



Agenda

CITY CLERK'S OFFICE

DATE 11/18/14 TIME 9:30

SERVED BY *Guadalupe Quintana*

RECEIVED BY *Alicia Harris*

SUMMARY COMMITTEE

Thursday, December 4, 2014 - 11:00 am

City Council Chambers

City Hall 1st Floor - 200 Lincoln Avenue

- A. ROLL CALL
- B. APPROVAL OF AGENDA
- C. APPROVAL OF MINUTES - November 6, 2014
- D. NEW BUSINESS

1. **Case #2014-40. 8 Calle Bonita Lot Split.** Morris Apodaca, A-Z Surveying, Inc., agent for Bonita Ann Berry Smith, requests plat approval to divide approximately 2.48 acres into two residential lots. Located in the future Annexation Area, the property is zoned R-1 (Residential-1 dwelling unit per acre). (Zach Thomas, Case Manager) **(POSTPONED FROM JUNE 5, 2014)**

- E. STAFF COMMUNICATIONS
- F. MATTERS FROM THE COMMITTEE
- G. ADJOURNMENT

NOTES:

- 1) Procedures in front of the Summary Committee are governed by Roberts Rules of Order. Postponed cases are postponed 1) to a specific date, or 2) indefinitely until specific conditions have been resolved, or 3) to a specific date with the provisions that specific conditions be resolved prior to that date. Postponed cases can be removed from postponement by a motion and vote of the Summary Committee.
- 2) Due to time constraints not all issues may be heard and may be rescheduled to the next scheduled Summary Committee meeting. This agenda is subject to change at the discretion of the Summary Committee.
- 3) New Mexico law requires the following administrative procedures to be followed by zoning boards conducting "quasi-judicial" hearings. In "quasi-judicial" hearings before zoning boards, all witnesses must be sworn in, under oath, prior to testimony and be subject to cross examination. Witnesses have the right to have an attorney present at the hearing. The zoning board will, in its discretion, grant or deny requests to postpone hearings.

***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.**

**SUMMARY INDEX
CITY OF SANTA FÉ
SUMMARY COMMITTEE
December 4, 2014**

ITEM	ACTION	PAGES
ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Approved as published	1
APPROVAL OF MINUTES – Nov, 6, 2014	Approved as submitted	1
NEW BUSINESS		
1. <u>Case #2014-40</u> 8 Calle Bonita Lot Split	Approved with conditions	2-4
STAFF COMMUNICATIONS	Discussed	4
MATTERS FROM THE COMMITTEE	None	4
ADJOURNMENT	Adjourned at 11:15 a.m.	5

**MINUTES OF THE MEETING
OF THE CITY OF SANTA FÉ
SUMMARY COMMITTEE
December 4, 2014**

A regular meeting of the City of Santa Fé Summary Committee was called to order by Lawrence Ortiz, Chair, on December 4, 2014 at approximately 11:00 a.m. in the City Council Chambers, City Hall, Santa Fé, New Mexico.

A. ROLL CALL

MEMBERS PRESENT:

Lawrence Ortiz, Chair
Brian Gutierrez, Commissioner
John Padilla, Commissioner

OTHERS PRESENT:

Zachary Shandler, Assistant City Attorney
Tamara Baer, Current Planning Division Manager
Zach Thomas, Land Use Senior Planner
Ms. Charmaine Clair, Stenographer

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

B. APPROVAL OF AGENDA

Commissioner Padilla moved to approve the agenda as published.
Commissioner Gutierrez seconded the motion, which passed by unanimous voice vote.

C. APPROVAL OF MINUTES – November 6, 2014

Chair Ortiz moved to approve the minutes of November 6, 2014 as submitted.
Commissioner Padilla seconded the motion which passed by unanimous voice vote.

D. NEW BUSINESS

1. **Case #2014-40, 8 Calle Bonita Lot Split.** Morris Apodaca, A-Z Surveying, Inc., agent for Bonita Ann Berry Smith, requests plat approval to divide approximately 2.48 acres into two residential lots. Located in the future Annexation Area, the property is

zoned R-1 (Residential-1 dwelling unit per acre). (Zach Thomas, Case Manager)
(POSTPONED FROM JUNE 5, 2014)

A Memorandum regarding Case #2014-40, 8 Calle Bonita Lot Split, from Mr. Zach Thomas, Senior Planner, Current Planning Division, prepared October 21, 2014, for the December 4, 2014 Summary Committee Meeting with attachments is incorporated herewith to these minutes as Exhibit #1.

Staff Report

Mr. Thomas presented the staff report for this case which is contained in Exhibit #1. Please refer to Exhibit #1 for specifics of this presentation.

Recommendation

The Land Use Department recommended approval of Case #2014-40 with the Conditions of Approval as presented in the staff report.

Applicant's Presentation

Present and sworn was Mr. Morris Apodaca at 553 Agua Fria in Santa Fe who owns A-Z Surveying, Inc., and is the agent for Bonieta Ann Berry Smith. He said he would be happy to answer any questions.

Public Comment

There were no public comments regarding this case and the public portion of the hearing was closed.

Questions from the Committee

Commissioner Padilla indicated to staff that Items #4 and #5 are the same under *Surveyors' Notes*. He asked that item #5 be removed.

He also noted that under *Utility Notes*: note #4 says other related and continues equipment on the second line. He asked to make that one sentence and the line starting with *equipment* be moved up to continue after the word "related".

Commissioner Padilla said *Utility Note # 1*: indicates the New Mexico Gas Company for installation and maintenance of the natural gas service. He asked the applicant if there is natural gas service on the property.

Mr. Apodaca replied there is not gas on the property.

Commissioner Padilla said a question for staff is whether the note should remain in the event that natural gas is extended to the property and the note would be then be applicable to this plat.

Ms. Baer replied that either way would be up to the surveyor; if they want to leave the note that would be fine.

Commissioner Padilla said Franchise Utility Easements refers to Sangre de Cristo Water and the company is no longer in existence.

Ms. Baer agreed. She said she would make that correction in the red lines.

Commissioner Padilla said item #5 of *City of Santa Fe Notes and Conditions states*: "shall have water supply that meets fire flow as per the International Fire Code (IFC), or install an automatic sprinkler system". He said he understood that the conditions of approval and survey will require a well.

Mr. Thomas said that is correct; there is currently no city water or sewer on the site.

Commissioner Padilla said at the point of development of the property the applicant will need to acquire the appropriate approvals through the fire department for the development for each tract.

Mr. Thomas said that was correct. The building permit would be subject to review by the fire department. In addition, no development would be allowed unless a well permit was obtained from the state and accompanying septic.

Commissioner Padilla asked staff if Condition # 8 – *the connection of the city public sewer system*- is mandatory. He asked if the note should remain in the event there is an extension of city services to that area.

Ms. Baer said Commissioner Padilla is correct connection is mandatory. She said that is a standard note and condition of the city.

Commissioner Padilla said staff has noted that there will be a staff note regarding the new lot line; that was all he had.

Mr. Apodaca asked if the client could share a well.

Ms. Baer replied that would depend on the well permit granted by the Office of the State Engineer. She said the city has no objection to a shared well.

Chair Ortiz confirmed the correct spelling of Ms. Bonieta Ann Berry Smith and the Calle Bonita Lot Split with Mr. Apodaca.

Ms. Baer said to add to her earlier comment: in the event there is a shared well, the city would need a utility and access easement to that well depending on the property that the well falls on.

Action of the Committee

Commissioner Padilla moved to approve Case #2014-40, 8 Calle Bonita Lot Split with the conditions noted in the Staff Report. Commissioner Gutierrez seconded the motion and the motion passed by unanimous voice vote.

E. STAFF COMMUNICATIONS

Ms. Baer said she handed out the draft of the 2015 Summary Committee Schedule. She said nothing has changed; the date of the first Planning Commission meeting; meeting at 11 a.m. and staff is open to any changes the Committee recommends.

She said the schedule is not final until the City Clerk approves all of the calendars, which is typically in January. Staff will distribute the Planning Commission schedules that evening.

Ms. Baer said there was a series of recent code updates with an effective date of October 21, 2014. She said the updates are significant, especially in terms of volume. She asked Commissioner's to let her know the most recent supplement they have so staff can be sure they have everything up to date.

She said the codification has not happened online yet, but should happen soon; possibly next week. The current supplement is # 30 and Commissioners who have a really old code, i.e. #22, will be given a new code; those with a more recent code will receive a supplement.

Chair Ortiz asked Commissioner Padilla and Commissioner Gutierrez if they had a time preference for the Summary Committee meeting.

Commissioner Padilla said he is open to meeting at 11 or earlier and Commissioner Gutierrez preferred earlier, rather than later.

Chair Ortiz confirmed that the Committee would continue to meet at 11 a.m.

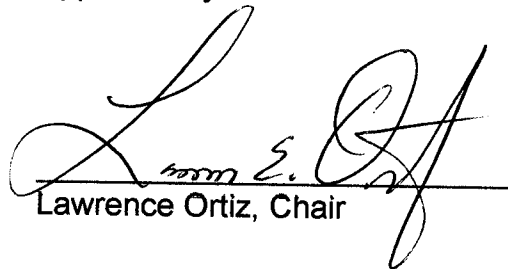
F. MATTERS FROM THE COMMITTEE

There were no matters from the Committee.

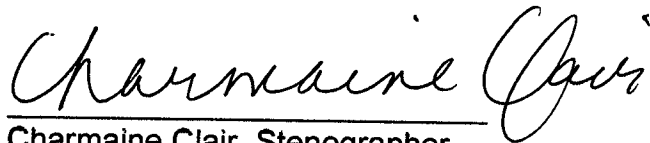
G. ADJOURNMENT

The meeting adjourned at 11:15 a.m.

Approved by:


Lawrence Ortiz, Chair

Submitted by:


Charmaine Clair, Stenographer

City of Santa Fe, New Mexico

Exhibit A


City Staff Memoranda

City of Santa Fe, New Mexico

memo

DATE: May 13, 2014

TO: William Lamboy, Case Manager

FROM: Reynaldo Gonzales, Fire Marshal 

SUBJECT: Case #2014-40 8 Calle Bontia Lot Split

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.

City of Santa Fe, New Mexico

memo

DATE: May 5, 2014
TO: William Lamboy, Case Manager
FROM: Stan Holland, Engineer, Wastewater Division
SUBJECT: Case #2014-40 8 Calle Bonita Lot Split

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.

The Applicant shall add the following note to the plat:

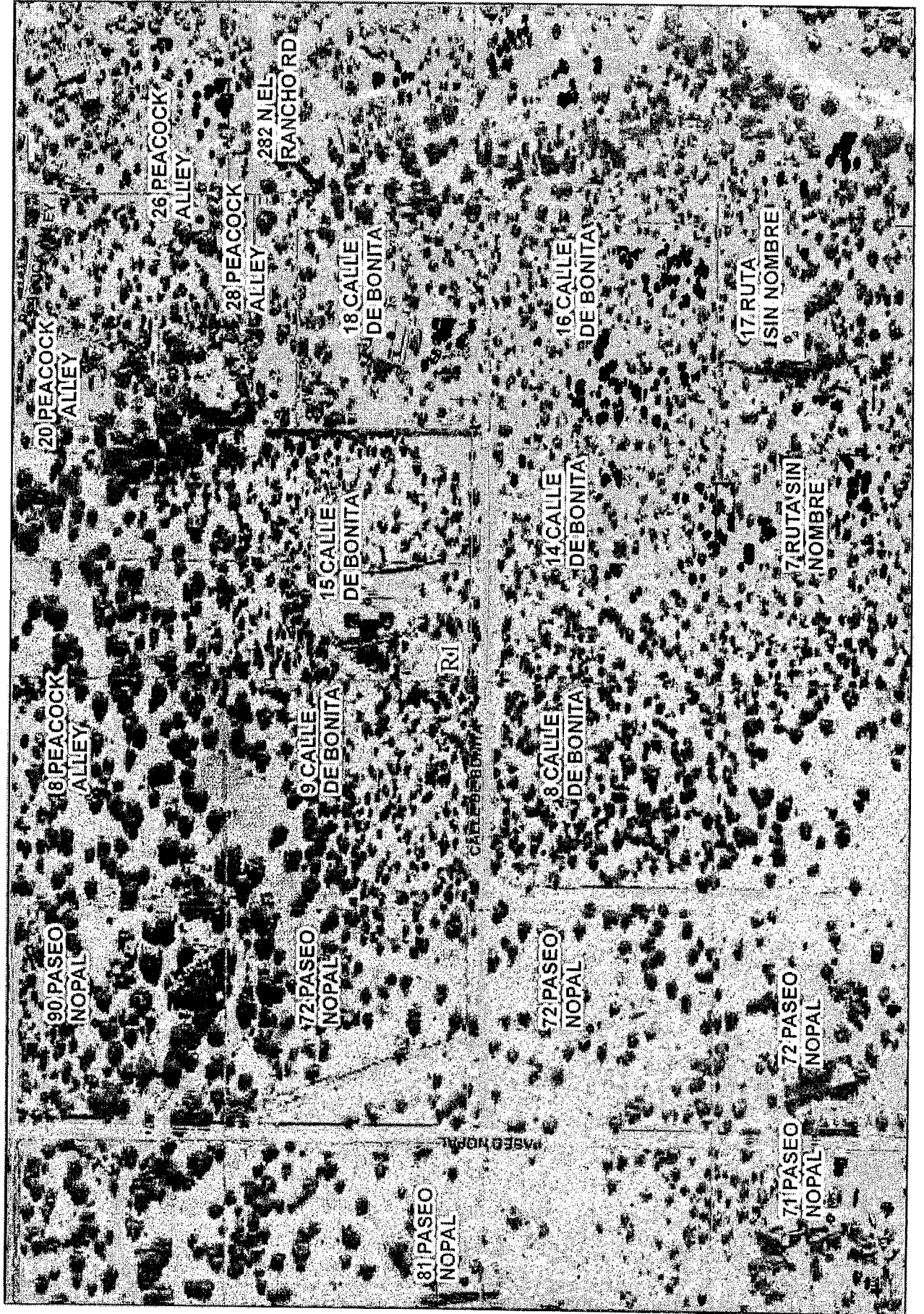
1. Connection to the City public sewer system is mandatory when the property is in the City limits and is being developed or improved is accessible to the City sewer system. Prior to the development or improvement of the property, owners and developers of the property shall obtain a technical sewer evaluation review by the City of Santa Fe Wastewater Division.

City of Santa Fe, New Mexico

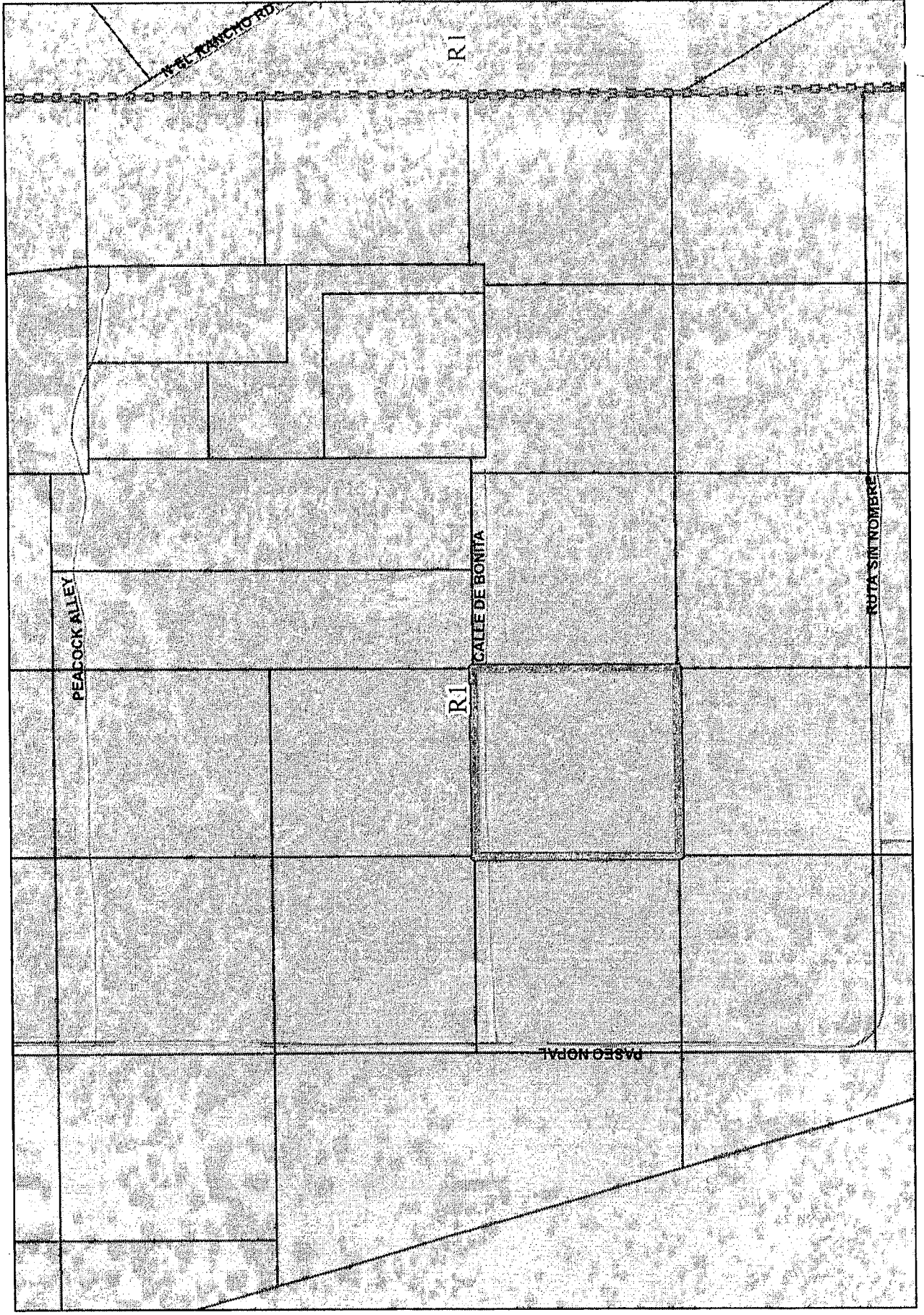
Exhibit B

Maps

Addresses Accessed from Calle de Bonita



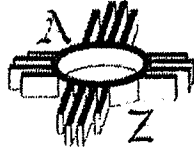
Zoning: R-1 (Residential - 1 dwelling unit per acre)



City of Santa Fe, New Mexico

Exhibit C

Applicant Materials



A - Z SURVEYING INC.
PROFESSIONAL LAND SURVEYORS

April 2, 2014


Mr. William Lamboy
Land Use Senior Planner
City of Santa Fe
P.O. Box 909
Santa Fe, New Mexico

RE: A-Z Surveying, Inc. Project No. L13-023, Lot Split for Bonita Ann Berry Smith, ET.AL.,
No. 1, Calle Bonita, Santa Fe, New Mexico. (Lot 67, Sec. 21, T174N, R9E, N.M.P.M.)

Dear Mr. Lamboy:

We are submitting for your review, three (3) prints, one electronic copy in pdf form,
three copies of the plat as well as a check for \$280.00 and Summary Committee
Lot Split application.

We are requesting that we placed on the agenda for the Next Summary Committee meeting.


Morris Apodaca
President
A-Z Surveying Inc.

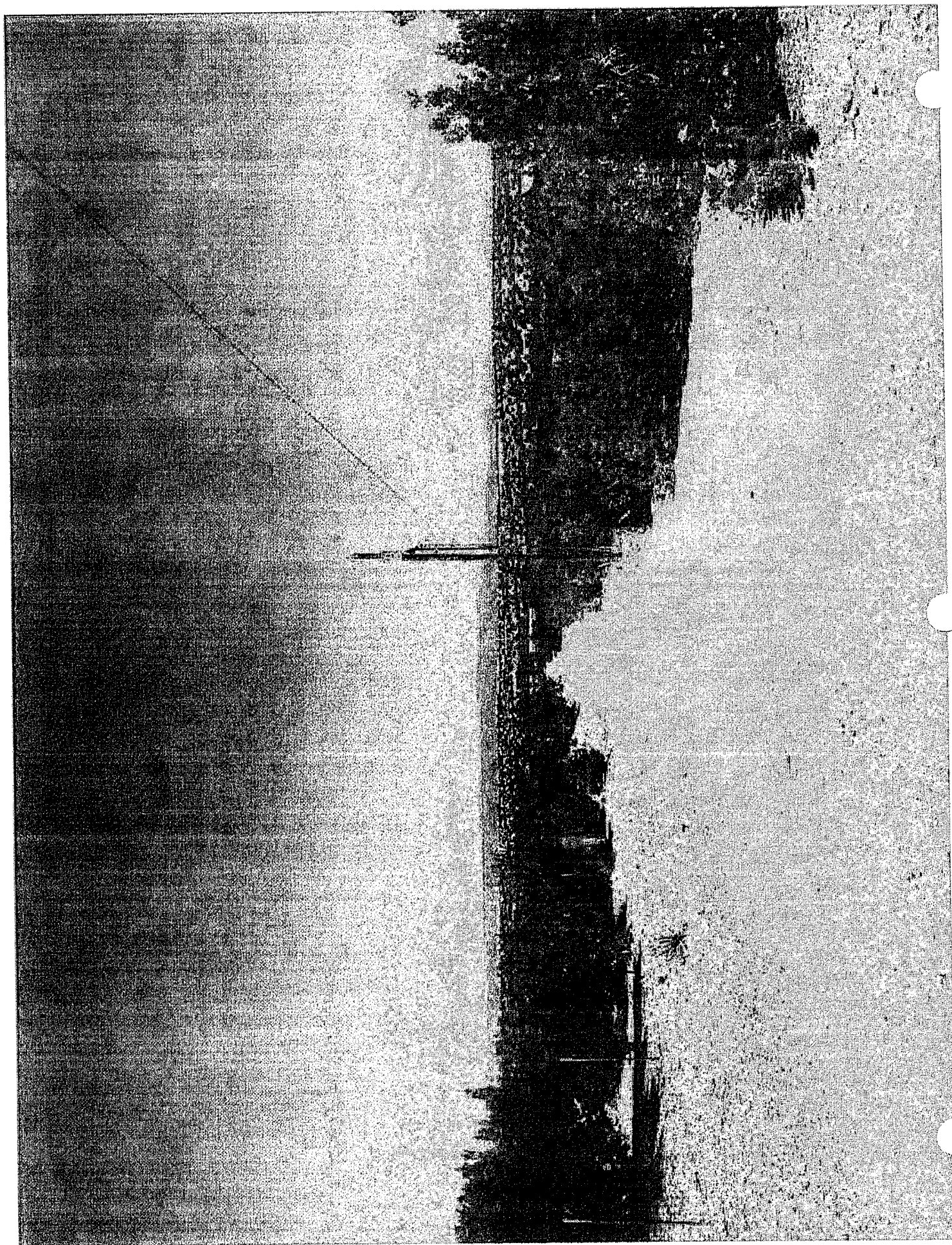
(505) 471-3360

E-Mail A-Zsurveyinginc@yahoo.com

City of Santa Fe, New Mexico

Exhibit D

Photographs



PUBLIC MEETING NOTICE

THE BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES
WILL HOLD A PUBLIC MEETING
ON THE 15TH DAY OF MAY
AT 10:00 A.M.
IN THE BOARD ROOM
COUNTY ADMINISTRATOR'S OFFICE
400 WEST 1ST STREET
LOS ANGELES, CALIFORNIA 90012

STATE OF NEW MEXICO }
COUNTY OF SANTA FE } ss

I HEREBY CERTIFY THAT THIS INSTRUMENT WAS FILED FOR RECORD ON THE _____

DAY OF _____ 2014 AT _____ O'CLOCK _____ M, AND WAS

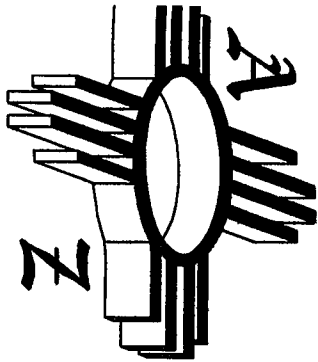
DULY RECORDED IN PLAT BOOK _____ PAGE _____ OF THE RECORDS OF

SANTA FE COUNTY, NEW MEXICO.

WITNESS MY HAND AND SEAL OF THE OFFICE OF GERALDINE SALAZAR, THE SANTA FE
COUNTY CLERK.

DEPUTY, SANTA FE COUNTY CLERKS OFFICE, STATE OF NEW MEXICO

URPOSE THIS PLAT CREATES TWO RESIDENTIAL LOTS



A - Z
SURVEYING
INC.

5538 AGUA FRIA ROAD
SANTA FE - NM 87507
TELEPHONE (505) 471-3366
FAX (505) 471-3366

INDEXING FOR COUNTY CLERK

LOT SPLIT FOR

BONIETA ANN BERRY SMITH

UPC# 1-051-099-347-281
8 CALLE DE BONITA

LOT 67

WITHIN SECTION 21, T17N, R9E, N.M.P.M.
SANTA FE COUNTY, NEW MEXICO

CHECKED BY:

DATE: 2013

SURVEY NO:

SCALE: 1"=20'

DECEMBER 05

L13-023

*Full sized original is available
in the Clerk's office*