



Agenda

DATE 4/23/14 TIME 1:30

APPROVED BY *Gradene Gurnea*
RECEIVED BY *JD*

PLANNING COMMISSION
Thursday, May 15, 2014 - 6:00pm
City Council Chambers
City Hall 1st Floor - 200 Lincoln Avenue

- A. ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. APPROVAL OF AGENDA
- D. APPROVAL OF MINUTES
MINUTES: April 3, 2014

E. CONSENT CALENDAR

1. **Case #2014-26. The Pavilion Office Complex Development Plan and Final Subdivision Plat Time Extension.** Report of the Land Use Director's approval of a one-year administrative time extension for a Development Plan and Final Subdivision Plat for 34 lots on 371.2± acres located west of NM 599, between Airport Road and I-25, and east of the Santa Fe Municipal Airport. The time extension would extend approvals to April 7, 2015. Santa Fe Planning Group, agent for Commercial Center at NM 599. (Zach Thomas, Case Manager)
2. **Case #2014-27. Komis Business Park Final Development Plan and Final Subdivision Plat Time Extension.** Report of the Land Use Director's approval of a one-year administrative time extension for a Final Development Plan and Final Subdivision Plat for 18 lots on 58.5± acres located northeast of the intersection of I-25 and NM 599. The property is zoned C-2 (General Commercial). The time extension would extend approvals to November 13, 2015. Santa Fe Planning Group, agent for Komis Land Company, LLC. (Zach Thomas, Case Manager)

F. OLD BUSINESS
G. NEW BUSINESS

1. **Case #2014-34. 912 Hillcrest Drive Variance.** Lightfoot Inc., agent for Jamie and Diana Clements, requests approval of a Variance to allow a 270 square foot dining room addition, a new yard wall, as well as modify existing yard walls within the Ridgetop Subdistrict of the Escarpment Overlay District. The 2.63± acre property is zoned R-1 (Residential, 1 unit per acre) and is located at 912 Hillcrest Drive. (Zach Thomas, Case Manager)

2. **Case #2014-32. 5364 Agua Fria Preliminary Subdivision Plat.** Raymond and Faye Barela request Preliminary Subdivision Plat approval for two lots on 0.67± acres. The property is zoned R-3 (Residential, 3 dwelling units per acre) and is located at 5364 Agua Fria Street. (Donna Wynant, Case Manager)
3. **Case #2014-33. 3542 Rufina Street Family Transfer Subdivision.** Armijo Surveys, Inc, agent for Jose and Laura Montoya, requests Final Plat approval for a 3-lot Family Transfer Subdivision. The 2.27± acre property is zoned R-3 (Residential, 3 dwelling units per acre) and is located at 3542 Rufina Street, east of Zafarano Drive. (Dan Esquibel, Case Manager)

H. STAFF COMMUNICATIONS

I. MATTERS FROM THE COMMISSION

J. ADJOURNMENT

NOTES:

- 1) Procedures in front of the Planning Commission are governed by the City of Santa Fe Rules & Procedures for City Committees, adopted by resolution of the Governing Body of the City of Santa Fe, as the same may be amended from time to time (Committee Rules), and by Roberts Rules of Order (Roberts Rules). In the event of a conflict between the Committee Rules and Roberts Rules, the Committee Rules control.
- 2) New Mexico law requires the following administrative procedures to be followed by zoning boards conducting “quasi-judicial” hearings. By law, any contact of Planning Commission members by applicants, interested parties or the general public concerning any development review application pending before the Commission, except by public testimony at Planning Commission meetings, is generally prohibited. In “quasi-judicial” hearings before zoning boards, all witnesses must be sworn in, under oath, prior to testimony and will be subject to reasonable cross examination. Witnesses have the right to have an attorney present at the hearing.
- 3) The agenda is subject to change at the discretion of the Planning Commission.
***Persons with disabilities in need of special accommodations or the hearing impaired needing an interpreter please contact the City Clerk’s Office (955-6520) 5 days prior to the hearing date.**

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CITY OF SANTA FE
PLANNING COMMISSION
May 15, 2014

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**MINUTES OF THE MEETING
OF THE
PLANNING COMMISSION
May 15, 2014**

A regular meeting of the City of Santa Fe Planning Commission, was called to order by Chair Tom Spray, at approximately 6:00 p.m., on Thursday, May 15, 2014, in the City Council Chambers, City Hall, Santa Fe, New Mexico.

A. ROLL CALL

MEMBERS PRESENT:

Commissioner Tom Spray, Chair
Commissioner Lisa Bemis
Commissioner Michael Harris
Commissioner Lawrence Ortiz
Commissioner John Padilla
Commissioner Dan Pava
Commissioner Angela Schackel-Bordegary
Commissioner Renee Villarreal
[Vacancy]

OTHERS PRESENT:

Matthew O'Reilly, Director, Land Use Department
Tamara Baer, Planner Manager, Current Planning Division – Staff liaison
Zachary Shandler, Assistant City Attorney
Melessia Helberg, Stenographer

There was a quorum of the membership in attendance for the conducting of official business.

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

MOTION: Commissioner Padilla moved, seconded by Commissioner Bemis, to approve the Agenda as presented.

VOTE: The motion was approved unanimously on a voice vote, with Commissioners Bemis, Harris, Ortiz, Padilla, Pava, Schackel-Bordegary and Villarreal voting in favor of the motion and no one voting against [7-0].

D. APPROVAL OF MINUTES

1. MINUTES – APRIL 3, 2014

The following corrections were made:

Page 4, paragraph 1, line 4, correct as follows: "... a lot of ~~fund~~fun..."

Page 12, paragraph 4 under Miscellaneous Other, line 2, correct as follows: "...that had gone..."

MOTION: Commissioner Pava moved, seconded by Commissioner Padilla, to approve the minutes of the meeting of April 3, 2014, as amended.

VOTE: The motion was approved unanimously on a voice vote, with Commissioners Bemis, Harris, Ortiz, Padilla, Pava, Schackel-Bordegary and Villarreal voting in favor of the motion and no one voting against [7-0]

E. CONSENT CALENDAR

MOTION: Commissioner Schackel-Bordegary moved, seconded by Commissioner Villarreal, to approve the following Consent Calendar as presented..

VOTE: The motion was approved unanimously on a voice vote, with Commissioners Bemis, Harris, Ortiz, Padilla, Pava, Schackel-Bordegary and Villarreal voting in favor of the motion and no one voting against [7-0]

1. **CASE #2014-26. THE PAVILION OFFICE COMPLEX DEVELOPMENT PLAN AND FINAL SUBDIVISION PLAT TIME EXTENSION. REPORT OF THE LAND USE DIRECTOR'[S APPROVAL OF A ONE-YEAR ADMINISTRATIVE TIME EXTENSION FOR A DEVELOPMENT PLAN AND FINAL SUBDIVISION PLAT FOR 34 LOTS ON 371.2± ACRES LOCATED WEST OF NM 599, BETWEEN AIRPORT ROAD AND I-25, AND EAST OF THE SANTA FE MUNICIPAL AIRPORT. THE TIME EXTENSION WOULD EXTEND APPROVALS TO APRIL 7, 2015, SANTA FE PLANNING GROUP, AGENT FOR COMMERCIAL CENTER AT NM 59. (ZACH THOMAS, CASE MANAGER)**
2. **CASE #2014-26. KOMIS BUSINESS PARK FINAL DEVELOPMENT PLAN AND FINAL SUBDIVISION PLAT TIME EXTENSION. REPORT OF THE LAND USE DIRECTOR'S APPROVAL OF A ONE-YEAR ADMINISTRATIVE TIME EXTENSION FOR A FINAL DEVELOPMENT PLAN AND FINAL SUBDIVISION PLAT FOR 18 LOTS ON 58.5± ACRES, LOCATED NORTHEAST OF THE INTERSECTION OF I-25 AND NM 599. THE PROPERTY IS ZONED C-2 (GENERAL COMMERCIAL). THE TIME EXTENSION WOULD EXTEND APPROVALS TO NOVEMBER 13, 2015. SANTA FE PLANNING GROUP, AGENT FOR KOMIS LAND COMPANY, LLC. (ZACH THOMAS, CASE MANAGER)**

F. OLD BUSINESS

There was no Old Business.

G. NEW BUSINESS

1. **CASE #2014-34. 912 HILLCREST DRIVE VARIANCE. LIGHTFOOT, INC., AGENT FOR JAMIE AND DIANA CLEMENTS, REQUESTS APPROVAL OF A VARIANCE TO ALLOW A 270 SQUARE FOOT DINING ROOM ADDITION, A NEW YARD WALL, AS WELL AS MODIFY EXISTING YARD WALLS WITHIN THE RIDGETOP SUBDISTRICT OF THE ESCARPMENT OVERLAY DISTRICT. THE 2.63± ACRE PROPERTY IS ZONED R-1 (RESIDENTIAL, 1 UNIT PER ACRE) AND IS LOCATED AT 912 HILLCREST DRIVE. (ZACH THOMAS, CASE MANAGER)**

A Memorandum, with attachments, prepared May 2, 2014, for the ,May 15, 2014 meeting, is incorporated herewith to these minutes as Exhibit "1."

Chair Spray noted the caption on the Agenda says "912 Hillcrest Drive Variance," and in the Memorandum it is referred to the "Clements Escarpment Variance," and asked how it should be referenced.

Zach Thomas, Case Manager, said either will be fine, it is the same thing..

Zach Thomas, Case Manager, presented the staff report for this case. Please see Exhibit "1," for specifics of this presentation.

Mr. Thomas said, for clarification, in the Staff Report it says, "There is an external staircase leading to a rooftop viewing deck. The Applicant has clarified that the external staircase leads to a landing or a platform that is in and of itself the viewing deck. The viewing deck is not on top of the roof, but rather adjacent to it. After my presentation the Applicant is present to clarify in greater detail of what it is."

Chair Spray asked if this is in the text or in the drawings.

Mr. Thomas said, "The drawings in the Staff Report are correct. In the text of the report it is described as a rooftop viewing deck. It actually is kind of right adjacent to it."

Chair Spray asked what page that is on, and Mr. Thomas said the description is on page 2 of the Report, at the top of page in the first paragraph. The drawing is in Exhibit D2.

Public Hearing

Presentation by the Applicant

Scott Cherry, Lightfoot, Inc., P.O. Box 674, Tesuque, agent for the Applicants, was sworn. Mr. Cherry said, "Thank you very much for hearing us today. I just wanted to say that we have done everything we can to minimize the impact, and respect the Article 14 Code as it is, in closing this space, to give the Clements a dining area in an existing 3-sided courtyard, and tried to respect as well, the vernacular of the architecture, and everything that Chapter 14 is set up to do. That is about it."

Speaking to the Request

There was no one speaking for or against this request.

The Public Testimony Portion of the Public Hearing Was Closed

Commissioner Pava asked Mr. Thomas if there are like variances in the District or even nearby.

Mr. Thomas said, "In terms of recently processed ones, I don't know off hand. What I can say are the physical characteristics of the area are pretty standard throughout, and this proposal is in line with the rest. So, whether or not neighboring houses within the exact subdistrict and have received variances, I'm not sure. But the character is actually of relatively lesser impact than some adjacent properties."

Chair Spray asked Mr. O'Reilly if he has a comment on that.

Mr. O'Reilly said, "The Planning Commission has approved similar small variances in the Ridgetop Subdistrict to allow minor development like this, I would say 3-4 times in the past 5 or 6 years.

Commissioner Bemis said, "I usually am not in favor anything being built on the ridgetops, but I must say that from seeing the pictures and reading about what the neighbors said, it really does seem to fit in very nicely. And the neighbors are happy with it, so I'm happy with it too."

Commissioner Padilla said, "Mr. Thomas, for clarification, the Staff Report in the Application Overview very clearly states that it is a viewing platform. And I think your clarification earlier was to correct your staff response in Item #3, Variance Approval Criteria that states that this is a roof deck. Is that correct."

Mr. Thomas said, "Yes, that is correct. Basically, it is a viewing platform in the form of basically a landing at the top of the staircase. It is adjacent to the roof, but it's not physically on it."

Commissioner Padilla said, "A follow up question in reference to that same part of the Application Overview where it talks about, a 3 foot parapet will serve the railing for the proposed viewing platform. When I look at that image you mentioned, Sheet A2 in the packet it shows rails there. Is the rail above the

additional 3-feet, or is there actually a parapet and then the rail on top of that. Your Sheet D3, it would be your Elevation 3A2."

Chair Spray asked Commissioner Padilla if he is speaking of the architectural drawings, and not the exhibits.

Mr. Padilla said, "The design drawings, not necessarily architectural drawings because they weren't produced by an architect."

Chair Spray said, "I stand corrected."

Mr. Thomas said, "Yes, the top of the railing is actually slightly lower than the top of the parapet, if I understand your question correctly."

Commissioner Padilla said, "So the parapet does not provide the railing for that viewing platform, there's actually a rail there."

Mr. Thomas said, "There is actually a rail there. It was the initial understanding that it does. And the Building Code for residential balconies, and platforms, would require a 3-foot parapet, so that was the original understanding."

Commissioner Padilla said, "I understand there will be no access to the roof of the proposed dining room at any point."

Mr. Thomas said, "I believe that's correct. Yes, that is correct."

Commissioner Harris said, "You've already answered my first question, Mr. Thomas. I just wanted confirmation that either yourself or staff had gone out to the site and looked at the conditions, and clearly you've done that. And the other question I would ask, and perhaps Mr. Cherry can answer this. There is a mature pinon adjacent to, I don't know how far, but adjacent to the proposed addition. I wanted to confirm that tree would stay there. That really does diminish the effect of the house overall and certainly the addition. Do you know the tree."

Mr. Cherry said, "Yes. Thank you. I believe I know the tree that you're speaking of, and it will remain. All of the mature trees in that area will remain. And actually, we will comply with the Code which is no tree with a, what I would call, a bold diameter. I don't know exactly how it reads in the Code. If it's a circumference of 6 inches or more would not be cut. That tree, in particular that you're talking about that is very close to the house, there's another juniper tree next to it. We're going to keep those trees."

MOTION: Commissioner Pava moved, seconded by Commissioner Harris, to approve Case #2014-34, the Clements Escarpment Variance, with all conditions of approval as outlined in the Staff Report [Exhibit "1"].

CLARIFICATION OF THE MOTION: Mr. Pava asked, "Is it the pleasure of the Commission, if I might ask, to make specific reference to the findings. Chair Spray said, "I don't think it would be. I think it's really your call and then if the Commission objects to that, they can make a friendly amendment to that." Commissioner Pava said, "In that case my motion will stand."

DISCUSSION: Commissioner Padilla said, "I have a question in reference to... the Agenda has it listed as 912 Hillcrest Drive variance, and our packet has it as the Clements Escarpment Variance, is there a need for clarification on that."

Chair Spray said, "Yes we brought that up. I think we need to identify one, or does it matter Director O'Reilly."

Mr. O'Reilly said, in this case, if the Commission would just refer to it by the Case Number 2014-34, which the maker did do, that's sufficient."

Commissioner Schackel-Bordegary said, "I would like to know why it's called Angie's Point."

Chair Spray asked her if she would like for him to ask Mr. Cherry to come forward to answer that question, and Commissioner Schackel-Bordegary said, "Yes, if it doesn't take too much time."

Chair Spray said, "Mr. Cherry can you answer that question for us please."

Mr. Cherry said, "The Clements have a dog names Angie that they've named the property after."

VOTE: The motion was approved unanimously on a voice vote, with Commissioners Bemis, Harris, Ortiz, Padilla, Pava, Schackel-Bordegary and Villarreal voting in favor of the motion and no one voting against [7-0]

2. CASE #2014-32. 5364 AGUA FRIA PRELIMINARY SUBDIVISION PLAT. RAYMOND AND FAYE BARELA REQUEST PRELIMINARY SUBDIVISION PLAT APPROVAL FOR TWO LOTS ON 0.67± ACRES. THE PROPERTY IS ZONED R-3 (RESIDENTIAL, 3 DWELLING UNITS PER ACRE) AND IS LOCATED AT 5364 AGUA FRIA STREET. (DONNA WYNANT, CASE MANAGER)

A Memorandum, with attachments, prepared, April 30, 2014, for the May 15, 2014 meeting, is incorporated herewith to these minutes as Exhibit "2 ." The Applicant Attachments to the Report are on file in and can be obtained from the Land Use Department.

Donna Wynant presented the staff report in this case. Please see Exhibit "2," for specifics of this presentation.

Public Hearing

Presentation by the Applicant

Raymond Barela, P.O. Box 22041, Santa Fe, owners were sworn. Mr. Barela said, "I want to thank you for hearing our case here today. Faye and I have some property down in Agua Fria. We've owned it for a few years, since 2004, and our intentions are to get a lot split so I can maybe build a small house on it to generate some money for our family. We have a son who just completed his first year in College. He's going to be a Sophomore. And after his college years at UNM, he wants to apply for Medical School, so we are going to need a little bit of help to put him through that. So that is the main reason for us trying to do a lot split. I've done this in the past, like at 1807 Agua Fria Street back in 1999. We bought some property and I remodeled an old house. The area looked kind of bad when we bought it. Actually, I picked up my wife from work at State Parks for lunch one day, and I took her out there. And she walked through that old house and she thought I was crazy, because the house was so bad, she walked in one door and she ran out the other. She said, 'We're not buying this.' And I go, 'I can fix it. I go, 'give me a chance to fix it.' So, she agreed with me and it came out beautiful. I remodeled it, came out nice. And then it had a second lot to it which I built another house on it and they both came out beautiful. We ended up selling that property and we bought the one we have now at 5364. And that's pretty much what I'm trying to do is build something nice so we can sell and generate some money to get my son school. And I'm a plastering contractor. I've been in it for 39 years. It's never been this slow, and it has been real slow for me, so we're trying to mainly generate money to get us through. And that's the reason we're trying to do this"

Speaking to the Request

There was no one speaking for or against this request.

The Public Testimony Portion of the Public Hearing Was Closed

MOTION: Commissioner Villarreal moved, seconded by Commissioner Schackel-Bordegary, to approve Case #2014-32, 5364 Agua Fria Preliminary Subdivision Plat, subject to the conditions of approval as outlined in the Staff Report [Exhibit "2"].

VOTE: The motion was approved unanimously on a voice vote, with Commissioners Bemis, Harris, Ortiz, Padilla, Pava, Schackel-Bordegary and Villarreal voting in favor of the motion and no one voting against [7-0]

3. **CASE #2014-33. 3542 RUFINA STREET FAMILY TRANSFER SUBDIVISION. ARMIJO SURVEYS, INC., AGENT FOR JOSE AND LAURA MONTOYA, REQUESTS FINAL PLAT APPROVAL FOR A 3-LOT FAMILY TRANSFER SUBDIVISION. THE 2.27± ACRE PROPERTY IS ZONED R-3 (RESIDENTIAL, 3 DWELLING UNITS PER ACRE) AND IS LOCATED AT 3542 RUFINA STREET, EAST OF ZAFARANO DRIVE. (DAN ESQUIBEL, CASE MANAGER)**

A Memorandum, with attachments, prepared April 30, 2014, for the May 15, 2014 meeting, is incorporated herewith to these minutes as Exhibit "3."

Dan Esquibel, presented the staff report in this case. Please see Exhibit "3," for specifics of this presentation.

Public Hearing

Presentation by the Applicant

Paul Armijo, Armijo Surveys, Inc., 33 Vereda Corte, Santa Fe, agent for the owner, was sworn. Mr. Armijo said, "We have received the Staff Report, and gone over it, and agree with all the conditions. And myself as the Land Surveyor, and Subdivision Engineer Tom Ketcheson, are available for any questions."

Speaking to the Request

There was no one speaking for or against this request.

The Public Testimony Portion of the Public Hearing Was Closed

Commissioner Padilla said he has a question for Mr. Esquibel. Commissioner Padilla said, "Mr. Esquibel, in reading the Staff Report, in the section on access, it refers to a 'minimum width required by the Fire Marshal of 20 feet with a 90 foot diameter turn-around. When I go to the conditions of approval, number 5 states that 'Fire Department access shall not be less than a 20 foot width.' It doesn't specifically state a turnaround in Item #8, but does refer to 'Fire Department turn-around that meets the International Fire Code requirements.' I would like to then go to the Plat that shows a 20-foot wide ingress/egress easement and utility easement. I would imagine that meets the Fire Department's requirement of a dedicated 20 foot wide drive for them. Is that correct."

Mr. Esquibel continued, "I did talk with Reynaldo Gonzales, Fire Marshal, who is aware of the diameter or the radius of the turn-around, and it did not meet the requirements for the condition. He did say the variance they would seek would require them to sprinkler the house. I did inform the Applicant's agent about that, and they were already aware of that and so was the Fire Marshal who had talked with them previously. So his condition for a variance is going to be to require them to sprinkler the houses that will be placed on the property because they can't meet that turn-around radius and he's okay with that."

Mr. Esquibel continued, "The second thing, to the 20-foot driveway, they do have a 20-foot width on their driveway, we still have to meet, per the Fire Marshal requirements."

Commissioner Padilla said, "And that can be accommodated in the 20-foot easement."

Mr. Esquibel said, "Yes. And I guess one of the conditions that Traffic required was that they also allow access by the neighboring lot, because the neighboring lot is even thinner than the current lot before this body now."

Commissioner Padilla said, "So, if I may, my second question is in reference... and Mr. Esquibel is absolutely right. That is what I was looking at. On the plat itself, it indicates basically a 30-foot radius and that does not meet the requirement for an approved turn-around, and as said, requires a 90-foot diameter. I do not see a variance request as part of this application, so is that something we would need to address. Mr. Chair I would ask Director O'Reilly for clarification on that."

Mr. O'Reilly said, "The so-called variance that Mr. Esquibel is referring to, is not a variance that is found in the Land Development Code as you are typically used to seeing. This is something in the 2009 International Fire Code, that allows the Fire Marshal to vary some of those requirements. And one of the ways they can do that is simply requiring that the residences be sprinklered. So it's not a true variance in the sense that you're used to seeing in the Land Code and doesn't need to be advertised as part of the case."

Commissioner Padilla said, "If we were approving a variance, then I wanted to make sure it was in the record."

Commissioner Pava said, "I believe I can address to Mr. Esquibel. On the two exhibits that were given, the plat shows the 3 tracts, B2A, B2B and B2C. The next page, which is the plan view, I guess, depicts 6 rectangles, and I'm not sure what those are. I don't see something in the Legend *per se*. I'm not sure if those are supposed to be pads for some kind of home or what, so I'm confused. My question would be, this is a subdivision into three lots of record, and each lot of record will have one residence and I don't know what these rectangles are."

Mr. Esquibel said, "That is right. This proposal is for 3 lots which will accommodate whatever the density would be allowed for each lot. If the Applicant wishes to speculate on dividing the property further, it has to meet the criteria for the standards related to a family transfer, which means there is a period of time before they can do anything from the childrens perspective. I suspect they placed that on there for their own speculation, but it is not part of this application before you."

Commissioner Harris said, "I have questions that would track with the Traffic Division. The comments that came out of the ENN, the neighbors who were there, really had to do with the safety of Rufina and the ability to get in and out safely. I know we're moving the driveway cuts and what was there to align with the 20 foot easement, but that seems to align with the concrete median shown in the Plat. But the recommendation from the Traffic Division doesn't address that condition at all. Can you respond to that Mr. Esquibel."

Mr. Esquibel said, "I cannot respond to their comments. I know, for the ENN portion in talking with the planner that attended that meeting, the main argument there was they did not want raised medians along Rufina street, and the Agua Fria Village has issues with raised medians. They're having problems accessing both halves. The medians that are there in place today and there was no change that was required as a result of it that I'm aware of. Everything is *status quo*."

Commissioner Harris said, "It's shown as a concrete median."

Mr. Esquibel said, "They're raised. They don't want additional raised medians along Rufina Street, and they've been fighting that ever since applicants who have been coming for development along that strip of Rufina Street."

Commissioner Harris said, "That also creates problems. It's really limiting in terms of the access onto the new, proposed 20 foot easement. Maybe Mr. Armijo has an answer."

Mr. Armijo said, "The existing concrete median is a raised curb, so it is going to require the subject property to make a right hand turn when they exit. Unfortunately, that's the only way out of the property. Traffic didn't put any requirements other than that."

Commissioner Harris said, "If they're coming from town and want to go home, they have to drive past it to find a spot to turn around. It's really not a good solution. And this has been discussed with Traffic Division, whether Mr. Romero or Ms. [inaudible]."

Mr. O'Reilly said, "I don't have any specific comments except to say that the Land Use Department relies on the opinion of the Traffic Engineer when preparing its cases to present to you. If the Traffic Engineer didn't feel it was necessary to address this, I'm assuming he didn't think it was important enough to do. I would note there are only 3 lots here. Where there is a much larger subdivision with many many lots, I think we would be looking at some kind of different access control into the subdivision. I'm sorry I can't elaborate more on the Traffic Engineer's thinking."

Ms. Baer said, "I know it seems counter-intuitive, and it did to us as well that it is actually a safer movement, in certain but safer in certain circumstances. Rather than making a left turn in, the Traffic Engineer has documented statistics to show that's it safer to go past the entrance, make a U-turn at the next possible location where it is permitted and then come back around and make the right in. I do know this is something he considered in his particular case. It wasn't an oversight on his part at all, and this is what he felt was the safest movement in and out of this property."

Commissioner Harris said, "I agree with the counter-intuitive part. And I've had these discussions on a number of cases with John Romero, and it's usually around more active thoroughfares, Cerrillos Road, St. Michael's Drive, those types of places. But with the comments that come from the neighbors that are reflected in the ENN, I don't know if this makes it better or worth. It seems to create a situation that encourages short-cuts, to do whatever they can in haste. I accept the explanation from yourself and Director O'Reilly." Commissioner Harris asked that staff invite Mr. Romero to attend the next session and talk about this.

Mr. O'Reilly said, "There are a number of possibilities here. One would be as you suggest, Commissioner Harris, at the next Planning Commission, we could ask Mr. Romero to come and give a general discussion as to how he thinks as Traffic Engineer about these kinds of situations, and I know he would be happy to do that. Another option would be to postpone action on this case until Mr. Romero could be here, if the Commission felt this was important enough issue to them that they wanted to postpone."

Commissioner Harris said he would be willing to postpone consideration, commenting he really would like to hear a better explanation quantified in some fashion about the reason this is the best solution.

Commissioner Pava said, "I'm just speculating that the first time I would try to turn left out of there and realize I have to turn right or what have you, I would realize that down the street there is the traffic circle. And I just want to put on the record that I'm thinking that that may play into, were I looking at circulation, I'd be a pretty quick learner and probably use that, depending on which motion I'm making. It won't do me much good if I want to go left. I just wanted to mention that the presence of that traffic circle there does mitigate to some degree for certain movements, but not all."

Commissioner Schackel-Bordegary said, "In this line of discussion, we have the opportunity for the public to speak after this. Correct. I sense that we might hear more about this from maybe people who were at the public meeting. And to continue speculating, thinking of our Traffic Engineer, I will refrain from adding my two cents. I don't want to postpone the case on this, but I'm really interested in hearing Traffic 101 and if John Romero could come and give us that I would put in a bid for that."

Chair Spray said the public hearing was closed. He said, "And we have been in discussion for about 10 minutes or so now, so I think the question would be here is, do we have any more discussion on this and then we can move forward to any appropriate motions that any of the Commissioners want to make."

Commissioner Schackel-Bordegary said, "Since that is the case, pardon me, I guess we had no member of the public to come and get sworn in so I can't ask. That's a very limiting feature of our process here, that we can't address people in the audience after that portion of the record is closed. Is there some way to be able to have comment from the floor after the record is closed, I guess I'd ask the City Attorney."

Chair Spray said, "Director O'Reilly, would you like to take a crack at that one first, please."

Mr. O'Reilly said, "If the Commission senses there is a member of the public who wants to speak you could move to reopen the public hearing and allow that person to speak."

Chair Spray said, "If there was someone in the audience that had some way to be able to shed light on this particular issue, and really wanted to do that, I think we can open and perhaps this would avoid the possibility of being able to postpone this. I would be amenable to this. Do we need a motion to do that, Director O'Reilly."

Mr. O'Reilly indicated by a nod of his head that he does.

MOTION: Commissioner Schackel-Bordegary moved, seconded by Commissioner Villarreal, to reopen the Public Hearing in this case.

VOTE: The motion was approved unanimously on a voice vote, with Commissioners Bemis, Harris, Ortiz, Padilla, Pava, Schackel-Bordegary and Villarreal voting in favor of the motion and no one voting against [7-0]

Re-Opened Public Hearing

Chair Spray said, "This is a public hearing in the audience that wishes to come and address the Commission this particular point, particularly the traffic issue, would you please come forward and be sworn. I see two people, Mr. Armijo you're not speaking. You're already sworn. Ma'am.... would you all come down to be sworn at the same time. Sir are you speaking, too."

Donna Sanchez, 1140 Camino De Lora, Santa Fe and Tom Ketcheson, Project Engineer, 1719 Roy's Way, Santa Fe, 87507 were sworn.

Ms. Sanchez said, "I am a property owner right off Rufina Street and this variance is actually two sections down from where I have my property. I was at the first planning meeting they had with the neighborhood. And the median is something we're very very concerned about because of the traffic. Even where the property is that I own, I have to go all the way down and I have to go, because there's so much traffic, sometimes I have to go to the third driveway to get through and come back up, instead of going all of the way down to the round-about. So that's one of the concerns that all of the neighbors in that area have. There's a lot of traffic, and the turning is really, really difficult. So adding this division of these 3 lots, that's going to bring in more traffic. We don't have a problem with that, but we would just like the medians to be addressed. Thank you."

Tom Ketcheson, Project Engineer, said , "I have spoken with the Traffic Department and they are aware one of the possibilities is that we could just take out that median and restripe and put pavement down. And it's not that big of an issue for us. If it needs to be done, we could do it. The only issue is we don't really want a delay of any sort of this project. Mr. Montoya, the owner of the property, is in ill health and we're hoping to get as much of this done as we can before his inevitable exit which shouldn't be long from now. And he is to see the property moved along at least before he dies of cancer."

Mr. Ketcheson continued, "What we're hoping here is that, this is an issue that we could resolve through the Traffic Division and use their best judgment in the matter. So we would go down there tomorrow and talk with John and tell him we're happy to remove the median if you want that later. And then, he can explain later what his issues were with it. And I'm sure he's wise. We've worked with him over the years and I think he knows what he's doing. So, I prefer to leave it that way, rather than go for any kind of a delay here tonight."

Commissioner Schackel-Bordegary said, "I'm just now looking, I found it, the Memo, no go ahead please."

Commissioner asked Mr. Ketcheson and Ms. Sanchez to come up.

Commissioner Harris said, "I heard you say clearly, just as we read in the ENN, the neighbors have commented that traffic is an issue. Is the median... in your experience is a median helpful, or does it hinder the smooth flow of traffic."

Ms. Sanchez said, "It really does hinder it. You have to pass it a long ways and then you have to turn around because, the way that they... where they built it, the driveways on both sides, the north and the south sides, you have to go completely, way down to the end of the median before you can turn and go into your driveway. And it doesn't matter if it's on the same side as the Atocha Mobile Home Park or on the other side. When they built it, we were surprised they made it right in the middle like that. There are driveways at least on each side. So it's really very difficult to go all the way and you're going into another person's driveway to turn. Otherwise, you have to go all the way down to the round-about."

Chair Spray asked Ms. Sanchez, "When you say all the way down to the round-about, that is a relative term. And I'm not asking you to make a precise estimate, but I would like to see a drawing of what this really looks like. Could you say how far that is, a block, a half block."

Ms. Sanchez said she isn't really sure it would be a block, but "I don't know, but it is pretty far down to have to go around the round-about."

Chair Spray said, "Commissioner Padilla and Commissioner Pava, the idea of the round-about, is to be able mitigate this entire issue, is it not. That you have the chance to be able to do your U-turn in the most safe way possible. So it seems to me, that's the very logical of how the Traffic Engineer, I would propose to look at this. Some people may disagree with that thinking, but I think that would make some sense."

O'Reilly said, "Just looking at the plat very quickly, if it assists the Commissions it appears the round-about at Zafarano to the west is about ½ mile from the property."

Chair Spray said that's a pretty good distance, even by my reckoning.

Commissioner Padilla asked, "Mr. Ketcheson, the question that I have goes back to Commissioner's Pava's question. On your engineering drawing your plan view, there are two rectangles indicated in each of the lot, but I can't see a legend that describes what those are. What does that reference."

Mr. Ketcheson said, "Those would be pads for homes and footprints for residences."

Commissioner Padilla said, "Two pads for per site is what you are proposing."

Mr. Ketcheson said, "Yes, and that was what we were looking for. We're presuming that... our presumptions early on in talking with the Planning Commission [staff?] downtown, here in this building, was that we could get two residences on each lot if we wanted to. So that was just an indication, like you say, of where we would put two units."

Commissioner Padilla asked Mr. Esquibel, "The assertion that's being made of 2 units per lot, is that indeed possible, with the current zoning."

Mr. Esquibel said, "Every legal lot will allow a house and guest house.. As to the amount of dwelling units they can rent, outside of the guest house issue, I did not calculate that density per lot. I can do that quickly if you like."

Commissioner Padilla asked Ms. Baer if there is a possibility that we can get a review of that question.

Ms. Baer said, "Absolutely. We did take a look at that, and the density would allow two primary dwelling units on each of these lots. The reason this is a family transfer is that the ownership has to go to one of the children, but that's not to say that they couldn't build 2 houses, or if they're manufactured homes, bring in two manufactured homes for each of the lots. The density does allow that."

Chair Spray said, "There would be no need for any rezoning. It's R-3 right now. If we approved it tonight, that would be a possibility. So I see your point, Commissioner Padilla, that's what the dotted lines were per your question, or whoever's question it was."

Commissioner Padilla said Commissioner Pava asked that question.

Ms. Baer said, "Could I add Mr. Chair that 3 primary dwelling units on a single lot would require review of the development plan, possibly by staff, if the square footage doesn't exceed 10,000 sq. ft. Obviously, this wouldn't. But two units are simply allowed and could be permitted through the building permit process."

Commissioner Schackel-Bordegary said to Ms. Sanchez, "There is an existing median you already are affected by and then there is an median that is proposed in this case. Is that what we're looking at here tonight. No. It is the existing median. I guess I'm confused as to what the issue is then for this particular case, because the median is already there."

Ms. Sanchez said, "Our concern is, has been since the median was built is it has made it very hard for the people that live there, the residents needing to go into their driveway. They have to go down almost half a mile to get to a round-about. So, instead of going all the way to the round-about, you're going at least 2 or 3 driveways, turning, taking a left, turning on a person's driveway, and the coming back up."

Commissioner Schackel-Bordegary said, "I see, so that is actually a separate issue from this case we're looking at tonight. This case, by virtue of being before us, brought this issue out for you in the neighborhood."

Ms. Sanchez said, "The neighbor's concern at the meeting we attended, was because of more traffic and the way the median.... if that could be addressed."

Commissioner Schackel-Bordegary said, "I see. I appreciate the discussion. I hear you. I actually live off Rodeo Road, and have for 10 years or more. And we actually went from easier access right and left, and we got those medians, so now I have to drive farther to be able to turn left in my neighborhood. It's not a half mile. I just bring that up because I don't second guess our Traffic Engineer and I know, because we've seen many cases in this particular area. And Rufina is a very very busy street now, and has only gotten busier. So I actually am relying on the judgment of our Traffic Engineer to make these decisions for long term planning. Unfortunately, this area, formally rural, is part of the City and these are some of the growing pains we're experiencing on that side of town. I would make that statement to the Planning Commission that I am ready to make a motion, and I would not favor postponing this for any reason. And I would like some kind of presentation or discussion by the Traffic Engineer about this area of town. Traffic is always the number one when we have these cases in the Agua Fria area. So thank you."

Commissioner Harris asked Ms. Sanchez if John Romero or a representative from the Traffic Division attended the ENN,.

Ms. Sanchez said she is unsure.

Ms. Baer said, "He was not at that meeting."

The Public Testimony Portion of the Public Hearing Was Re-Closed

MOTION: Commissioner Schackel-Bordegary moved, seconded by Commissioner Villarreal, to approve Case #2014-33, 3542 Rufina Street Family Transfer Subdivision, with all conditions of approval as outlined in the staff report [Exhibit "3"]..

VOTE: The motion was approved on the following Roll Call Vote [6-0]:

For: Commissioner Bemis, Commissioner Ortiz, Commissioner Padilla, Commissioner Pava, Commissioner Schackel-Bordegary and Commissioner Villarreal.

Abstain: Commissioner Harris.

Against: None.

H. STAFF COMMUNICATIONS

Mr. O'Reilly said at the July 2014 meeting of the Planning Commission we will be doing elections for a Chair, Vice-Chair and a Secretary, we well as deciding who will serve on the Summary Committee for the next year.

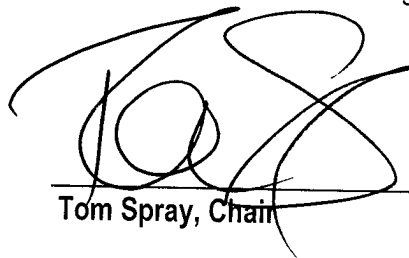
Ms. Baer said she will invite John Romero to speak to the Commission at the next meeting when he is available and speak to you about some of these issues.

I. MATTERS FROM THE COMMISSION

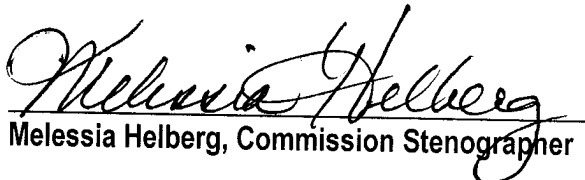
Commissioner Pava said, "Commissioner Harris brought up a lot of salient points and we had a really good conversation this evening about the Traffic Engineer and issues regarding large capital investments and thing like traffic circles, and Rufina no longer being a country land, but part of the major infrastructure of the City." He said attended the Dan Burden presentation which Ms. Baer also attended. He said he would say this Commission needs more education and enlightenment on what is referred to as a 'road diet,' or complete streets. Street design is total contextual and there are a lot of factors as this seemingly simple case brought out. He said, "Again, I would like staff to bring information and educate us on these matters. Not solely Mr. Romero, but folks with a broader perspective on transportation planning and not just engineering."

J. ADJOURNMENT

There was no further business to come before the Commission, and the meeting was adjourned at approximately 7:10 p.m.



Tom Spray, Chair



Melessia Helberg, Commission Stenographer

City of Santa Fe, New Mexico

memo

DATE: May 2, 2014 for the May 15, 2014 meeting

TO: Planning Commission

VIA: Matthew S. O'Reilly, P.E., Director, Land Use Department *MSO*
Tamara Baer, ASLA, Manager, Current Planning Division *TB*

FROM: Zach Thomas, Senior Planner, Current Planning Division *ZT*

Case #2014-34. Clements Escarpment Variance. Lightfoot Inc., agent for Jamie and Diana Clements, requests approval of a Variance to allow a 338 square foot dining room addition, a new yard wall, as well as modify existing yard walls within the Ridgetop Subdistrict of the Escarpment Overlay District. The 2.63± acre property is zoned R-1 (Residential, 1 unit per acre) and is located at 912 Hillcrest Drive. (Zach Thomas, Case Manager)

RECOMMENDATION

The Land Use Department recommends **APPROVAL** as outlined in this report.

I. APPLICATION OVERVIEW

The applicant is requesting a Variance to the Escarpment Overlay District regulations in order to build additions to an existing single-family residence on a legal lot of record located within the Ridgetop Subdistrict of the Escarpment Overlay. The existing house was constructed in 1956, prior to the adoption of the Escarpment District regulations in the 1980s. In 2003, a lot split was completed that divided the previous 3.67± acre lot and created the subject 2.63± acre lot and an adjacent 1.04± acre lot.

Section 14-5.6(D)(1) states, "For all lots subdivided or resubdivided after February 26, 1992, development in the Ridgetop subdistrict of the Escarpment Overlay District, other than driveway access and utilities, is prohibited." The 2003 lot split triggers the need for a Variance to allow new development within the Ridgetop Subdistrict.

The applicant proposes to build a 338 square foot dining room addition, a new yard wall as well as modify existing yard walls. The proposed additions will increase lot coverage from 3198 to 3536 square feet (2.79% to 3.09% lot coverage). An external staircase is also

proposed on the outside of the dining room addition to access a new viewing platform on the roof of the addition. The proposed height of the addition is 13 feet 10 inches plus a 3 foot chimney. The height of the structure includes a 3 foot parapet to serve as the railing for the proposed viewing platform. Section 14-5.6(F)(4) specifies that structures shall not exceed a maximum height of 14 feet within the Ridgetop Subdistrict. Chimneys may exceed the maximum height by not more than 3 feet. The proposal does not exceed the maximum height as permitted by the Development Code.

II. ENN

An Early Neighborhood Notification (ENN) meeting was held at the Santa Fe Public Library Main Branch on February 13, 2014. One neighbor attended, outside of staff and the applicant. No objections were raised about the proposed addition. The ENN notes are attached in Exhibit C.

III. VARIANCE APPROVAL CRITERIA

Variances to Escarpment regulations, Section 14-3.16(C) SFCC 1987 are judged by the following criteria:

(1) One or more of the following special circumstances applies:

- (a) **unusual physical characteristics exist that distinguish the land or structure from others in the vicinity that are subject to the same relevant provisions of Chapter 14, characteristics that existed at the time of the adoption of the regulation from which the variance is sought, or that were created by natural forces or by government action for which no compensation was paid;**

Applicant Response: *The provision will not allow any new development outside of the buildable area designated. However the designated buildable area is disconnected from the existing home and inhibits any potential development to be attached to the home. Attaching the proposed dining room addition, and adjacent yard walls, to the home as proposed locates development in a more obscure hidden location away from the edge of the ridge top so that it has less visual impact and blends better with the existing architecture, as it sits on the landscape, and thus has less impact overall.*

Staff Response: The applicant is correct – the original lot and the structure were built prior to the adoption of the Escarpment District Overlay. There is no way to add to the existing structure without building within the Ridgetop Subdistrict. Building within the designated buildable area will create a greater visual impact.

- (2) **The special circumstances make it infeasible, for reasons other than financial cost, to develop the property in compliance with the standards of Chapter 14.**

Applicant Response: *The current home has no dining room and building a detached dining room would be infeasible, as the residents would have to go outside and into another building to dine if it were built in the existing buildable*

area. The proposed adjacent yard walls are to provide privacy to the existing home and the neighboring home and this would not be accomplished if they were not located between the home and the neighboring home. The home also has no front gate, and the residence and guests currently must enter through a side gate. So the proposed front gate will allow the residents to directly access the front door of the home without going around to the side and increase universal access for compliant handicap and elderly accessibility.

Staff Response: The existing structure was built in 1956 and is entirely located within the current Ridgetop Subdistrict. No additions to the existing structure could be made without developing within the Ridgetop Subdistrict.

- (3) **The intensity of development shall not exceed that which is allowed on other properties in the vicinity that are subject to the same relevant provisions of Chapter 14.**

Applicant Response: The project is within strict keeping with the character of the neighborhood, adjacent homes and architectural vernacular and will not exceed development that is allowed on other properties.

Staff Response: The intensity of development being proposed is comparable and compatible with other properties in the immediate vicinity. The proposed lot coverage is 3.09%, far below the 40% lot coverage permitted by the Development Code.

- (4) **The variance is the minimum variance that will make possible the reasonable use of the land or structure. The following factors shall be considered:**

- (a) **whether the property has been or could be used without variances for a different category or lesser intensity of use;**

Applicant Response: Without variances the development of the dining room would have more impact as described above and the yard wall modifications increasing universal access would not be possible.

Staff Response: The size of the structure is consistent with adjacent structures. However, Land Use Department staff notes that the dining room addition is possible to construct without the roof deck, which adds approximately 2 feet of height to the parapet.

- (b) **consistency with the purpose and intent of Chapter 14, with the purpose and intent of the articles and sections from which the variance is granted and with the applicable goals and policies of the general plan.**

Applicant Response: The project is consistent with the purpose and intent of Chapter 14, and the articles from which the variance is granted. The project will

promote the economic and cultural welfare of the people of the city by providing jobs by expanding the existing structure in an efficient, harmonious and orderly way while preserving the principles set forth in chapter 14.

Staff Response: The proposal is consistent with the Very Low Density Residential General Plan land use designation. Additionally, the applicant has taken steps to be sensitive to the topography of the site and minimize visual impact, thereby complying with General Plan policies regarding Terrain Management and Visual Resource Conservation.

(5) The variance is not contrary to the public interest.

Applicant Response: *The variance will not obstruct any views nor interfere with the visual integrity of the community and is in no other way contrary to the public interest. It will not add density, blockage or limitations on any other way.*

Staff Response: Through the Escarpment regulations, the public interest is expressed in the preservation of view corridors and the character of the foothills on the east side of Santa Fe. The proposed additions to the existing single-family residence will be sited in a manner to meet the spirit of the Escarpment regulations by minimizing visual impact and preserving the natural environment.

(6) There may be additional requirements and supplemental or special findings required by other provisions of Chapter 14.

Staff Response: Additional required findings in Section 15-5.6(k) are addressed below.

Additionally, 15-5.6 (K) addresses criteria specific to Variances in the Escarpment:

(1) Where the planning commission finds that extraordinary hardship may result from strict compliance with these regulations, it may vary the regulations so that substantial justice may be done and the public interest secured; provided that such variation shall not have the effect of nullifying the intent and purpose of these regulations.

Section 14-5.6(A)(3) SFCC 1987 Intent:

(a) Preservation of the City's aesthetic beauty and natural environment is essential to protect the general welfare of the people of the City, to promote tourism and the economic welfare of the City, and to protect the cultural and historic setting of the City;

Applicant Response: *We are matching the vernacular of the existing house which is of a pueblo style adobe structure, in keeping with the preservation of the City's aesthetic and natural beauty.*

Staff Response: The proposed additions to the existing residence seek to minimize the visual impacts by maintaining the existing architectural style. Additionally, the proposed development complies with maximum height limits and will be subject to all development standards within Section 14-5.6 to ensure protection of the escarpment viewshed.

(b) Development is highly visible on or about the ridgetop areas of the foothills for great distances and detracts from the overall beauty of the natural environment and adversely impacts the aesthetics of the mountain and foothill vistas as seen from the City;

Applicant Response: The proposed addition is mostly nested in an existing 3-sided courtyard to minimize visibility.

Staff Response: The proposed additions only slightly increase the visibility of the structure from the public right-of-way. Visual impacts are minimized through the use of architecture, materials and colors that match the existing structure (See **Exhibit D**). The proposed design meets the intent of the Escarpment Ordinance.

(c) Land within the Escarpment Overlay District is environmentally sensitive due to the presence of steep slopes, erosion problems, drainage problems and other environmental attributes;

Applicant Response: The proposed addition mostly covers existing stone impervious decking and includes a yard wall configuration and design that will reduce erosion and minimize water use.

Staff Response: The proposed additions will not interfere with any slopes or alter drainage patterns.

(d) The interest and welfare of the people of the City is to prohibit development on ridgetop areas of the foothills to the extent possible as allowed by law; and

Applicant Response: The allowable building site "by law" on the property would be much more obstructive if used for the occupant needs.

Staff Response: The existing structure was developed in 1956 prior to the creation of the Ridgetop Subdistrict. Constructing outside of the ridgetop area would create an entire new area of development where none currently exists (See **Exhibit D2**).

(e) The interest and welfare of the people of the City is to restrict development in the Escarpment Overlay District to preserve the aesthetic beauty and natural environment of the ridgetop areas of the foothills and to protect the mountain views and scenic vistas from the City to the extent possible.

Applicant Response: This proposed addition is not visible from the city proper. It is on the east side of the structure and the existing structures, along with the neighboring homes, are between the City and the mountains. No additional visual blockage would occur.

Staff Response: The proposed additions will not impact existing views from the City. The project is slightly visible from the adjacent right-of-way of Camino Chamisa. The vantage point of the photo simulation depicted in **Exhibit D3g** is illustrated by **Exhibit B1**.

Finally, 14-5.6 (K)(2) states:

(2) In granting variances or modifications, the planning commission may require such conditions as will, in its judgment, assure substantially the objectives of the standards or requirements so varied or modified.

Staff Response: Staff has not recommended any conditions as the project is subject to all development standards and requirements detailed within Section 14-5.6.

IV. CONCLUSION AND RECOMMENDATION

The applicant's design accommodates the site in a manner that is sensitive to the existing development and architecture and mitigates any visual impact. All proposed additions will be attached to the existing structure and will not substantially increase the developed area within the Ridgetop Subdistrict. Staff recommends approval of the proposed Variance.

IV. ATTACHMENTS:

EXHIBIT A: Development Review Team (DRT) Memoranda

1. Traffic Engineering email, Sandra Kassens
2. Fire Department Memorandum and email, Rey Gonzales
3. Technical Review Division Memorandum, Risana Zaxus
4. Solid Waste Division email, Randall Marco
5. Wastewater Division Memorandum, Stan Holland

EXHIBIT B: Map

1. Current Zoning and Aerial

EXHIBIT C: ENN Materials

1. Meeting Notes February 13, 2014
2. Responses to ENN Guidelines

EXHIBIT D: Applicant Submittals

1. Transmittal Letter
2. Proposed Site Plan and Elevations

3. 3D Elevations Photo Simulations

- a. 3D perspective from Southwest corner
- b. 3D perspective from Northwest corner
- c. 3D perspective from Northeast corner
- d. 3D perspective from Southeast corner
- e. Photo simulation from Southeast corner
- f. Photo simulation from driveway of residence
- g. Photo simulation from Camino Chamisa (also see **Exhibit B1**)
- h. Photo simulation from Southwest corner

THOMAS, ZACHARY E.

From: KASSENS, SANDRA M.
Sent: Friday, April 11, 2014 1:52 PM
To: THOMAS, ZACHARY E.
Cc: ROMERO, JOHN J
Subject: 912 Hillcrest Dr Variance

Zach,
The Traffic Engineering Division has no comments on the Variance at 912 Hillcrest Drive, case # 2014-34.


*Sandra Kassens
Traffic Engineering Division
Public Works Department
City of Santa Fe
PO Box 909
Santa Fe, New Mexico 87504*

Phone: 505-955-6697

[Faint, illegible handwritten notes]

City of Santa Fe, New Mexico

memo

DATE: April 12, 2014
TO: Zach Thomas, Case Manager
FROM: Reynaldo Gonzales, Fire Marshal 
SUBJECT: Case #2014-34 912 Hillcrest Drive Variance

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.

1. Shall have water supply that meets fire flow requirements as per IFC, (Shall include distance to a fire hydrant).
2. Shall meet the 150 feet access radius as per the IFC 2009 Edition.

THOMAS, ZACHARY E.

From: GONZALES, REYNALDO D.
Sent: Monday, April 14, 2014 2:41 PM
To: THOMAS, ZACHARY E.
Subject: DRT 2014-34
Attachments: 2014-34 912 HillCrest Drive variance.doc

Good Afternoon Zach:

After looking in the code it is 3600 sq ft that triggers the increase in fire flow, so they should be good.

Reynaldo D Gonzales

Fire Marshal

City of Santa Fe

Office: 505-955-3316

Fax: 505-955-3320

E-mail: rdgonzales@santafenm.gov

DATE: April 24, 2014
TO: Zach Thomas
Case Manager
FROM: Risana "RB" Zaxus, PE
City Engineer for Land Use Department
RE: Case # 2014-34
Clements Variance

I have reviewed the applicant's response to the general approval criteria required to grant a variance, and I concur.

Additionally, I reviewed the applicant's statements regarding compliance with the purpose and intent of the escarpment regulations. I concur with these statements.

THOMAS, ZACHARY E.

From: MARCO, RANDALL V.
Sent: Thursday, April 10, 2014 8:03 AM
To: THOMAS, ZACHARY E.
Subject: Cases 2014-26 & 2014-34

Zach,
2014-26 No solid waste issues at this time. 2014-34 must no solid waste issues at this time.

Randall Marco
Community Relations / Ordinance Enforcement
Environmental Services Division
Office : 505-955-2228
Cell : 505-670-2377
Fax : 505-955-2217
rvmarco@santafenm.gov

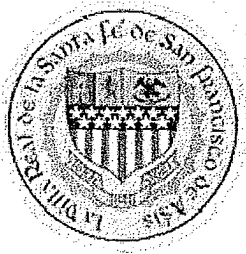
City of Santa Fe, New Mexico

memo

DATE: April 7, 2014
TO: Zach Thomas, Case Manager
FROM: Stan Holland, Engineer, Wastewater Division
SUBJECT: Case #2014-34 – 912 Hillcrest Drive Variance

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.





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

Project Name	Angie's Point Clements
Project Location	912 Hillcrest Drive
Project Description	Escarpment Variance for a dining room and yard wall addition
Applicant / Owner	Jamie and Diana Clements
Agent	Scott Cherry
Pre-App Meeting Date	
ENN Meeting Date	2/13/14
ENN Meeting Location	Main Public Library
Application Type	Escarpment Variance
Land Use Staff	Tamara Baer and Zach Thomas
Attendance	1 Neighbor, Property Owners (Clements, Scott Cherry (Contractor))

Notes/Comments:

One neighbor (Jean Bahr) was present as a member of the public. Both Applicants (the Clements) were present as was their General Contractor/Agent (Scott Cherry)

Meeting started at 5:30. Staff (Ms. Baer) gave an introduction about the overall entitlement process and likely timeframe for this case given that it will be heard by the Planning Commission. She also discussed why the project required a variance.

After the introduction, Mr. Cherry gave a presentation regarding the proposed addition and explained that it was for an additional dining room. There is also to be slight reconfiguration of the courtyard wall.

After the presentation, there was general discussion regarding the history of the neighborhood, largely from the neighbor (Ms. Bahr).

No objections were raised about the project.

The meeting ended shortly after 6:00.



ENN GUIDELINES

Applicant Information

Project Name: Angie's Point

Name: Cherry R.L. Scott

Last

First

M.I.

Address: 912 Hillcrest

Street Address

Suite/Unit #

Santa Fe

NM

87501

City

State

ZIP Code

Phone: (505) 577-9546

E-mail Address:

scott@lightfootinc.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.*

Single story one room addition no more than 20' from the closest neighboring property. Located partially within existing three sided court yard extending over existing hard surface with a height no more than 13 feet above finished grade. The addition will match the look and style of the existing structure nested amongst existing trees.

(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.*

Within Ridge top sub district of the escarpment overlay visible from eastern aspects at similar elevations.

(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.*

None.

(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?*

Requesting a variance because the only buildable site on the property for an addition is located in the Ridge top Sub-district of the Escarpment District. The property complies with all other 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.*

None.

(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.*

Work for local general building contractor and associated local sub-contractors

(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.*

None.

(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.*

Electrical service and system of entire home will be brought to current code reducing the risk of fire and increasing public safety.

(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.*

None.

(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.*

None.

(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.*

None.

(l) ADDITIONAL COMMENTS (optional)

Would add less than 10% to the roofed area of the existing structure.

Lightfoot Inc.

High Performance Natural Building & Design

PO Box 674

Tesuque, NM 87574

Phone: 505-577-9546

Fax: 505-989-1892

3/31/2014

To: City Of Santa Fe Planning Commission Design Review Board

From: R.L. Scott Cherry

Regarding: "Angie's Point" Dining room addition, yard wall variance request.

Greetings,

We are applying for a variance to add 15'X18' dining room addition, build new yard walls as well as modify existing yard walls to the home of Jamie and Diana Clements, at 912 Hillcrest Santa Fe, NM 87501, that sits on 2.631 ac.

The existing residence has no dining room and the buildable area provided on the lot is detached from the existing structure. The intent is to locate the dining room within an existing three-sided courtyard attached to the existing home. Being connected to the house and located over an existing hard surface area, the variance addition will be less visible, and have less impact than if it were located on the designated buildable area, as well as be accessible to the existing home without having to go outside to get there. Not only would adding a structure in the buildable area be more visible, because it would be separated from the existing structure, and create another building horizon line, but it would be located closer to the edge of the ridge top making it effectively more visible as well. The proposed adjacent yard walls are to provide privacy to the existing home and the neighboring home and this would not be accomplished if they were not located between the home and the neighboring home. The existing home has no front gate, and the residence and guests currently must enter through a side gate. The proposed front gate will allow the residents to directly access the front door of the home without going around to the side, and increase universal access for compliant handicap and elderly accessibility. We believe that the proposed variance would have less impact than other allowable options and is in better keeping with the interest and principals in Chapter 14.

Thank you for your consideration.

Sincerely,



R.L. Scott Cherry

City of Santa Fe, New Mexico

memo

DATE: Prepared April 30 for the May 15, 2014 Planning Commission Meeting

TO: Planning Commission

VIA: Matthew S. O'Reilly, P.E., Director, Land Use Department *MSO*
Tamara Baer, Planning Manager, Current Planning Division *TB*

FROM: Donna Wynant, AICP, Senior Planner, Current Planning Division *DW.*

Case #2014-32. 5364 Agua Fria Preliminary Subdivision Plat. Raymond and Faye Barela request Preliminary Subdivision Plat approval for two lots on 0.67 acres. The property is zoned R-3 (Residential, 3 dwelling units per acre) and is located at 5364 Agua Fria Street. (Donna Wynant, Case Manager)

No specific development will occur as a result of this application. Final Subdivision Plat will come back to the Planning Commission for review and decision.

RECOMMENDATION

Staff recommends **APPROVAL** of the Preliminary Subdivision Plat to divide the subject site into two lots, subject to the conditions of approval as outlined in this report.

EXECUTIVE SUMMARY

The applicant is requesting Preliminary Subdivision Plat approval of a 0.67 acre tract to split property located at 5364 Agua Fria into two lots. This request is appearing before the Planning Commission as a Serial Subdivision, since the applicant is requesting another split of his property within the 5 year period of dividing his 1.03 acre parcel (5360 A Agua Fria). It is therefore being processed as a subdivision instead of a summary subdivision and therefore must comply with subdivision criteria in 14-3.7(C). The reason for the proposed subdivision is to allow the applicant to sell a portion of the property in order to generate financial support for his business at this address.

Exhibit "2"

Per 14-3.7(A)(4) a Serial Subdivision is defined as:

A proposed subdivision that occurs within five years after the approval of an earlier subdivision of any part of the affected land shall be subject to the same standards and shall follow the same procedures as though the cumulative number of lots created by the successive plats were created by the currently proposed subdivision.

Mr. Barela began operating his business, Morningstar Plastering Inc. at this location after he purchased the property in 2004. At that time the property was in Santa Fe County. It came under City jurisdiction as part of SPAZZO in 2009 and was annexed as part of the Phase 2 City-initiated annexation effective January 1, 2014. As a light industrial and commercial business in the residential district, the property is considered nonconforming. Mr. Barela has continued to operate it without interruption since 2004 and therefore the property retained its legal non-conforming status. Bobby Bybee, owner of Rocky Top Stone, rents the other half of the building for his granite and stone business. Both businesses, Morningstar Plastering and Rocky Top Stone, are currently licensed through the City of Santa Fe's Business License office.

On February 3, 2011, the Summary Committee approved the applicant's request to split off the .36± acre residential portion of the property, containing a manufactured home (Lot 1-B, 5360 Agua Fria), from the .67± acre business portion of the site (Lot 1-A, 5364 Agua Fria).

The applicant now wishes to split off .18± acres of vacant land located to the west of his light industrial/commercial building to build a single family home. The proposal meets the density allowed in the R-3 district of up to 3 dwelling units per acre. Since the overall site is .67± acres in size, the applicant can have up to 2 dwelling units (.67 acres x 3 du/ac= 2.01).

The portion to be split off, Lot 1-A-1 is triangular in shape, flat in its terrain, and surrounded by cyclone fencing. Sufficient area is available to construct a small single family home on the new lot, which is under 8,000 square feet. The buildable area for the new lot will be determined at the time of construction permit application as detailed in the Land Development Code and the applicant will need to obtain a new address for the lot.

The Traffic Engineering Division requires access to the new Lot 1-A-1 from Agua Fria be restricted to one shared easement between lots 1-A-1 and 1-A-2. A sidewalk is also required along Agua Fria according to the City Engineer in compliance with §14-9.2(E) of the Land Development Code at the time of development.

City water and sewer are available in Agua Fria. Separate connections shall be established prior to recordation of the lot split.

A continuous landscaped buffer strip not less than 15 feet wide is required per §14-8.4(J)(3) when nonresidential development abuts residential development in a residential zoning district. The Land Use Department staff recommends that the applicant be permitted to provide such screening on either side of the new property line dividing the two lots.

An Early Neighborhood Notification meeting was held on March 17, 2014. No neighbors to the development were in attendance.

ATTACHMENTS:

EXHIBIT A: Conditions of Approval

EXHIBIT B: Development Review Team Memoranda

1. Technical Review Division – City Engineer memorandum, Risana Zaxus
2. Fire Marshal memorandum, Reynaldo Gonzales
3. Solid Waste Division email, Randall Marco
4. Traffic Engineering Division memorandum, Sandy Kassens
5. Water Division memorandum, Antonio Trujillo
6. Wastewater Management Division memorandum, Stan Holland

EXHIBIT C: Maps & Photographs

1. Birdseye view of surrounding area
2. Zoning Map
3. Photographs of 5364 Agua Fria
4. Lot split plat of 2011

EXHIBIT D: Early Neighborhood Notification

1. ENN Report
2. ENN Guidelines

EXHIBIT E: Applicant Materials

1. Applicant's Letter of Application
2. Barela Preliminary Subdivision Plat

Barela Subdivision –
Case #2014-32: 5364 Agua Fria, Preliminary Subdivision Plat

DRT Conditions of Approval		Department	Staff
Sidewalk must be constructed along Agua Fria in accordance with Article 14-9.2(E) of the Land Development Code.		Tech Review Div/Land Use	Risana Zaxus
<p>Prior to any new construction these requirements must be met:</p> <ol style="list-style-type: none"> 1. All Fire Department access shall be no greater than a 10% grade throughout and maintain 20' min. width. 2. Fire Department Access shall not be less than 20 feet width to any new construction. 3. Shall meet driveway requirements as per IFC. 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 or install an automatic sprinkler system. 		Fire Marshal	Reynaldo Gonzales.
Must bring refuse and or recycling to a street that is currently being serviced by the City of Santa Fe Environmental Services Division.		Solid Waste/Public Works	Randall Marco
The developer shall indicate on the plat one shared access easement to Agua Fria Street from lots 1-A-1 and 1-A-2; this access easement shall be reviewed and approved by the Traffic Engineering Division.		Traffic Eng/Public Works	Sandy Kassens
<ol style="list-style-type: none"> 1. The lots resulting from the lot split as proposed for 5364 Agua Fria Street will have frontage on Agua Fria Street, which has an 8 inch water main. Domestic water service is available to the resulting lots abutting the street. 2. Fire service requirements will have to be determined by the Fire Department prior to development or issuance of a building permit. 3. The plat for the lot split requires a note stating that the lots do not have metered service connections. An Agreement for Metered Service (AMS) contract with the City Water Division will be required prior to issuance of any construction permit for the lot. 		Water Division Engineer	Antonio Trujillo
The subject properties are accessible to the City sanitary sewer system. The Applicant had a public sewer extension brought to the property line for these tracts. The proposed new lot shall connect to this existing public sewer line. The Applicant will need to provide a private sewer easement through Lot 1-A-2 for the proposed Lot 1-A-1 private sewer service line.		Wastewater Division	Stan Holland
A continuous landscaped buffer strip not less than 15 feet wide is required (along the east property line of Lot 1-A-1) per § 14-8.4(J)(3) when nonresidential development abuts residential development in a residential zoning district. This buffer may be provided on either side of the new property line dividing the two lots.		Land Use/Current Planning	Donna Wynant

DATE: April 15, 2014
TO: Donna Wynant, Case Manager
FROM: Risana "RB" Zaxus, PE
City Engineer for Land Use Department
RE: Case # 2014-32
5364 Agua Fria Preliminary Subdivision Plat

The following review comment is to be regarded as a condition of approval:

Sidewalk must be constructed along Agua Fria in accordance with Article 14-9.2(E) of the Land Development Code.

EXHIBIT B-1

City of Santa Fe, New Mexico

memo

DATE: April 12, 2014

TO: Donna Wynant , Case Manager

FROM: Reynaldo Gonzales, Fire Marshal *RDG*

SUBJECT: Case #2014-132 5364 Agua Fria Preliminary Subdivision Plat

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 these requirements must be met:

1. All Fire Department access shall be no greater than a 10% grade throughout and maintain 20' min. width.
2. Fire Department Access shall not be less than 20 feet width to any new construction.
3. Shall meet driveway requirements as per IFC.
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 or install an automatic sprinkler system.

EXHIBIT *B-2*

WYNANT, DONNA J.

From: MARCO, RANDALL V.
Sent: Tuesday, April 22, 2014 3:58 PM
To: WYNANT, DONNA J.
Subject: RE: Barela Subdivision

Donna,
Must bring refuse and or recycling to a street that is currently being serviced by the City of Santa Fe Environmental Services Division.

Randall Marco
Community Relations / Ordinance Enforcement
Environmental Services Division
Office : 505-955-2228
Cell : 505-670-2377
Fax : 505-955-2217
rvmarco@santafenm.gov

From: WYNANT, DONNA J.
Sent: Tuesday, April 22, 2014 2:28 PM
To: TRUJILLO, ANTONIO J; MARCO, RANDALL V.
Subject: Barela Subdivision

Hi Antonio and Randall

Could you get me your memo on the Barela Subdivision?

I attached the subdivision plat and the staff memo from the previous lot split on the property for your info that has your previous response. Thanks!

Donna J. Wynant, AICP
Land Use Senior Planner
City of Santa Fe Land Use Department
200 Lincoln Ave., Box 909
Santa Fe, NM 87504-0909
(505) 955-6325
(505) 955-6829 (fax)
diwynant@santafenm.gov

City of Santa Fe, New Mexico

memo

DATE: April 15, 2014

TO: Donna Wynant, Land Use Division

VIA: John J. Romero, Traffic Engineering Division Director

FROM: Sandra Kassens, Engineer Assistant

SUBJECT: 5364 Agua Fria Preliminary Subdivision Plat. (Case# 2014-32)

ISSUE:

Raymond and Faye Barela request Preliminary Subdivision Plat approval for two lots on 0.67 Acres. The Property is zoned R-3 (Residential, 3 dwelling units per acre) and is located at 5364 Agua Fria Street.

RECOMMENDED ACTION:

Review comments are based on submittals received on April 2, 2014. The comments below should be considered as Conditions of Approval to be addressed prior to subsequent submittal unless otherwise noted:

1. The developer shall indicate on the plat one shared access easement to Agua Fria Street from lots 1-A-1 and 1-A-2; this access easement shall be reviewed and approved by the Traffic Engineering Division.

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

EXHIBIT B-1

City of Santa Fe **memo**

DATE: April 22, 2014
TO: Donna Wynant, City Land Use Senior Planner, LUD
FROM: Antonio Trujillo, Water Division Engineer
SUBJECT: Proposed lot split for 5364 Agua Fria Street..

The lots resulting from the lot split as proposed for 5364 Agua Fria Street will have frontage on Agua Fria Street, Agua Fria Steet has an 8-inch water main and domestic water service is available to the resulting lots abutting the street.

Fire service requirements will have to be determined by the Fire Department prior to development or issuance of a building permit.

The plat for the lot split requires a note stating that the lots do not have metered service connections. An Agreement for Metered Service (AMS) contract with the City Water Division will be required prior to issuance of any construction permit for the lot.

cc: Yolanda Cortez, COSF Building Permit Director
Tamara Baer, City Land Use

EXHIBIT B-5

City of Santa Fe, New Mexico

memo

DATE: April 7, 2014
TO: Donna Wynant, Case Manager
FROM: Stan Holland, Engineer, Wastewater Division
SUBJECT: Case #2014-32 – 5364 Agua Fria Preliminary Subdivision Plat

The subject properties are accessible to the City sanitary sewer system.

The Applicant shall address the following comments:

1. The Applicant had a public sewer extension brought to the property line for these tracts. The proposed new lot shall connect to this existing public sewer line. The Applicant will need to provide a private sewer easement through Lot 1-A-2 for the proposed Lot 1-A-1 private sewer service line.

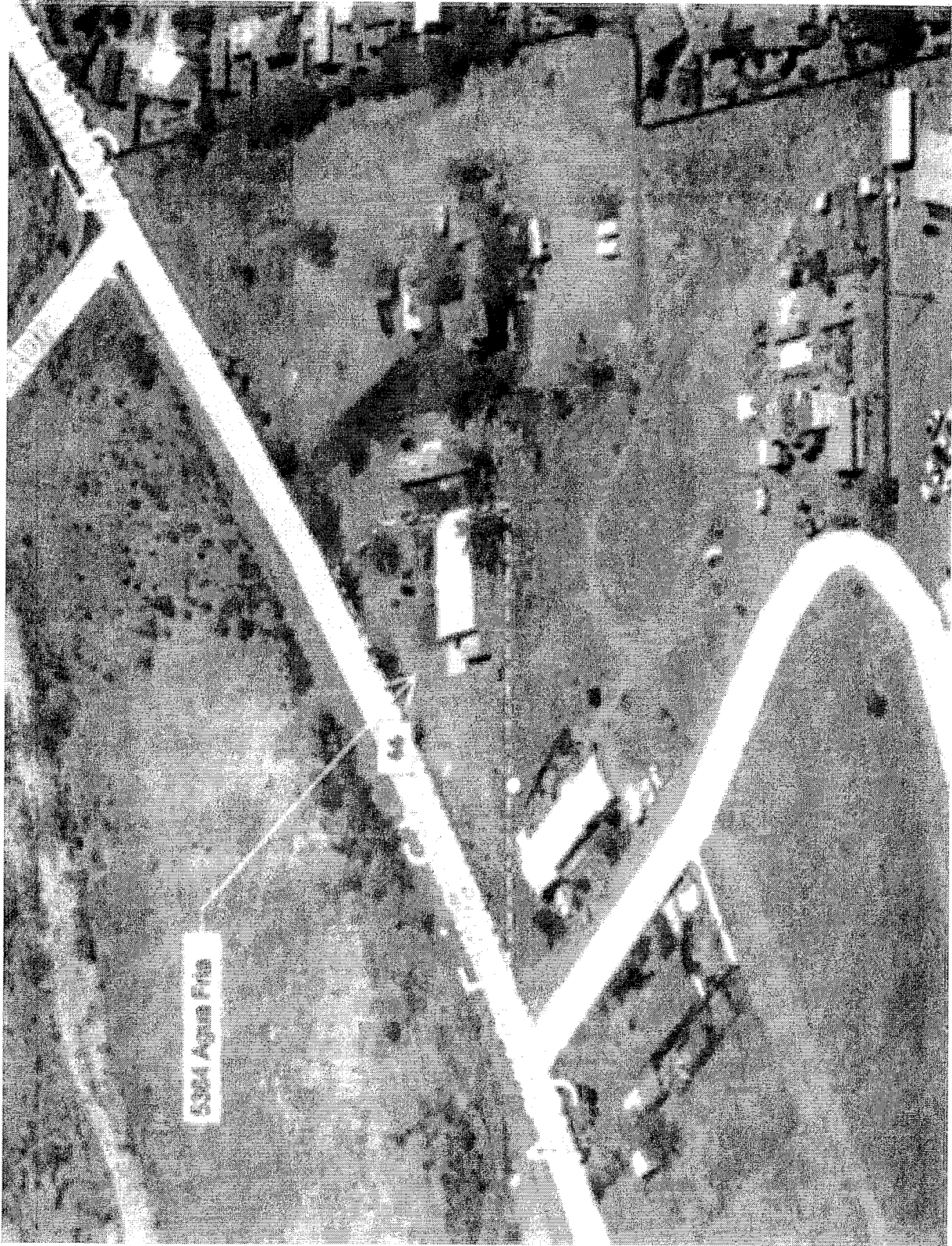
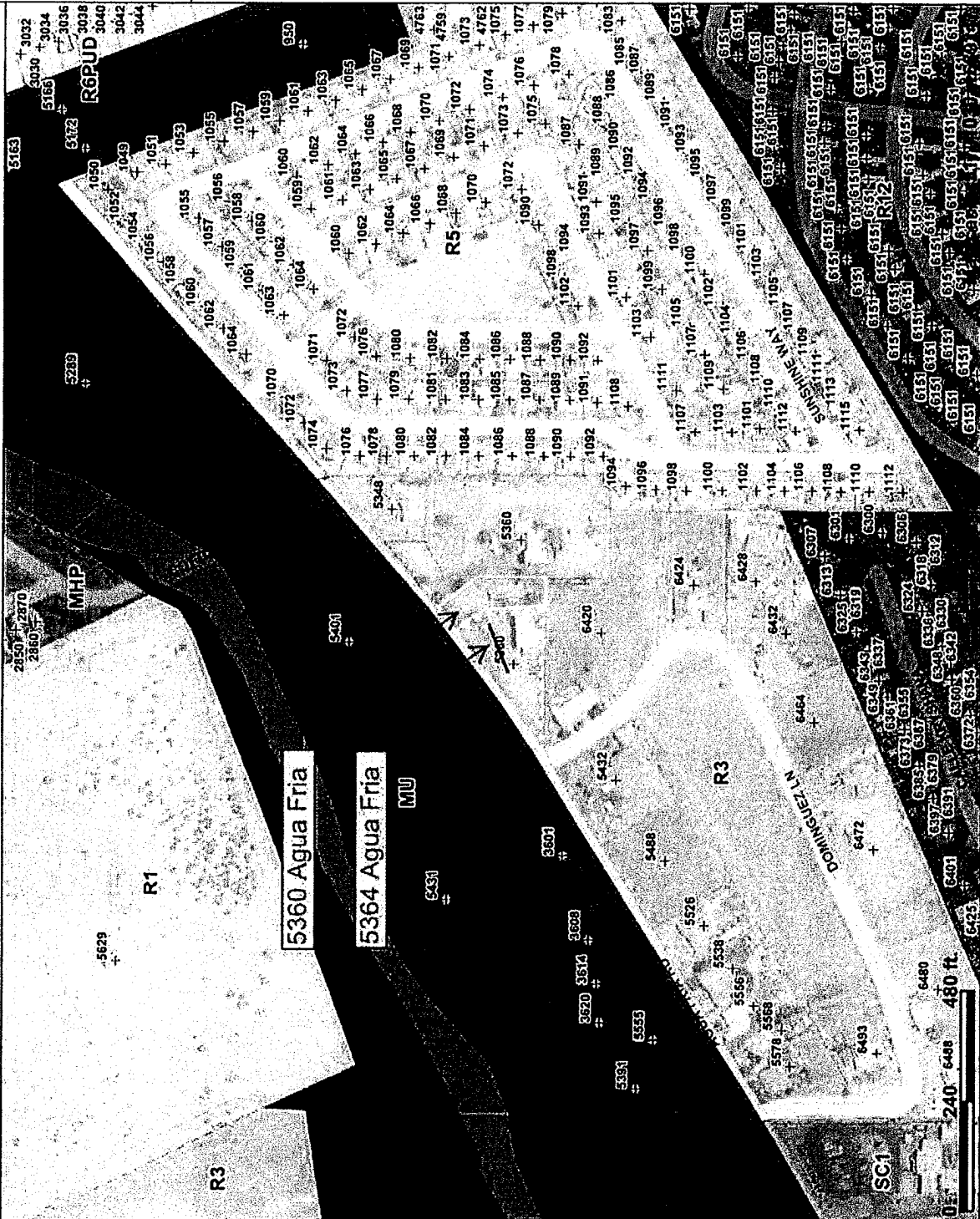
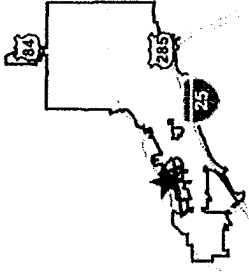


EXHIBIT C-1

Zoning & Aerial Map

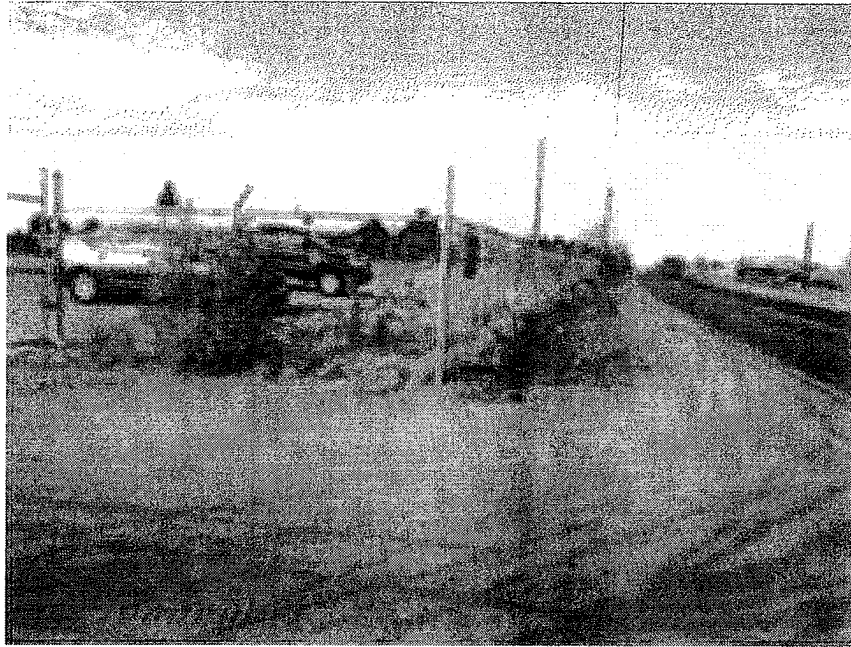


Legend

- City Limits
- Address Points
- Parcels
- Building Footprint
- Airport Clear Zones
- Santa Fe River
- Zoning
- RR Rural Residential
- R1, (PUD) Single-Family 1du/ac
- R2, (DT), (PUD), (AC) Single - Family 2du/ac
- R3, (PUD) Single - Family 3du/ac
- R4 Single - Family 4du/ac
- R5, (DT), (PUD), (AC), R6 Single - Family 5-6du/ac
- R7, (I), (PUD), R8 Single - Family 7-8du/ac
- R5, R5AC Compound 5du/ac
- RCB, RCBAC Compound 8du/ac
- R10, (PUD) Multiple - Family 10du/ac
- R12, (PUD) Multiple - Family 12du/ac
- R21, (PUD) Multiple - Family 21du/ac
- R23, (PUD), (AC) Multiple - Family 23du/ac

Scale: 1:4,082

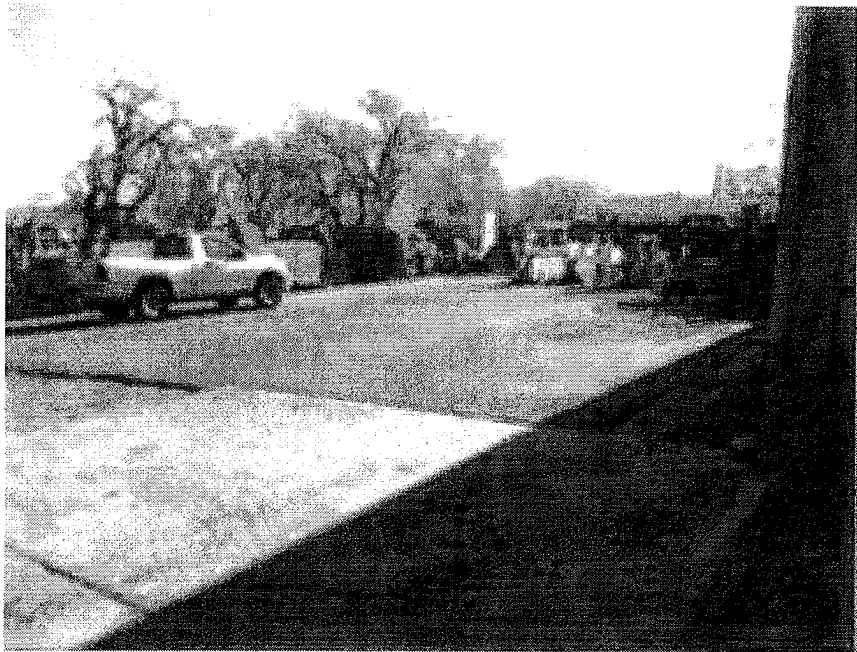
This map is a user generated static output from an Internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.



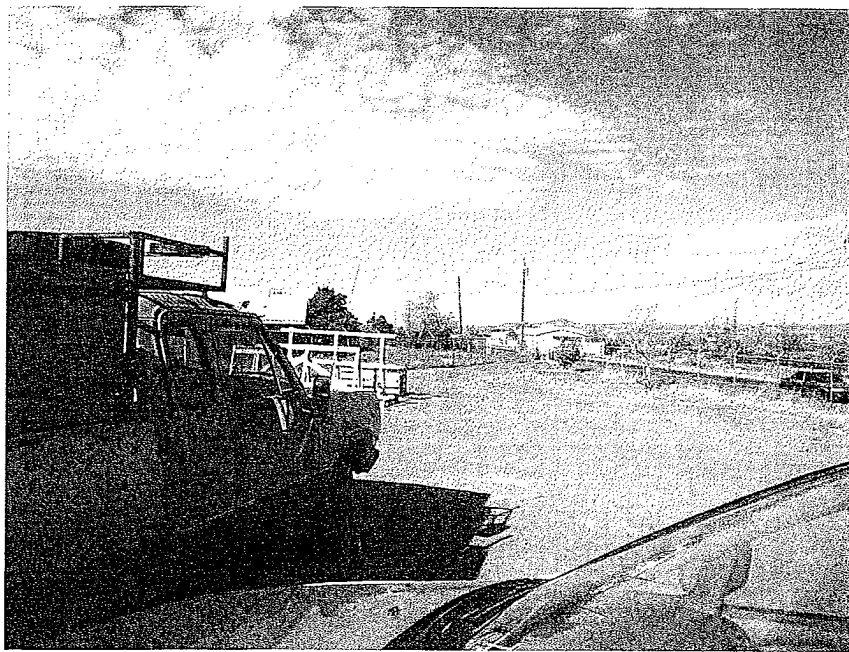
Looking west along front property line from the gated entrance into 5364 Agua Fria.



Looking north from Lot 1-A-1 towards the gated entry.



Paved area in front of building.



Looking towards vacant land for new single family home.



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

<i>Project Name</i>	Barela Subdivision
<i>Project Location</i>	5360 Agua Fria Street
<i>Project Description</i>	Subdivision
<i>Applicant / Owner</i>	Ray and Faye Barela
<i>Agent</i>	N/A
<i>Pre-App Meeting Date</i>	
<i>ENN Meeting Date</i>	3/17/14
<i>ENN Meeting Location</i>	Southside Public Library
<i>Application Type</i>	Subdivision
<i>Land Use Staff</i>	Zach Thomas
<i>Attendance</i>	Ray and Faye Barela and their Son (Barela Family)

Notes/Comments:

The Barela family was present when Mr. Thomas arrived between 5:15 and 5:20.

Mr. Thomas and the Barela Family stayed until approximately 6:10, however, no attendees showed up.

Along with general conversation during that time, Mr. Thomas briefly explained the entitlement process to Mr. and Mrs. Barela. They anticipate submitting the subdivision application by the deadline of 10:00am on March 31 for the May 1st Planning Commission hearing.



ENN GUIDELINES

Applicant Information

Project Name: LOT SPLIT AT 5364 AGUA FRIA STREET

Name: BARELA RAYMOND + FAYE

Address: 5364 AGUA FRIA STREET

City: SANTA FE State: NM ZIP Code: 87507

Phone: (505) 204-4008 E-mail Address: MORNINGSTARPLASTERING@comcast.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 LOT SPLIT THAT I AM REQUESTING COMPLIES WITH THE CURRENT ZONING APPROVAL OF THE LOT SPLIT WOULD KEEP THE CHARACTER AND APPEARANCE OF THE SURROUNDING NEIGHBORHOOD THE SAME. ANY NEW CONSTRUCTION WOULD COMPLY WITH THE CURRENT BUILDING CODES.

(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.

CURRENTLY THERE IS NO LANDSCAPING ON THE PROPOSED LOT SPLIT. THE LOT SPLIT WOULD HAVE NO ADVERSE IMPACT ON PROTECTION OF THE PHYSICAL ENVIRONMENT. ANY NEW CONSTRUCTION WILL COMPLY WITH THE CURRENT BUILDING CODE.

(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.

N/A

EXHIBIT D-2

(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 LOT SPLIT MEETS THE CURRENT ZONING AND FALLS WITHIN THE SURROUNDING AREA AND WITH LAND USES AND DENSITIES.

(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.

CURRENTLY THERE IS AN EXISTING DRIVEWAY, GRANTING THE LOT SPLIT WOULD HAVE A VERY MINIMAL IMPACT ON TRAFFIC.

(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.

GRANTING THE LOT SPLIT WOULD HAVE A POSITIVE IMPACT ON THE ECONOMIC BASE OF SANTA FE I AM PLANNING ON CONSTRUCTING A HOME ON THE PROPERTY WHICH WOULD CREATE JOBS IN THE CONSTRUCTION INDUSTRY.

(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.

GRANTING THE LOT SPLIT ALLOWS FOR THE CREATION OF A HOUSE, ALLOWS FOR THE AVAILABILITY OF ANOTHER HOUSE ON THE MARKET

(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.

GRANTING OF THE LOT SPLIT MAXIMIZES THE EFFICIENT USE OR IMPROVEMENT OF EXISTING INFRASTRUCTURE. THE PROJECT WILL CONTRIBUTE TO THE IMPROVEMENTS OF THE EXISTING PUBLIC INFRASTRUCTURE AND SERVICES. THERE IS WATER AND SEWER TO THE EXISTING LOT SPLIT.

(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.

GRANTING THE LOT SPLIT WOULD NOT HAVE A NEGATIVE IMPACT UPON WATER SUPPLY, AVAILABILITY ANY NEW CONSTRUCTION WOULD COMPLY WITH ALL WATER CONSERVATION METHODS.

(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.

N/A

(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.

GRANTING THE LOT SPLIT COMPLIES WITH AND PROMOTES A COMPACT URBAN FORM THROUGH APPROPRIATE INFILL DEVELOPMENT.

(l) ADDITIONAL COMMENTS (optional)

March 27, 2014

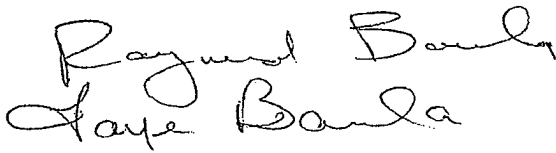
Raymond & Faye Barela
PO Box 22041
Santa Fe, NM 87502

Dear Summary Committee:

We, Raymond & Faye Barela are requesting a lot split at 5364 Agua Fria Street. Please refer to ENN Guidelines.

Your approval is greatly appreciated.

Thank you,

Handwritten signatures of Raymond Barela and Faye Barela. Raymond's signature is on top, and Faye's is below it. Both are written in cursive.

Raymond & Faye Barela

EXHIBIT E-1

City of Santa Fe, New Mexico

memo

DATE: April 30, 2014 for the May 15, 2014 Planning Commission Meeting

TO: Planning Commission

VIA: Matthew S. O'Reilly, P.E., Director, Land Use Department *MSO*
Tamara Baer, Planner Manager, Current Planning Division *TB*

FROM: Daniel A. Esquibel, Land Use Planner Senior, Current Planning Division *DAE*

3542 RUFINA STREET FAMILY TRANSFER SUBDIVISION PLAT

Case #2014-33. 3542 Rufina Street Family Transfer Subdivision. Armijo Surveys, Inc., agent for Jose and Laura Montoya, requests Final Plat approval for a 3-Tract family transfer subdivision. The 2.27 acre property is zoned R-3 (Residential, 3 dwelling units per acre) and is located at 3542 Rufina Street, east of Zafarano Drive. (Dan Esquibel, Case Manager)

RECOMMENDATION:

The Land Use Department recommends **APPROVAL WITH CONDITIONS** as outlined in this report.

I. EXECUTIVE SUMMARY

This subdivision is appearing before the Planning Commission for approval of a 3 Lot Family Transfer Subdivision. The property is located on the south side of Rufina Street, approximately 2,300 feet west of the Richards Avenue and Rufina Street intersection. The property is a legal nonconforming Tract of land that was annexed into the City as part of the Phase 1 City initiated annexation in 2009. The property is zoned R-3 (Residential, 3 dwelling units per acre) and consists of 2.27± acres.

The applicants wish to subdivide the Tract for the purpose of family transfer into 3 Lots. The proposal would constitute an actual density of 1 dwelling per .75 acres, or R-2 which is allowed in a R-3 District. Each Tract will consist of .758± acres to be transferred to three adult children of the applicant as shown on the family transfer plat (reference Packet Attachment Plat).

The proposed area excluding driveway easement for each Tract is as follows: Tract B-2-A = 22,284 square feet, Tract B-2-B = 22,331 square feet and Tract B-2-C = 22,096 square feet. The minimum area required per Tract, per Chapter 14-7.2-1 is 4,000 square feet or 2,000 square feet with common open space.

Access

Access to the property is directly from Rufina Street. A 1,523 foot long cul-de-sac with a 20 foot wide access and utility easement and 30 foot turnaround is proposed. The minimum driveway width required by the Fire Marshal is 20 feet with a 90 foot diameter turn around. The applicant will need to work with the Fire Marshal to address fire protection. Fire Marshal comments and conditions are attached as Exhibit A.

Water and Sewer

City water and sewer lines are located within Rufina Street. Additionally, a city water line runs through the property connecting Vegas Vergas Mobile Home Park and Atocha Mobile Home Park.

No negative comments have been received from the Development Review Team (DRT). However, the DRT has submitted comments and conditions affecting the proposal for compliance with City standards. DRT comments and conditions are attached as Exhibit A.

II. EARLY NEIGHBORHOOD NOTIFICATION (ENN)

An ENN meeting was held on February 14, 2014 at the Southside Public Library. Nine members of the public attended. There were no major objections to the project. The primary concern was the median on Rufina Street and a perceived danger it could cause to those pulling in and out of driveways.

III. CONCLUSION

In sum, the application satisfies the criteria for Subdivision. The 2.27± acre Tract of land is a legal non-conforming Tract of land annexed into the city as part of the Phase 1 City initiated annexation. The proposed 3 Tract family transfer subdivision complies with densities consistent in an R-3 District, meets minimum standards for lot size and lot area per Chapter 14-7.2-1, and final subdivision plat approval, subject to conditions, per 14-3.7(F) *"Inheritance and Family Transfer Subdivisions"*. All conditions of approval have been listed in Exhibit A. The conditions provide direction for infrastructure and utility development, completion of Final Plat review and approval before the Planning Commission, recordation of the final plat.

IV. ATTACHMENTS:

Exhibit A Conditions and DRT comments

- A1: April 15, 2014 Traffic Engineering Division
- A2: April 12, 2014 Fire Marshal
- A4: April 25, 2014 Water Division
- A5: April 7, 2014 Wastewater Division
- A6: April 23, 2014 Technical Review
- A7: April 10, 2014 Environmental Services Division

Exhibit B - Vicinity map

Exhibit C- ENN Information

Packet Attachment -Plans and Maps

May 15, 2014
Planning Commission
Case # 2014-33
3542 Rufina Street Montoya
Family Transfer

EXHIBIT A



Conditions of approval and DRT Comments

3542 RUFINA STREET FAMILY TRANSFER SUBDIVISION PLAT
Conditions of Approval

	Condition	Department	Staff
1	The Developer shall grant a 20' wide ingress/egress and utility easement along the eastern boundary of the Tracts B-2-A, B-2-B and B-2-C to benefit the aforementioned lots and that also benefits the residents of the adjoining property to the east, now or formerly owned by Gloria Gallegos;	Traffic Division	Sandra Kassens April 15, 2014
2	The 33' wide strip of land indicated on the plat shall be labeled as an ingress/egress and utility easement.		
3	The City of Santa Fe does not require an irrevocable offer to dedicate the aforementioned easements as ROW and as such, the Developer shall remove note 6 and all references to note 6 from the plat.		
4	At the time of development of any of the three lots, the Developer shall relocate the existing drive pad that accesses Rufina Street to align with the 20' access easement granted by this plat, and close the existing drive pad by replacing the curb and sidewalk with typical curb and sidewalk sections.		
5	Fire Department access shall be not less than a 20 feet width.	Fire Marshal	Reynaldo Gonzales April 12, 2014
6	Fire Department shall have 150 feet distance to any portion of the building on any new construction.		
7	Shall have water supply that meets fire flow requirements as per IFC, (Shall include distance to a fire hydrant).		
8	Shall provide Fire Department turn-arounds that meet IFC requirements and have proper signage or shall provide a 20 feet emergency access easement or request a variance for automatic sprinkler systems installed.		
9	The proposed family transfer lot split may require a main extension from the Vegas Verdes Loop 8-inch water main at the time of building permit. Fire protection requirements will have to be reviewed by the Fire Department.		Antonio Trujillo April 25, 2014
10	The Applicant shall provide a copy of the proposed shared sewer agreement to the Wastewater Division for review and approval prior to approval and recordation of the plat. The Wastewater Division wants to verify what existing sewer system exists to serve these lots.	Wastewater Division	Stan Holland April 7, 2014
11	Include the City of Santa Fe Wastewater Division Standard Details.		
12	Redline correction prior to recording	Land Use	Dan Esquibel May 15, 2014

City of Santa Fe, New Mexico

memo

DATE: April 15, 2014
TO: Dan Esquibel, Land Use Division
VIA: John J. Romero, Traffic Engineering Division Director 
FROM: Sandra Kassens, Engineer Assistant 
SUBJECT: 3542 Rufina Street Family Transfer Subdivision. (Case # 2014-33)

ISSUE:

Armijo Surveys, Inc., agent for Jose and Laura Montoya, requests Final Plat approval for a 3-lot family transfer subdivision. The 2.27 acre property is zoned R-3 (Residential, 3 dwelling units per acre) and is located at 3542 Rufina Street, east of Zafarano Drive.

RECOMMENDED ACTION:

Review comments are based on submittals received on April 2, 2014. The comments below should be considered as Conditions of Approval to be addressed prior to final approval unless otherwise noted:

1. The Developer shall, grant a 20' wide ingress/egress and utility easement along the eastern boundary of the Tracts B-2-A, B-2-B and B-2-C to benefit the aforementioned lots and that also benefits the residents of the adjoining property to the east, now or formerly owned by Gloria Gallegos;
2. The 33' wide strip of land indicated on the plat shall be labeled as an ingress/egress and utility easement.
3. The City of Santa Fe does not require an irrevocable offer to dedicate the aforementioned easements as ROW and as such, the Developer shall remove note 6 and all references to note 6 from the plat.
4. At the time of development of any of the three lots, the Developer shall relocate the existing drive pad that accesses Rufina Street to align with the 20' access easement granted by this plat, and close the existing drive pad by replacing the curb and sidewalk with typical curb and sidewalk sections.


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

City of Santa Fe, New Mexico

memo

DATE: April 12, 2014

TO: Dan Esquibel, Case Manager

FROM: Reynaldo Gonzales, Fire Marshal 

SUBJECT: Case #2014-33 3542 Agua Fria Preliminary Subdivision Plat

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.

1. Fire Department access shall not less than a 20 feet width.
2. Fire Department shall have 150 feet distance to any portion of the building on any new construction.
3. Shall have water supply that meets fire flow requirements as per IFC, (Shall include distance to a fire hydrant).
4. Shall provide Fire Department turn-arounds that meet IFC requirements and have proper signage or shall provide a 20 feet emergency access easement or request a variance for automatic sprinkler systems installed.

City of Santa Fe
memo

DATE: April 25, 2014
TO: Dan Esquibel, Land Use Planner, Land Use Department
FROM: Antonio Trujillo, ^{Asst} Water Division Engineer
SUBJECT: Case # 2014-33

The proposed family transfer lot split may require a main extension from the Vegas Verdes Loop 8-inch water main at the time of building permit.

Fire protection requirements will have to be reviewed by the Fire Department.

City of Santa Fe, New Mexico

memo

DATE: April 7, 2014
TO: Dan Esquibel, Case Manager
FROM: Stan Holland, Engineer, Wastewater Division
SUBJECT: Case #2014-33 – 3542 Rufina Street Family Transfer Subdivision

The subject properties are accessible to the City sanitary sewer system.

The Applicant shall address the following comments;

1. The Applicant shall provide a copy of the proposed shared sewer agreement to the Wastewater Division for review and approval prior to approval and recordation of the plat. The Wastewater Division wants to verify what existing sewer system exists to serve these lots.
2. There appears to be a missing sewer easement that goes through the south end of the property. This easement is for an effluent line and needs to be shown on the plat

ESQUIBEL, DANIEL A.

From: ZAXUS, RISANA B.
Sent: Wednesday, April 23, 2014 1:57 PM
To: ESQUIBEL, DANIEL A.
Subject: Case # 2014-33, 3542 Rufina Street Family Transfer Subdivision

Dan,

I have no review comments for this project.

RB Zaxus

ESQUIBEL, DANIEL A.

From: MARCO, RANDALL V.
Sent: Thursday, April 10, 2014 8:01 AM
To: ESQUIBEL, DANIEL A.
Subject: Case # 2014-33

Dan,
No solid waste issues at this time.

Randall Marco
Community Relations / Ordinance Enforcement
Environmental Services Division
Office : 505-955-2228
Cell : 505-670-2377
Fax : 505-955-2217
rvmarco@santafenm.gov

May 15, 2014
Planning Commission
Case # 2014-33
3542 Rufina Street Montoya
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EXHIBIT B

Vicinity map

Legend

MajorRoadsCity

CITY LIMITS

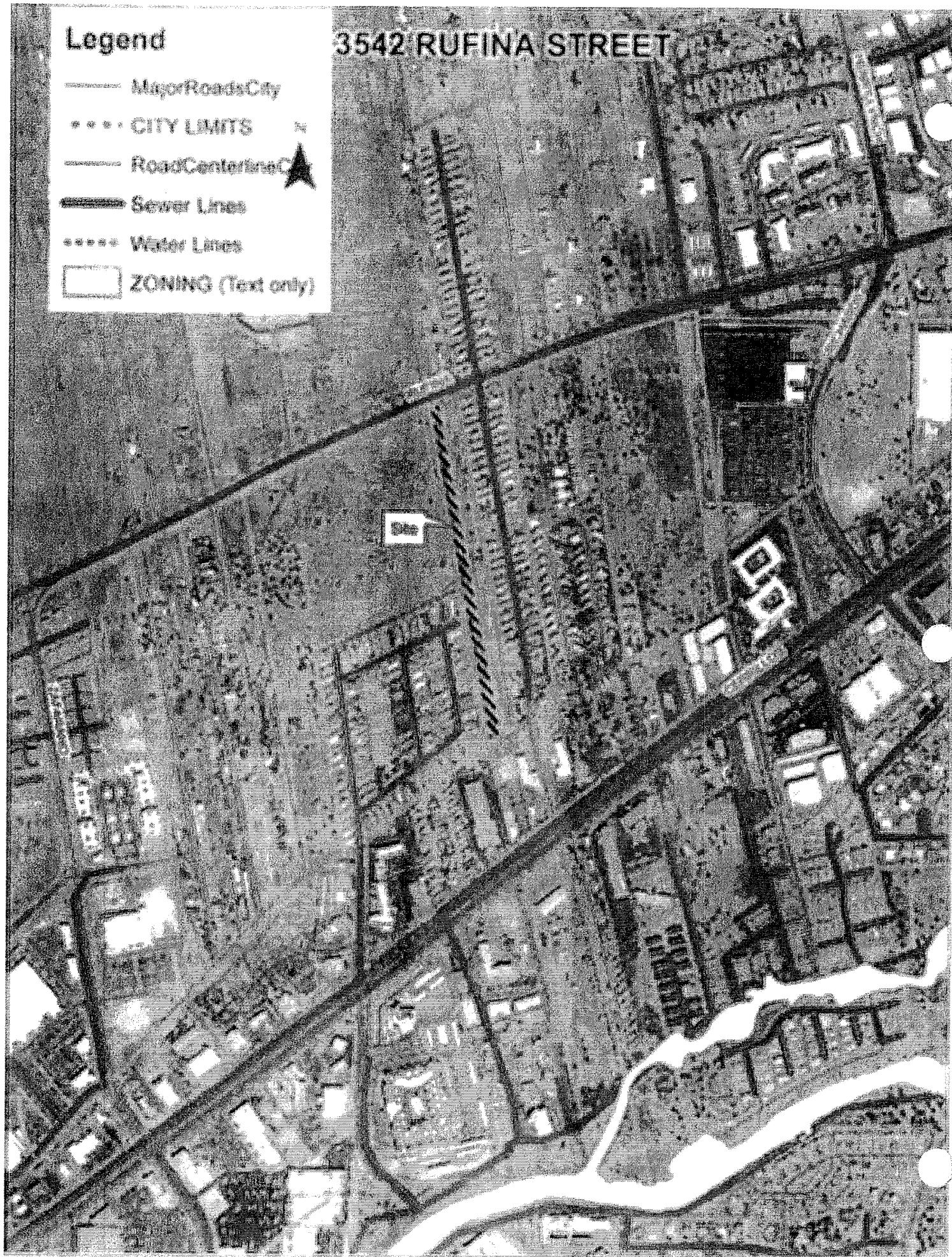
RoadCenterlineC

Sewer Lines

Water Lines

ZONING (Text only)

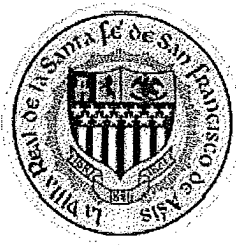
3542 RUFINA STREET



May 15, 2014
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EXHIBIT C

Early Neighborhood Notification Meeting (ENN)



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

<i>Project Name</i>	Montoya 3-lot Family Transfer Subdivision
<i>Project Location</i>	3542 Rufina Street
<i>Project Description</i>	3-lot Family Transfer Subdivision
<i>Applicant / Owner</i>	Montoya
<i>Agent</i>	Paul Armijo
<i>Pre-App Meeting Date</i>	
<i>ENN Meeting Date</i>	2/27/14
<i>ENN Meeting Location</i>	Public Library
<i>Application Type</i>	Family Transfer Subdivision
<i>Land Use Staff</i>	Zach Thomas
<i>Attendance</i>	9 neighbors, Paul Armijo (Agent)

Notes/Comments:

Meeting started around 5:45. Majority of attendees did not arrive until after around 5:40. Staff (Mr. Thomas) gave an introduction about the entitlement request and overall process, explaining a family transfer subdivision and likely timeframe for this case given that it will be heard by the Planning Commission.

Mr. Armijo gave an overview of the project explain the specifics regarding acreage, driveway width, emergency access, and utilities.

William Mee representing the Agua Fria Neighborhood Association stated that the association had not been notified of the ENN and further stated that they wanted to be notified of any projects in the immediate vicinity.

Mr. Armijo explained the process by which neighbors are notified. He said that all legal owners and Neighborhood Associations within 300 feet are notified per the requirements of the code.

All neighbors had primary concerns relating to the median and traffic on Rufina Road. The median creates a problem because as people slow down to enter their driveways, vehicles behind them try to veer to the left to get around. Since the median is there, they end up being unable to veer to the left which sometimes results in the person rear ending the vehicle in front.

All neighbors agreed that accidents are a problem as a result of the medians and wanted the City to remove the medians.

Staff further explained what the process would be for the proposed subdivision as neighbors inquired as to when they would be notified for the next steps.

Generally speaking the neighbors did not have any major objection to the actual project. The primary concern was the median on Rufina and the danger it caused to those pulling in and out of driveways.

The meeting ended approx. 6:45



ENN GUIDELINES

Applicant Information

Project Name: 3542 Rufina St. Family Transfer Land Division

Name: Montoya, Jose S. & Laura c/o Armijo Surveys, Inc.

Last First M.I.

Address: 3542 Rufina St.

Street Address

Suite/Unit #

Santa Fe

NM 87507

City

State

ZIP Code

Phone: (505) 471-1955

E-mail Address: cdarmijo@msn.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 project is a three-lot Family Transfer Subdivision, on 2.27 acres, at 3542 Rufina St. The property is currently vacant land, and is zoned R-3 (Residential, three dwelling units per acre). The subdivision will not impact the character and appearance of the surrounding neighborhoods.

(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.*

The site plan follows the natural slope and feel of the property's terrain. Proposed driveway will be to City Code.

(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.*

The property is not located in an archeological review district.

(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 subject property is zoned R-3 (Residential, three dwelling units per acre). This is consistent with the zoning of the surrounding neighborhoods.

(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.*

The property is being subdivided for family transfer only. Six dwellings are currently proposed. The property currently has an entrance from Rufina St. The proposed subdivision will not impact parking traffic patterns, congestion, pedestrian safety, or access.

(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.*

This project will not significantly impact the economic base of Santa Fe.

(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.*

This project will provide affordable housing choices for Santa Fe residents.

(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.*

Currently there are no utilities connected to the property. The proposed dwellings will be served by electricity, gas, City sewer, and City water utilities.

(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.*

The proposed dwellings will meet City Code regarding water conservation and mitigation measures.

(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.*

Not applicable.

(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 proposed Family Transfer Subdivision is in alignment with the City's General Plan designation of residential zoning R-3 (three dwellings per acre).

(l) ADDITIONAL COMMENTS (optional)