



DOÑA ANA COUNTY

Department of Planning and Development
Intra-Departmental Memorandum

To: Reviewing Agencies	Date: January 17, 2008
From: Janine Divyak, AICP, Chief Planner	
Subject: Proposed Amended Subdivision Regulations	

Attached please find a draft version of the Dona Ana County Subdivision Regulations that were that were recently revised by an Ad Hoc Committee appointed by the County's Planning and Zoning Commission. The goal of the Committee was to draft a user friendly Ordinance and also to streamline and fine-tune the subdivision process.

The major changes to the proposed Regulations are:

- 1) the inclusion of an optional sketch plan process;
- 2) differentiating between preliminary and final plat submittals;
- 3) a section on Master Plans;
- 4) a few exemptions have been eliminated, a combination of exemptions are now permitted rather than only one per parcel, plus the one sale every five years has been revised to allow both parcels to be sold or conveyed within a five-year period;
- 5) second and subsequent agency reviews have been decreased from 30 to 10 working days;
- 6) to correct or amend a plat has been simplified and gives the Director authority to approve in certain instances;
- 7) the fees will be adjusted to correspond with the City's, separate submittals and fees will be required for preliminary, final, amended plats, etc...; and
- 8) the Design Standards have been removed and will become a separate ordinance.

If you are a reviewing agency specifically listed in the Ordinance, please pay special attention to what your agency reviews the plans and supporting documents for and also what is required for submittals. Of particular concern is, if you require a submittal to comply with a specific document, we would prefer that it specifically states what the document or regulations are rather than re-creating the requirements.

Please read the Draft version and submit your comments in writing to me on or before **February 15, 2008**. I look forward to hearing from you as we are on a fast track to get this document to the P&Z and BOCC for review and approval.

If you have any questions or concerns please call any one of the following:
Luis Marmolejo at 525-6128 or Janine Divyak at 525-6130.

This document may be viewed on-line at www.donaanacounty.org.