

City of Santa Fe, New Mexico

memo

DATE: July 27, 2016, for the August 4, 2016 Meeting

TO: Summary Committee

VIA: Lisa Martinez, Director, Land Use Department
Greg Smith, AICP, Division Director, Current Planning Division

FROM: Noah Berke, CFM, Senior Planner, Current Planning Division

Handwritten initials:
GJS
NLB

Case #2016-55. 3360 Governor Miles Road Lot Split. High Desert Surveying Inc., agent for East Pecos Ventures LLC, requests approval of a lot split to divide +/- 2.5 acres into two Lots (Lot 1 - 1.43 +/- acres and Lot 2 - 1.074 +/- acres). The property is zoned R-1 (Residential, one dwelling unit per acre). (Noah Berke, Case Manager)

I. RECOMMENDATION

The Land Use Department recommends **Approval** with the conditions of approval as outlined in this report.

II. EXECUTIVE SUMMARY

The property is zoned R-1 (Residential - 1 dwelling units per acre). The proposal would create two lots. Lot 1 (3360 Governor Miles Road) would consist of 1.43 acres and Lot 2 (3358 Governor Miles Road) would consist of 1.074 acres.

The proposed lot split would not create or increase any non-conformities with applicable Chapter 14 development standards such as density, lot size, lot coverage, etc.

The current Tract A-2-A was created by the plat titled "Lot Split of Tract A-2, Ulrickson Replat for Grace, Inc., that was approved April 20, 1995. This plat created Tracts A-2-A, A-2-B, and A-2-C.

III. DISCUSSION AND ANALYSIS

A.) Existing Conditions

Direction	Property Address	Zoning
North	3359 Governor Miles	R-1 (Residential- 1 unit per acre)
East	3356 Governor Miles	R-1 (Residential- 1 unit per acre)
South	4601 Mission Bend	R-1 (Residential- 1 unit per acre)
West	3368 Governor Miles	R-1 (Residential- 1 unit per acre)

Lot 1 contains 1 residential dwelling unit, 2 sheds, 1 animal pen and a fence that borders Governor Miles Road. Lot 2 is currently vacant and contains only a 50 foot wide drainage easement. Both lots would be accessed from Governor Miles Road, a 66 foot wide public right-of-way.

B.) Traffic Engineering

The Traffic Engineering Division has reviewed the requested lot split and has recommended approval with no conditions.

C.) Terrain Management and Landscaping

The City Engineer has reviewed the proposed lot split and has stated that the lot split meets all requirements of Article 14-8.2 "Terrain and Stormwater Management".

The Landscape has been reviewed and the landscape reviewer has stated that landscaping is not required with lot split applications.

D.) Fire Department

The Fire Marshal has reviewed the proposed lot split and recommends approval with the condition requiring a 20-foot access easement from Governor Miles Road to Lot 2 with a turnaround of 70 feet by 40 feet.

E.) Wastewater and Water Division

City sewer and water are available to both lots. The Wastewater Division has indicated that prior to development of the property; the property shall obtain a technical sewer evaluation review by the Wastewater Division.

The Water Division Engineer has indicated, as a condition of approval, that upon creation of Lots A-2-A 1 and A-2-A 2, a private utility easement should be created for the private water line serving Lot 2 through the Lot 1.

Prior to recordation, the applicant shall meet with the Wastewater and Water Division Engineers and provide verification the above conditions have been met.

IV. CONCLUSION

The Land Use Department recommends APPROVAL of the requested lot split as it is in compliance with Chapter 14 standards.

V. CONDITIONS OF APPROVAL

Any staff conditions noted in the attached memoranda and not listed in the recommended conditions of approval have already been addressed on the plat.

Following standard practice, redline comments will be provided to the surveyor who shall make any necessary changes and submit the corrected plat in Mylar.

Staff recommends the following conditions of approval:

1. Add the following notes to the plat:
 - a. All new development shall comply with all applicable regulations of the current Land Development Code.
 - b. Provide 20 foot wide driveway easement through Lot 1. This easement shall be for the use of both Lot 1 and 2.
 - c. New development shall have water supply that meets fire flow requirements as per IFC and install an automatic sprinkler system.
 - d. Fire Department shall have 150 feet distance to any portion of the building on any new construction.
 - e. All new construction shall meet the requirements of the Fire Department.
 - f. Connection to the City public sewer system is mandatory when the property is in the City limits and is being developed or improved.
 - g. Prior to the development or improvement of the property, owners and developers of the property shall obtain a technical sewer evaluation review by the City of Santa Fe Wastewater Division.
 - h. No fences, walls, or other obstructions shall be placed or constructed across or within public sanitary sewer or utility easements
 - i. A private utility easement should be created for the private water line serving Lot 2 Street through the Lot 1.

VI. ATTACHMENTS:

EXHIBIT A: Development Review Team

1. Traffic Engineering Division Memorandum, Sandra Kassens
2. City Engineer Memorandum, Risana "RB" Zaxus, PE
3. Landscape Memorandum, Somie Ahmed

4. Fire Department Memorandum, Rey Gonzales
5. Waste Water Division Engineer Memorandum, Stan Holland
6. Water Division Memorandum, Dee Beingessner

EXHIBIT B: Maps and Photos

1. Zoning and Aerial View
2. Street View of Property Entrance

EXHIBIT C: Applicant Materials

1. Letter of Application
2. Lot Split Plat
3. Legal Lot of Record

City of Santa Fe, New Mexico

Exhibit A

Development Review Team

- 1. Traffic Engineering Division Memorandum**
- 2. City Subdivision Engineer Memorandum**
- 3. Landscape Memorandum**
- 4. Fire Department Memorandum**
- 5. Wastewater Division Memorandum**
- 6. Water Division Memorandum**

Development Review Team
Comment Form

Date: July 15, 2016
To: Noah Berke, Land Use Planner Senior
From: Sandra Kassens, Engineer Assistant, DRT staff
Dept/Div: PWD/Engineering Division/ Traffic Impact Section
Case: **2016-55, 3360 Governor Miles Road Lot Split**
Case Mgr: Noah Berke



Review by this division/department has determined that this application will meet applicable standards if the following are met:

The Public Works Department has no comments/conditions on the proposed lot split at 3360 Governor Miles Road, case # 2016-55.

Development Review Team Comment Form

Date: 7/11/16
 From: Risana "RB" Zaxus, City Engineer for Land Use
 Dept/Div: Land Use, Technical Review Division
 Case: Case #2016-55 3360 Governor Miles Road Lot Split
 Case Mgr: Noah Berke



Review by this division/department has determined that this application will meet applicable standards if the following are met:

Conditions of Approval :

Must be completed by:

1 NONE	
2	
3	
4	

Technical Corrections*:

Must be completed by:

1 NONE	
2	
3	
4	

*Must made prior to recording and/or permit issuance

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]

Explanation of Conditions or Corrections (if needed):

Development Review Team
Request for Additional Information

Date: July 1st, 2016
Staff person: Somie Ahmed
Dept/Div: LUD/Technical Review Division
Case: 2016-55
Case Mgr: Noah Berke



- The plans and other materials submitted with this application meet the application requirements for review by this division/department and are sufficient to determine compliance with applicable standards.
1. Article 14-8.4 does not apply to lot splits. No landscaping improvements are required.
- The following additional or corrected information must be submitted before the application is complete and can be scheduled for public hearing:

Development Review Team

Comment Form

Date: June 27, 2016
 Staff person: Reynaldo Gonzales *Reynaldo D. Gonzales*
 Dept/Div: Fire
 Case: 2016-55 3360 Governor Miles Road Lot Split
 Case Mgr: Noah Berke



Review by this division/department has determined that this application will meet applicable standards if the following are met:

Conditions of Approval :	Must be completed by:
1 None	Prior to approval

Technical Corrections*:	Must be completed by:
1 None	

*Must made prior to recording and/or permit issuance

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

Prior to any new construction or remodel the current code adopted by the governing body would need to be met.

1. All Fire Department access shall be no greater than a 10% grade throughout.
2. Fire Department Access shall not be less than 20 feet width to any new/remodel construction.
3. Shall meet the 150 feet driveway requirements must be met as per IFC, or an emergency turn-around that meets the IFC requirements shall be provided.

4. Fire Department shall have 150 feet distance to any portion of the building on any new construction.

5. Shall have water supply that meets fire flow requirements as per IFC

Development Review Team
Wastewater Management Division

E-Mail Delivery
Comment Form



Date: July 7, 2016
 Staff person: Stan Holland, Engineer
 Dept/Div: Public Utilities/Wastewater
 Case: 2016-55-3360 Governor Miles Road Lot Split
 Case Mgr: Noah Berke

There is a public sewer line within 200 feet of the property. However, the property does not have access to the public sewer line through an easement. Therefore, the subject property is not accessible to the City public sewer system. Prior to any new construction on the lot, the owner shall obtain a septic system permit from the State of New Mexico Environment Department.

Review by the Wastewater Division has determined that this application will meet applicable standards if the following are met:

Conditions of Approval :	Must be completed by:

Technical Corrections*:	Must be completed by:
1. Add note to the plat stating connection to the City public sewer system is mandatory when the property is in the City limits and is being developed or improved is accessible to the City sewer system. Prior to the development or improvement of the property, owners and developers of the property shall obtain a technical sewer evaluation review by the City of Santa Fe Wastewater Division.	
2. Add note to the plat stating that no fences, walls, or other obstructions shall be placed or constructed across or within public sanitary sewer or utility easements	

*Must made prior to recording and/or permit issuance

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project: N/A

Development Review Team Comment Form

Date: 7/1/16
Staff person: Dee Beingessner
Dept/Div: Public Utilities/Water Division
Case: 2016-55 3360 Governor Miles Road Lot Split
Case Mgr: Noah Berke



Review by this division/department has determined that this application will meet applicable standards if the following are met:

Conditions of Approval :

Must be completed by:

1 Each lot will be required to have separate water service. Lot 2 will require the utility easement shown to bring a private water line from a meter can which would be installed on the main on Governor Miles Rd.	
2	
3	
4	

City of Santa Fe, New Mexico

Exhibit B

Maps and Photos

- 1. Current Zoning**
- 2. Future Land Use**
- 3. Aerial Photo**
- 4. Street View**



3361
GOVERNOR
MILES RD

3359
GOVERNOR
MILES RD

3355
GOVERNOR
MILES RD

MONTE CARLO

MC
CA

GOVERNOR MILES RD



3368
GOVERNOR
MILES RD

3360
GOVERNOR
MILES RD

R1
SPPaZo
2009-01

DRAINAGE EASEMENT

3356
GOVERNOR
MILES RD

3356
GOVERNOR
MILES RD

MISSION BEND



4403
MISSION
BEND

4421
MISSION
BEND

4443
MISSION
BEND

4457
MISSION

CALLE
NOI



GOVERNOR MILES RD

MONTE CARLO

RVLO



3368 GOVERNOR MILES RD

3360 GOVERNOR MILES RD

3356 GOVERNOR MILES RD

3356 GOVERNOR MILES RD

DRAINAGE EASEMENT

INST

MISSION BEND



4403 MISSION BEND

4421 MISSION BEND

RVLO

4443 MISSION BEND

4457 MISSION BEND

CALLE NO

3361
GOVERNOR
MILES RD

3359
GOVERNOR
MILES RD

3355
GOVERNOR
MILES RD

MONTE CARLO

MC
CA

GOVERNOR MILES RD

3368
GOVERNOR
MILES RD

3360
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DRAINAGE EASEMENT

MISSION BEND

4403
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4421
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4443
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3
CALLE
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4457
MISSION

Google Maps Governor Miles Rd



Image capture: Jun 2016 © 2016 Google

Santa Fe, New Mexico

Street View - Jun 2016



City of Santa Fe, New Mexico

Exhibit C

Applicant Materials

- 1. Letter of Application**
- 2. Legal Lot of Record**
- 3. Lot Split Plat**

**AARON GARCIA SURVEYING
AARON HOWARD GARCIA
PROFESSIONAL SURVEYOR, LIC. # 9979
P.O. BOX 1502
SANTA FE, NM 87504-1502
505-982-5830
AGSurveying@Q.com**

DATE: Thursday, April 21, 2016

TO: Donna J. Wynant
City of Santa Fe Land Use Department
200 Lincoln Avenue, Santa Fe, NM 87504-0909

Dear Ms. Wynant;

Please accept this letter of Application on behalf of my clients; Ernest R. Kavanaugh and Rosalie R. Kavanaugh.

The Kavanaugh Family own Tract A-2-A, a 2.500 acre tract located at 3360 Governor Miles Road. There is currently an existing dwelling.

The Kavanaugh Family now wishes to create a lot split dividing Tract A-2-A into two separate properties. The new lot line along the northerly boundary of the existing 50 drainage easement is labeled on the survey plat submitted with this letter of application.

New Tract A-2-A, Lot 1 would be kept by Ernest R. Kavanaugh and Rosalie R. Kavanaugh as a 1.432 acre lot.
New Tract A-2-A, Lot 2 would be kept by Ernest R. Kavanaugh and Rosalie R. Kavanaugh as a 1.074 acre lot.

Tract A-2-A is a legal lot of record via survey entitled "Lot Split of Tract A-2, Ulrickson Replat for Grace Inc., " prepared by Philip B. Wiegel, NMPS No. 9758, dated December 5, 1994 and recorded with the Santa Fe County Clerk on december 20, 1995, Book 323, Page 016.

The dwelling on Tract A-2-A complied with the existing zoning criteria at the time of application for their building permit.

The existing dwelling on Tract A-2-A is served by community water system and a private septic tank system.

No Early Neighborhood Notification Meeting is required for this project.

In support of this request, the following documentation is submitted herein for your review;

1. Summary Review Lot Split Application Plat, (3 full size copies).
2. Summary Review Lot Split Application Plat, (PDF format).
3. Summary Committee Lot Split Application.
4. Letter of Authorization
5. Warranty Deed, Ernest & Rose Kavanaugh, Book 1467, Page 861.
6. Legal Lot of Record, copy of Lot Split of Tract A-2, Book 323, Page 016.
7. Vicinity Map, 3360 Governor Miles Road
8. City of Santa Fe, Land Use Development Review Fee, \$250.00.

Please contact me with any questions or comments regarding this project at 982-5830 or AGSurveying@q.com.

Sincerely,

Aaron Howard Garcia, PS

WARRANTY DEED

1467861

Grace, Inc., a New Mexico Non-Profit Corp. for consideration paid, grant to Ernest R. Kavanaugh and Rosalie R. Kavanaugh, husband and wife, whose address is P.O. Box 28904, Santa Fe, NM, 87592, the following described real estate in Santa Fe County, New Mexico:

Tract A-2-A, as shown on the plat entitled "Lot Split of Tract A-2, Ulrickson Replat for Grace, Inc...situate within SW1/4 SW1/4, Section 9, T16N, R9E, N.M.P.M." recorded December 20, 1995 in Plat Book 323, page 016 as Document No. 928,686, County of Santa Fe, State of New Mexico.

Subject to: Reservations, restrictions and easements of record and taxes for the year 1998, and thereafter.

with warranty covenants.

WITNESS my/our hand(s) and seal(s) this 12th day of March, 1998.

Sterling Mathias, President
Sterling Mathias, President
Grace, Inc.,
a New Mexico Non-Profit Corp.

ACKNOWLEDGEMENT FOR CORPORATION

STATE OF NEW MEXICO

COUNTY OF SANTA FE

This instrument was acknowledged before me on this 12TH DAY OF MARCH, 1998, by Sterling Mathias, as President, of Grace, Inc., a New Mexico Non-Profit Corp. on behalf of said corporation.

My commission expires:



Judith A. Carter
Notary Public



1016-258
COUNTY OF SANTA FE)
STATE OF NEW MEXICO)
I hereby certify that this instrument was filed for record on the 12 day of March, 1998, at 2:31 o'clock P.M. and was duly recorded in book 1497 page 361 of the records of Santa Fe County. Witness my Hand and Seal of Office
Rebecca Dustmanto
County Clerk Santa Fe County, NM