

City of Santa Fe, New Mexico

memo

DATE: February 22, 2016 for the March 3, 2016 Planning Commission Meeting

TO: Planning Commission

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

FROM: Katherine Mortimer, Land Use Planner Supervisor, Land Use Department

3760 BUFFALO GRASS PRELIMINARY SUBDIVISION PLAT

Case #2016-02. 3760 Buffalo Grass Preliminary Subdivision Plat. Santa Fe Planning Group, Inc., agent for Buffalo Grass, LLC, requests approval of a preliminary subdivision plat to divide 1.193 acres into five +/- .24 acre lots. The property is located at the southeast corner of Airport Road and Buffalo Grass Road. The property is zoned Mixed Use (MU), and is located in the Airport Road Overlay zone. (Katherine Mortimer, Case Manager)

RECOMMENDATION

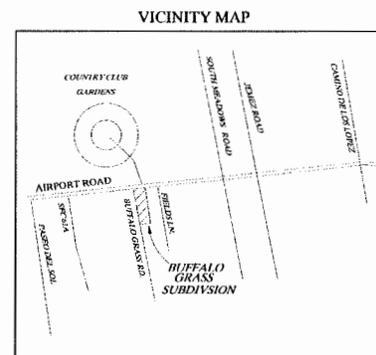
The Land Use Department recommends **APPROVAL WITH CONDITIONS** of this preliminary subdivision plat request. The recommended conditions are provided in Exhibit A of this report.

Approval of a subdivision requires the Commission to determine that the land is “suitable for platting and development purposes of the kind proposed,” and that various approval criteria and specific standards for the lots and infrastructure are met. [14-3.7(C); 14-9]

If the Commission approves this preliminary subdivision plat, a separate application for approval of the final subdivision plat will be submitted for review and approval by the Commission before a plat can be recorded and lots can be sold.

I. APPLICATION SUMMARY

The applicant is proposing to subdivide a 1.193 acre vacant site located on the corner of Airport Road and Buffalo Grass Road to create 5 parcels of approximately 0.24 acres each. Access to the lots would be from Buffalo Grass Road via a new gravel base course cul-de-sac. The application states that the lots will be developed with one single-family home per lot. The property was zoned Mixed Use (MU) when the owner



applied for annexation in 2007, and it is included in the Airport Highway Corridor Overlay District that was adopted in 2013.

The application materials state the intention to accommodate construction of single-family detached houses, but multi-family or mixed use development would also be allowed under the MU zoning.

II. PROCEDURAL ISSUES

The property is part of a larger parcel that comprised an owner-initiated annexation and rezoning application in 2007 (Weston Studio Gallery Annexation and Rezoning Cases # M2007-24, M 2007-25, ZA 2007-06). A master plan was required as part of the annexation and MU (Mixed Use) zoning applications, and a development plan was approved as a separate application in 2008 (Weston Studio Gallery Final Development Plan, Case # 2008-29). The approved plans affected 3.63 acres of land, and would have accommodated an existing bronze foundry business, a new art studio and four new live-work studios, along with parking and open space areas (Exhibit C-4). The development plan was never recorded, and both the master plan and development plan have now expired.

In 2015, the Summary Committee approved a lot split that divided the current subdivision off from the original Weston parcel. No provision was made for whether or how development on the two resulting parcels would be coordinated. The parcel that is currently proposed for subdivision was identified as “Open Space” on the original master plan and development plan, but may have been intended as an eventual future development phase.

The MU district was created to accommodate a mixture of multi-family residential and nonresidential uses on a single parcel. The requirement for approval of development plans as part of the MU rezoning process is intended to insure compatibility of the various proposed uses.

Subdivision and future development of the subject property raises several procedural difficulties, based on advice from the City Attorney’s Office at the time of the lot split and more recently:

- The master plan and development plan that were required and approved as part of the annexation and MU zoning process have expired.
- Since Chapter 14 does not explicitly prohibit subdivision of MU parcels, they may be subdivided.
- Since Chapter 14 does not explicitly require approval of a new master plan or development plan to replace the original MU plan, each lot may be developed with up to 9,999 square feet of residential or mixed uses without any development plan requirement.
- The Planning Commission does not have clear authority to limit residential use of the subdivided lots to single-family use. The proposed lot sizes could accommodate two principal dwelling units at the MU density of 12 units per acre, or three units if a lot line adjustment were approved.
- The Planning Commission does not have clear authority to limit non-residential use of the subdivided lots. A wide range of retail, office and personal service uses are

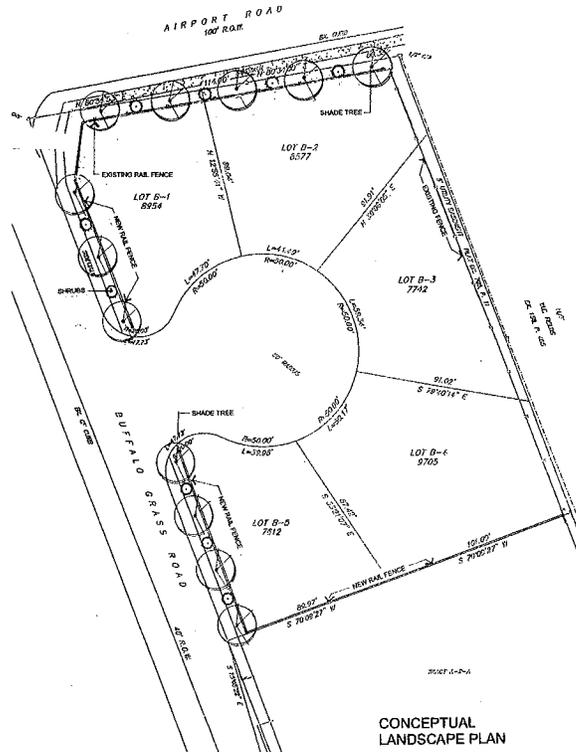
permitted in the MU district, and a dwelling unit and a nonresidential use of one to two thousand square feet would be feasible. Since there is no maximum lot coverage ratio in the MU district, the practical limits on the intensity of nonresidential uses would result from other applicable development standards:

- At least 40% of the floor area on each lot must be devoted to residential use.
- The irregular lot shapes would make it difficult to provide more than six or seven parking spaces on each lot.
- Most nonresidential uses are prohibited from operating between 10 PM and 7 AM in the MU district.

An early neighborhood notification meeting was held on November 12, 2015 with two neighbors in attendance.

The project site is located within the Airport Road Overlay District. This district was established to create an attractive, street-oriented character on a multi-use corridor, and to encourage development and redevelopment. The architectural standards of the Airport Road Overlay District do not apply to single-family residential uses, but would apply to any multi-family or mixed use development that might occur on the two lots that would have frontage on Airport Road.

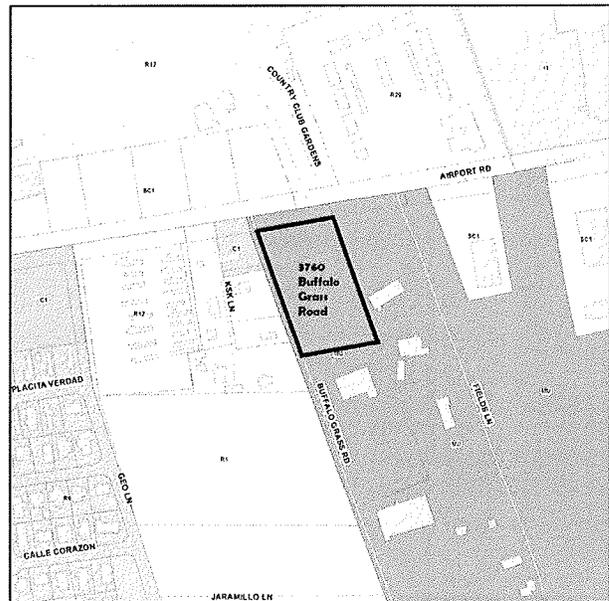
Those standards require facades and entrances that are oriented toward Airport Road, articulated facades, recessed windows, and parking and drive-through facilities that are not oriented toward Airport Road (Exhibit E).



II. MIXED USE ZONE

The subject property is located entirely within the mixed-use zoning district. It was part of a larger property which was rezoned to mixed use and then subdivided. Mixed-use rezoning requires a development plan at the time of rezoning to demonstrate compliance with the mixed-use zoning district requirements, to evaluate the impacts of the anticipated development, to insure compatibility of residential and nonresidential uses within the MU project and with adjoining properties, and to insure adequate utility and other services are available.

The purpose of the Mixed-Use zone is to provide for the creative infill and development of underused and vacant land and buildings in Santa



Fe. This zoning category allows office, commercial and residential uses in the same building or on the same property. MU zoning should accomplish the following goals (SFCC 14-4.3(L)(1)):

- (a) control sprawl by creating a more efficient use of land and more opportunities for infill;
- (b) promote affordable housing and economic development by emphasizing a variety of land uses
- (c) promote creative and flexible land uses within Santa Fe;
- (d) foster alternative means of transportation, including transit, bicycles and walking;
- (e) promote infill development and pedestrian-oriented streetscapes in currently underused parking areas and along existing roadway corridors; and
- (f) promote shared parking areas in the design and development of mixed-use projects.

The purposes of the MU zone also correspond to the policies of the Southwest Area Master Plan for the area south of Airport Road, which encourages preservation of the existing mixture of residential and nonresidential uses in the neighborhood.

City code does not explicitly require application for an extension or a new development plan when the development plan approved at the time of rezoning has expired. This application has been made to subdivide the site into lots intended for single-family home development which is a permitted use in the mixed-use zoning district. This application is not specifically for development of those lots, however, any other type of development of the newly created lots would need to get any other approvals required for those uses or intensities prior to construction.

Section 14-7.5(D)(8)(b) SFCC, as amended, states that in mixed used zoning districts “A common, landscaped open area with seating shall be provided with a minimum size of five hundred (500) square feet per acre of development. The area shall be open to the sky and be suitably lighted and be designed to encourage source interaction.” It is the Land Use Department’s opinion that this requirement was not intended for single-family lot subdivisions. This requirement is in addition to the open space requirement for each residential unit and the staff believes it is intended to create social interaction between residents and non-residents in a mixed use development. Since this proposal does not anticipate any non-residential development, staff does not believe it was the intent of the Code to apply this requirement to this kind of subdivision. However, should any of the lots be proposed to be developed with a mix of uses, then this requirement would apply to those developments on the lot where it is proposed.

III. SUBDIVISION APPROVAL CRITERIA (§14-3.7(C) SFCC)

The following approval criteria apply to this preliminary subdivision plat application (Subsection 14-3.7(C)):

- (1) In all subdivisions, due regard shall be shown for all natural features such as vegetation, water courses, historical sites and structures, and similar community assets that, if preserved, will add attractiveness and value to the area or to Santa Fe.

Applicant Response: The subject site has none of these features.

Staff Analysis: *Staff concurs that the site does not contain any natural features, historical sites or other community assets.*

(2) The planning commission shall give due regard to the opinions of public agencies and shall not approve the plat if it determines that in the best interest of the public health, safety or welfare the land is not suitable for platting and development purposes of the kind proposed. Land subject to flooding and land deemed to be topographically unsuited for building, or for other reasons uninhabitable, shall not be platted for residential occupancy, nor for other uses that may increase danger to health, safety or welfare or aggravate erosion or flood hazard. Such land shall be set aside within the plat for uses that will not be endangered by periodic or occasional inundation or produce unsatisfactory living conditions. See also Section 14-5.9 (Ecological Resource Protection Overlay District) and Section 14-8.3 (Flood Regulations).

Applicant Response: *There are no flood zones on the property. The review comments from the public agencies will be reviewed and honored. The site is a relatively simple flat site with little topography. It is well suited for residential use.*

Staff Analysis: *With the conditions of approval recommended above, staff concurs that the proposed subdivision would comply with this criterion.*

(3) All plats shall comply with the standards of Chapter 14, Article 9 (Infrastructure Design, Improvements and Dedication Standards).

Applicant Response: *The preliminary plat meets these standards.*

Staff Analysis: *With the condition of approval to provide screening from Airport Road the proposed subdivision will comply with this criterion.*

(4) A plat shall not be approved that creates a nonconformity or increases the extent or degree of an existing nonconformity with the provisions of Chapter 14 unless a variance is approved concurrently with the plat.

Applicant Response: *A nonconformity will not be created with the approval of the plat. Residential is a permitted use in a mixed-use district.*

Staff Analysis: *The mixed-use zoning district allows for residential uses to a density of 12 units per acre. The proposed subdivision proposes creation of 5 lots at a density of just over 4 units per acre, well below the maximum allowed. The mixed-use zoning district requires that a minimum of 40% of the development's floor area be used for a residential use when the MU parcels are located adjacent to residentially zoned districts as this site is. However, there is no minimum requirement for non-residential uses. The mixed-use zoning district also requires a minimum of 250 square feet of qualifying private or common open space per dwelling unit. Since this standard is different than other residential lots in the City, staff recommends a condition of approval requiring that a note be placed on the subdivision plat indicating this unique requirement. Note that this would apply to any accessory dwelling units (guest houses) constructed on these lots*

as well. There is a note on the plat prohibiting vehicle access from Airport Road to the two lots that would have frontage on Airport Road. This prohibition was a Condition of Approval imposed by the Traffic Engineer as part of the 2015 lot split.

(5) A plat shall not be approved that creates a nonconformity or increases the extent or degree of an existing nonconformity with applicable provisions of other chapters of the Santa Fe City Code unless an exception is approved pursuant to the procedures provided in that chapter prior to approval of the plat.

Applicant Response: *A nonconformity will not be created with the approval of the plat. Residential is a permitted use in a mixed-use district.*

Staff Analysis: *Staff concurs that the proposed subdivision would not create any non-conformities with other chapters of the Santa Fe City Code.*

IV. SUBDIVISION STANDARDS

A. Streets and Sidewalks

In addition to standards for road widths and spacing, the General Plan and Article 14-9.2 call for new roads to be evaluated in the context of goals for providing interconnections within and between neighborhoods. The subdivider proposes to construct a cul-de-sac, built to standards for the “Lane” class of private street with gravel surfacing, rolled curbs, no sidewalks and no parking lanes. Although not prohibited by the applicable standards, that type of street is typically found only in low-density residential developments, and three special findings are required. Land Use Department and Traffic Division staff analysis determine that all three findings can be supported. The findings are:

- Subsection 14-9.2(D)(8) states that “cul-de-sacs and other dead-end streets, both public and private, may be constructed only if topography, lot configuration, previous development patterns or other natural or built features prevent continuation of the street.”
- Approval of the Lane standard also requires a special finding by the Commission that “no public street is needed to provide access to the property being subdivided or to surrounding properties, based on existing and planned future uses of the properties (14-9.2(C)(8).” Subsection 14-8.6(C)(1) is intended to insure that adequate guest parking is provided in single family subdivisions:

“In single family residential developments, depending on the size and layout of the development and if driveways are located in such proximity to each other that adequate visitor parking is unavailable on the street, the planning commission may require that additional visitor parking of up to one-half space per dwelling unit be accommodated within the development.”

Because no curbside parking will be provided, and lot sizes will limit the amount of off-street parking that can be provided, Land Use staff recommends a condition of approval that directs the subdivider to provide a plan to address visitor parking at the final plat stage.

B. Other Standards

The proposed subdivision appears to clearly meet the applicable standards for utility infrastructure, subject to conditions of approval recommended by various city Development Review Team staff members (Exhibit A).

While the applicant anticipates development of single-family homes, the mixed-use zoning district allows for multi-family homes and a range of non-residential uses subject to a requirement that 40% of the developed floor area be used for residential purposes. Staff recommends a condition of approval requiring that a note be placed on the subdivision plan that discloses to potential buyers that residential uses up to 14 units per acre and mixed-use with residential and non-residential uses are permitted.

IV. EXHIBITS

Exhibit A – Conditions of Approval

Exhibit B - Development Review Team Comments

1. Technical Review Division Memorandum, Somie Ahmed
2. Wastewater Division Memorandum, Stan Holland
3. Water Division Memorandum, Dee Bensinger
4. Traffic Engineering Division Memorandum, Sandra Kassens
5. Affordable Housing Division Email, Alexandra Ladd
6. Fire Department Memorandum, Reynaldo Gonzales

Exhibit C – Maps

1. Future Land Use
2. Current Zoning
3. Aerial Photo
4. 2004 Final Development Plan (Expired)

Exhibit D – Early Neighborhood Notification (ENN) Meeting Materials

1. ENN Meeting Notice
2. ENN Responses to Guidelines
3. ENN Meeting Sign-in Sheet – August 13, 2015

Exhibit E – Airport Road Overlay Zone Architectural Standards

Exhibit F- Application Submittals

City of Santa Fe, New Mexico

Planning Commission

Exhibit A

**Preliminary Subdivision Plat Conditions
of Approval**

Exhibit A
Conditions of Approval
3760 Buffalo Grass Preliminary Subdivision Plat
Case #2016-2

	DRT Conditions of Approval	Department	Staff
1	<p>The following notes or changes shall be added to the plat:</p> <ol style="list-style-type: none"> 1. Utility expansion charges shall be paid at the time of building permit application for each lot. 2. Each lot shall be served through separate sewer and water. <p>The following are conditions of approval:</p> <ol style="list-style-type: none"> 1. Increase the slope of the sewer line to 2% 2. Indicate the type manhole (from standard drawings) to be used in P&P sheets. 3. Add the Wastewater Division General Notes to the plan set. 	Wastewater Management Division	Stan Holland
2	<ol style="list-style-type: none"> 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. 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 6. Must meet all fire protection requirements set forth by IFC 2009 edition for its classified occupancy. 	Fire Marshal	Reynaldo Gonzales
3	<p>Street trees shall be provided as required by Article 14-8.4 (G)(2) with one tree an average of every twenty-five (25) to thirty-five (35) feet on all streets other than major and secondary arterials. Street trees shall comply with the plant material standards in Article 14-8.4 (F) of the SFCC.</p>	Technical Review	Somie Ahmed
4	<p>There needs to be an affordable housing proposal in place to pay the fee in lieu for five units.</p>	Affordable Housing	Alexandra Ladd

Exhibit A
Conditions of Approval
3760 Buffalo Grass Preliminary Subdivision Plat
Case #2016-2

5	The application for 3760 Buffalo Grass Rd SBD preliminary plat (aka Del Weston 5 Lot Subdivision) is complete with regards to the Traffic Engineering Section. No additional submittals are needed.	Traffic Engineering	Sandra Kassens
6	There is existing water infrastructure that can serve the proposed development. The development may require a main extension which would have to comply with the line extension requirements of the City's Water Division.	Water Division	Dee Beingessner
7	<ol style="list-style-type: none"> 1. Add this note to the Plat: "On-lot stormwater ponding is required at the time of permit issuance. Detention volumes provided shall include provisions for Buffalo Grass Circle." 2. Add a note to the Plat stating who is to maintain Buffalo Grass Circle. 	Terrain Management Division	RB Zaxus
8	<ol style="list-style-type: none"> 1. Additional shrubs, or other screening, shall be added to the Airport Road frontage to create a buffer that provides privacy and reduces street noise in accordance with §14-8.4(J)(2)(a) Santa Fe City Code (SFCC), as amended. 2. The following notes shall be added to the subdivision plat: <ol style="list-style-type: none"> a. "A minimum of 250 square feet of qualifying private or common open space per dwelling unit. This applies to accessory dwelling units (guest houses)." b. "At the time of approval of this subdivision plan the lots in this subdivision were zoned "mixed-use" which allows for multi-family residential and non-residential uses. Uses allowed are provided in SFCC Table 14-6.1-1" 3. Title of subdivision shall include the street number on final plat to distinguish it from other subdivisions on the same street. 	Case Manager	Katherine Mortimer

City of Santa Fe, New Mexico

Planning Commission

Exhibit B

Development Review Team Memoranda

City of Santa Fe, New Mexico

memo

DATE: February 4, 2016
TO: Katherine Mortimer, Land Use Planner Supervisor
FROM: Somie Ahmed, Planner Technician Senior
SUBJECT: Comments for Case #2016-02, 3760 Buffalo Grass Road Subdivision Plat

Below are staff's comments for 3760 Buffalo Grass Road Subdivision Plat. Based on documentation and plans dated January 13th, 2016, the following comments are a request for additional submittals:

1. A common, landscaped open area with seating shall be provided with a minimum size of five hundred (500) square feet per acre of development as required by Article 14-7.5 (D)(8)(b) of the SFCC.
2. Provided open area shall comply with the landscaping requirements of Article 14-8.4 of the SFCC.
3. Street trees shall be provided as required by Article 14-8.4 (G)(2) with one tree an average of every twenty-five (25) to thirty-five (35) feet on all streets other than major and secondary arterials. Street trees shall comply with the plant material standards in Article 14-8.4 (F) of the SFCC.

EXHIBIT B1

City of Santa Fe



New Mexico

MEMO

Wastewater Management Division DEVELOPMENT REVIEW COMMENTS

E-MAIL DELIVERY

Date: January 26, 2016

To: Dan Esquibel, Case Manager

From: Stan Holland, P.E.
Wastewater Management Division

Subject: Case 2016-02 3730 Buffalo Grass Road Subdivision

The following notes or changes shall be added to the plat:

1. Utility expansion charges shall be paid at the time of building permit application for each lot.
2. Each lot shall be served through separate sewer and water.

The following are conditions of approval:

1. Increase the slope of the sewer line to 2%
2. Indicate the type manhole (from standard drawings) to be used in P&P sheets.
3. Add the Wastewater Division General Notes to the plan set.

EXHIBIT B2

City of Santa Fe
memo

DATE: January 27, 2016
TO: Dan Esquibel, Land Use Planner, Land Use Department
FROM: Dee Beingessner, Water Division Engineer *DB*
SUBJECT: Case # 2016-02 3760 Buffalo Grass Road Subdivision

There is existing water infrastructure that can serve the proposed development. The development may require a main extension which would have to comply with the line extension requirements of the City's Water Division.

Fire protection requirements are addressed by the Fire Department.

EXHIBIT B3

MORTIMER, KATHERINE E.

From: KASSENS, SANDRA M.
Sent: Wednesday, January 27, 2016 1:57 PM
To: ESQUIBEL, DANIEL A.
Cc: ROMERO, JOHN J
Subject: Case 2016-02 3760 Buffalo Grass SD

Dan,
Re: Case 2016-02
The application for 3760 Buffalo Grass Rd SBD preliminary plat (aka Del Weston 5 Lot Subdivision) is complete with regards to the Traffic Engineering Section. No additional submittals are needed. I will send my comments to you next week.

Sandy

Sandra Kassens
Engineer Assistant
Engineering Division
Public Works Department
City of Santa Fe
505-955-6697

MORTIMER, KATHERINE E.

From: LADD, ALEXANDRA G.
Sent: Tuesday, January 26, 2016 4:03 PM
To: ESQUIBEL, DANIEL A.
Subject: FW: Request for Additional Submittals Due Tomorrow
Attachments: Request for Additional Submittals Due Tomorrow

Dan,

My only comments are that Buffalo Grass needs to get in place an affordable housing proposal to pay the fee in lieu for five units.

Thanks,

-Alexandra

Alexandra Ladd, AICP
Housing Special Projects Manager
City of Santa Fe
PO Box 909
Santa Fe, NM 87504-0909
505/955-6346

NOTE NEW OFFICE LOCATION:
500 Market Street, Suite 200
(above REI in the Railyard)

City of Santa Fe, New Mexico

memo

DATE: February 8, 2016

TO: Katherine Mortimer, Case Manager

FROM: Reynaldo Gonzales, Fire Marshal 

SUBJECT: Case #2016-02 3760 Buffalo Grass Road Subdivision

I have conducted a review of the above mentioned case for compliance with the International Fire Code (IFC) Edition. If you have questions or concerns, or need further clarification please call me at 505-955-3316.

Prior to any new construction or remodel shall comply with the current code adopted by the governing body due to a change of use occupancy.

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.
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
6. Must meet all fire protection requirements set forth by IFC 2009 edition for its classified occupancy.

EXHIBIT B6

City of Santa Fe, New Mexico

memo

DATE: February 9, 2016

TO: Katherine Mortimer, Case Manager

FROM: Risana "RB" Zaxus, PE
City Engineer

RE: Case # 2016-02
Buffalo Grass Road preliminary subdivision Plat

The following review comments are to be considered conditions of approval:

*Add this note to the Plat: "On-lot stormwater ponding is required at the time of permit issuance. Detention volumes provided shall include provisions for Buffalo Grass Circle."

*Add a note to the Plat stating who is to maintain Buffalo Grass Circle.

EXHIBIT B7

City of Santa Fe, New Mexico

Planning Commission

Exhibit C

Maps

Future Land Use Map

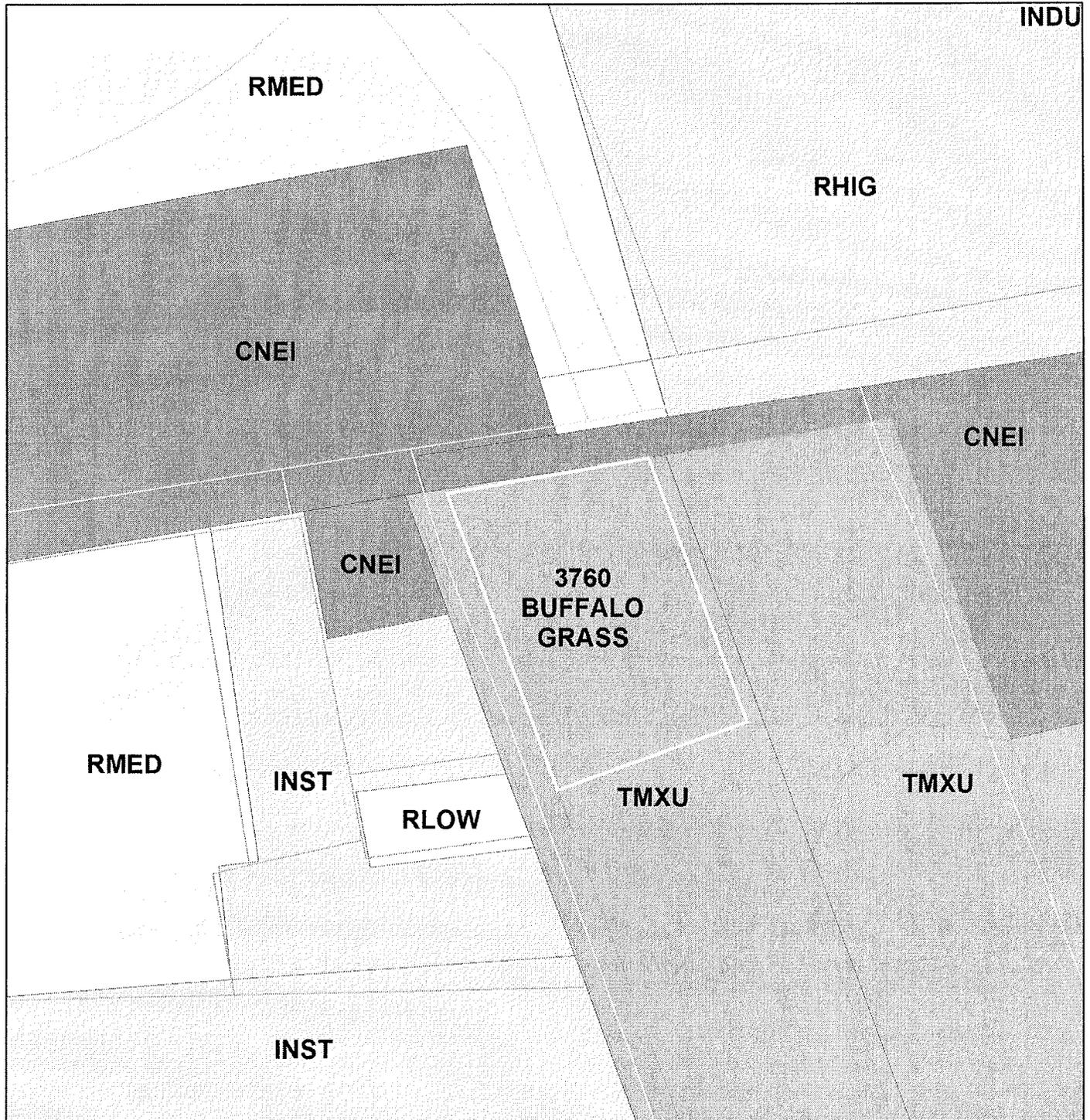


EXHIBIT C1

Zoning Map

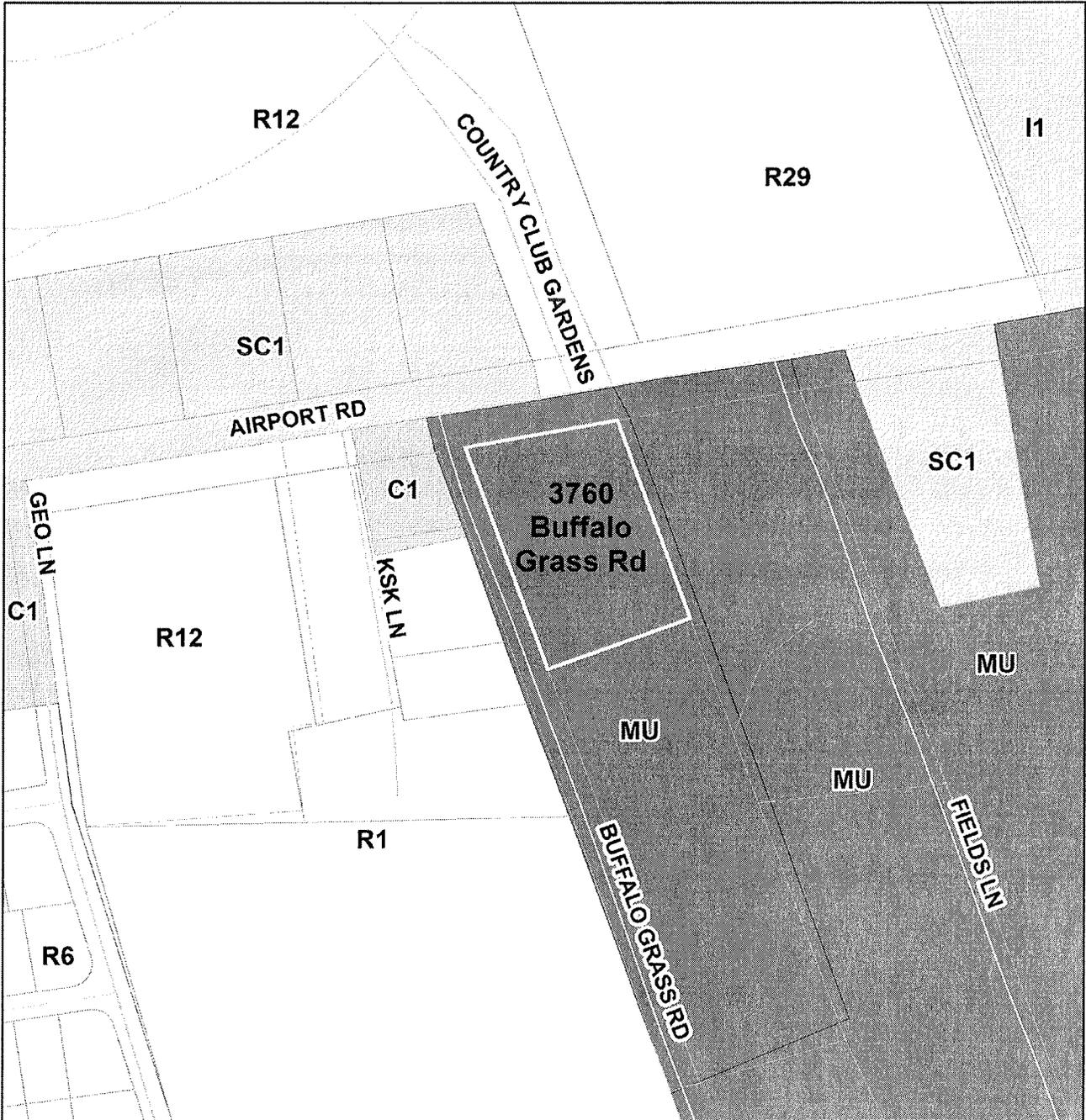


EXHIBIT C2

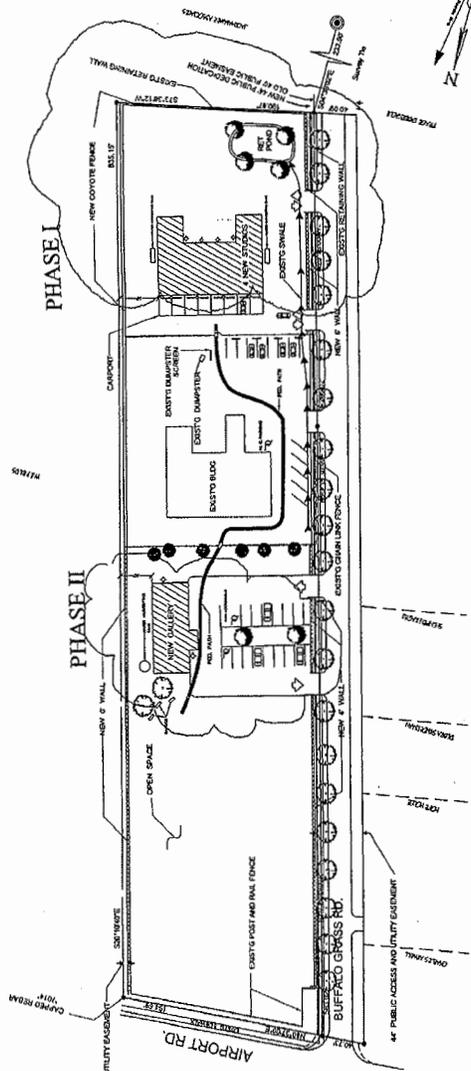


Aerial Photo



EXHIBIT C3

FINAL DEVELOPMENT PLAN WESTON STUDIO GALLERY



DESIGN CRITERIA

ZONING: MIXED USE
 PROPOSED USE: ARTIST HOME / STUDIOS AND GALLERY
 AREA OF DEVELOPMENT: 3.63 AC / 158,174 SQ. FT.
 LOT COVERAGE: 12% / 18,591 SQ. FT.
 MIN. OPEN SPACE REQD: 25% / 39,512 SQ. FT.
 OPEN SPACE PROVIDED: 52,200 SQ. FT.

NOTES

DEVELOPMENT IS REQUIRED TO CONNECT TO THE CITY OF SANTA FE SANITARY SEWER SYSTEM.

- CITY OF SANTA FE LAND USE DEPT.**
- REMARKS**
- PLANNING COMMISSION
 - CITY COUNCIL
 - DATE OF MTG
 - CASE #
 - APPROVAL
 - APPROVAL W/ CONDITIONS
 - DENY

NAME CASE MANAGER _____

DATE _____

Development Review Committee Chairman, Secretary _____ date _____

Mayor _____ date _____

City Planner _____ date _____

Permit and Development Review Division _____ date _____

City Public Works Director _____ date _____

County of Santa Fe)
 State of New Mexico)

I hereby certify that this instrument was filed for record on this _____ day of _____, 20____ A.D. at _____ o'clock _____ M. and was duly recorded in Book _____ at Page _____ of the records of Santa Fe County.

Witness my Hand and Seal
 VALERIE ESPINOSA
 Santa Fe County Clerk

By: _____ (Capacity)

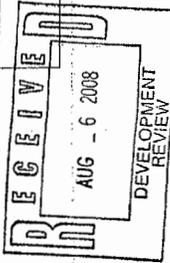


EXHIBIT C4

WESTON STUDIO GALLERY
 FINAL DEVELOPMENT PLAN

DATE: JUNE 2008 SCALE: 1" = 30' SHEET: 2

City of Santa Fe, New Mexico

Planning Commission

Exhibit D

ENN Materials

SANTA FE PLANNING GROUP, INC

LAND PLANNING AND LANDSCAPE ARCHITECTURE

P. O BOX 2482, SANTA FE, NM 87504

505.983.1134; 505.983.4884 FAX

October 26, 2015

Dear Neighbor,

Santa Fe Planning Group, Inc., Scott Hoeft, applicant, on behalf of Buffalo Grass, LLC, is requesting to divide 1.193-acres into five (5) residential lots. The subject site is located at 3760 Buffalo Grass Road, which is on the south side of Airport Road and the east side of Buffalo Grass Road. Airport Road bounds the site to the north and Buffalo Grass Road bounds the site to the west.

The applications to the City of Santa Fe will include the following requests:

- Preliminary Subdivision Plat (5 lots)
- Final Subdivision Plat

In accordance with the requirements of the City of Santa Fe Early Neighborhood Notification regulations, this is to inform you that a meeting is scheduled for:

Time: 6:15 pm

When: November 12, 2015, Thursday

Where: South Side Library, Tierra Contenta, 6599 Jaguar Drive

Early Neighborhood Notification is intended to provide an exchange of information between prospective applicants for development projects and the project's neighbors before plans become too firm to respond meaningfully to community input.

Attached, please find a vicinity map. If you have any questions or comments, please contact Scott Hoeft at 412.0309 or email at scotthoeft@hotmail.com.

Sincerely,



Scott Hoeft

Attachments
-Vicinity Map

EXHIBIT D1

**Del Weston Site
5 Lot Residential Subdivision
Early Neighborhood Notification**

The City Code provides for the exchange of information between an applicant for subdivision approval and the area neighborhoods. Eleven points are to be discussed with the neighborhood residents and landowners. This document is intended to address these eleven points.

LOCATION:

The subject site is approximately 1.193-aces in size and is located on the east side of Buffalo Grass Road and the south side of Airport Road. To the north is Airport Road and beyond Country Club Gardens mobile home park and a vacant shopping center tract. To the south is land owned by Del Weston (foundry), to the west is single-family housing and a commercial tract (C-1), and to the east is vacant land that is zoned mixed use (MU).

REQUEST:

The applicant is requesting a 5-lot subdivision (0.24-acre per lot). The subject site is zoned as mixed-use which affords a density of 12 du/ac though the site is not being maximized for this density.

The following is an outline of the eleven discussion points to be considered in the ENN process:

1. The effect on character and appearance of the surrounding neighborhoods:

The subject site is located in an area of residential uses. Single-family to the west, high-density single family to the north, vacant land to the east, and an existing foundry to the south. The foundry is used for the creation of art sculptures (copper and bronze).

The subject area features a variety of uses: single-family residential; light commercial, high-density housing, and vacant land. The proposed project encourages compact urban form as an infill project. It seeks not to maximize every area of the site with density. On the contrary, it seeks to develop five lots at a 0.24-acre each with preferable spacing and a corresponding housing product, which is anticipated to be a benefit to the area.

This is a simple 5-lot design for a simple site. The design should complement an area that features high-density product and commercial land that is a very short distance to the site.

2. Effect on protection of the physical environment:

The site is currently vacant with no physical features. By featuring a lighter footprint and density, the proposed will offer spacing between homes and more open space around the structures.

EXHIBIT D2

ENN DE/Westgal.

NOV. 12, 15

<u>NAME</u>	<u>ADDRESS</u>
Nell Weston	3842 B.G. Rd
Debra Snyder	3810 KSK Lane
Jeremy Lando	

EXHIBIT D3

City of Santa Fe, New Mexico

Planning Commission

Exhibit E

**Airport Road Overlay Zone
Architectural Standards**

SFCC §14-5.5(C)(6) Architecture

In addition to requirements found in Section 14-8.7 SFCC 1987, Architectural Design Review, the following provisions shall apply:

- (a) The primary entrance to any new building shall be visible from Airport Road.
- (b) The finished floor elevation of the primary entrance to any new building shall not be three (3) feet higher or lower than the elevation of the adjacent sidewalk within the Airport Road right of way.
- (c) Lot configuration permitting, the longest facade of all new buildings shall be aligned with Airport Road.
- (d) No garage doors shall face Airport Road.
- (e) The square footage of retail building façades that face Airport Road or any abutting street shall be comprised of between thirty percent and sixty percent double pane windows. Storefront glazing systems may be used to meet this requirement and shall not exceed fifty percent of the facade.
- (f) A façade exceeding one hundred (100) feet, measured horizontally, shall incorporate wall plane projections or recesses of at least twenty-four (24) inches in depth encompassing at least fifty percent of the façade length.
- (g) A façade exceeding one hundred (100) feet, measured horizontally, shall be of at least two different colors or materials with each color or material applied to an entire projection or recess.
- (h) Except when covered by a portal or other permanent shade structure, windows shall be recessed a minimum of eight (8) inches.
- (i) With the exception of buildings constructed for industrial uses in I-1 and 1-2 zoning districts, no portion of any building wall facing Airport Road or any street shall extend more than twenty (20) feet, measured horizontally, without openings. Doors, windows or display windows shall be considered openings.
- (j) Rooftop equipment shall be fully screened so that the equipment is not visible from the public right of way. The screening shall be integrated with the building architecture, materials and construction. Rooftop solar equipment shall be screened to the extent that the screening does not impair the performance of the solar equipment.
- (k) Drive-through and drive-in facilities shall be located to the rear of buildings.
- (l) Enclosures required for trash receptacles and compactors shall be: (Ord. No. 2013-17 § 1)
 - (i) located to the rear of buildings; and
 - (ii) sized to include commercial recycling space sufficient to accommodate the commercial recycling generated by a development.

City of Santa Fe, New Mexico

Planning Commission

Exhibit F

Applicant Submittals

SANTA FE PLANNING GROUP, INC.

P.O. Box 2482

Santa Fe, NM 87504

505.983.1134; 505.983.4884 fax

January 15, 2016

Noah Berke
City of Santa Fe Land Use Department
200 Lincoln Avenue, P.O. Box 909
Santa Fe, NM 87504

RE: Del Weston Site – 5 lot Subdivision
1.193-Acres

Dear Mr. Berke:

Please find attached our subdivision application for the Del Weston site, a 1.193-acre site, which is located at the southeast corner of Airport Road and Buffalo Grass Road. Our request is to subdivide the land into 5 parcels (0.24-acres each). The land is currently vacant.

Zoning

The site is zoned mixed use (MU affords a density of 12 du/ac though the site is not being maximized for this density). It should be noted that a project in an MU zone that proposes residential uses only does not require a commercial element; an MU project that proposes commercial does require a residential element at 40%.

Abutting Properties

Immediate abutting properties to the north include Airport Road and beyond Country Club Gardens mobile home park and a vacant shopping center tract. To the south is land owned by Del Weston (foundry), to the west is single-family housing and a commercial tract (C-1), and to the east is vacant land that is zoned mixed use (MU).

The subject area features a variety of density and zoning: mixed use (MU), C-1 commercial, SC-1, (shopping center), R-12 beyond the shopping center, R-1 single family, and R-29 high density residential.

The Project

The project will have a light touch on the subject site and will not seek to maximize the site for the highest density. Santa Fe's urban form in this area is mixed and this project seeks to respect the existing residential uses to the west while not being a burden on the existing infrastructure or services.

EXHIBIT F

Approval Criteria - Subdivision

(C)

(1) In all subdivisions, due regard shall be shown for all natural features such as vegetation, water courses, historical sites and *structures*, and similar community assets that, if preserved, will add attractiveness and value to the area or to Santa Fe. The subject site has none of these features.

(2) The planning commission shall give due regard to the opinions of public agencies and shall not approve the *plat* if it determines that in the best interest of the public health, safety or welfare the land is not suitable for *plating* and *development* purposes of the kind proposed. Land subject to *flooding* and land deemed to be topographically unsuited for building, or for other reasons uninhabitable, shall not be *platted* for *residential* occupancy, nor for other uses that may increase danger to health, safety or welfare or aggravate *erosion* or *flood hazard*. Such land shall be set aside within the *plat* for uses that will not be endangered by periodic or occasional inundation or produce unsatisfactory living conditions. See also Section 14-5.9 (Ecological Resource Protection Overlay District) and Section 14-8.3 (Flood Regulations). There are no flood hazards on the property. The review comments from the public agencies will be reviewed and honored. The site is a relatively simple flat site with little topography. It is well suited for residential uses.

(3) All *plats* shall comply with the standards of Chapter 14, Article 9 (Infrastructure Design, Improvements and Dedication Standards). The preliminary plat meets these standards (see the attached).

(4) A *plat* shall not be approved that creates a nonconformity or increases the extent or degree of an existing nonconformity with the provisions of Chapter 14 unless a variance is approved concurrently with the *plat*. A nonconformity will not be created with the approval of the plat. Residential is a permitted use in a mixed-use district.

(5) A *plat* shall not be approved that creates a nonconformity or increases the extent or degree of an existing nonconformity with applicable provisions of other chapters of the Santa Fe City Code unless an exception is approved pursuant to the procedures provided in that chapter prior to approval of the *plat*. A nonconformity will not be created with the approval of the plat. Residential is a permitted use in a mixed-use district.

Traffic Improvements/Sidewalks

Buffalo Grass Road is paved for the length of the site with sidewalk already in place. No additional improvements are anticipated to Buffalo Grass Road. A sidewalk stretches the length of the site along Airport Rd. The site design will feature a single access road (gravel base course). The proposed five (5) lots are not anticipated add a significant amount of traffic or congestion to the area. A traffic impact study is not required of the submittal, pursuant to discussions with John Romero, City of Santa Fe traffic engineer. The project will feature one access point into a cul-de-sac, which will be surfaced with gravel base course and will be designed to City of Santa Fe road standards.

Affordable Housing

The project will meet the requirements of the affordable housing ordinance for a five-lot subdivision. Subdivisions of 2 -10 lots pay a fee in lieu of providing units. The fee ranges from \$8,280 for 2 units - \$41,400 for ten units. In the case of a five-lot division, approximately \$20,700 would be required for the fee in lieu of cost.

Water and Sewer

The project will be served by the Sangre de Cristo Water Division and the City of Santa Fe Liquid Waste Division. Subdivisions that require over 10-afy of water are required to have water rights transferred to the project. A project under 10-afy provide retrofits or pay the offset fee (\$415 per .025 acre feet). A 5-lot subdivision, for example, would have a water budget of 1.25-afy (or 0.25afy/lot). The fee in this case would be: \$20,750.

Design Standards

The site is located in the Airport Road Overlay District. The provisions of this subsection do not apply to single-family residential uses according to Section 14-5.5(C) 3a. The City of Santa Fe standards for residential uses apply.

Mixed Use Standards

Minimum District and Lot Size: None

Height: A maximum height of 35 feet shall be permitted where two or more *stories* are included in a *building*; where the *mixed-use development* is located adjacent to *residential* uses or *residential zoning*, all *buildings* and *structures* within 70 feet of the adjoining *residential property* line shall not exceed 25 feet in height. It should be noted that most likely that the residential structures will be one-story homes.

Setbacks. Street: Equivalent to the minimum *yard* requirements in any adjoining *residential* zoning district if not separated by a *street*; otherwise none is required.

Side: 30 feet from *property* line when abutting a *residential* district; 5 feet from *property* line if not abutting a *residential* district. *Right of way* may be counted as part of *setback*.

Rear: 30 feet from *property* line when abutting a *residential* district; 10 feet from *property* line if not abutting a *residential* district. *Right of way* may be counted as part of *setback*.

Open Space. Each *dwelling unit* shall be provided with a minimum of two hundred fifty (250) square feet of qualifying private or *common open space*.

Lot Coverage. None, except as may be needed to satisfy other limitations applicable to a MU district

Accessory Structures. Permitted, but can be no larger than the principle structure up to 1500 sf.

Landscape Plan

It is the intent of this project to provide a friendly interface with Airport Road. With this in mind a landscape plan has been provided, which is consistent with Code, and demonstrates a planting of street trees and shrubs along Airport Road and Buffalo Grass Road. The existing split rail fence will remain in place.

Archaeological

The site is located in the Suburban archaeological district. There is no requirement for archaeological review for parcels less than 10-acres in size.

Pre-Application and ENN Meetings

The attached materials are the items required for the submittal pursuant to our pre-application meeting, which occurred on August 13, 2015. The ENN meeting for the project was held on November 12, 2015. Two neighbors attended the ENN Meeting. Comments ranged from setbacks, lot coverage, appearance of structures and design, and open space requirements.

Thank you for considering our request. It is our hope that the case will be heard at the **March 03, 2016** meeting of the Planning Commission. If you have questions, do not hesitate to contact me at 412.0309, scotthoeft@hotmail.com

Sincerely,



Scott Hoeft
Partner

Attachments:

- Letter of Application
- Application Fee (\$460)
- Legal Lot of Record

Plan Set (6)

- Preliminary Plat
- Landscape Plan
- Terrain Management
- Sewer/Water Plan