

# Development Process Manual Executive Committee Minutes, 2016

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**Coverage:** 9 eligible meeting records located through an exhaustive review of the official City source family for 2016, ordered by meeting date. Any agenda is expressly labelled under the missing-minutes policy.

## Record note

No meeting was held from February through May 2016. From August the committee met at 2:00 p.m. and moved toward two meetings a month. The December 21, 2016 meeting was cancelled. The posted November 16 minutes are the unamended text: the approved version deleted the last sentence under New Business.

## **Compilation provenance**

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### ***How to cite a section***

Cite the original City document title and date shown on its provenance sheet. Use the original archive URL when a stable file citation is required; use this compilation only as a convenient collected edition.

***Original City record***

## **Minutes, January 20, 2016: Chapter 28 deferred; Chapter 23 and ABC-Z updates**

**Meeting date:** 2016-01-20

**Original pages:** 2

**Inventory ID:** src-f34377f7d362089c

**Official City source:** <https://documents.cabq.gov/planning/development-process-manual/development-process-manual-executive-committee-meeting-minutes-jan-20-2016.pdf>

**Byte-identical archived original:** <https://files.abqinfo.com/development-land-use/development-process/cabq-dpm-executive-committee-minutes-2016-01-20.pdf>

**Original SHA-256:** ffc759578edaefbfc3bc41e679edf89510e5219b1d8dffdee325f945d76a25bf

**Original size:** 50,286 bytes

The complete original document begins on the following page. It remains separately available at the archive URL above.

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

**Wednesday, January 20, 2016 – 3:00 P.M.  
Plaza Del Sol Building Basement Hearing Room**

**1. CALL TO ORDER - Quorum**

A Meeting of the Development Process Manual Executive Committee was called to order by Co-Chair Suzanne Lubar at 3:10 p.m. on Wednesday, January 20, 2016 in the Basement Hearing Room of the Plaza del Sol Building (Albuq., NM).

**Committee Members Present:**

Shahab Biazar, COA City Engineer  
Russell Brito, COA Urban Design and Development Division Manager  
Kris Cadena, ABCWUA  
Daniel Dietz, Assistant City Attorney  
Savina Garcia, Wilson and Co.  
Melissa Lozoya, COA DMD Acting Director, Co-Chair  
Suzanne Lubar, COA Planning Director, Co-Chair  
Bruce Stidworthy, Bohannon-Huston, Inc.

**Committee Members Absent:**

Ron Bohannon, Tierra West, LLC  
Christopher Gunning, Dekker, Perich, Sabatini  
Jay Rembe, Rembe Urban Design + Development

**Others Present:**

Tony Loyd – COA Planning  
Jim Dunn, Solid Waste/Clean City  
Racquel Michel, Transportation Development, Planning  
Mikaela Renz-Whitmore and Carrie Barkhurst, Planning  
Will Gleason and staff, Dekker, Perich, Sabatini

**2. APPROVAL OF AGENDA**

The Agenda was approved unanimously with a minor revision to the next meeting date.

**3. APPROVAL OF MINUTES**

The December 16, 2015 minutes were approved unanimously.

#### **4. PUBLIC COMMENTS**

None.

#### **5. ACTION ITEMS**

The proposed new Chapter 28 to the DPM was deferred to the next regularly scheduled DPM Executive Committee meeting at the request of Solid Waste/Clean City.

#### **6. NEW BUSINESS**

Update to Chapter 23 was provided by Racquel Michel (Transportation Development and chair of the subcommittee).

#### **7. OLD/OTHER BUSINESS**

Update of ABC to Z was provided by Mikaela Renz-Whitmore, Planning.

#### **8. NEXT MEETING DATE**

February 20, 2016.

#### **9. ADJOURN**

The meeting was adjourned at 4:30 p.m.

***Original City record***

## **Minutes, June 15, 2016: Chapter 26 subcommittee appointed**

**Meeting date:** 2016-06-15

**Original pages:** 2

**Inventory ID:** src-a729bb09514a9eb3

**Official City source:** <https://documents.cabq.gov/planning/development-process-manual/development-process-manual-executive-committee-meeting-minutes-june-15-2016.pdf>

**Byte-identical archived original:** <https://files.abqinfo.com/development-land-use/development-process/cabq-dpm-executive-committee-minutes-2016-06-15.pdf>

**Original SHA-256:** bdb6e2721afea022021857adafbec9f578707feeb211662e2b31c1c7052b3988

**Original size:** 50,298 bytes

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

**Wednesday, June 15, 2016 – 3:00 P.M.  
Plaza Del Sol Building Basement Hearing Room**

**1. CALL TO ORDER - Quorum**

A Meeting of the Development Process Manual Executive Committee was called to order by Co-Chair Suzanne Lubar at 3:10 p.m. on Wednesday, June 15, 2016 in the Basement Hearing Room of the Plaza del Sol Building (Albuq., NM).

**Committee Members Present:**

Shahab Biazar, COA City Engineer  
Ron Bohannon, Tierra West, LLC  
Russell Brito, COA Urban Design and Development Division Manager  
Savina Garcia, Wilson and Co.  
Christopher Gunning, Dekker, Perich, Sabatini  
Suzanne Lubar, COA Planning Director, Co-Chair  
Jay Rembe, Rembe Urban Design + Development  
Bruce Stidworthy, Bohannon-Huston, Inc.  
Blake Whitcomb, Assistant City Attorney  
Bryan Wolfe, COA DMD Acting Associate Director (for Melissa Lozoya, COA DMD Acting Director, Co-Chair)

**Committee Members Absent:**

Kris Cadena, ABCWUA  
Melissa Lozoya, COA DMD Acting Director, Co-Chair

**Others Present:**

Tony Loyd – COA Planning  
Michael Vos, Planning  
Curtis Cherne, Planning  
Loren Risenhoover – City Surveyor

**2. APPROVAL OF AGENDA**

The Agenda was approved unanimously.

**3. APPROVAL OF MINUTES**

The January 20, 2016 minutes were approved unanimously.

#### **4. PUBLIC COMMENTS**

None.

#### **5. ACTION ITEMS**

- a. Appointed a Chapter 26 (Surveys and Monumentation) Sub-committee.
- b. Discussed and continued to the July 20, 2016 DPM Executive Committee meeting, chapter 22 sections 2, 3, 4 and 6.
- c. Deferred, to the July 20, 2016 DPM Executive Committee meeting, action on the proposed new Chapter 28 to the DPM.

#### **6. NEW BUSINESS**

- a. Deferred action on the appointment of the Chapter 25 Sub-committee to the July 20, 2016 DPM Executive Committee meeting.
- b. The DPM Executive Committee to discuss meeting twice a month at the July 20, 2016 meeting.

#### **7. OLD/OTHER BUSINESS**

An update to the status of changes to the DPM was provided to the DPM Executive Committee.

#### **8. NEXT MEETING DATE**

July 20, 2016.

#### **9. ADJOURN**

The meeting was adjourned at 4:45 p.m.

***Original City record***

## **Minutes, July 20, 2016: County HEC-HMS statement; Chapter 24 and 25 subcommittees appointed**

**Meeting date:** 2016-07-20

**Original pages:** 2

**Inventory ID:** src-a1823b506c80a5e1

**Official City source:** <https://documents.cabq.gov/planning/development-process-manual/development-process-manual-executive-committee-meeting-minutes-july-20-2016.pdf>

**Byte-identical archived original:** <https://files.abqinfo.com/development-land-use/development-process/cabq-dpm-executive-committee-minutes-2016-07-20.pdf>

**Original SHA-256:** b6376e4589033296da0f80371bea484668d59a46f2616df50095d6d6348ca41f

**Original size:** 50,751 bytes

The complete original document begins on the following page. It remains separately available at the archive URL above.

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

**Wednesday, July 20, 2016 – 3:00 P.M.  
Plaza Del Sol Building Basement Hearing Room**

**1. CALL TO ORDER - Quorum**

A Meeting of the Development Process Manual Executive Committee was called to order by Co-Chair Suzanne Lubar at 3:10 p.m. on Wednesday, July 20, 2016 in the Basement Hearing Room of the Plaza del Sol Building (Albuq., NM).

**Committee Members Present:**

Shahab Biazar, COA City Engineer  
Ron Bohannon, Tierra West, LLC  
Russell Brito, COA Urban Design and Development Division Manager  
Kris Cadena, ABCWUA  
Christopher Gunning, Dekker, Perich, Sabatini  
Melissa Lozoya, COA DMD Acting Director, Co-Chair  
Suzanne Lubar, COA Planning Director, Co-Chair

**Committee Members Absent:**

Savina Garcia, Wilson and Co.  
Jay Rembe, Rembe Urban Design + Development  
Bruce Stidworthy, Bohannon-Huston, Inc.  
Blake Whitcomb, Assistant City Attorney

**Others Present:**

Tony Loyd – COA Planning  
Michael Vos – COA Planning  
Curtis Cherne, Planning  
Don Briggs – Bernalillo County Drainage Engineer

**2. APPROVAL OF AGENDA**

The Agenda was approved unanimously.

**3. APPROVAL OF MINUTES**

The June 15, 2016 minutes were approved unanimously.

**4. PUBLIC COMMENTS**

Don Briggs, Bernalillo County Drainage Engineer, commented on the use of AHYMO (Arid Lands Hydrologic Model) vs. HEC-HMS (Hydrologic Modeling

System). He stated, that the County will only accept results from the HEC-HMS model. He also stated, that the County would follow the rest of the DPM as approved.

## **5. ACTION ITEMS**

- a. Deferred action on the proposed new chapter 28, to the August 17, 2016 Executive Committee meeting.
- b. Approved the appointment of the Chapter 25 Sub-Committee.
- c. Approved the appointment of the Chapter 24 Sub-Committee .
- d. Approved the continued discussion of chapter 22 sections 1 through 7, to the August 17, 2016 Executive Committee meeting.

## **6. NEW BUSINESS**

Discussed convening the Executive Committee twice a month beginning in August.

## **7. OLD/OTHER BUSINESS**

None.

## **8. NEXT MEETING DATE**

August 17, 2016.

## **9. ADJOURN**

The meeting was adjourned at 5:00 p.m.

***Original City record***

## **Minutes, August 17, 2016: Chapter 28 and Chapter 22 deferred**

**Meeting date:** 2016-08-17

**Original pages:** 2

**Inventory ID:** src-7cd7534bc544a4cb

**Official City source:** <https://documents.cabq.gov/planning/development-process-manual/development-process-manual-executive-committee-meeting-minutes-aug-17-2016.pdf>

**Byte-identical archived original:** <https://files.abqinfo.com/development-land-use/development-process/cabq-dpm-executive-committee-minutes-2016-08-17.pdf>

**Original SHA-256:** fffa5502f2bacc22cc589f5925303cf82199d76a9a817c27aeb111108d95049

**Original size:** 49,738 bytes

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

**Wednesday, August 17, 2016 – 2:00 P.M.  
Plaza Del Sol Building Basement Hearing Room**

**1. CALL TO ORDER - Quorum**

A Meeting of the Development Process Manual Executive Committee was called to order by Co-Chair Suzanne Lubar at 2:15 p.m. on Wednesday, August 17, 2016 in the Basement Hearing Room of the Plaza del Sol Building (Albuq., NM).

**Committee Members Present:**

Shahab Biazar, COA City Engineer  
Russell Brito, COA Urban Design and Development Division Manager  
Christopher Gunning, Dekker, Perich, Sabatini  
Melissa Lozoya, COA DMD Acting Director, Co-Chair  
Suzanne Lubar, COA Planning Director, Co-Chair  
Kevin Morrow, Assistant City Attorney  
Jay Rembe, Rembe Urban Design + Development

**Committee Members Absent:**

Ron Bohannon, Tierra West, LLC  
Kris Cadena, ABCWUA  
Savina Garcia, Wilson and Co.  
Bruce Stidworthy, Bohannon-Huston, Inc.

**Others Present:**

Tony Loyd, COA Planning  
Michael Vos, COA Planning  
Curtis Cherne, COA Planning  
Jim Dunn, COA Solid Waste / Clean City

**2. APPROVAL OF AGENDA**

The Agenda was approved unanimously  
(action items a. and b. were re-ordered).

**3. APPROVAL OF MINUTES**

The July 20, 2016 minutes were approved unanimously.

**4. PUBLIC COMMENTS**

None.

## **5. ACTION ITEMS**

- a. Deferred action on the proposed new chapter 28, to the September 7, 2016 Executive Committee meeting.
- b. Deferred action on chapter 22 sections 1 through 7, to the September 7, 2016 Executive Committee meeting.

## **6. NEW BUSINESS**

None.

## **7. OLD/OTHER BUSINESS**

None.

## **8. NEXT MEETING DATE**

September 7, 2016 (2:00 p.m. in the Plaza del Sol Basement Hearing Room).

## **9. ADJOURN**

The meeting was adjourned at 4:10 p.m.

***Original City record***

## **Minutes, September 7, 2016: Chapter 28 and Chapter 22 sections 1-7 adopted**

**Meeting date:** 2016-09-07

**Original pages:** 2

**Inventory ID:** src-ca86eefe82a821c3

**Official City source:** <https://documents.cabq.gov/planning/development-process-manual/development-process-manual-executive-committee-meeting-minutes-sept-7-2016.pdf>

**Byte-identical archived original:** <https://files.abqinfo.com/development-land-use/development-process/cabq-dpm-executive-committee-minutes-2016-09-07.pdf>

**Original SHA-256:** 7190d98dd09bb87068b0b4e9d6f5bef7f6253d8fa08a70e688ff1a6a96357b2a

**Original size:** 49,532 bytes

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

**Wednesday, September 7, 2016 – 2:00 P.M.  
Plaza Del Sol Building Basement Hearing Room**

**1. CALL TO ORDER - Quorum**

A Meeting of the Development Process Manual Executive Committee was called to order by Co-Chair Suzanne Lubar at 2:12 p.m. on Wednesday, September 7, 2016 in the Basement Hearing Room of the Plaza del Sol Building (Albuq., NM).

**Committee Members Present:**

Shahab Biazar, COA City Engineer  
Ron Bohannon, Tierra West, LLC  
Russell Brito, COA Urban Design and Development Division Manager  
Melissa Lozoya, COA DMD Acting Director, Co-Chair  
Suzanne Lubar, COA Planning Director, Co-Chair  
Kevin Morrow, Assistant City Attorney  
Jay Rembe, Rembe Urban Design + Development  
Bruce Stidworthy, Bohannon-Huston, Inc.

**Committee Members Absent:**

Kris Cadena, ABCWUA  
Savina Garcia, Wilson and Co.  
Christopher Gunning, Dekker, Perich, Sabatini

**Others Present:**

Tony Loyd, COA Planning  
Curtis Cherne, COA Planning  
Jim Dunn, COA Solid Waste / Clean City

**2. APPROVAL OF AGENDA**

The Agenda was approved unanimously.

**3. APPROVAL OF MINUTES**

The August 17, 2016 minutes were approved unanimously.

**4. PUBLIC COMMENTS**

None.

## **5. ACTION ITEMS**

- a. As amended, approved the proposed new chapter 28. The amendment was to reflect, that the green space initiative is for medians only.
- b. Approved chapter 22 sections 1 through 7 as presented by Curtis Cherne, Chapter 22 Technical Subcommittee Chair.

## **6. NEW BUSINESS**

None.

## **7. OLD/OTHER BUSINESS**

None.

## **8. NEXT MEETING DATE**

September 21, 2016 (2:00 p.m. in the Plaza del Sol Basement Hearing Room).

## **9. ADJOURN**

The meeting was adjourned at 4:10 p.m.

***Original City record***

## **Minutes, September 21, 2016: AMAFCA HEC-HMS white paper noted**

**Meeting date:** 2016-09-21

**Original pages:** 2

**Inventory ID:** src-3916288248bba241

**Official City source:** <https://documents.cabq.gov/planning/development-process-manual/development-process-manual-executive-committee-meeting-minutes-sept-21-2016.pdf>

**Byte-identical archived original:** <https://files.abqinfo.com/development-land-use/development-process/cabq-dpm-executive-committee-minutes-2016-09-21.pdf>

**Original SHA-256:** 8605b4faabefd90bd9316081ac53f1b861b74bcd05d3867865556226f52c72b1

**Original size:** 50,435 bytes

The complete original document begins on the following page. It remains separately available at the archive URL above.

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

**Wednesday, September 21, 2016 – 2:00 P.M.  
Plaza Del Sol Building Basement Hearing Room**

**1. CALL TO ORDER - Quorum**

A Meeting of the Development Process Manual Executive Committee was called to order by Co-Chair Suzanne Lubar at 2:10 p.m. on Wednesday, September 21, 2016 in the Basement Hearing Room of the Plaza del Sol Building (Albuq., NM).

**Committee Members Present:**

Shahab Biazar, COA City Engineer  
Russell Brito, COA Urban Design and Development Division Manager  
Savina Garcia, Wilson and Co.  
Christopher Gunning, Dekker, Perich, Sabatini  
Suzanne Lubar, COA Planning Director, Co-Chair  
Kevin Morrow, Assistant City Attorney  
Jay Rembe, Rembe Urban Design + Development  
Bruce Stidworthy, Bohannon-Huston, Inc.

**Committee Members Absent:**

Ron Bohannon, Tierra West, LLC  
Kris Cadena, ABCWUA  
Melissa Lozoya, COA DMD Acting Director, Co-Chair

**Others Present:**

Tony Loyd, COA Planning  
Curtis Cherne, COA Planning  
Michael Vos, COA Planning

**2. APPROVAL OF AGENDA**

The Agenda was approved unanimously.

**3. APPROVAL OF MINUTES**

The September 7, 2016 minutes were approved unanimously.

**4. PUBLIC COMMENTS**

None.

## **5. ACTION ITEMS**

- a. Deferred action on chapter 22 sections 8, 9 and 11, to the October 19, 2016 Executive Committee meeting.

## **6. NEW BUSINESS**

None.

## **7. OLD/OTHER BUSINESS**

Brief discussion on the status of AMAFCA's use/approval of the HEC/HMS Hydrologic Model. It was noted, that AMAFCA will be producing a technical white paper for review at some point in the near future. In addition, it was suggested that the Technical Subcommittee (modeling group) could potentially be reviewing the white paper in two months.

## **8. NEXT MEETING DATE**

October 19, 2016 (2:00 p.m. in the Plaza del Sol Basement Hearing Room).

## **9. ADJOURN**

The meeting was adjourned at 4:10 p.m.

***Original City record***

## **Minutes, October 19, 2016: Chapter 22 sections 8-9 adopted**

**Meeting date:** 2016-10-19

**Original pages:** 2

**Inventory ID:** src-21dc013c982971a3

**Official City source:** <https://documents.cabq.gov/planning/development-process-manual/development-process-manual-executive-committee-meeting-minutes-oct-19-2016.pdf>

**Byte-identical archived original:** <https://files.abqinfo.com/development-land-use/development-process/cabq-dpm-executive-committee-minutes-2016-10-19.pdf>

**Original SHA-256:** d1e4a8b6d397be07cbe25cab46b626de578fbbdd077b779a7868080e8ad42e38

**Original size:** 49,854 bytes

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

**Wednesday, October 19, 2016 – 2:00 P.M.  
Plaza Del Sol Building Basement Hearing Room**

**1. CALL TO ORDER - Quorum**

A Meeting of the Development Process Manual Executive Committee was called to order by Co-Chair Suzanne Lubar at 2:07 p.m. on Wednesday, October 19, 2016 in the Basement Hearing Room of the Plaza del Sol Building (Albuq., NM).

**Committee Members Present:**

Shahab Biazar, COA City Engineer  
Ron Bohannon, Tierra West, LLC  
Russell Brito, COA Urban Design and Development Division Manager  
Savina Garcia, Wilson and Co.  
Christopher Gunning, Dekker, Perich, Sabatini  
Melissa Lozoya, COA DMD Acting Director, Co-Chair  
Suzanne Lubar, COA Planning Director, Co-Chair  
Kevin Morrow, Assistant City Attorney  
Jay Rembe, Rembe Urban Design + Development  
Bruce Stidworthy, Bohannon-Huston, Inc.

**Committee Members Absent:**

Kris Cadena, ABCWUA

**Others Present:**

Tony Loyd, COA Planning  
Curtis Cherne, COA Planning

**2. APPROVAL OF AGENDA**

The Agenda was approved unanimously.

**3. APPROVAL OF MINUTES**

The September 21, 2016 minutes were approved unanimously.

**4. PUBLIC COMMENTS**

None.

## **5. ACTION ITEMS**

- a. Approved chapter 22 sections 8 and 9 as presented by Curtis Cherne, Chapter 22 Technical Subcommittee Chair.
- b. Deferred action on chapter 22 sections 10 and 11, to the November 16, 2016 Executive Committee meeting.

## **6. NEW BUSINESS**

None.

## **7. OLD/OTHER BUSINESS**

None.

## **8. NEXT MEETING DATE**

November 16, 2016 (2:00 p.m. in the Plaza del Sol Basement Hearing Room).

## **9. ADJOURN**

The meeting was adjourned at 4:05 p.m.

***Original City record***

**Minutes, November 16, 2016 (unamended text): Chapter 22 section 10 adopted; December 21 cancelled**

**Meeting date:** 2016-11-16

**Original pages:** 2

**Inventory ID:** src-f2022d135f87e307

**Official City source:** <https://documents.cabq.gov/planning/development-process-manual/development-process-manual-executive-committee-meeting-minutes-nov-16-2016.pdf>

**Byte-identical archived original:** <https://files.abqinfo.com/development-land-use/development-process/cabq-dpm-executive-committee-minutes-2016-11-16.pdf>

**Original SHA-256:** b56b16609315cc8863b5b9cac60d5d92769788cdbc971887dff0a4d5bf55c69a

**Original size:** 52,194 bytes

The complete original document begins on the following page. It remains separately available at the archive URL above.

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

**Wednesday, November 16, 2016 – 2:00 P.M.  
Plaza Del Sol Building Basement Hearing Room**

**1. CALL TO ORDER - Quorum**

A Meeting of the Development Process Manual Executive Committee was called to order by Co-Chair Suzanne Lubar at 2:07 p.m. on Wednesday, November 16, 2016 in the Basement Hearing Room of the Plaza del Sol Building (Albuq., NM).

**Committee Members Present:**

Shahab Biazar, COA City Engineer  
Ron Bohannon, Tierra West, LLC  
Russell Brito, COA Urban Design and Development Division Manager  
Kris Cadena, ABCWUA  
Savina Garcia, Wilson and Co.  
Christopher Gunning, Dekker, Perich, Sabatini  
Suzanne Lubar, COA Planning Director, Co-Chair  
Keith Reed, DMD Acting Deputy Director for Melissa Lozoya, COA DMD Acting Director, Co-Chair  
Bruce Stidworthy, Bohannon-Huston, Inc.

**Committee Members Absent:**

Melissa Lozoya, COA DMD Acting Director, Co-Chair  
Kevin Morrow, Assistant City Attorney  
Jay Rembe, Rembe Urban Design + Development

**Others Present:**

Tony Loyd, COA Planning  
Curtis Cherne, COA Planning

**2. APPROVAL OF AGENDA**

The Agenda was approved unanimously.

**3. APPROVAL OF MINUTES**

The October 19, 2016 minutes were approved unanimously.

**4. PUBLIC COMMENTS**

None.

**5. NEW BUSINESS** (reversed the order with action items)

- a. Kris Cadena, ABCWUA and Executive Committee member, gave an update concerning chapters 24 and 25 (Sanitary Sewer Design and Water System Design). His first order of business is to create "A Guide to Development with the ABCWUA". Once completed, he would proceed with convening the chapters 24 and 25 subcommittees. The Guide could take several months to complete. Suggestions from the Committee included, convening the subcommittees first, convening the subcommittees concurrently with the Guide and placing the Guide with the DPM as a separate chapter or as part of chapters 24 and 25. However, Kris was adamant about completing the Guide first.

**6. ACTION ITEMS**

- a. Approved chapter 22 section 10 with changes as noted in the record.
- b. Deferred action on chapter 22 section 11 to the December 7, 2016 Executive Committee meeting.
- c. Introduced chapter 22 sections 12 and 13 for consideration (moved to the December 7, 2016 Executive Committee meeting).

**7. OLD/OTHER BUSINESS**

- a. The December 21, 2016 and January 4, 2017 Executive Committee meetings will be cancelled. The Committee will convene on December 7, 2016 and January 18, 2017.
- b. Chapter 18 (Impact Fees Regulations) will be publically noticed for consideration at the January 18, 2017 Executive Committee meeting. Chapter 26 (Surveys and Monumentation) may be publically noticed for consideration at the January 18, 2017 Executive Committee meeting.

**8. NEXT MEETING DATE**

December 7, 2016 (2:00 p.m. in the Plaza del Sol Basement Hearing Room).

**9. ADJOURN**

The meeting was adjourned at 4:05 p.m.

***Original City record***

## **Minutes, December 7, 2016: Chapter 22 sections 11-13 deferred**

**Meeting date:** 2016-12-07

**Original pages:** 2

**Inventory ID:** src-df2ad3ce6a0795b8

**Official City source:** <https://documents.cabq.gov/planning/development-process-manual/development-process-manual-executive-committee-meeting-minutes-dec-7-2016.pdf>

**Byte-identical archived original:** <https://files.abqinfo.com/development-land-use/development-process/cabq-dpm-executive-committee-minutes-2016-12-07.pdf>

**Original SHA-256:** 1a195710cf3cc0bcb47b67c26dc92ff68de1761870eddf029b64e8a516953dd9

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

**Wednesday, December 7, 2016 – 2:00 P.M.  
Plaza Del Sol Building Basement Hearing Room**

**1. CALL TO ORDER - Quorum**

A Meeting of the Development Process Manual Executive Committee was called to order by Co-Chair Suzanne Lubar at 2:07 p.m. on Wednesday, December 7, 2016 in the Basement Hearing Room of the Plaza del Sol Building (Albuq., NM).

**Committee Members Present:**

Shahab Biazar, COA City Engineer  
Ron Bohannon, Tierra West, LLC  
Russell Brito, COA Urban Design and Development Division Manager  
Christopher Gunning, Dekker, Perich, Sabatini  
Melissa Lozoya, COA DMD Acting Director, Co-Chair  
Suzanne Lubar, COA Planning Director, Co-Chair  
Kevin Morrow, Assistant City Attorney  
Bruce Stidworthy, Bohannon-Huston, Inc.

**Committee Members Absent:**

Kris Cadena, ABCWUA  
Savina Garcia, Wilson and Co.  
Jay Rembe, Rembe Urban Design + Development

**Others Present:**

Tony Loyd, COA Planning  
Curtis Cherne, COA Planning  
Kevin Daggett, COA DMD

**2. APPROVAL OF AGENDA**

The Agenda was approved unanimously.

**3. APPROVAL OF MINUTES**

The November 16, 2016 minutes were approved unanimously with changes as noted (i.e. the last sentence under new business was deleted).

**4. PUBLIC COMMENTS**

None.

## **5. ACTION ITEMS**

- a. Deferred action on chapter 22 section 11 to the January 18, 2017 Executive Committee meeting.
- b. Deferred action on chapter 22 sections 12 and 13 to the January 18, 2017 Executive Committee meeting.

## **6. NEW BUSINESS**

None.

## **7. OLD/OTHER BUSINESS**

Kevin Daggett (DMD) was asked to attend the January 18, 2017 Executive Committee meeting, to participate in the continued discussion of chapter 22 section 11.

## **8. NEXT MEETING DATE**

January 18, 2017 (2:00 p.m. in the Plaza del Sol Basement Hearing Room).

## **9. ADJOURN**

The meeting was adjourned at 4:00 p.m.