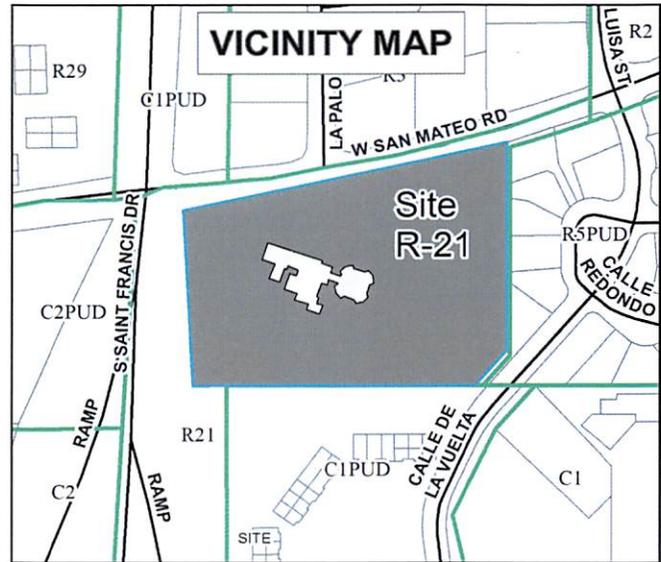




Land Use Department Board of Adjustment Staff Report

Case No: 2016-93
 Hearing Date: October 4, 2016
 Applicant: St. Bede's Episcopal Church
 Request: Special Use Permit
 Location: 1601 S. St. Francis Drive
 Case Mgr.: Daniel A. Esquibel
 Zoning: R-21 (Residential)
 Overlay: None
 Pre-app. Mtg.: April 28, 2016
 ENN Mtg.: August 11, 2016
 Proposal: Requests for a Special Use Permit for a Religious Assembly 4.4+/- acres.



Case #2016-53. Case #2016-93. 1601 S. St. Francis Drive Special Use Permit. Victor Johnson Architect, agent for St. Bede's Episcopal Church, requests a Special Use Permit to construct a 4,000 square foot addition for use as an auditorium/sanctuary and social hall on 4.41+ acres. The property is zoned R-21 (Residential - 21 dwelling units per acre). (Dan Esquibel Case Manager).

I. RECOMMENDATION

The Land Use Department recommends **APPROVAL**, subject to the following conditions of approval:

#	Condition of approval	Dept/Division	Staff
1	Prior to Building Permit - Prepare a ROW dedication plat to be reviewed and approved by the PWD prior to recordation	Public Works/Traffic Division	Sandy Kassens
2	Prior to Issuance of a Certificate of Occupancy - Record the approved dedication plat		
3	Prior to Building Permit - Indicate on the site plan the approved location of the 5 foot wide sidewalk along W. San Mateo Road		
4	Prior to Issuance of a Certificate of Occupancy - The applicant will include construct of the sidewalk along the frontage of the property on W. San Mateo Road that complies with City Code and Public Rights-of-Way Accessibility Standards.	Land Use Department/Technical Review division	Somie Ahmed
5	Project will be required to be brought up to compliance with the Landscape code as outlined in Article 14-8.4 at time of building permit application.		

II. EXECUTIVE SUMMARY

St. Bede's Episcopal Church (Applicant) is requesting approval of a special use permit to add 4,000 square feet of new construction for new worship space. The existing 8,000 square foot structure was constructed in 1963. The proposal increases the total square footage of the structure to 12,000 square feet. The project analysis can be found on Page 2 under *Section III. "Site Analysis"* and Page 4 *Section IV "Special Use Permit"*.

Table 14-6.1-1 requires a special use permit for new or expanded religious assembly uses. The existing church was constructed prior to the special use permit requirement being added to the development code, so there is no previous use permit.

The applicants have complied with 14-3.1(E) *"Pre-Application Conferences"*, 14-3.1(F) *"Early Neighborhood Notification Procedures"*, 14-3.1(H) *"Notice Requirements"* and have addressed necessary findings per 14-3.6(D) *"Approval Criteria and Conditions"*.

III. SITE ANALYSIS

The property is located on the southeast corner of the intersection of St. Francis Drive and San Mateo Street. The property consists of 4.4± acres and is zoned R-21 (Residential - 21 dwelling units per acre).

A. Adjacent Properties

Table 1 Adjacent Zoning

Direction	Zoning
Northwest	C-1-PUD (General Office/Plan Unit Development)
North/Northeast	R-3 (Residential - 3 Dwelling Units Per Acre)
South	C-1-PUD (General Office/Plan Unit Development)
East	R-5-PUD ((Residential - 5 Dwelling Units Per Acre/ Plan Unit Development)
West	St. Francis Drive

B. Parking

Table 2 Existing Parking

Use	Parking Ratio		Existing Parking	Complies
Religious Assembly	1:4 seats	175	68	Yes

Table 3 Proposed Parking

Use	Parking Ratio	Proposed Seats	Proposed Parking	Required Parking	Complies
Religious Assembly	1:4 seats	218	97	55	Yes

C. Access and Traffic

The property includes two driveways accessed directly off San Mateo Road. The first driveway is approximately 150 feet east of the St. Francis/San Mateo intersection, and the second driveway is being relocated to the northeast corner of the property.

As a condition of approval the applicant has agreed to construct a sidewalk along the San Mateo Road frontage. San Mateo Road is slated for upgrades which will require the applicant to coordinate right-of-way dedication and sidewalk construction with the City Traffic Division. The City did not require a traffic impact analysis for the proposed application.

Traffic Division comments can be found in Exhibit A.

D. Lot Coverage and Open Space

Existing lot coverage is 4.2%, the additional 4,000 square feet will increase lot coverage to 6.3%. The proposed building addition will comply with applicable lot coverage, height and setback standards [§14-7.2-1: "*Table of Dimensional Standards for Residential Districts*"].

The combined building footprint and parking area adds up to 61,979± square feet. This leaves the remaining area of the property at 129,684 ± square feet of undeveloped Land that is available for open space. §14-7.5(D) "*Nonresidential and Mixed Use Open Space Standards*" requires 25% open space for nonresidential uses. The project will provide 67% which exceeds the minimum requirement..

E. Utilities

The property is served by city sewer and water. Water Division and Wastewater Division comments can be found in Exhibit A. Dry utilities for electric, gas, and telephone exist on the property.

F. Fire

There are three fire hydrants adjacent to the property. One is located at the intersection of San Mateo/ La Paloma Street and two are located on the adjoining property to the south within the parking area adjacent to the property line. The applicants are also planning to install an automatic fire sprinkler system in the facility.

Fire marshal comments can be found in Exhibit A.

G. Terrain Management and Landscaping

Terrain management will be addressed during the building phase. The applicant has provided a 15-foot landscape buffer adjacent to the residential properties adjacent to the east property line.

Technical Review Division comments can be found in Exhibit A.

IV. SPECIAL USE PERMIT APPROVAL CRITERIA

Chapter 14 requires the Board of Adjustment to make the following findings to grant a Special Use Permit:

Approval Criteria– Special Use Permit [Subsection 14-3.6(D)(1)]

<p>§14-3.6(D)(1)(a)- that the land use board has the authority under the section of Chapter 14 described in the application to grant a special use permit,</p>	<p>Criterion Met: (Yes/No/conditional/N/A) Yes</p>
<p>Subsection 14-2.4 "<i>Board of Adjustment</i>" (BOA) grants the authority of the Board of Adjustment (BOA) "<i>to hear and decide applications for special use permits</i>". Table 14-6.1-1 requires a special use permit for new or expanded religious assembly uses.</p>	
<p>§14-3.6(D)(1)(b)- that granting the special use permit does not adversely affect the public interest, and</p>	<p>Criterion Met: (Yes/No/conditional/N/A) Yes</p>
<p>City staff has reviewed the proposed special use permit application in accordance with applicable General Plan policies and applicable development standards. As outlined in this memorandum, the proposed Special Use Permit application can comply with minimum standards of Chapter 14 SFCC.</p>	
<p>§14-2.3(D)(1)(c)- that the use and any associated buildings are compatible with and adaptable to buildings, structures and uses of the abutting property and other properties in the vicinity of the premises under consideration.</p>	<p>Criterion Met: (Yes/No/conditional/N/A) Yes</p>
<p>Chapter 14 "Table 14-6.1-1-Table of Permitted Uses". Identifies "Religious Assembly" as a permitted use in an R-21 District. No conflicts between the proposed use and existing uses in the vicinity are anticipated. In addition, the existing architectural characteristic of the building remains as it has existed on the property and in the neighborhood for 53 years. The proposed construction will maintain the existing architectural characteristics that have existed with the exception of minor variations.</p>	

Staff's analysis finds that the applicants have addressed the necessary findings per 14-3.6(D) "Approval Criteria and Conditions" and recommends **APPROVAL** subject to conditions.

V. EARLY NEIGHBORHOOD NOTIFICATION

The ENN was attended by approximately 15 people. The applicant presented the proposal and answered questions regarding height of the structure, parking along the east property line (next to adjoining residents) and lighting.

VI. EXHIBITS:

EXHIBIT A Development Review Team (DRT)

Traffic Engineering, Sandy Kassens
Water Division, Dee Beingessner
Wastewater Division, Stan Holland
Fire Department, Reynaldo Gonzales
City Engineer, RB Zaxus
Technical Review Division (Landscaping), Somie Ahmed
Environmental Services, Eric Lucero

EXHIBIT B: Early neighborhood Notification

Guidelines
Meeting Notes

EXHIBIT C: Maps and Photos

Zoning Map
Aerial Photo

EXHIBIT D: Applicant Submittals*

* Maps and other exhibits reproduced and archived separately from this staff report. File copies are available for review at the Land Use Department office at 200 Lincoln Avenue, West Wing.

APPROVED BY:

Title	Name	Initials
Land Use Department, Director	Lisa D. Martinez	
Land Use Current Planning Division, Director	Greg T. Smith	
Land Use Current Planning Division, Senior Planner	Daniel A. Esquibel	

October 4, 2016
Board Of Adjustment
Case # 2016-93
St Bede's Church
Special Use Permit

EXHIBIT A

DRT COMMENTS

City of Santa Fe, New Mexico

memo

DATE: September 23, 2016

TO: Dan Esquibel, Planning and Land Use Department

VIA: John Romero, Engineering Division Director

FROM: Sandra Kassens, Traffic Engineering Division

CASE: 1601 S. St. Francis Drive Special Use Permit – case 2016-93

ISSUE:

Victor Johnson, Architect, agent for St. Bede’s Episcopal Church, requests approval of a Special Use Permit to construct a 4,000 square foot addition for use as an auditorium/sanctuary and social hall on 4.41± acres. The property is zoned R-21 (Residential – 21 dwelling units per acre) and is located at 1601 S. St. Francis Drive.

RECOMMENDED ACTION:

Review comments are based on submittals received on August 25, 2016.

The City of Santa Fe plans to implement roadway improvements on W. San Mateo Road between S. St. Francis Drive and Galisteo Street. Additional Right-of-Way (ROW) is required for a portion of the frontage of St. Bede’s property along W. San Mateo Road in order to implement these improvements. The applicant shall coordinate with the Public Works Department to determine the precise dimensions of ROW needed.

CONDITIONS OF APPROVAL:

MUST BE COMPLETED BY:

CONDITIONS OF APPROVAL:	MUST BE COMPLETED BY:
1 Prepare a ROW dedication plat to be reviewed and approved by the PWD prior to recordation	Prior to Building Permit
2 Record the approved dedication plat	Prior to Issuance of a Certificate of Occupancy (CO)
3 Indicate on the site plan the approved location of the 5 foot wide sidewalk along W. San Mateo Road	Prior to Building Permit
4 Construct the sidewalk along the frontage of the property on W. San Mateo Road that complies with City Code and Public Rights-of-Way Accessibility Standards.	Prior to Issuance of a Certificate of Occupancy (CO)

If you have any questions or need any more information, feel free to contact me at 955-6697. Thank you.

Development Review Team
Comment Form

Date: 9/6/16
Staff person: Dee Beingessner
Dept/Div: Public Utilities/Water Division



Case #2016-93. 1601 S St Francis Drive Special Use Permit

Case Mgr: Dan Esquibel

The property has current water service. The Water Division does not have any comments on this special use permit.

Development Review Team
Wastewater Management Division
E-Mail Delivery
Comment Form



Date: 9/19/16
From: Stan Holland, Engineer, Wastewater Division
Dept/Div: Wastewater Division
Case: Case #2016-93 1601 S. St. Francis Drive Special Use Permit
Case Mgr: Dan Esquibel

The subject property is accessible to the City public sewer system.

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. The existing property/structures are connected to the City sewer system. The Wastewater Division has no objection to the granting of a Special Use Permit	
2	
3	
4	

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:

1. Required to connect to the City public sewer system

Explanation of Conditions or Corrections (if needed):

ESQUIBEL, DANIEL A.

From: GONZALES, REYNALDO D.
Sent: Monday, September 12, 2016 4:58 PM
To: ESQUIBEL, DANIEL A.
Subject: DRT
Attachments: 2016-93 1601 S. St Francis.docx; 2016-94 2041 Pacheco Street Development Plan.docx

Dan,

No comments on 2016-93 and standard on 2016-94. Thanks

Reynaldo D Gonzales
Fire Marshal
City of Santa Fe
Office: 505-955-3316
Fax: 505-955-3320
E-mail: rdgonzales@santafenm.gov

Development Review Team

Comment Form

Date: September 19, 2016
From: Risana "RB" Zaxus, City Engineer
Dept/Div: Land Use, Technical Review Division
Case: Case # 2016-93, 1601 S. St. Francis Drive Special Use Permit
Case Mgr: Dan Esquibel



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 Concrete sidewalk must be constructed along San Mateo	Permit Submittal
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 Comment Form

Date: August 30th, 2016
 Staff person: Somie Ahmed
 Dept/Div: LUD/Technical Review Division
 Case: 2016-93 – 1601 S. St. Francis Drive Special Use Permit
 Case Mgr: Dan Esquibel



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	
2	
3	
4	

Technical Corrections*: Must be completed
 by:

1.	
2.	
3.	

*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. Project will be required to be brought up to compliance with the Landscape code as outlined in Article 14-8.4 at time of building permit application.

Explanation of Conditions or Corrections (if needed):

N/A

ESQUIBEL, DANIEL A.

From: LUCERO, ERIC J.
Sent: Monday, September 19, 2016 8:36 AM
To: ESQUIBEL, DANIEL A.
Subject: RE: Case #2016-93. 1601 S. St. Francis Drive Special Use Permit

Dan,

I have no comments for this at this time.

Thanks,

Eric J Lucero
City of Santa Fe
Environmental Services
Operations Manager
505-955-2205 office
505-670-6562 cell
ejlucero@santafenm.gov

From: ESQUIBEL, DANIEL A.
Sent: Sunday, September 18, 2016 2:51 PM
To: ZAXUS, RISANA B.; KASSENS, SANDRA M.; HOLLAND, TOWNSEND S.; LUCERO, ERIC J.
Subject: Case #2016-93. 1601 S. St. Francis Drive Special Use Permit

Hello all,

I need your comments on this case. My memo is due Wednesday.

Case #2016-93. 1601 S. St. Francis Drive Special Use Permit. Victor Johnson Architect, agent for St. Bede's Episcopal Church, requests a Special Use Permit to construct a 4,000 square foot addition for use as an auditorium/sanctuary and social hall on 4.41± acres. The property is zoned R-21 (Residential - 21 dwelling units per acre).

Digital Copy : [\\file-svr-1\Public\\$\Land Use Department\2016-93 1601 S St Francis Drive Special Use Permit](file-svr-1\Public$\Land Use Department\2016-93 1601 S St Francis Drive Special Use Permit)

<p>Daniel A. Esquibel Land Use Planer Senior City Of Santa Fe, Land Use Department Current Planning Division (505) 955-6587 Work (505) 955-6829 Fax daesquibel@santafenm.gov E-Mail PO Box 909 Santa Fe, New Mexico 87505-909</p>	<p>On-Line Chapter 14 (Land Development)</p>	<p>Internet Map S</p>
	<p>Click Icon image or</p> <p></p> <p>→</p>	<p>Click Icon image or</p>

Physical Address: [200 Lincoln Ave.
Santa Fe, NM 87505](#)

City Web Page: www.santafenm.gov

<p>Copy and paste into internet browser address field.</p> <p style="text-align: center;">→</p> <p style="text-align: center;">http://clerkshq.com/default.ashx?clientsite=Santafe-nm</p>	<p>Copy and paste into internet browser address field.</p> <p style="text-align: center;">http://map.5.2.2/sites/</p>

October 4, 2016
Board Of Adjustment
Case # 2016-93
St Bede's Church
Special Use Permit

EXHIBIT B

ENN



City of Santa Fe Land Use Department Early Neighborhood Notification Meeting Notes

<i>Project Name</i>	St. Bede's Episcopal Church
<i>Project Location</i>	1601 South St. Francis Drive
<i>Project Description</i>	Remodel and addition to church building.
<i>Applicant / Owner</i>	St. Bede's Episcopal Church
<i>Agent</i>	Victor Johnson, Architect
<i>Pre-App Meeting Date</i>	April 28, 2016
<i>ENN Meeting Date</i>	August 11, 2016
<i>ENN Meeting Location</i>	Medical/Dental Building, 2nd Floor Auditorium, 465 St. Michaels
<i>Application Type</i>	ENN for Special Use Permit
<i>Land Use Staff</i>	Dan Esquibel
<i>Other Staff</i>	None
<i>Attendance</i>	15

Notes/Comments:

The ENN was well attended. The applicant presented the proposal which resulted in a question and answers session. The areas of concern were height of the structure, parking adjacent to the ease residents and lighting.

The applicants addressed all questions.



ENN GUIDELINES

Applicant Information

Project Name: St. Bede's Episcopal Church

Name: Volland Catherine

Last *First* *M.I.*

Address: 1601 S. St. Francis DR.

Street Address

Santa Fe

Suite/Unit #

NM

87505

City

State

ZIP Code

Phone: (505)982-1133

E-mail Address:

mcvolland@gmail.com

Please address each of the criteria below. Each criterion is based on the Early Neighborhood Notification (ENN) guidelines for meetings, and can be found in Section 14-3.1(F)(5) SFCC 2001, as amended, of the Santa Fe City Code. A short narrative should address each criterion (if applicable) in order to facilitate discussion of the project at the ENN meeting. These guidelines should be submitted with the application for an ENN meeting to enable staff enough time to distribute to the interested parties. For additional detail about the criteria, consult the Land Development Code.

(a) EFFECT ON CHARACTER AND APPEARANCE OF THE SURROUNDING NEIGHBORHOODS *For example: number of stories, average setbacks, mass and scale, landscaping, lighting, access to public places, open spaces and trails.*

The proposed addition is one story, with a 31' ridge height (36' height limit with special use permit). Setbacks average 75' to 150' (5'-10" setbacks required). Mass and scale are commensurate with existing structures on site and neighborhood school, office complexes, 2 story apartments which bound the single family residences in neighborhood. Exterior lighting will be shielded. Sidewalk and street trees will be provided along San Mateo. Parking area and disturbed site will be landscaped.

(b) EFFECT ON PROTECTION OF THE PHYSICAL ENVIRONMENT *For example: trees, open space, rivers, arroyos, floodplains, rock outcroppings, escarpments, trash generation, fire risk, hazardous materials, easements, etc.*

Pinon trees on the site will be preserved, many junipers will be removed, run-off will be directed to catchments, trash will be collected by City services, the owner has been in control of the site for more than 50 years and there are no known hazardous materials.

(c) IMPACTS ON ANY PREHISTORIC, HISTORIC, ARCHAEOLOGICAL OR CULTURAL SITES OR STRUCTURES, INCLUDING ACEQUIAS AND THE HISTORIC DOWNTOWN *For example: the project's compatibility with historic or cultural sites located on the property where the project is proposed.*

There are no known historic or archaeological sites. The church established in 1963, is a cultural center for diverse populations of our community.

(d) RELATIONSHIP TO EXISTING DENSITY AND LAND USE WITHIN THE SURROUNDING AREA AND WITH LAND USES AND DENSITIES PROPOSED BY THE CITY GENERAL PLAN *For example: how are existing City Code requirements for annexation and rezoning, the Historic Districts, and the General Plan and other policies being met.*

The project is consistent with existing surrounding densities and land use. The land is 4.5 acres zoned R-21. The church is an allowed use under a special use permit. The church is open to surrounding families. The project, a new worship space to replace the existing worship space, construction of new portales, remodeling and rehabilitation of existing support spaces, will conform to City Code requirements.

(e) EFFECTS ON PARKING, TRAFFIC PATTERNS, CONGESTION, PEDESTRIAN SAFETY, IMPACTS OF THE PROJECT ON THE FLOW OF PEDESTRIAN OR VEHICULAR TRAFFIC AND PROVISION OF ACCESS FOR THE DISABLED, CHILDREN, LOW-INCOME AND ELDERLY TO SERVICES *For example: increased access to public transportation, alternate transportation modes, traffic mitigation, cumulative traffic impacts, pedestrian access to destinations and new or improved pedestrian trails.*

Parking on-site will be expanded to more than 80 spaces including 7 accessible spaces (53 spaces are required and 4 accessible). City staff has determined no traffic impact report is required. A new eastern driveway is proposed a bit farther east from the current location. The present east driveway will be closed. The new worship space will be accessible, the church will continue to serve a broadly-diverse community.

(f) IMPACT ON THE ECONOMIC BASE OF SANTA FE *For example: availability of jobs to Santa Fe residents; market impacts on local businesses; and how the project supports economic development efforts to improve living standards of neighborhoods and their businesses.*

St. Bede's provides spiritual, social, and community services in support of living and life conditions for a diverse cross-section of Santa Fe's population.

(g) EFFECT ON THE AVAILABILITY OF AFFORDABLE HOUSING AND AVAILABILITY OF HOUSING CHOICES FOR ALL SANTA FE RESIDENTS *For example: creation, retention, or improvement of affordable housing; how the project contributes to serving different ages, incomes, and family sizes; the creation or retention of affordable business space.*

No direct effect.

(h) EFFECT UPON PUBLIC SERVICES SUCH AS FIRE, POLICE PROTECTION, SCHOOL SERVICES AND OTHER PUBLIC SERVICES OR INFRASTRUCTURE ELEMENTS SUCH AS WATER, POWER, SEWER, COMMUNICATIONS, BUS SYSTEMS, COMMUTER OR OTHER SERVICES OR FACILITIES *For example: whether or how the project maximizes the efficient use or improvement of existing infrastructure; and whether the project will contribute to the improvement of existing public infrastructure and services.*

The new worship space will use existing utility infrastructure and no new loads will be imposed. The new worship space will include automatic sprinkler system (NFPA).

(i) IMPACTS UPON WATER SUPPLY, AVAILABILITY AND CONSERVATION METHODS *For example: conservation and mitigation measures; efficient use of distribution lines and resources; effect of construction or use of the project on water quality and supplies.*

St. Bede's has been an early adopter of xeriscape plant materials - this will continue. Parking lot and roof runoff will be collected and reused/returned to aquifer. Water quality and supplies should not be adversely effected.

(j) EFFECT ON THE OPPORTUNITIES FOR COMMUNITY INTEGRATION AND SOCIAL BALANCE THROUGH MIXED LAND USE, PEDESTRIAN ORIENTED DESIGN, AND LINKAGES AMONG NEIGHBORHOODS AND RECREATIONAL ACTIVITY AND EMPLOYMENT CENTERS *For example: how the project improves opportunities for community integration and balance through mixed land uses, neighborhood centers and/or pedestrian-oriented design.*

The project provides for continuation of essential support services to the people served within the community.

(k) EFFECT ON SANTA FE'S URBAN FORM *For example: how are policies of the existing City General Plan being met? Does the project promote a compact urban form through appropriate infill development? Discuss the project's effect on intra-city travel and between employment and residential centers.*

The project should have no adverse effect on policies of the City General Plan. The project provides continued use of site as a spiritual center, known to Santa Feans as a church for over 50 years.

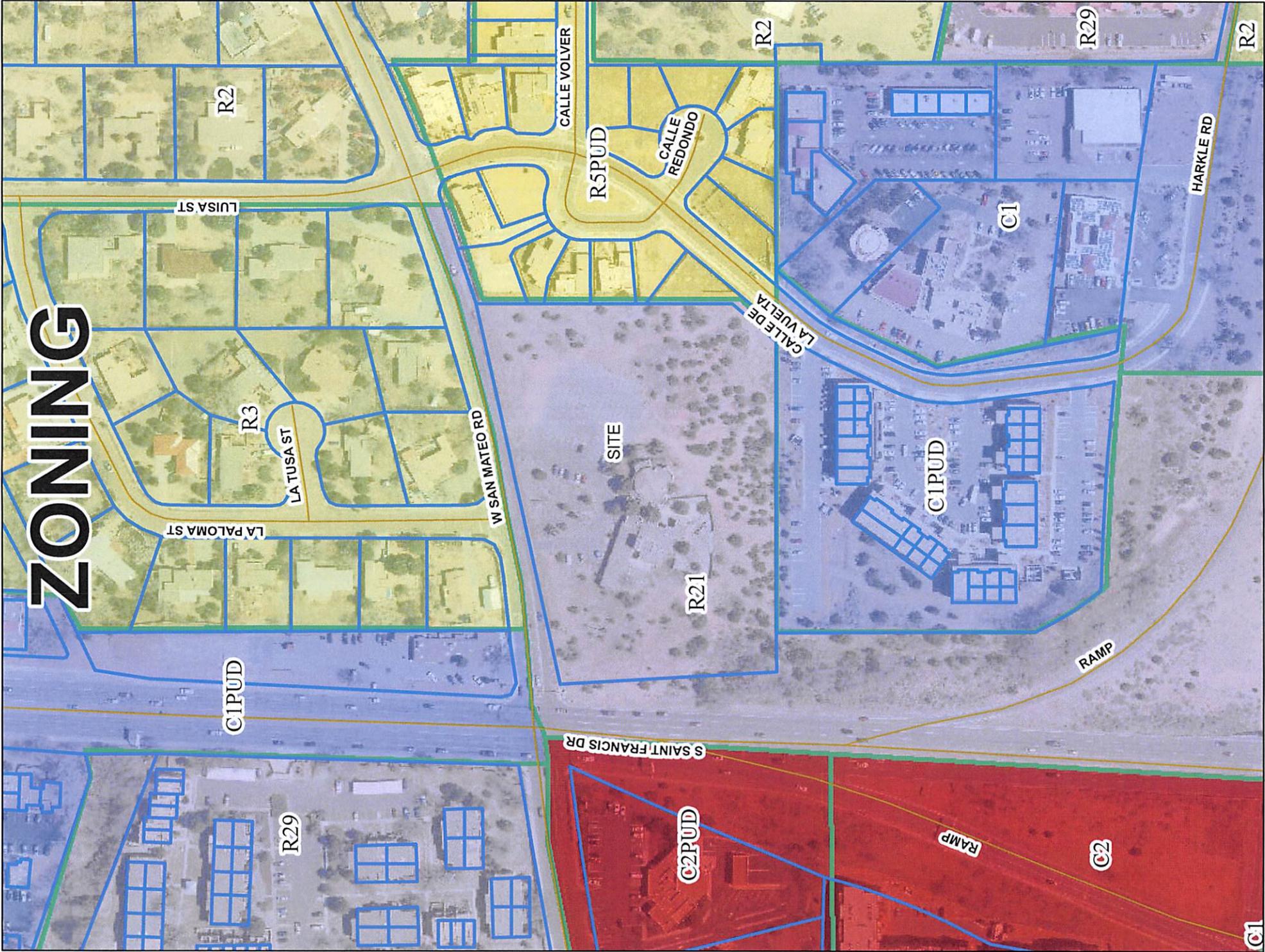
(l) ADDITIONAL COMMENTS (optional)

October 4, 2016
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EXHIBIT C

Maps and Photos

ZONING



Aerial Photo



October 4, 2016
Board Of Adjustment
Case # 2016-93
St Bede's Church
Special Use Permit

EXHIBIT D

Applicant Submittals



VICTOR JOHNSON
A R C H I T E C T

August 18, 2016
St Bede's Church
1601 St Francis Drive
Special Use Permit
Application Letter

Board of Adjustment
City of Santa Fe
P.O. Box 909
Santa Fe, 87504

Members of the Board of Adjustment:

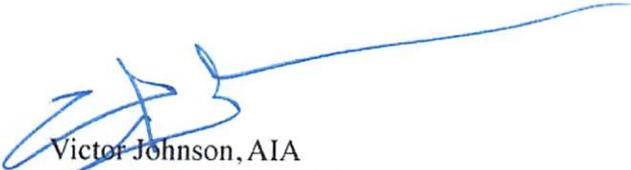
St. Bede's Episcopal Church at the southeast corner of San Mateo and St. Francis Drive, is requesting a special use permit. St. Bede's is proposing to build a new worship space to replace the existing space built on this site in 1963, to remodel portions of the existing structure, and build new support additions to the existing church. Granting this special use permit will expand a legal non-conforming use from approx 8,000 sf to approx 12,000 sf.

The site is 4.4 acres and will provide expanded parking, enhanced landscaping, and runoff catchment. All proposed building heights are less than the 36-ft height allowed by the special use permit. All exterior lighting will be shielded to prevent fugitive spill onto adjacent properties and non-conforming exterior lights will be removed. No variances are requested by this application for special use permit.

Last year we had a preliminary presentation meeting inviting neighbors, we have since completed pre-application meetings with City staff, follow-up meetings with DRT staff, and have completed formal ENN process.

We believe that all requested support documents in paper and electronic formats are attached to this application.

Thank you for considering this special use permit. St Bede's is ready to proceed with construction.



Victor Johnson, AIA
agent for St. Bede's Episcopal Church

SANTA FE, NM 87504
PHONE 505.231.5667

Legal Lot of Record -

There are earlier survey records, including references to a Guy Hayden survey of the 1950's, presumably used for the original purchase by the Episcopal church. The City plat room has not yet organized Hayden's files for easy access. Attached is a City file survey of record from May of 1991 by G. Scott Yager, during the consolidation of Tract A Placita Medical Subdivision, Tract I-A St. Bede's Episcopal Church, and Tracts I-B St. Bede's Episcopal Church. A copy of the legal lot of record survey is attached.

Site Plan -

The attached site plan shows existing and proposed buildings, existing and proposed parking lots and driveways, the schematic landscaping proposed, and utility connections. No variances are requested as part of this application for special use permit for the church.

Terrain Management Plan -

The current topography allows buildable sites in the areas of the existing and proposed buildings. The present grades of the existing parking lot are too high and the drainage sometimes heads to the front door. The parking lot will have its asphalt removed and reground for reuse. The subgrade will be lowered about thirty inches at the north end and raised 30" to 36" at the southern edges. The parking area will be designed with detention pond intercepts and overflows to follow existing drainage patterns. Detention areas will be designed for flows from all new impervious roof and pavement surfaces.

Landscape Plan Notes -

The existing site is covered primarily with junipers. In the areas to be regraded for the parking lot and the new construction, these junipers will be removed. There are 12 mature piñones that will be protected and retained. Some of the large junipers on the south side of the site will be retained as screening.

City staff has asked that street trees be planted along the church's San Mateo property line and also installation of a public sidewalk. The parking lot and its perimeter will have trees and shrubs planted as required by City standards. Along the San Mateo edge of the parking area, the existing high grade will be left and used to screen the lot. Along the east property line, a neighbor has requested a zig-zag planting of evergreen screen trees, which will be provided.

In the area of the proposed construction, there are mature trees (Arizona Cypress and Ponderosa Pine) which will be removed because of their locations. The church's arborist has confirmed that these trees cannot be successfully transplanted. New trees will be planted in numbers at least as plentiful as those removed. City staff has provided lists of preferred shrubs and deciduous and evergreen trees from which the planting plan will be developed.

Parking and Lighting Plan Notes -

Existing parking is an asphalt-surfaced lot with two driveways. Existing are 63 standard parking spaces and 5 existing accessible spaces. There is one existing multi-head high-intensity unshielded light fixture in the parking lot.

Proposed parking is an asphalt lot with two driveways. The proposed plan will close the driveway in the middle of the block and provide a new driveway at the east end of the site that has stack space and also sight lines in accordance with City's standards.

Proposed are 89 standard parking spaces and 8 accessible spaces.

Required parking for 218 seats at 1 space per 4 seats = 55 required with 4 required accessible spaces (to serve up to 100 total spaces).

The proposed parking lot will have four new shielded pole lights at approximately 24-feet. The attached site lighting study shows no fugitive light leaving the site. All outdoor lighting will be shielded to prevent spill to the night sky or off-site.

Signage Specifications -

No change is proposed to the existing sign for the church that exists along San Mateo.

Traffic Impact Analysis -

City road engineering staff determined that no traffic impact analysis is necessary for this project.

Archaeological Clearance -

City historic preservation staff archaeologist determined the zone is "suburban" and that no archaeological clearance is necessary for this project.

Sewer and Water Plan -

The church is tied to City water and sewer mains and those connections will continue. A new tap into the water main will be required to provide the water line necessary to install an automatic fire sprinkler system. RPDA back flow preventer will be necessary within 30-ft of the main.

Phasing Plan -

The entire scope of the project is encompassed in a single phase explained by the included plans. If construction and long-term financing limit an initial project, the owner intends to construct the site improvements, the new sanctuary, and the new portal as the initial phase. The modifications and additions to the west wing would follow as funding becomes available.



VICTOR JOHNSON
A R C H I T E C T

City of Santa Fe
2016
Board of Adjustment
P.O. Box 909
Santa Fe, 87504

August 22,

Special Use Permit
Approval Criteria
St. Bede's Church
1601 S. St. Francis Drive
(located on San Mateo)

Members of the Board of Adjustment:

St. Bede's Episcopal Church acquired their current site in the 1950's. In 1963, the current church was built and St. Bede's began its legacy of service to Santa Fe. In 1989, an expansion was built along the south side of the existing facilities. Now, St. Bede's is requesting a special use permit to build a new sanctuary, portal/narthex, and common (social hall) with remodeling and rehabilitation of its administrative west wing. This represents an intensification of a long-standing existing use. City staff was not able to document prior special use permits and has requested that the church apply for approval.

Granting the special use permit will allow St. Bede's to continue to serve and positively affect the public interest, with no adverse affect. St. Bede's Episcopal Church provides a service to the entire Santa Fe community as a spiritual center and a community support focus.

The church use is contemplated by land use sections of the City Code under special use permit and is compatible with structures of the abutting property and other properties in the neighborhood. The 4.4 acre site is zoned R-21. The proposed project and use would be less intensive than dense multi-family. The site is bounded on the south by medium density commercial, on the west by Highway 84/285 (St Francis Drive) with dense multi-family across that highway on the west, and to the east and across San Mateo to the north by single-family residential subdivisions. Some of the institutional properties in the vicinity include a public school, commercial and business buildings, and hospital zone development.

The application and support documents are attached. Our team has had pre-application meetings with City staff, completed the ENN process, and met with DRT members.

Thank you.

Victor Johnson, AIA
agent for St. Bede's Episcopal Church

POST OFFICE BOX 1866
SANTA FE, NM 87504
PHONE 505•231•5667