



The City of Rio Rancho

Development Services
Planning Division

3200 Civic Center Circle NE
Rio Rancho, NM 87144
Phone (505) 891-5005 • Fax (505) 896-8994

October 7, 2016

RE: Site Plan/16-160-00005
Commerce Center Industrial at Enchanted Hills (CCIEH), Block A, Lot 11.

Dear Property Owner:

You are receiving this notice because your property is located within 300 feet of a site where a site plan for the development of a parking lot is proposed and this land use decision requires the Planning and Zoning Board and the City Council to hear the application.

The applicant, Safelight Auto Glass, has submitted an application requesting approval of a site plan for a parking lot on the property located in the CCIEH, Block A, Lot 11 also known as 4371 Sprint Boulevard (the lot between Stanley Drive and Fulcrum Way. A map is on the back of this letter illustrating the location of the subject site.

The **Planning and Zoning Board** will consider this request at a public hearing on **Tuesday, October 25, 2016** at 6:00 pm in the **Council Chambers of City Hall, located at 3200 Civic Center Circle.**

The **Governing Body** will consider this request at a public hearing on **Wednesday, November 9, 2016** at 6:00 pm in the **Council Chamber of City Hall, located at 3200 Civic Center Circle.**

Project Description:

The applicant is requesting the approval of a site plan for a parking lot. Site plan approvals in Special Use zones require the approval of the Planning and Zoning Board and the Governing Body.

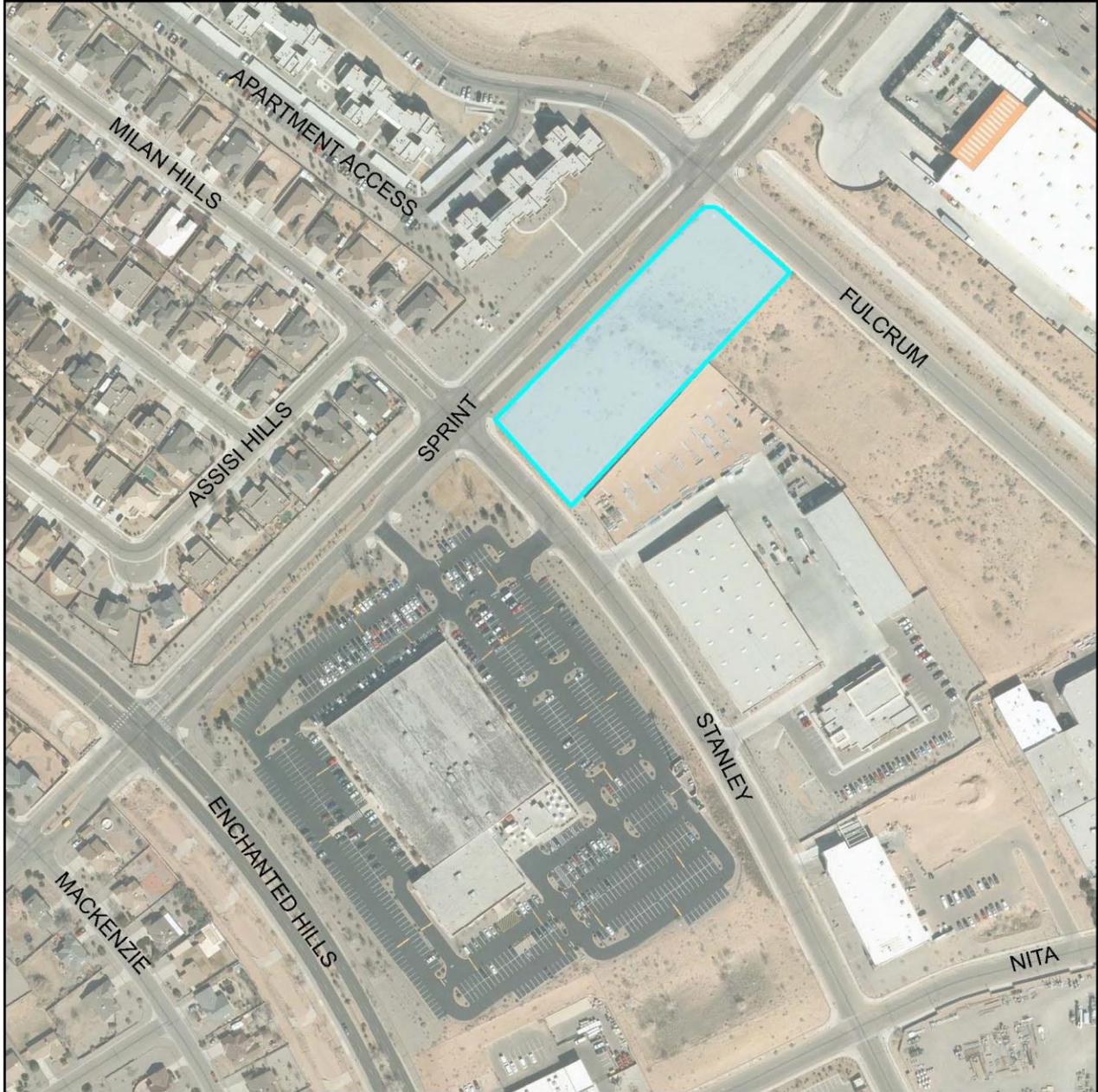
If you would like to comment on this application, you are encouraged to attend the public hearings. Comments also can be made in writing and will be presented to the Planning and Zoning Board if you cannot attend the hearing. Please do not hesitate to contact me at 505-896-8781 or e-mail me at arincon@rrnm.gov if you have any questions concerning this matter. The agenda for this hearing and related staff reports will be posted on the City's website, www.rrnm.gov, approximately one week before the hearing.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk, 505-891-5004, as soon as possible prior to the meeting. Public documents including the agenda and minutes can be provided in various accessible formats. Please contact the City Clerk if a summary or other type of accessible format is needed.

Respectfully,

Amy Rincon
Municipal Planner II
Planning Division, Development Services Department
City of Rio Rancho
(505) 896-8781
arincon@rrnm.gov

CCIEH, BLOCK A, LOT 11



Map Created by Amy Rincon - October 2016

Legend	
	CCIEH, Block A, Lot 11
	Roads