



Agenda

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PLANNING COMMISSION
Thursday, February 2, 2017 - 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 CONSENT AGENDA**
- E. ELECTION OF OFFICERS**
 - 1. Chair
 - 2. Vice-Chair
 - 3. Secretary
 - 4. Summary Committee (Three members, including committee chair and secretary)
 - 5. Long Range Planning Subcommittee (Three members)

F. APPROVAL OF MINUTES AND FINDINGS/CONCLUSIONS
MINUTES: January 5, 2017

FINDINGS/CONCLUSIONS:

Case #2016-106. Haciendas del Mirasol, 700 Hyde Park Road, Final Subdivision Plat.

Case #2016-151. 1326 Rufina Circle Waiver.

G. CONSENT

- 1. **Case #2016-158. 454 St. Michaels Drive Development Plan Time Extension.** Report of the Land Use Director's approval of a one-year administrative time extension for a Variance from SFCC Section 14-8.10(C)(1) Prohibited Signs. The property is a 6.7 ± acre tract Zoned C-1 (Office and Related Commercial) and located within the South Central Highway Corridor overlay district. The time extension would extend approvals to January 9, 2018. JenkinsGavin agent for Presbyterian Health Services (Donna Wynant, Case Manager)

H. OLD BUSINESS

I. NEW BUSINESS

- 1. **Case #2016-159. 454 St. Michaels Drive Development Plan Amendment and Variance.** JenkinsGavin agent for Presbyterian Health Services, request a Development Plan Amendment to add two additional phases to construct an 8,431 square foot addition to the east elevation (Phase 2) and a 2,700 square foot addition to the northwest corner of the building (Phase 3) and variance to 14-8.10(G)(2) to allow a 63 square foot monument sign where the maximum allowable is 32 square feet. The property is 6.7 ± acres and zoned C-1 (Office and General Commercial) and is located within the South Central Highway Corridor overlay district. (Donna Wynant, Case Manager)

J. STAFF COMMUNICATIONS

K. MATTERS FROM THE COMMISSION

L. 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.**

SUMMARY INDEX
PLANNING COMMISSION
February 2, 2017

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E. Election of Officers		
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3. Secretary	Elected Commissioner Hiatt	2
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F. Approval of Minutes & Findings and Conclusions		
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I. New Business		
1. <u>Case #2016-159</u> . 454 St. Michaels Drive Development Plan Amendment and Variance,	Approved	4-8
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L. Adjournment	Adjourned at 7:00 p.m.	10

PLANNING COMMISSION
Thursday, February 2, 2017 - 6:00pm
City Council Chambers
City Hall 1st Floor - 200 Lincoln Avenue

CALL TO ORDER

A regular meeting of the City of Santa Fé Planning Commission was called to order by Chair Vince Kadlubek on the above date at approximately 6:00 p.m. in the Council Chambers at City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

A. ROLL CALL

Roll Call indicated the presence of a quorum for the meeting.

Members Present

Commissioner Vince Kadlubek, Chair
Commissioner Brian Patrick Gutierrez, Vice-Chair
Commissioner John B. Hiatt, Secretary
Commissioner Justin Greene
Commissioner Mark Hogan
Commissioner Stephen Hochberg
Commissioner Piper Kapin
Commissioner Sarah Cottrell Propst

Members Absent

Commissioner Roman Abeyta [excused]

Others Present:

Ms. Lisa Martínez, Land Use Department Director
Mr. Greg Smith, Current Planning Division Director and Staff Liaison
Mr. Zach Shandler, Assistant City Attorney
Ms. Donna Wynant, Planner Senior
Mr. Carl Boaz, Stenographer

NOTE: All items in the Committee packet for all agenda items are incorporated herewith by reference. The original Committee packet is on file in the Planning and Land Use Department.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. APPROVAL OF AGENDA

MOTION: Commissioner Hiatt moved to approve the agenda as presented. Commissioner Greene seconded the motion and it passed by unanimous voice vote.

D. APPROVAL OF CONSENT AGENDA

MOTION: Commissioner Hiatt move to approve the Consent Agenda as presented. Commissioner Kapin seconded the motion and it passed by unanimous voice vote.

E. ELECTION OF OFFICERS

- 1. Chair**
- 2. Vice-Chair**
- 3. Secretary**

MOTION: Commissioner Propst moved to elect Commissioner Kadlubek as Chair, Commissioner Kapin as Vice-Chair, and Commissioner Hiatt as Secretary. Commissioner Hiatt seconded the motion and it passed by unanimous voice vote.

Chair Kadlubek announced that he, Commissioner Kapin, Commissioner Gutierrez and Commissioner Hochberg are reappointed.

4. Summary Committee Membership

Commissioner Gutierrez was willing to continue unless someone else wanted to serve.

MOTION: Commissioner Hiatt moved to elect Commissioner Abeyta, Commissioner Gutierrez and Commissioner Propst to the Summary Committee with Commissioner Gutierrez as Chair and Commissioner Propst as Secretary. Commissioner Greene seconded the motion and it passed by unanimous voice vote.

5. Long Range Committee Membership

Commissioner Greene is willing to continue.

Chair Kadlubek noted they are flexible on the schedule. Meetings are once a month and could get into the General Plan and would meet more often if there is urgency or guidance from the Governing Body.

Commissioner Hochberg offered to serve on it.

Commissioner Kapin offered to continue but would yield to someone else.

Commissioner Greene would serve as Chair, if needed.

Commissioner Greene announced the next meeting is next Thursday at lunch time.

Commissioner Kapin said if there was any issue, she would yield to someone else but was happy to stay on.

MOTION: Commissioner Hiatt moved to appoint Commissioner Green, Commissioner Hochberg and Commissioner Kapin to the Long Range Committee. Commissioner Hogan seconded the motion and it passed by unanimous voice vote.

Chair Kadlubek asked if a Councilor might chair that committee.

Ms. Martínez agreed.

F. APPROVAL OF MINUTES AND FINDINGS/CONCLUSIONS

1. MINUTES: January 5, 2017

Commissioner Gutierrez excused himself from the meeting.

Commissioner Hiatt requested changes for several typos which he gave to Mr. Boaz.

MOTION: Commissioner Hiatt moved to approve the minutes of January 5, 2017 as amended. Commissioner Hochberg seconded the motion which passed on a voice vote with all voting in favor except Commissioner Greene, who recused himself and Commissioner Gutierrez, who was not present for the vote.

2. FINDINGS/CONCLUSIONS:

- **Case #2016-106. Haciendas del Mirasol, 700 Hyde Park Road, Final Subdivision Plat.**

The Findings of Fact and Conclusions of Law for Case #2016-106 are available at the Land Use website.

MOTION: Commissioner Kapin moved to approve the Findings of Fact and Conclusions of Law for Case #2016-106, Haciendas del Mirasol, 700 Hyde Park Road, Final Subdivision Plat as presented. Commissioner Propst and Commissioner Hogan seconded the motion and it passed by voice vote with all voting in favor except Commissioner Hiatt and Commissioner Greene recused themselves and Commissioner Gutierrez was not present for the vote.

- **Case #2016-151. 1326 Rufina Circle Waiver.**

The Findings of Fact and Conclusions of Law for Case #2016-151 are available at the Land Use website.

MOTION: Commissioner Hiatt moved to approve the Findings of Fact and Conclusions of Law for Case #2016-151, 1326 Rufina Circle Waiver, as presented. Commissioner Kapin seconded the motion and it passed by unanimous voice vote. Commissioner Gutierrez was not present for the vote.

G. CONSENT AGENDA LISTING

1. **Case #2016-158. 454 St. Michaels Drive Development Plan Time Extension.** Report of the Land Use Director's approval of a one-year administrative time extension for a Variance from SFCC Section 14-8.10(C)(1) Prohibited Signs. The property is a 6.7 ± acre tract Zoned C-1 (Office and Related Commercial) and located within the South Central Highway Corridor overlay district. The time extension would extend approvals to January 9, 2018. JenkinsGavin agent for Presbyterian Health Services (Donna Wynant, Case Manager)

This case was approved under Approval of Consent Agenda

A copy of the Staff Report for Case #2016-158 is available at the Land Use website.

H. OLD BUSINESS

There was no old business to consider.

I. NEW BUSINESS

1. **Case #2016-159. 454 St. Michaels Drive Development Plan Amendment and Variance.** JenkinsGavin agent for Presbyterian Health Services, request a Development Plan Amendment to add two additional phases to construct an 8,431 square foot addition to the east elevation (Phase 2) and a 2,700 square foot addition to the northwest corner of the building (Phase 3) and variance to 14-8.10(G)(2) to allow a 63 square foot monument sign where the maximum allowable is 32 square feet. The property is 6.7 ± acres and zoned C-1 (Office and General Commercial) and is located within the South Central Highway Corridor overlay district. (Donna Wynant, Case Manager)

Ms. Wynant presented the Staff Report for this case. A copy of the Staff Report is available at the Land Use website.

She tried to show the details for the amendment to the plan and the variance but the overhead projector was inoperable. This is essentially a request for approval of the development plan amendment that would add an 8,431 square foot addition to the east elevation (phase 2) and 2,700 square foot addition to the northwest corner (phase 3) and a variance to 14-8.10 (G) (2) to allow a 63 square foot monument

sign at the east entry and to move the existing sign to the west entry. Staff felt the application met criteria 1 through 5. There is good access, good circulation, and enough parking. The terrain management ponds are in place and landscaped. Water and sewer are tied in. Only one person attended the ENN, who was concerned about signage on St. Michael's and screening of parking.

Staff recommended approval of the Development Plan Amendment and sign Variance with all staff conditions of approval.

Applicant's Presentation

Ms. Jennifer Jenkins, JenkinsGavin, 130 Grant Avenue, Suite 101, was sworn. She presented on behalf of Presbyterian for their clinic on St. Michaels and Botolph. They had proposed both phases for construction although the plan showed the two phases. However, it wasn't noticed for both so they returned to request 8,700 square feet on the east and 700 on the north side. She said it is all in compliance and all elements have been addressed.

She showed the east elevation where the addition is located with a notch in the building. The northwest corner is phase 3 and will accommodate patient exam rooms, called "pods." In her display, the black and white portion is existing and what was in color showed the addition.

The sign variance is for time extension. They got an extension in 2013 to allow for off-site signage. They were going to put it in the St. Michael's right-of-way between the property line and St. Michael's Drive. Because it is a clinic with urgent care, it receives ambulances, etc. so wayfinding is critical for public safety. The finished floor is 8' below St. Michael's Drive and the set back is 250 feet from the driveway at St. Michael's Drive. When she was working on it, she drove right on by. Ever since it opened, they have had problems with wayfinding. The west entrance is primary. It is hard to see from the street. So, they want to move the sign into the right-of-way and are finalizing an agreement with NMDOT now. The sight triangles will be honored. The existing sign will go to the east entrance. She showed the larger sign requested for the west entrance.

Public Hearing

There were no speakers from the public regarding this case and the public hearing was closed.

Commission Discussion

Commissioner Hogan noted that the sign is vertical in design and asked if that is for a particular strategy, since horizontal is normally the orientation.

Ms. Jenkins explained that all Presbyterian signage matches this design. It is consistent branding. This is their general approach.

Commissioner Hogan asked if she is asking for signs based on their standard.

Ms. Jenkins agreed. And it is to make the facility easy to find. The facility has been open over a year and the way signage is now is not working very well.

Chair Kadlubek asked about size.

Ms. Jenkins said it is 10' high and 6' wide. The variance is for location and is subject to final approval by NMDOT.

Chair Kadlubek understood the justification for the variance is that presently, it is set back so far from the road that it is not seen and can be seen with the variance.

Ms. Jenkins said the building is set back so far that it has no significant relation with the street. There are setback requirements of 50' and signs have to meet the setback. The feedback from patients is that a larger sign will be very useful.

Commissioner Kapin asked Staff if there are any other variances for sign location on St. Michael's Drive - possibly for the hospital.

Mr. Smith said the Commission did not rule on any specific variance for the St. Vincent's signage. It was administratively approved by Staff. There was discussion of the signage but final determination was that it was subject to the Master Plan approved in the 1980's.

Commissioner Kapin said they were allowed a larger sign at the corner.

Mr. Smith agreed and that one was approved by the State; not the City. If it had been approved by the City, it would have required ENN and variance approval.

Commissioner Kapin noted in the report that the woman at the ENN was concerned about parking but in the notes, the concern was about the loop drive.

Ms. Jenkins said the woman lives to the south at a location that is lower than Presbyterian and was concerned about the arroyo. Originally, they were concerned about earth disturbance along the arroyo so Presbyterian reclaimed that area and revegetated it. She showed the locations of drives and parking on site. The woman seemed to not recall that it was always intended to have a loop drive there. The request now is the connectivity of a circular drive. We didn't argue about what she recalled. We have adequately screened the parking along the loop and she understood and accepted that.

Chair Kadlubek asked Ms. Wynant if she felt good about having the sign right on the corner and not associated with the building.

Ms. Wynant was not sure she could answer that.

Commissioner Hiatt said it was the 8' characteristic that he saw.

Chair Kadlubek said he could understand it if the sign was on the building. It is not set back so he asked if they need a sign that is twice as large.

Mr. Smith said the Staff judgment was to approve and it is a judgment call for reasonable use of the property. Staff felt the minimum amount of relief and the height of the sign was reasonable to identify the property.

Commissioner Hogan didn't see any information on design guidelines for that roadway. What are businesses in that corridor subject to?

Ms. Wynant said it is a 50' setback for signs. She didn't have the standards with her.

Mr. Smith said the South Central Corridor has a 50' setback and 75' in some segments. This was adopted in the 1980's on St. Francis/St. Michaels/Rodeo Road plan. Staff noted substantial development and vegetation is different than from the 1980's and building heights are more restrictive. There is a design guideline in the corridor such as what materials could be used.

Commissioner Greene saw the first 50' is being graded and looks to be pretty bare. He asked what the plans are.

Ms. Jenkins said it includes re-vegetation of all disturbed areas in the buffer and any work in the ROW will also be re-vegetated and that is in the landscape plan. She pointed out that between the property line and the parking area is a 25' landscaped area. The structure is set back more than that. But the first 25' must be a landscaped buffer area. That section is owned by NMDOT and Presbyterian will maintain the landscaping there and at the base of the sign.

Commissioner Greene suggested maybe a dozen shade trees in the landscaping plan.

Ms. Jenkins said they could request that of the NMDOT who must approve it. But all graded work would be re-vegetated.

Commissioner Hochberg understood the request for the sign and the landscaping are contingent on NMDOT approval.

Ms. Jenkins agreed. If the approval doesn't occur, they would place the larger sign where it is now.

Commissioner Hogan commented on the shade tree suggestion that the naturalistic landscaping on St. Michael's - is continuous until you get to the one development. Any of the Commission's suggestions should be consistent with present landscaping and that does not include shade trees.

Commissioner Kapin pointed out that the image of the sign that was shown says "hospital."

Ms. Jenkins said that is a picture of another Presbyterian sign. For this sign, the verbiage is "urgent care."

Action of the Commission

MOTION: Commissioner Hiatt made the motion to approve the request for a variance, subject to the criteria in subsection 14-3.16 (C), specifically that the Commission finds that one or more of the following circumstances applies - the 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, that existed at the time of the adoption of the regulation from which the variance is sought; the special circumstances make it infeasible, for reasons other than financial cost, to develop the property in compliance with the standards of Chapter 14; 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; the variance is consistent with the purpose and intent of Chapter 14; and the variance is not contrary to the public interest. Commissioner Kapin seconded the motion.

Commissioner Greene asked for a friendly amendment to include some guidance for the DOT regarding some, if not shade trees, evergreens of piñon, ponderosa and juniper.

Commissioner Hiatt didn't think they would listen to the Commission but said okay.

Commissioner Greene added "some landscaping plan for that area to include some evergreen native trees."

Chair Kadlubek thought it should say, "consistent with the characteristics of the landscape of the area."

Commissioner Hiatt agreed to add that to the motion.

The motion passed by roll call vote with Commissioner Hogan, Commissioner Greene, Commissioner Kapin, Commissioner Propst and Commissioner Hiatt voting in favor. Commissioner Hochberg recused himself. Commissioner Gutierrez was not present for the vote.

Commissioner Hochberg recused himself because of a previous conflict and said he was no longer with the Christus Foundation Board but if he had voted, would have voted yes.

MOTION: Commissioner Hiatt moved to approve the amended preliminary development subject to Section 14-3.8 (D)(1), specifically under this section of Chapter 14, that in approving the development plan, it will not adversely affect the public interest and that the use and any associated buildings are compatible with and adaptable to buildings, structures and uses of the abutting property and other properties in the vicinity of the premises under consideration. Commissioner Propst seconded the motion and passed on a roll call vote with Commissioner Hogan, Commissioner Greene, Commissioner Kapin, Commissioner Propst and Commissioner Hiatt voting in the affirmative with Commissioner Hochberg recused and Commissioner Gutierrez not present for the vote.

J. STAFF COMMUNICATIONS

Mr. Smith announced that there would be no meeting on February 16. March 2 will be the next meeting

Chair Kadlubek said he would be traveling back to Santa Fe on that day.

Commissioner Propst said she would also.

Chair Kadlubek asked what items would be on the agenda.

Mr. Smith didn't know yet but anticipated a light agenda.

K. MATTERS FROM THE COMMISSION

Commissioner Propst said the Summary Committee met today and approved the cases that were not postponed. There was some confusion about not posting a sign at the property site after first one when it was postponed and a man was frustrated about that. She suggested discussing a sign update to change it with the new meeting date when a case is postponed.

Mr. Smith said he would take that under advisement and talk with Legal about it. In the past, we did not renote it but at the consensus of the Commission, we could amend it.

Commissioner Hochberg asked if the new hearing dates are published on the web site.

Mr. Smith agreed.

Commissioner Hogan said the people have been notified, then.

Mr. Smith said they are notified only for the first hearing and if they attend, they will know of the postponement.

Commissioner Hogan asked if the website is also on the sign.

Mr. Smith said only the phone number is shown on the sign.

Commissioner Greene said the big yellow sign is a great notification of the hearing but not enough information is on it. Requiring the applicant to post the postponement might help people know they don't have to attend the meeting. The other concept would be to create a registry that would allow neighbors to request notice if it is postponed.

Ms. Martínez said Staff will consider that and didn't know if it would be Staff or the agent for the property. Her hope was that once the software is in place, it will automatically generate letters so

postponement or other activity would be available.

Commissioner Hochberg asked if on the yellow sign where the date is indicated whether it says "it is subject to change. Please follow up with this phone number or web address." At least that would alert them.

Mr. Smith said regulations are specific that if the meeting is canceled, a notice will be posted with the new date and time. And it always invites people to contact staff.

Chair Kadlubek thanked staff for their work. He invited people to check out the new exhibition at Meow Wolf.

Chair Kadlubek said in the area of Rufina Circle, the northeast corner is being developed and a variance to open in the summer. He was nervous with all the traffic there. People still see it as a cut-through so lots of people are trying to get around and there are many pedestrians.

Ms. Martinez said she discussed that with Long Range Staff and wanted to raise those concerns and will let the Commission know when it is scheduled.

Commissioner Greene said he has been working on broadband issues and wanted to propose adding conduit requirements for development at arterials and collectors for dedication to the City so fiber optics could be added as a 4" requirement.

Chair Kadlubek asked if Staff thought about that.

Mr. Smith said the utilities requirement includes telephone and cable but there is no standard yet on fiber optics.

Commissioner Greene commented that if they already finish the project, nobody wants to dig it up again.

L. ADJOURNMENT


The meeting was adjourned at 7:00 p.m.

Approved by:



Vince Kadlubek, Chair

Submitted by:


Carl Boaz for Carl G. Boaz, Inc.