveways.

• Avoid large expanses of parking
• Divide large parking lots (five or more spaces) with planting areas.
• Locate parking areas to the rear of the property when physical conditions permit.
• Parking shall not be located in the front yard, except in driveways. Existing driveways should not be widened or expanded. Paving in the front yard setback other than for driveways is prohibited.
• An alley should serve as the primary access to parking when conditions permit.

14. Screen parking areas from view of the street.

• Automobile headlight illumination should be screened from adjacent lots and the street
• Fences, walls and planting, or a combination of these should be used to screen parking.

15. Trellises and decks.

• A new trellis or deck should be located at the side or rear of the house and be compatible with the historic resource in material and design.
• It is not appropriate to introduce a new feature that may result a false sense of history. New features should be easily distinguished.
• Portals and trellises are appropriate shading devices. Shade sails are not appropriate to the historic district.
• Removable umbrellas at dining tables can be used.

16. Play equipment constructed for use by children does not require a Certificate of Appropriateness.

17. When accessibility accommodations are contemplated for contributing buildings, the new work shall be designed and installed to compliment to the existing structure.

• Designs for new ramps or other structures should be simple.
• Design should be sensitive to the character and massing of the existing building, however; it should not mimic the historic design.
• Landscaping, choice of building materials and compatible color choices are ways of minimizing the visual impact of a new feature.
• Installation of new ramps or other structures should be done in a manner that is reversible, and the work should be removed when the need is passed.
• Extensive modification of existing porches and stoops should be avoided.

18. Accessibility requirements for commercial and multi-family buildings shall be of complementary materials and style. Commercial quality landscaping may be required.
19. Mechanical equipment such as HVAC systems.

- Rear yards are the preferred location for mechanical units.
- Mechanical units are not allowed in the front yards of residential buildings unless the LC determines that there is no feasible alternative and screening from the street is provided.
- Mechanical units are permitted in side yards, but only if screened from the street and adjoining properties.

20. Satellite Dishes

- Dishes must be inconspicuously located to the rear of the property.
- If locating a dish to the side of the property is the only viable option, it must be set well back from the building frontage so that it is not clearly visible from the public right-of-way.
- Property owners should utilize the smallest dish possible to meet their needs.


- The use of ground based solar arrays is encouraged. Consider solutions that respect the building’s historic setting yet provide solar access in the present and over time.

- Arrays should be located in an inconspicuous location such as a rear or side yard, be low to the ground, and screened to limit visibility. Care should be taken to respect historic landscape, including materials and grading.

- The primary façade of a historic building is generally the most distinctive and thus most important elevation. Avoid placing panels on street-facing facades and roofs, including front and side street elevations, is not permitted.

- Place solar panels in areas that minimize their visibility from the public right-of-way such as below a parapet, behind a dormer or on a rear facing roof.

- Installations must not result in the permanent loss of significant character-defining features on historic buildings. Solar panels should not be located in areas that require alteration to character-defining features, such as changing an existing roof line or dormer. Avoid solutions that obstruct views of significant features, such as windows and decorative detailing, or views of neighboring historic properties in a historic district.

- Installations should not require or result in the permanent alteration of historic fabric. Solar panel installations should be reversible. Use of solar roof tiles, laminates, glazing and other technologies that require the removal of historic fabric or would permanently damage such fabric should be avoided. Consider the type and or condition of the material upon which installation is proposed as well as the method of installation and removal later on. It may also be possible, through the use of brackets, to minimize the points of attachment to a structure.

- Low profile panels are encouraged. Solar panels should be flush or mounted no higher than a few inches above the roofing surface and should not be visible above the roof line of a primary facade.

- Flat roofs provide an ideal surface for solar arrays. To minimize visibility, set the panels back from the edge and adjust the angle and height of the panels as necessary.
• Disjointed and multi-roof solutions are not appropriate. Panels should be set at angles consistent with the slope of the supporting roof; e.g., avoid solutions that would set panels at 70-degree angles when the roof slopes at a 45-degree angle.

• Panels should be located on a single roof and arranged in a pattern that matches the configuration of the roof upon which they are mounted.

• Ensure that panels, support structures and conduits blend into the resource. The visibility of solar panels and support structures can be substantially reduced if the color matches the historic building and reflectivity is minimized.

Demolition

The Landmarks and Urban Conservation Ordinance Chapter 14-12-8 (B)(7) states that demolition of any building exceeding 50 years old within a historic overlay zone requires a Certificate of Appropriateness, unless exempted by the specific development guidelines.

There is a strong presumption for the retention and rehabilitation of the late 19th and early 20th century buildings in the Old Town Historic Zone. Vernacular buildings of this period originally typified the area and their gradual loss erodes the locally distinctive qualities of the Historic Preservation Overlay Zone and diminishes its significance.

The following standards apply to the demolition of buildings in the Overlay Zone:

• Demolition of contributing buildings shall only be permitted if the LC determines, based on evidence from the property owner, that the property is incapable of producing a reasonable economic return as presently controlled and that no means of preserving the structure has been found.

• In making a determination on reasonable economic return, the LC may consider the estimated market value of the building, land and any proposed replacement structures, and financial details of the property as cited in the Ordinance.

• Demolition of non-contributing primary buildings is permitted without a Certificate of Appropriateness if plans for a replacement building have been approved by the LC and a building permit has been issued for the new construction.

• Demolition of non-contributing buildings without approved plans for a replacement building shall only be permitted if the LC determines, based on evidence from the property owner, that the property is incapable of producing a reasonable economic return as presently controlled, and that no means of preserving the structure has been found.

• Demolition of a non-contributing accessory building (as defined in the glossary of terms) requires a Certificate of Appropriateness Minor.
The following is from the approved IDO and is not being considered for change.

**Signage**

Harshly illuminated, oversize and poorly located signage is inappropriate to the historic context of Old Town. Visually intrusive signage of this kind introduces a starkly modern, urban ambience which diminishes the locally distinctive qualities of the area. A balance should be achieved between commercial and amenity considerations, and new or replacement signage must comply with the Design Standards and Guidelines for the HPO-5 Historic Old Town Zone, as amended with the IDO, November 20, 2017 and adopted by the Landmarks Commission.

**How to apply for a Certificate of Appropriateness for signage in the Old Town Historic Preservation Overlay Zone**

1. Make an application for a Certificate of Appropriateness with the City of Albuquerque Planning Department Service Center #2, (Ground Floor), Plaza Del Sol building, 600 2nd Street NW. You may contact the LC staff at 924-3891 for assistance with the application.

   The application requires the following supporting documentation:
   - A plan showing the location of the building
   - A drawing or photograph of the building elevation(s) showing the exact size and location of each sign
   - A detail drawing showing dimensions (size) and lettering, and specifying the materials and colors of each sign
   - A drawing showing the method of support for each sign, including additional materials, screws, etc.
   - A full description of the proposed illumination (if any)

2. Upon approval of Certificate of Appropriateness for signs in the Old Town Historic Zone, an application for a Sign Permit may be required. Applications should be made with the City of Albuquerque Planning Department - Building Center #1, (Ground Floor), Plaza Del Sol building, 600 2nd Street NW. An Application for a Sign Permit requires a Certificate of Appropriateness with all approved illustrations. Building and Safety Division may require additional information for Sign Permit review with regard to installation.

**IDO Cross References**
All Signage regulations in IDO Section 14-16-5-12 apply unless modified by Subsection 14-16-3-5(J).

• Subsection 14-16-5-12(F)(4)(b) for Portable Signs
• Subsection 14-16-5-12(I) Temporary Signs and Table 5-12-6 Temporary Sign Standards
• Subsection 14-16-5-12(F) On-premises Signs and Table 5-12-2 On-premises Signs in Mixed-use and Non-residential Zone Districts
• Subsection 14-16-5-12(G) Off-premises Signs

Prohibited Signs

a. Internally lit signs.
b. Signs that flash or blink or signs with visible bulbs, neon tubing, luminous paint, or plastics (with the exception of vinyl lettering), except for neon signs allowed pursuant to IDO Subsection 14-16-3-5(J)(3)(c)3.c.
c. Signs with wind-activated parts or that rotate or move in any manner.
d. Signs or any part of any sign that changes its message or picture.
e. Streamers.

Total Number of Signs

A total of 3 signs are allowed for any 1 establishment, pursuant to Table S1, with the following exceptions.

a. Portable signs, allowed pursuant to IDO Subsection 14-16-5-12(F)(4)(b), count toward this total.
b. Window signs, allowed pursuant to Table S1, do not count toward this total.
c. Temporary signs displayed on the day of an outdoor demonstration of retail goods, allowed pursuant to IDO Subsection 14-16-3-5(J)(3)(e)2, do not count toward this total.
d. Additional signs are allowed as follows:
   i. Restaurants are allowed an additional wall sign not to exceed 6 square feet.
   ii. An establishment with frontage on 2 or more streets is allowed 1 additional sign.
   iii. Premises with 2 or more establishments, at least 1 of which does not face the public right-of-way, are allowed additional signs as follows:
      a. Total sign area of any additional sign(s) shall not exceed 25 square feet.
      b. Within the sign sub-area established pursuant to IDO Subsection 14-16-3-5(J)(3)(c)3.b. below, establishments are allowed 1 additional wall sign.
      c. Establishments in other locations are allowed either 1 additional wall sign or 1 additional freestanding sign that shall not exceed a height of 10 feet above finished grade.
   d. The LC may approve 1 additional sign per premises where the LC determines that there is not reasonable visibility of the establishment(s) on the premises from the public right-of-way or adjacent property without such an additional sign or signs. Such signs shall meet the dimensional standards in Subsection d.iii.a through c above, as relevant to the location of the establishment(s).
iv. An additional wall or freestanding sign is allowed no more than 20 feet from the intersection of the public rights-of-way of 2 streets or alleys or the intersection of a public right-of-way and a parking lot with over 20 parking spaces.
   a. The sign area shall not exceed 3 square feet per establishment or 18 square feet total.
   b. The sign may advertise establishments on- or off-premises, as determined by the property owner where the sign is located, but all establishments advertised must be located within the HPO-5 boundary.
   c. Sign height for a freestanding sign shall not exceed 9 feet.

On-premises Signs

a. Sign types are allowed pursuant to Table S1.
b. Within a sign sub-area established within a 150-foot radius of the Plaza Park, different allowable sign types and other standards apply.
c. Neon signs are allowed as window signs but shall not flash or blink.
d. No sign shall exceed the height of the façade, eaves, or fire wall of a building, whichever is lower.
e. The display of signs on railings is prohibited.
### Table S1: On-premises Signs in Old Town HPO-5

<table>
<thead>
<tr>
<th>Sign Type</th>
<th>All Zone Districts</th>
<th>All Other Locations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wall Sign</td>
<td>On a façade facing a street that is designated as an arterial or a collector street in the LRTS Guide and that is wholly visible from an arterial street: 20 s.f. Other locations: 10 s.f.</td>
<td></td>
</tr>
<tr>
<td>Window Sign</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Canopy Sign</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Projecting Sign</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Freestanding Sign</td>
<td>Not allowed</td>
<td></td>
</tr>
<tr>
<td>Temporary Sign on the Day of an Outdoor Demonstration of Retail Goods</td>
<td>Ground floor: 4 s.f. Other floors: 5 s.f.</td>
<td>4 s.f.</td>
</tr>
<tr>
<td></td>
<td>3 s.f. each</td>
<td></td>
</tr>
</tbody>
</table>

### Outdoor Display

1. Outdoor retail sales and related display of “handcrafted items” are allowed on specified portions of the public sidewalk in accordance with Section 13-3-2-4 of ROA 1994 (Old Town Solicitations).
2. The display of retail goods is allowed on private premises on tables, cases, racks, kiosks, boards, or chairs, provided that all of the following requirements are met:
   i. The tables, cases, racks, kiosks, boards, or chairs shall be removed outside of business hours, unless they are allowed to be permanently affixed to a structure pursuant to the procedures for a Certificate of Appropriateness - Minor in IDO Subsection 14-16-6-5(D).
   iii. The display of retail goods on metal and/or plastic freestanding racks is prohibited.
   iv. The display of retail goods on railings is prohibited.
   v. The area of any one surface of an individual item or the total (cumulative) surface area of more than one item displayed by any one establishment shall not exceed 15 square feet.
3. The display of chili riistras is not restricted.

### Outdoor Demonstration

Outdoor demonstrations of the creation of retail goods that are for sale within the associated establishment are allowed, provided that all of the following requirements are met:
1. Only one demonstration is allowed at an establishment at any given time.
2. The demonstration shall take place in an outdoor area on the same premises as the establishment selling the item being demonstrated.
3. A demonstration is limited to any combination of the following elements:
   i. People demonstrating the creation of retail goods that are for sale within the associated establishment.
   ii. Tables or other functional items associated with the demonstration.
iii. The display of items created on the day of the demonstration.
iv. Temporary signs, which can only be displayed on the day of the demonstration and must be removed at the end of the demonstration.
4. A demonstration shall not be conducted within the public right-of-way or in a location that obstructs the public right-of-way.
5. A demonstration shall not obstruct any entrance to an establishment or access to any establishment.
6. All sales shall be conducted entirely indoors within the associated establishment.
NEIGHBORHOOD NOTIFICATION
Dear Neighborhood Representative:

In accordance with the procedures of the City of Albuquerque Integrated Development Ordinance (IDO) Subsection 14-16-6-4(C) Pre-Submittal Neighborhood Meeting, we are providing you with an opportunity to discuss the following application we will be making for a project proposed in Old Town HPO-5: Amendment to Historic Design Standards and Guidelines.

If you would like to have a Neighborhood Meeting about this proposed project, please respond to this request at sabolivar@cabq.gov within 15 days. If so, a Neighborhood Meeting facilitated by the City’s Alternative Dispute Resolution Office will be scheduled where the City of Albuquerque Planning Department will present the proposal, and we can discuss and answer questions or concerns you may have.

Contact information:
Leslie Naji, Senior Planner, Landmarks Commission, 505-924-3927, lnaji@cabq.gov
Silvia Bolivar, Planner, Landmarks Commission, 505-924-3844, sabolivar@cabq.gov

Project or Development Proposal site address and/or Location: Old Town HPO-5.

Name(s) of Agent/Project Owner, if different from contact name above: The amendment will impact all property and all property owners within the Old Town HPO-5.

Short Discussion of Proposal: The City of Albuquerque intends to submit an application to amend the Historic Design Standards and Guidelines for Old Town HPO-5 to be reviewed by the Landmarks Commission and decided by City Council. The area guidelines that are to be amended are within/near your Neighborhood Association or Coalition. You are receiving notice about the following change: Amendment to the text of the Historic Design Standards and Guidelines - Old Town HPO-5.

Albuquerque is recognized for its collection of distinctive historic resources that are enjoyed by residents, business owners, and visitors as links to the city’s heritage, and that set the stage for a vibrant future. Preserving these historic assets is essential to Albuquerque’s well-being, identity, and character. As such, the Historic Preservation Division and the Landmarks Commission have developed clear policies for protecting its unique historic areas. This includes maintaining written design standards and guidelines for a variety of actions related to properties within Albuquerque’s locally-designated preservation districts and for individual landmarks.

Other than IDO changes to signage and display, the last review and update to the Old Town Guidelines was carried out in April of 1998. Since the last update, there have been advances in technologies and building materials. Additionally, preservation methodologies have evolved since 1998, as recognized by the National Park Service in its approach to rehabilitation of historic buildings. The Landmarks Commission acknowledges the need to ensure that historic properties are able to take advantage of options while retaining historic character. Additionally, the integration of new building material and technologies in a sensitive manner is a goal of the Commission. The proposed amendments to the
Standards and Guidelines are intended to address current approaches to successfully incorporating new development within local preservation districts and landmarks.

The City Planning Department is offering a Neighborhood Meeting to discuss these changes with interested stakeholders. The meeting will be conducted via a Zoom meeting, which will be recorded and posted on the City’s website. Before submitting our application, we will send mailed and/or emailed Public Notice as required by IDO Subsection 6-1-1 to make you aware of the Landmarks Commission hearing about the project which will be reviewed and decided by City Council.

The intent is for the request to be heard by the Landmarks Commission on October 13, 2021, beginning at 3 p.m., and it will be held as a Zoom meeting. The phone number and web address will be posted in the Landmarks Commission agenda posted on October 8, 2021 at: https://www.cabq.gov/planning/boards-commissions/landmarks-commission/landmarks-commission-agendas-action-sheets

Sincerely,

Leslie Naji
Senior Planner Landmarks Commission
City of Albuquerque Planning Department

Silvia Bolivar
Planner Landmarks Commission
City of Albuquerque Planning Department

SILVIA BOLIVAR, PLA ASLA
Current Planner/ Landmarks Commission
(505) 924-3844
Email: sabolivar@cabq.gov
cabq.gov/planning
Note: Items with an asterisk (*) are required.

Neighborhood Meeting Request
for a Proposed Project in the City of Albuquerque

Date of Request*: August 26, 2021

This request for a Neighborhood Meeting for a proposed project is provided as required by Integrated Development Ordinance (IDO) **Subsection 14-16-6-4(K) Public Notice** to:

Neighborhood Association (NA)*: Sawmill Area NA

Name of NA Representative*: Dina Afek & Jaime Leanos

Email Address* or Mailing Address* of NA Representative1: dina.afek@gmail.com
Jaime.leanos@gmail.com

The application is not yet submitted. If you would like to have a Neighborhood Meeting about this proposed project, please respond to this request within 15 days.2

Email address to respond yes or no: sabolivar@cabq.gov

The applicant may specify a Neighborhood Meeting date that must be at least 15 days from the Date of Request above, unless you agree to an earlier date.

Meeting Date / Time / Location:

Project Information Required by **IDO Subsection 14-16-6-4(K)(1)(a)**

1. Subject Property Address* Old Town – HPO - 5
   Location Description All properties within Old Town – HPO-5

2. Property Owner* All property owners within Old Town – HPO - 5

3. Agent/Applicant* [if applicable]

4. Application(s) Type* per IDO **Table 6-1-1** [mark all that apply]
   - Conditional Use Approval
   - Permit (Carport or Wall/Fence – Major)
   - Site Plan
   - Subdivision (Minor or Major)

---

1 Pursuant to **IDO Subsection 14-16-6-4(K)(5)(a)**, email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

2 If no one replies to this request, the applicant may be submitted to the City to begin the review/decision process.
Vacation ________________________________ (Easement/Private Way or Public Right-of-way)
Variance
Waiver
Zoning Map Amendment
Other: Amendment to Design Standards & Guidelines in Old Town – HPO-5

Summary of project/request:

The City of Albuquerque intends to submit an application to amend the Historic Design Standards and Guidelines for Old Town – HPO-5 to be reviewed by the Landmarks Commission and would be decided by City Council.

5. This type of application will be decided by*: City Council
   OR at a public meeting or hearing by:
   - Zoning Hearing Examiner (ZHE)
   - Development Review Board (DRB)
   - Landmarks Commission (LC)
   - Environmental Planning Commission (EPC)
   - City Council

6. Where more information about the project can be found*:

Project Information Required for Mail/Email Notice by IDO Subsection 6-4[K](1)(b):

1. Zone Atlas Page(s)*: J-13

2. Architectural drawings, elevations of the proposed building(s) or other illustrations of the proposed application, as relevant*: Not applicable

3. The following exceptions to IDO standards will be requested for this project*:
   - Deviation(s)
   - Variance(s)
   - Waiver(s)

   Explanation:

4. An offer of a Pre-submittal Neighborhood Meeting is required by Table 6-1-1*: Yes No

---

3 Attach additional information, as needed to explain the project/request. Note that information provided in this meeting request is conceptual and constitutes a draft intended to provide sufficient information for discussion of concerns and opportunities.

4 Address (mailing or email), phone number, or website to be provided by the applicant

5. **For Site Plan Applications only**, attach site plan showing, at a minimum:
   a. Location of proposed buildings and landscape areas.
   b. Access and circulation for vehicles and pedestrians.
   c. Maximum height of any proposed structures, with building elevations.
   d. **For residential development**: Maximum number of proposed dwelling units.
   e. **For non-residential development**:
      - Total gross floor area of proposed project.
      - Gross floor area for each proposed use.

**Additional Information:**

1. From the IDO Zoning Map:
   a. Area of Property [typically in acres]
   b. IDO Zone District
   c. Overlay Zone(s) [if applicable] Old Town – HPO-5
   d. Center or Corridor Area [if applicable]

2. Current Land Use(s) [vacant, if none]

**Useful Links**

Integrated Development Ordinance (IDO):
https://ido.abc-zone.com/

IDO Interactive Map
https://tinyurl.com/IDOzoningmap

**Cc:**
Downtown Neighborhoods Association
Historic Old Town Property Owners Association
West Park NA
West Old Town NA

---

6 Available here: https://tinurl.com/idozoningmap
Dear Applicant:

Please find the neighborhood contact information listed below. Please make certain to read the information further down in this e-mail as it will help answer other questions you may have.

<table>
<thead>
<tr>
<th>Association Name</th>
<th>First Name</th>
<th>Last Name</th>
<th>Email</th>
<th>Address Line 1</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>Mobile Phone</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sawmill Area NA</td>
<td>Dina</td>
<td>Afek</td>
<td><a href="mailto:dina.afek@gmail.com">dina.afek@gmail.com</a></td>
<td>1503 Summer Avenue NW</td>
<td>Albuquerque</td>
<td>NM</td>
<td>87104</td>
<td>520-404-1988</td>
<td>505-463-5936</td>
</tr>
<tr>
<td>Sawmill Area NA</td>
<td>Jaime</td>
<td>Leanos</td>
<td><a href="mailto:jaime.leanos@gmail.com">jaime.leanos@gmail.com</a></td>
<td>1427 15th Street NW</td>
<td>Albuquerque</td>
<td>NM</td>
<td>87104</td>
<td></td>
<td>505-463-5936</td>
</tr>
<tr>
<td>Downtown Neighborhoods Association</td>
<td>Holly</td>
<td>Siebert</td>
<td><a href="mailto:chair@abqdna.com">chair@abqdna.com</a></td>
<td>408 11th Street NW</td>
<td>Albuquerque</td>
<td>NM</td>
<td>87102</td>
<td></td>
<td>505-463-5936</td>
</tr>
<tr>
<td>Downtown Neighborhoods Association</td>
<td>Jim</td>
<td>Clark</td>
<td><a href="mailto:treasurer@abqdna.com">treasurer@abqdna.com</a></td>
<td>516 11th Street NW</td>
<td>Albuquerque</td>
<td>NM</td>
<td>87102</td>
<td></td>
<td>505-463-5936</td>
</tr>
<tr>
<td>Historic Old Town Property Owners Association</td>
<td>Kathy</td>
<td>Hiatt</td>
<td><a href="mailto:historicoldtown@gmail.com">historicoldtown@gmail.com</a></td>
<td>110 San Felipe Street NW</td>
<td>Albuquerque</td>
<td>NM</td>
<td>87104</td>
<td>505-715-1609</td>
<td>505-715-1609</td>
</tr>
<tr>
<td>Historic Old Town Property Owners Association</td>
<td>Jim</td>
<td>Hoffsis</td>
<td><a href="mailto:treahobooks@yahoo.com">treahobooks@yahoo.com</a></td>
<td>2012 South Plaza Street NW</td>
<td>Albuquerque</td>
<td>NM</td>
<td>87104</td>
<td>505-242-7204</td>
<td>505-242-9987</td>
</tr>
<tr>
<td>West Park NA</td>
<td>Lea</td>
<td>Pino</td>
<td><a href="mailto:lea@thecasapino.com">lea@thecasapino.com</a></td>
<td>2203 New York Avenue SW</td>
<td>Albuquerque</td>
<td>NM</td>
<td>87104</td>
<td>917-569-6421</td>
<td>505-400-3508</td>
</tr>
<tr>
<td>West Park NA</td>
<td>Matt</td>
<td>Celesky</td>
<td><a href="mailto:deadanimaldesign@hmnh.org">deadanimaldesign@hmnh.org</a></td>
<td>2213 New York Avenue SW</td>
<td>Albuquerque</td>
<td>NM</td>
<td>87104</td>
<td></td>
<td>505-980-0964</td>
</tr>
<tr>
<td>West Old Town NA</td>
<td>Glen</td>
<td>Effertz</td>
<td><a href="mailto:gteffertz@gmail.com">gteffertz@gmail.com</a></td>
<td>2918 Mountain Road NW</td>
<td>Albuquerque</td>
<td>NM</td>
<td>87104</td>
<td></td>
<td>505-842-6620</td>
</tr>
<tr>
<td>West Old Town NA</td>
<td>Gil</td>
<td>Clarke</td>
<td><a href="mailto:g.clarke45@comcast.net">g.clarke45@comcast.net</a></td>
<td>2630 Aloysia Lane NW</td>
<td>Albuquerque</td>
<td>NM</td>
<td>87104</td>
<td></td>
<td>505-842-6620</td>
</tr>
</tbody>
</table>

**PLEASE NOTE:** The ONC does not have any jurisdiction over any other aspect of your application beyond this neighborhood contact information. We can’t answer questions about sign postings, pre-construction meetings, permit status, site plans, buffers, or project plans, so we encourage you to contact the
Planning Department at: 505-924-3857 Option #1, e-mail: devhelp@cabq.gov, or visit: https://www.cabq.gov/planning/online-planning-permitting-applications with those types of questions.

You will need to e-mail each of the listed contacts and let them know that you are applying for an approval from the Planning Department for your project. Please use this online link to find the required forms you will need to submit. https://www.cabq.gov/planning/urban-design-development/public-notice. Once you have e-mailed the listed contacts in each neighborhood, you will need to attach a copy of those e-mails AND a copy of this e-mail from the ONC to your application and submit it to the Planning Department for approval.

If your application requires you to offer a neighborhood meeting, you can click on this link to find required forms to use in your e-mail to the neighborhood association(s):
http://www.cabq.gov/planning/urban-design-development/neighborhood-meeting-requirement-in-the-integrated-development-ordinance

If your application requires a pre-application or pre-construction meeting, please plan on utilizing virtual platforms to the greatest extent possible and adhere to all current Public Health Orders and recommendations. The health and safety of the community is paramount.

If you have questions about what type of notification is required for your particular project or meetings that might be required, please click on the link below to see a table of different types of projects and what notification is required for each:
https://ido.abc-zone.com/integrated-development-ordinance-ido#page=393

Thanks,

Dalaina L. Carmona
Senior Administrative Assistant
Office of Neighborhood Coordination
Council Services Department
1 Civic Plaza NW, Suite 9087, 9th Floor
Albuquerque, NM 87102
505-768-3334
dlcarmona@cabq.gov or ONC@cabq.gov
Website: www.cabq.gov/neighborhoods

Confidentiality Notice: This e-mail, including all attachments is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited unless specifically provided under the New Mexico Inspection of Public Records Act. If you are not the intended recipient, please contact the sender and destroy all copies of this message.
Public Notice Inquiry For:
   Landmarks Commission

If you selected "Other" in the question above, please describe what you are seeking a Public Notice Inquiry for below:

Contact Name
   Silvia Bolivar

Telephone Number
   (505) 924-3844

Email Address
   sabolivar@cabq.gov

Company Name
   City of Albuquerque Planning Department

Company Address
   600 Second Street NW, 3rd Floor

City
   Albuquerque

State
   NM

ZIP
   87102

Legal description of the subject site for this project:
   Old Town - HPO-5

Physical address of subject site:
   Old Town

Subject site cross streets:
   Central/Mountain

Other subject site identifiers:
   Old Town - HPO-5

This site is located on the following zone atlas page:
   J-13
August 26, 2021

RE: City Application – Historic Design Standards and Guidelines – HPO-5

Dear Property Owner:

The City of Albuquerque is submitting an application to amend the Historic Design Standards and Guidelines for the Old Town Historic Protection Overlay Zone (HPO-5) to be reviewed and recommended by the Landmarks Commission (LC) and decided by City Council. This letter is mailed notice to property owners who own land in or abutting Old Town HPO-5 that would be subject to the area design standards and guidelines proposed.

This letter serves as official mailed notice to the property owner addressed on this envelope, in accordance with the procedures of the Integrated Development Ordinance (IDO) Subsection 14-16-6-4(K)(3)(c) Notice to Property Owners.

Albuquerque is recognized for its collection of distinctive historic resources that are enjoyed by residents, business owners, and visitors as links to the city’s heritage, and that set the stage for a vibrant future. Preserving these historic assets is essential to Albuquerque’s well-being, identity, and character. As such, the Historic Preservation Division and the Landmarks Commission have developed clear policies for protecting its unique historic areas. This includes maintaining written design standards and guidelines for a variety of actions related to properties within Albuquerque’s locally-designated preservation districts and for individual landmarks.

Other than IDO changes to signage and display, the last review and update to the Old Town Guidelines was carried out in April of 1998. Since the last update, there have been advances in technologies and building materials. Additionally, preservation methodologies have evolved since 1998, as recognized by the National Park Service in its approach to rehabilitation of historic buildings. The Landmarks Commission acknowledges the need to ensure that historic properties are able to take advantage of options while retaining historic character. Additionally, the integration of new building material and technologies in a sensitive manner is a goal of the Commission. The proposed amendments to the Standards and Guidelines are intended to address current approaches to successfully incorporating new development within local preservation districts and landmarks.

Albuquerque - Making History 1706-2006
The request will be heard by the LC on **October 13, 2021** at **3:00 pm.** online via Zoom.

Zoom link:  [https://cabq.zoom.us/j/2269592859](https://cabq.zoom.us/j/2269592859)
To dial in by phone: (346) 248-7799, Meeting ID: 226 959 2859

Additional information about this request will be posted on the following webpage, as it becomes available:[https://www.cabq.gov/planning/boards-commissions/landmarks-commission/landmarks-commission-agendas-action-sheets](https://www.cabq.gov/planning/boards-commissions/landmarks-commission/landmarks-commission-agendas-action-sheets)

Sincerely,

**Leslie Naji**

Leslie Naji  
Senior Planner  
Landmarks Commission  
City of Albuquerque Planning Department

**Silvia Bolivar**

Silvia Bolivar  
Planner  
Landmarks Commission  
City of Albuquerque Planning Department
Public Notice of a Proposed Project in the City of Albuquerque
for Decisions Requiring a Meeting or Hearing
Mailed to a Property Owner

Date of Notice*: August 26, 2021

This notice of an application for a proposed project is provided as required by Integrated Development
Ordinance (IDO) Subsection 14-16-6-4(K) Public Notice to:

Property Owner within 100 feet*: 

Mailing Address*: 

Project Information Required by IDO Subsection 14-16-6-4(K)(1)(a)

1. Subject Property Address* Old Town – HPO-5
   Location Description All properties within Old Town – HPO-5

2. Property Owner* All property owners within Old Town – HPO-5

3. Agent/Applicant* [if applicable]

4. Application(s) Type* per IDO Table 6-1-1 [mark all that apply]
   - Conditional Use Approval
   - Permit (Carport or Wall/Fence – Major)
   - Site Plan
   - Subdivision (Minor or Major)
   - Vacation (Easement/Private Way or Public Right-of-way)
   - Variance
   - Waiver
   - Other: Amendment to Design Standards and Guidelines in Old Town – HPO-5

Summary of project/request1*:

The City of Albuquerque intends to submit an application to amend the Historic Design Standards and Guidelines for
Old Town – HPO-5 to be reviewed by the Landmarks Commission and decided by City Council.

5. This application will be decided at a public meeting or hearing by*: City Council
   - Zoning Hearing Examiner (ZHE)
   - Development Review Board (DRB)
   - Landmarks Commission (LC)
   - Environmental Planning Commission (EPC)

1 Attach additional information, as needed to explain the project/request.
Date/Time*: October 13, 2021 at 3 pm

Location*: Via Zoom

Agenda/meeting materials: http://www.cabq.gov/planning/boards-commissions

To contact staff, email devhelp@cabq.gov or call the Planning Department at 505-924-3860.

6. Where more information about the project can be found*

Please contact Leslie Naji or Silvia Bolivar for more information at Inaji@cabq.gov or sabolivar@cabq.gov

Project Information Required for Mail/Email Notice by IDO Subsection 6-4[K](1)(b):

1. Zone Atlas Page(s)*: J-13

2. Architectural drawings, elevations of the proposed building(s) or other illustrations of the proposed application, as relevant*: Not applicable

3. The following exceptions to IDO standards have been requested for this project*:

<table>
<thead>
<tr>
<th>Deviation(s)</th>
<th>Variance(s)</th>
<th>Waiver(s)</th>
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Explanation*:

4. A Pre-submittal Neighborhood Meeting was required by Table 6-1-1: Yes No

Summary of the Pre-submittal Neighborhood Meeting, if one occurred:

5. For Site Plan Applications only*, attach site plan showing, at a minimum:

a. Location of proposed buildings and landscape areas.*

b. Access and circulation for vehicles and pedestrians.*

c. Maximum height of any proposed structures, with building elevations.*

---

2 Physical address or Zoom link

3 Address (mailing or email), phone number, or website to be provided by the applicant

4 Available online here: http://data.cabq.gov/business/zoneatlas/
[Note: Items with an asterisk (*) are required.]


d. **For residential development***:** Maximum number of proposed dwelling units.

e. **For non-residential development***:
   - Total gross floor area of proposed project.
   - Gross floor area for each proposed use.

**Additional Information:**

From the IDO Zoning Map⁵:

1. Area of Property [typically in acres] ___________________________________________________________________
2. IDO Zone District ___________________________________________________________________
3. Overlay Zone(s) [if applicable] __Old Town – HPO-5 _______________________________________
4. Center or Corridor Area [if applicable] ___________________________________________________________________
   Current Land Use(s) [vacant, if none] ___________________________________________________________________

**NOTE:** Pursuant to **IDO Subsection 14-16-6-4(L)**, property owners within 330 feet and Neighborhood Associations within 660 feet may request a post-submittal facilitated meeting. If requested at least 15 calendar days before the public meeting/hearing date noted above, the facilitated meeting will be required. To request a facilitated meeting regarding this project, contact the Planning Department at devhelp@cabq.gov or 505-924-3955.

**Useful Links**

- Integrated Development Ordinance (IDO):
  [https://ido.abc-zone.com/](https://ido.abc-zone.com/)

- IDO Interactive Map
  [https://tinyurl.com/IDOzoningmap](https://tinyurl.com/IDOzoningmap)

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⁵ Available here: [https://tinurl.com/idozoningmap](https://tinurl.com/idozoningmap)
OFFICIAL PUBLIC NOTIFICATION FORM
FOR MAILED OR ELECTRONIC MAIL NOTICE
CITY OF ALBUQUERQUE PLANNING DEPARTMENT

PART I - PROCESS
Use Table 6-1-1 in the Integrated Development Ordinance (IDO) to answer the following:

Application Type: Historic Design Standards and Guidelines
Decision-making Body: City Council

Pre-Application meeting required: X Yes No
Neighborhood meeting required: X Yes No
Maile Notice required: X Yes No
Electronic Mail required: X Yes No

Is this a Site Plan Application: Yes No Note: if yes, see second page

PART II - DETAILS OF REQUEST
Address of property listed in application: Properties within Old Town - Habisse
Name of property owner: Multiple owners within Old Town - Habisse
Name of applicant: City of Albuquerque, Planning Department
Date, time, and place of public meeting or hearing, if applicable: October 13, 2021 at 3:00 pm

Address, phone number, or website for additional information:
Zoom link: https://cabq.zoom.us/j/2269592859
To dial in by phone: (346) 248-7799, Meeting ID: 226 959 2859

PART III - ATTACHMENTS REQUIRED WITH THIS NOTICE
Zone Atlas page indicating subject property. J-13
Drawings, elevations, or other illustrations of this request.
Summary of pre-submittal neighborhood meeting, if applicable.
Summary of request, including explanations of deviations, variances, or waivers.

IMPORTANT: PUBLIC NOTICE MUST BE MADE IN A TIMELY MANNER PURSUANT TO
SUBSECTION 14-16-6-4(K) OF THE INTEGRATED DEVELOPMENT ORDINANCE (IDO).
PROOF OF NOTICE WITH ALL REQUIRED ATTACHMENTS MUST BE PRESENTED UPON
APPLICATION.

I certify that the information I have included here and sent in the required notice was complete, true, and
accurate to the extent of my knowledge.

Silvia Bolivar (Applicant signature) August 26, 2021 (Date)

Note: Providing incomplete information may require re-sending public notice. Providing false or misleading information is
a violation of the IDO pursuant to IDO Subsection 14-16-6-9(B)(3) and may lead to a denial of your application.

CITY OF ALBUQUERQUE, PLANNING DEPARTMENT, 600 2ND ST. NW, ALBUQUERQUE, NM 87102 505.924.3860
www.cabq.gov
Printed 11/1/2020
### PART IV – ATTACHMENTS REQUIRED FOR SITE PLAN APPLICATIONS ONLY

Provide a site plan that shows, at a minimum, the following:

- **a.** Location of proposed buildings and landscape areas.
- **b.** Access and circulation for vehicles and pedestrians.
- **c.** Maximum height of any proposed structures, with building elevations.
- **d.** For residential development: Maximum number of proposed dwelling units.
- **e.** For non-residential development:
  - Total gross floor area of proposed project.
  - Gross floor area for each proposed use.
CITY OF ALBUQUERQUE
LAND USE FACILITATION PROGRAM PROJECT MEETING REPORT
Old Town Historic Preservation Overlay-5 Guidelines Review

Project: OT HPO-5 Pre-Submittal Review for Landmarks Commission Hearing
Property Description/Address: Old Town Historic Preservation Overlay Zone (HPO-5)
Date Submitted: September 11, 2021
Submitted By: Jocelyn M. Torres and Philip Crump
Meeting Date/Time: September 9, 2021 5:00-7:00 PM
Meeting Location: Zoom
Facilitator: Jocelyn M. Torres
Co-facilitator: Philip Crump
Applicant: CABQ Landmarks Commission City Planners
Architect/Agent – Leslie Naji, Landmarks Senior Planner; Silvia A Bolivar, Landmarks Planner
Neighborhood Associations/Interested Parties – Downtown Neighborhoods NA, Historic Old Town Property Owners Association, Sawmill Area NA, West Old Town NA, West Park NA.

Background/Meeting Summary:

This informational meeting was requested by West Park Neighborhood Association to review the Historic Protection Overlay Guidelines for the Old Town Historic Overlay Zone. The general Guidelines for all historic areas in the city were first brought forward in 1993, but were not formally ratified and adopted. The Guidelines under consideration at this meeting include some recent additions specific to Old Town*. Absent local Guidelines, basic standards for renovation in Old Town have come from Federal (Secretary of the Interior) preservation Guidelines.

The proposed Guidelines will be reviewed by the Landmarks Commission. If approved, the Guidelines will then be forwarded to City Council for adoption.

The meeting included discussion, led by the Landmarks Commission staff planners, of some of the proposed additions, some of the background for particular points, and mention of some of the plans and hopes for further protections for Old Town as well as other historic areas.

* In the review copy of the Guidelines, the additions are indicated in purple text.

Outcomes:

- Areas of Agreement:
  - Neighbors expressed appreciation for the work of the Commission planners, the effort to bring the protections to Old Town and the opportunity to have their voices heard.

Meeting Specifics:

1) Introductions.
   a. Facilitators: Jocelyn M. Torres: nmlawyer09@comcast.net and Philip Crump: phcrumpsf@gmail.com. Independent contractors with CABQ.
   b. Landmarks Commission Planners: Leslie Naji and Silvia Bolivar.
   c. Participants.
2) Guidelines background.
   a. The area includes not only Old Town proper but also the residential area bounded by Lomas, San Pasquale, Old Town Road and 19th Street.
      i. This area had been represented by the Downtown Area NA, but needed more protection.
      ii. It was incorporated through the IDO a few years ago as part of the Old Town District to protect them from demolitions that that could take place without review.
   b. The 1993 Guidelines, though not adopted, offered a basic framework for directing what people could and could not do in working on historic properties.
      i. The intention of the Guidelines is “to act as a tool to help manage change and protect the City of Albuquerque’s architectural and historical resources.”
         1. Old Town is an area vital to the character of Albuquerque—to continue to represent what Albuquerque has grown from and to be proud of what that is.
      ii. The only specific Guidelines for Old Town referred to signage and demonstrations.
         1. One of the things specific to Old Town is guidance regarding period-specific and consistent colors, which are not restricted in any other historic area in the city.
         iii. Also, the federal Guidelines allow contemporary construction, so long as the massing is consistent with the area.
            1. That seemed inappropriate to Old Town, to preserving the historic character.

3) Guideline Elements specific to Old Town.
   a. Certificate of Appropriateness from the Landmarks Commission is required for proposed exterior work on a historic property.
      i. The policy will be expanded in a future booklet to explain the requirements to property owners.
   b. Exterior Walls are not to be modified in ways that are not consistent with the historic character of the structure, in masonry materials, stucco or paint colors and texture.
      i. White paint (or whitewash, if any) should be returned to a historic brown or tan color.
      ii. The Guidelines for adobe restoration follow the State Guidelines, especially for the type of mortar and how things are to be protected.
      iii. Similarly, brickwork needs to be addressed carefully—inappropriate mortar can do more damage than good.
         1. Landmarks Planners are available to respond to questions about the best ways people can protect their properties.
   c. Roofs
      i. Gutters and brackets should match or reproduce historic elements.
      ii. Skylights should be limited in number and minimize alteration of the roof structure.
   d. Porches were meant to be open exterior spaces and should not be enclosed in any way.
      i. Porches, Galleries and balconies are not permitted at street elevations where they did not exist previously, where they were historically inappropriate (inconsistent with the area or style), or if they cover important architectural features.
ii. Decks are not permitted if visible from the public right of way, and not generally approved for front yards, with the possible exception of ADA access.

e. Site features
   i. Front yard fences higher than 3 feet would require a variance, as in any part of the city.
      1. Chain-link fences are not permitted.
   ii. Solar panels are not to be visible on front or side elevations.
   iii. Exterior lighting should be historically appropriate.
      1. Other Guidelines are within IDO Guidelines for lighting compliance.

f. Demolition
   i. One section on demolition was deleted, leaving the Commission to approve the plan.
      1. Sometimes, removing a contributing structure can leave a void in the neighborhood fabric and result in further deterioration.

4) Enforcement.
   a. When people buy historic properties they do not always know about Certificates of Appropriateness and what is required; they do not pay attention to Guidelines.
      i. They build whatever they think they can.
      ii. Even though these 1993 Guidelines were not in place, properties were reviewed under the general historic properties standards.

b. Q: What happens when something out of compliance has already been built?
   i. If something that is now inappropriate was previously allowed and permitted, it does not have to be changed.
   ii. Now, Code Enforcement is responsible for inspections.
      1. They would do an inspection and issue a letter if the property is found out of compliance and give them a time period to make corrections.
         a. It is a problem that some inspectors may not be familiar with historic properties and what is involved.
   iii. It would be helpful for Landmarks to have its own inspector, who could respond quickly and issue a Stop Work Order if a Certificate of Appropriateness has not been issued. The Planners would also like to include fines for enforcement purposes.
   iv. There is an inappropriate porch addition to the new tap room.
      1. It has a porch extension with a roof of corrugated plastic of some sort.
         a. The material is not permitted in Old Town.
         b. To our knowledge, there is no Certificate of Appropriateness.
   v. Some years ago, a fountain was installed that was not historically appropriate, even though people liked it.
      1. The owners were called and possible solutions were discussed.
         a. Ultimately, the owners decided to remove the fountain.
   vi. Q: What about shade sails?
      1. They have not yet been addressed, though they are useful in providing shade and can be taken down at the end of summer.
c. If owners work with the Commission first, they can build appropriately without having spent a lot of money for something that has to be changed or removed.

d. Education of real estate agents, property owners and residents would help remedy some of these problems.

5) Outreach.

a. As a first step, Landmarks staff are reaching out to historic areas in the city to find out whether they are interested in getting on the National Register of Historic Places.

i. The second step is to become a Historic Protection Overlay Zone.

ii. With the National Register designation, residents can get income tax credits—not property tax credits—for work they may be doing.

iii. People might appreciate the historic nature and other people might feel that it would limit their flexibility to do what they want with their properties, but the registration it has no restrictions.

1. Protection of properties only comes with HPO designation.

iv. Landmarks Planners are available for presentation to neighborhoods.

MEETING ADJOURNED

Hearing details:
Landmarks Commission will conduct a Zoom Hearing on Thursday October 13, 2021, 3 p.m.
The phone number and web address will be posted in the Commission Agenda as of October 8, 2021 at:

Additional Comments and questions for inclusion in the Commission packet materials should be sent no later than October 6th to:
Leslie Naji  Landmarks Comm. Senior Planner  lnnaji@cabq.gov  or to
Silvia A Bolivar  Planner, Landmarks Commission  sabolivar@cabq.gov

Names & Affiliations of Attendees and Interested Parties (unable to attend)
Holly Siebert  Downtown Neighborhoods NA
Jim Clark  Downtown Neighborhoods NA
Kathy Hiatt  Historic Old Town POA
Silvia Ramos Cruz  Historic Old Town POA
Jessie Ehrenberg  Historic Old Town POA
Jim Hoffsis  Historic Old Town POA
Dina Atek  Sawmill Area NA
Jaime Leanos  Sawmill Area NA
Glenn Effertz  West Old Town NA
Gil Clarke  West Old Town NA
Lea Pino  West Park NA
Matt Celesky  West Park NA
Peter Rice  Downtown Albuquerque News
Marie Coleman  Church Street Café
Leslie Naji  Landmarks Comm. Senior Planner
Silvia A Bolivar  Planner, Landmarks Commission
Tyson Hummell  CABQ ADR Coordinator
Jocelyn M. Torres  Land Use Facilitator
Philip Crump  Land Use Facilitator
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219 RICHMOND DR SE
ALBUQUERQUE NM 87106

SUTTON JAMES R
214 SAN PASQUALE AVE NW
ALBUQUERQUE NM 87104-1431

SAWYER KATHERINE M TRUSTEE
SAWYER RVT
14505 CLUB VILLA DR UNIT F
COLORADO SPRINGS CO 80921-2723

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4333 PAN AMERICAN FWY NE SUITE A
ALBUQUERQUE NM 87107-6833

COLBERT KATHRYN HENDON
1911 LOMAS BLVD NW
ALBUQUERQUE NM 87104-1207

BACA RUDOLPH F
PO BOX 7123
ALBUQUERQUE NM 87194-7123

SANCHEZ TOMAS & IRENE M
1830 MARBLE AVE NW
ALBUQUERQUE NM 87104-1354

BACA RUDOLPH F & PURCELLA CELIA L
2943 CARLOTA RD NW
ALBUQUERQUE NM 87104-2805

CHAVEZ MARY ANN & EILEEN MARSHA
1809 SLATE AVE NW
ALBUQUERQUE NM 87104-1319

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13631 APACHE PLUME PL NE
ALBUQUERQUE NM 87111

BOTTGER MANSION OF OLD TOWN LLC
NEW MEXICO LIMITED LIABILITY COMPANY
110 SAN FELIPE ST NW
ALBUQUERQUE NM 87104-1425

TUCKER BILL & BACA MONICA K CO TRUSTEES TUCKER/BACA RVT & BACA LUCILLE A
10105 GUADALUPE RD NW
ALBUQUERQUE NM 87114-2014

SIDEWAYS 8 LLC
5301 VISTA LEJANA NE
ALBUQUERQUE NM 87111-6702

SHIBANOVA NATALIA TRUSTEE
SHIBANOVA FAMILY TRUST
PO BOX 22003
SAN DIEGO CA 92192-2003

PETERSON PROPERTIES C/O WALGREEN CO RE PROPERTY TAX DEPT
PO BOX 1159
DEERFIELD IL 60015-6002

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ALBUQUERQUE NM 87108

GARCIA FAMILY LLC
9121 EAGLE ROCK AVE NE
ALBUQUERQUE NM 87122

HARTMAN GERALD S & HARTMAN TIMOTHY R
3812 PEDRONCELLI RD NW
ALBUQUERQUE NM 87107-3084

SANCHEZ ERNEST & PRISCILLA
1805 SLATE AVE NW
ALBUQUERQUE NM 87104-1319

TBJ FAMILY LIMITED PARTNERSHIP
2020 S PLAZA ST NW
ALBUQUERQUE NM 87104-1400

CASTILLO JOHANNA M
241 55TH ST NW
ALBUQUERQUE NM 87105

NM PROPERTY INVESTORS LLC & FAMILY HOME PROVIDERS INC
2101 NEW YORK AVE SW
ALBUQUERQUE NM 87104-1629

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COLBERT KATHRYN HENDON
1911 LOMAS BLVD NW
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