



# Agenda

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## BOARD OF ADJUSTMENT

Tuesday, March 7, 2017 at 6:00 P.M.

City Council Chambers

City Hall 1<sup>st</sup> Floor – 200 Lincoln Avenue

### A. ROLL CALL

### B. PLEDGE OF ALLEGIANCE

### C. APPROVAL OF AGENDA

### D. APPROVAL OF MINUTES: Minutes of February 7, 2017

### E. FINDINGS/CONCLUSIONS:

Case #2016-154. 1804 Arroyo Chamiso Road Special Use Permit.

### F. OLD BUSINESS

### G. NEW BUSINESS

1. Case #2016-111. Omega Storage Special Use Permit. Vicki and Tracy Northington, agent for Omega Automotive Real Estate, LTD, request a special use permit to convert the existing 25,326 sq. ft. building located at 4480 Cerrillos (previously the Honda/Subaru car dealership) to individual climate controlled self-storage units, self-storage office space, and some mini storage units in the building with exterior access. The property is 3.94± acres and is zoned C-2PUD (General-Commercial Planned Unit Commercial). (Donna Wynant, Case Manager). (POSTPONED FROM FEBRUARY 7, 2017)

### H. STAFF COMMUNICATIONS

### I. MATTERS FROM THE COMMISSION

### J. ADJOURNMENT

#### NOTES:

New Mexico law requires the following administrative procedures be followed by zoning boards conducting "quasi-judicial" hearings. In "quasi-judicial" hearing before zoning boards, all witnesses must be sworn in, under oath, prior to testimony and will 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 accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

**SUMMARY INDEX  
OF THE BOARD OF ADJUSTMENT MEETING  
Tuesday, March 7, 2017**

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<b><u>NEW BUSINESS</u></b>		
<u>CASE #2016-111.</u> OMEGA STORAGE SPECIAL USE PERMIT. VICKI AND TRACY NORTHINGTON, AGENT FOR OMEGA AUTOMOTIVE REAL ESTATE, LTD, REQUEST A SPECIAL USE PERMIT TO CONVERT THE EXISTING 25,326 SQ. FT. BUILDING LOCATED AT 4480 CERRILLOS (PREVIOUSLY THE HONDA/SUBARU CAR DEALERSHIP) TO INDIVIDUAL CLIMATE CONTROLLED SELF-STORAGE UNITS, SELF-STORAGE OFFICE SPACE AND SOME MINI STORAGE UNITS IN THE BUILDING WITH EXTERIOR ACCESS. THE PROPERTY IS 3.94± ACRES AND IS ZONED C-PUD (GENERAL-COMMERCIAL PLANNED UNIT COMMERCIAL)	Approved w/all conditions	3-6
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**MINUTES OF THE MEETING OF THE  
BOARD OF ADJUSTMENT  
CITY COUNCIL CHAMBERS  
SANTA FE, NEW MEXICO  
Tuesday, March 7, 2017**

**A. CALL TO ORDER AND ROLL CALL**

A regular meeting of the City of Santa Fe Board of Adjustment was called to order by Gary Friedman, Chair, at approximately 6:00 p.m., on Tuesday, March 7, 2017, in the Council Chambers, City Hall, Santa Fe, New Mexico.

**MEMBERS PRESENT:**

Gary Friedman, Chair  
Coleen Dearing  
Patricia Hawkins  
Douglas Maahs  
Donna Reynolds  
Daniel H. Werwath

**MEMBERS EXCUSED:**

Rachel L. Winston, Vice-Chair

**OTHERS PRESENT:**

Zachary Shandler, Assistant City Attorney  
Greg Smith, Director, Current Planning Division  
Donna Wynant, Land Use Planner Senior, Current Planning Division  
Melessia Helberg, Stenographer

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

**B. PLEDGE OF ALLEGIANCE**

**C. APPROVAL OF AGENDA**

**MOTION:** Daniel Werwath moved, seconded by Douglas Maahs, to approve the Agenda, as presented.

**VOTE:** The motion was approved unanimously on a voice vote.

**D. APPROVAL OF MINUTES – February 7, 2017**

**MOTION:** Patricia Hawkins moved, seconded by Donna Reynolds, to approve the minutes of the meeting of February 7, 2017, as presented.

**VOTE:** The motion was approved on a voice vote with Patricia Hawkins, Donna Reynolds, Douglas Maahs and Chair Friedman voting in favor, no one voting against, and Daniel Werwath and Coleen Dearing abstaining.

**E. FINDINGS/CONCLUSIONS:**

**CASE #2016-154. 1804 ARROYO CHAMISO ROAD SPECIAL USE PERMIT.**

A copy of the City of Santa Fe Board of Adjustment Findings of Fact and Conclusions of Law, in Case #2016-154, 1804 Arroyo Chamiso Road Special Use permit, is incorporated herewith to these minutes as Exhibit "1."

**MOTION:** Patricia Hawkins moved, seconded by Donna Reynolds, to approve the Findings of Fact and Conclusions of Law, in case No. 2016-154 –1804, Arroyo Chamiso Road Special Use Permit, as submitted by staff.

**VOTE:** The motion, as amended, was approved unanimously on a voice vote.

**F. OLD BUSINESS**

There was no Old Business.

## **G . NEW BUSINESS**

1. **CASE #2016-111. OMEGA STORAGE SPECIAL USE PERMIT. VICKI AND TRACY NORTINGTON, AGENT FOR OMEGA AUTOMOTIVE REAL ESTATE, LTD, REQUEST A SPECIAL USE PERMIT TO CONVERT THE EXISTING 25,326 SQ. FT. BUILDING LOCATED AT 4480 CERRILLOS (PREVIOUSLY THE HONDA/SUBARU CAR DEALERSHIP) TO INDIVIDUAL CLIMATE CONTROLLED SELF-STORAGE UNITS, SELF-STORAGE OFFICE SPACE AND SOME MINI STORAGE UNITS IN THE BUILDING WITH EXTERIOR ACCESS. THE PROPERTY IS 3.94± ACRES AND IS ZONED C-PUD (GENERAL-COMMERCIAL PLANNED UNIT COMMERCIAL). (DONNA WYNANT, CASE MANAGER) (POSTPONED FROM FEBRUARY 7, 2017)**

A Memorandum dated March 7, 2017, with attachments, to the Board of Adjustment, from Donna Wynant, Land Use Planner Senior, is incorporated herewith to these minutes as Exhibit "2."

*A copy of Special Agreement in Lieu of the Special Meeting of the Directors and Shareholders/Owners of Santa Fe Auto Park, Inc., is incorporated herewith to these minutes as Exhibit "3."*

A copy of the Land Title Survey, dated July 16, 1998, with attachments, is in on file in and can be obtained from the City of Santa Fe Land Use Department.

### **Staff Report**

The staff report was presented by Donna Wynant, which is contained in Exhibit "2." Please see Exhibit "2" for specifics of this presentation.

### **Public Hearing**

#### **Presentation by the Applicant**

**Tracy Northington, 178 El Camino Campo, Corrales, was sworn.** Mr. Northington said, "We have an address here in Santa Fe. We have another self storage property at 2 Emblem Road, next to the Mall."

Mr. Northington said, "I'll tell you a little about the project. We didn't have any negative comment at the ENN. We had some questions because we're in the early development stage. The letter I gave you [Exhibit "3"] shows that all the Directors and all the owners of the property in the Park support the project. They like it. They like the look of the other project that we've done here in Santa Fe and they think it will help their own businesses."

Mr. Northington continued, "When the Auto Park was developed.... it had a lot of traction in the mid-80's, but they've lost a lot of the traction now, and the dealers who aren't on Cerrillos, are moving onto Cerrillos now. In the Auto Park there are five lots, two are on Cerrillos, the Ford and the Chevrolet dealerships are up on Cerrillos. There are 3 lots in the back. Two of those belong to the Honda/Subaru dealer that we're buying the property from. And the other one belongs to Lithia Dodge. Lithia Dodge is working right now to develop a new site also. So we think within the next year and a half, we think their new location will be built out. And it is our plan, we're trying to work with them to take that property down also."

Mr. Northington continued, "The owners would have preferred other car dealers in there, but there were no car dealers that were interested in going back in the back on the other side of the arroyo, kind of down in that low area where this property is. So, once they found out they couldn't sell those properties to car dealers, they looked at a lot of uses and other people who were looking at other types of businesses in those locations. But they all took a use change, and nobody really liked those types of businesses, but they liked ours, so they got behind it and supported [it]."

Mr. Northington continued, "We think it's a good use. It's a lower intensity. They were a car dealership there of course and had a car wash and used a lot of water, and had bigger retail. So we're going to reduce water use, because we're a very low water use. So in light of the traffic use, the traffic counts will be way down from what it is now. And we don't really impact anybody. We're quiet. Our business philosophy on that is we're not a 24 hour business. We would have gate hours from 6:00 a.m. to 9:00 p.m. And we've been very successful here in Santa Fe with that business model, and the people we have show a lot of respect for the neighbors. It's a very low impact use for this facility. We average about 15-20 car visits per day and there are 650 storage units we have on that facility, so it's pretty low intensity."

Mr. Northington continued, "We're not doing much of anything.... the building itself is a little bit tired. It was built in 1983, so it needs an upgrade, and we're going to come in and do that. We're going to do some restoration to the outside and modernize it, and make it look more like a clean, modern facility."

Mr. Northington continued, "Again, our model is all about being clean, secure, a high, what you call a Class A self storage, and we rate storage facilities A, B, C, D. And we like to have our own facilities meet those Class A standards. So, that's really an idea of the project. Do you have any questions."

Mr. Reynolds said, "The letter that was shared, the Resolution [Exhibit "3"] indicates that in Item 6, that they speak to an exception for any walls or fences. Would your project, in any way, be in conflict with the Resolution as it's worded."

Mr. Northington, "No. We worked with them to word this Resolution."

Ms. Reynolds said, "I just wanted to make that clear, because it sounds as if there is going to be some kind of wall."

Mr. Northington said, "There is going to be a wall, and we show it on our plans around the entire perimeter. And the owner who has the Ford dealership, wanted to make sure that the perimeter building stayed open so that you can see it from there. He liked being able to see it, so he wanted us to not have any wall within 100 feet of the corner there, where the entry driveway is, so he could see the front of the existing building. And we said that's fine then, it's kind of what we're looking for too."

Ms. Reynolds said, "Thank you. I just wanted to make sure. It wasn't clear. When you look at everything together, I wasn't sure. So okay."

### **Speaking to the Request**

There was no one speaking for or against the request.

### **The public testimony portion of the public hearing was closed**

**MOTION:** Daniel Werwath moved, seconded by Douglas Maahs, with respect to Case #2016-111 to grant the Special Use Permit for Omega Storage to convert the existing building at 4480 Cerrillos Road to individual climate controlled self-storage units, with all Conditions of Approval as recommended by staff.

**VOTE:** The motion was approved unanimously on a voice vote.

Mr. Northington said the caption indicates the permit is individual climate controlled self-storage units, self-storage office space and some mini storage units in the building with exterior access.

Zachary Shandler, Assistant City Attorney, said, "The caption covers all the different uses, so your Order will get all the different uses."

#### **H. STAFF COMMUNICATIONS**

There were no staff communications.

#### **I. MATTERS FROM THE COMMISSION**


Mr. Werwath said he recently submitted a very large, low income housing tax credit application for development on City owned land. He said, "I would just like to thank the Land Use Department for their expert support through that process, which involved multiple letters and other things, so I just wanted to thank them for their help with that."

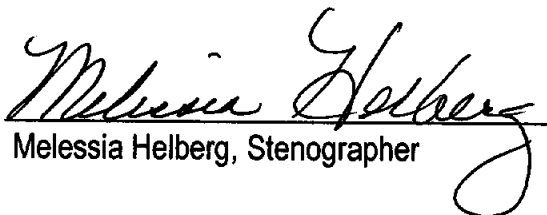
Mr. Smith thanked Mr. Werwath, saying, "We appreciate you mentioning that."

Chair Friedman thanked staff for being here this evening and for your report and advice.

#### **J. ADJOURNMENT**

There was no further business to come before the Board, and the meeting was adjourned at approximately 6:30 p.m.

 ON BEHALF OF GARY  
Friedman  
\_\_\_\_\_  
Gary Friedman, Chair

  
Melessia Helberg, Stenographer



City of Santa Fe  
Board of Adjustment  
Findings of Fact and Conclusions of Law

Case # 2016-154—1804 Arroyo Chamiso Road Special Use Permit  
Owner/Applicant's Name—United Church of Santa Fe

THIS MATTER came before the Board of Adjustment (Board) for hearing on February 7, 2017 (Hearing) upon the application (Application) of United Church of Santa Fe (Applicant). The Applicant seeks a special use permit to construct a two story, 3,675 square foot addition for youth classrooms and storage use. The property is a 3.418± acre lot zoned R-1 (Residential – 1 dwelling unit per acre) and is located within the South Central Highway Corridor.

After conducting a public hearing and having heard from staff and all interested persons, the Board hereby FINDS, as follows:

FINDINGS OF FACT

1. The Board heard reports from staff and received testimony and evidence from the Applicant. One member of the public interested in the matter spoke at the hearing.
2. Pursuant to Code §14-2.4(C)(2) the Board has the authority to hear and decide applications for special use permits as provided in Code §§14-3.6 (Special Use Permits) and 14-6 (Permitted Uses).
3. Pursuant to Code §14-3.6(B) the Board has the authority to hear and decide applications for special use permits in accordance with applicable provisions of Chapter 14; to decide questions that are involved in determining whether special use permits should be granted; and to grant special use permits with such conditions and safeguards as appropriate under Chapter 14; or to deny special use permits when not in harmony with the intent and purpose of Code Chapter 14.
4. Approval of a special use permit is required to establish or expand a religious assembly type of use in all residential districts, including R-1.
5. The Applicant requested postponement of the variance request in Case No. 2016-155, which is a variance request from Code Section 14-8.10(B)(3) to allow a sign along the front property line where the setback requirement is 75 feet, in order to further address the variance criteria at a future Board of Adjustment meeting.
6. Code Section 14-3.1(F)(2)(a)(viii) requires an ENN for special use permits and Code Section 14-3.1(F)(4)-(6) establishes procedures for the ENN, including:
  - (a) Compliance with the notice requirements of Code Section 14-3.1(H) [Section 14-3.1(F)(4)];
  - (b) Timing for the ENN meeting and the principles underlying its conduct [Section 14-3.1(F)(5)]; and
  - (c) Guidelines for the conduct of the ENN meeting [Section 14-3.1(F)(6)].
7. Notice was properly given in accordance with the notice requirements of Code Section 14-3.1(H)(1)(a)-(d).
8. An ENN meeting was held on November 29, 2016 at the Santa Fe Women's Club building.

*Exhibit "1"*

9. The ENN meeting was attended by the Applicant, City staff, and 56 interested parties, and the discussion followed the guidelines set out in Code Section 14-3.1(F)(6).
10. Code Section 14-3.6(C) sets out the procedures to be followed prior to the grant by the Board of a special use permit, including:
  - (a) Approval of a site plan and other site development drawings necessary to demonstrate that the Project can be accomplished in conformance with applicable Code standards [Section 14-3.6(C)(1)];
  - (b) Submittal of an application indicating the Code section under which the special use permit is sought and stating the grounds on which it is requested [Section 14-3.6(C)(2)]; and
  - (c) That a special use permit is limited to the specific use and intensity granted, requiring a new or amended special use permit if the use is changed or intensified [Section 14-3.6(C)(3)].
11. Code Section 14-3.6(D)(1) sets out certain findings that the Board must make to grant a special use permit, including:
  - (a) That the Board has the authority to grant a special use permit for the Project [Section 14-3.6(D)(1)(a)]; *Section 14-2.4(C) grants the Board the authority under the section of Chapter 14 described to grant a special use permit.*
  - (b) That granting a special use permit for the Project does not adversely affect the public interest [Section 14-3.6(D)(1)(b)]; *The proposed special use permit application complies with minimum standards for Chapter 14. The Church has been in operation in its current location since 2009 and provides a service to the public.*
  - (c) That the Project is compatible with and adaptable to adjacent properties and other properties in the vicinity of the Project [Section 14-3.6(D)(1)(c)].
    - i. *There are not any compatibility issues with the surrounding low and medium-density residential uses or with surrounding office uses.*
    - ii. *The existing architectural characteristic of the building has existing on the property as a church since 1981 and in the neighborhood for 36 years.*
    - iii. *The proposed construction maintains the existing architectural characteristic that has existed with minor variations.*
12. Code Section 14-3.6(D)(2) authorizes the Board to specify conditions of approval for a special use permit to accomplish the proper development of the area and to implement the policies of the general plan.
13. The Applicant submitted a site plan and an application indicating the Code section under which the special use permit was being sought and stating the grounds for the request.
14. Board staff provided the Board with a report (Staff Report) evaluating the factors relevant to the proposed special use permit and recommending approval by the Board of such special use permit, subject to the conditions set out in the Staff Report (the Conditions).

#### CONCLUSIONS OF LAW

Under the circumstances and given the evidence and testimony submitted during the Hearing, the Board CONCLUDES as follows:

1. The Board has the power and authority under Code §§14-2.4(C)(2) and 14-3.6(B) to grant the special use permit applied for in this request.

2. The special use permit was properly and sufficiently noticed via mail, publication, and posting of signs in accordance with Code requirements.
3. The ENN meeting complied with the requirements established under the Code.
4. The granting of the special use permit will not adversely affect the public interest.
5. The Project is compatible with and adaptable to adjacent properties and to other properties in the vicinity of the Project.
6. The special use permit granted herewith is granted for the specific use of the Property and intensity applied for and no change of use or more intense use shall be allowed unless approved by the Board under a new or amended special use permit or as otherwise permitted by applicable Code.

**WHEREFORE, IT IS ORDERED ON THE 7th DAY OF March, 2017 BY THE BOARD OF ADJUSTMENT OF THE CITY OF SANTA FE:**

1. That the special use permit is approved as applied for, subject to the Conditions presented in Staff's report.
2. The special use permit granted herewith shall expire if (a) it is not exercised within three (3) years of the date these Findings of Fact and Conclusions of Law are adopted by vote of the Board, subject to any right of the Applicant under applicable Code to request an extension of such time or (b) it ceases for any reason for a period of three hundred and sixty five (365) days.

\_\_\_\_\_  
Gary Friedman  
Chair

\_\_\_\_\_  
Date:

**FILED WITH THE CITY CLERK:**

\_\_\_\_\_  
Yolanda Y. Vigil  
City Clerk

\_\_\_\_\_  
Date:

**APPROVED AS TO FORM:**

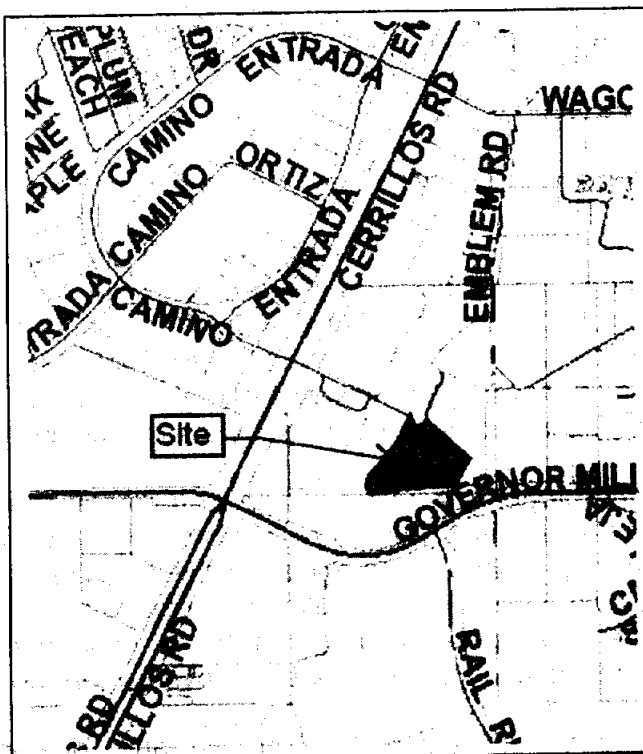
\_\_\_\_\_  
Zachary Shandler  
Assistant City Attorney

\_\_\_\_\_  
Date:



# Land Use Department Planning Commission Staff Report

Case No: 2016-111;  
BOA Hrg: March 7, 2017  
Applicant: Vicki & Tracy Northington.,  
agent for Omega Automotive  
Real Estate, LTD  
Request: Special Use Permit  
Location: 4480 Cerrillos Road  
Case Mgr.: Donna Wynant  
Zoning: C-2PUD (Office & Related  
Commercial)  
Overlay: Planned Unit Development  
Overlay & CRHC Cerrillos  
Road Highway Corridor  
Protection District  
Pre-app.: July 14, 2016  
ENN Mtg.: August 15, 2016  
Proposal: 250-unit climate controlled  
indoor storage facility



**Case #2016-111. Omega Storage Special Use Permit.** Vicki and Tracy Northington, agent for Omega Automotive Real Estate, LTD, request a special use permit to convert the existing 25,326 sq. ft. building located at 4480 Cerrillos (previously the Honda/Subaru car dealership) to individual climate controlled self-storage units, self-storage office space, and some mini storage units in the building with exterior access. The property is 3.94± acres and zoned C-2PUD (General Commercial, Planned Unit Development). (Donna Wynant, Case Manager).

## I. RECOMMENDATION

The Land Use Department recommends **approval** of the special use, subject to the following recommended conditions of approval and technical corrections in Exhibit A:

#	Condition of approval	Dept/Division	To be completed by:
1	Per Article 14-8.2D(4)(e), walls, parking lots, etc. shall be set back 25 feet from the top shoulder of the arroyo plus the depth of the channel.	LUD, Technical Review	Construction Permit
2	Make all technical corrections included in Exhibit A.	Case Manager	Permit Application

*Exhibit "2"*

## II. BACKGROUND

The 36.5-acre site that became the Santa Fe Auto Park was annexed into the City (Ordinance No. 45, 1983) and was zoned to the C-2-PUD district (Ordinance 46, 1983) in 1983 when it was in the extraterritorial district.

## III. EVALUATION

The special use permit request is for approval to allow indoor climate controlled storage units in the former Honda/Subaru car dealership, located at 4480 Cerrillos Road. The 3.94± acre site is located at the rear (east end) of the Santa Fe Auto Park on Cerrillos Road, south of Wagon Road, just north of Governor Miles Road. The applicant proposes to convert the existing 25,326 sq. ft. building to individual climate controlled self-storage units and self-storage office space. Some interior storage units are also proposed with exterior access.

The property is zoned C-2-PUD (General Commercial, Planned Unit Development). Table 14-6.1-1 identifies that individual storage areas within a completely enclosed building and mini-storage units are permitted in the C-2 District subject to a special use permit. This proposal would not trigger a development plan pursuant to Section 14-3.8 (Development Plans) because the existing building is not being expanded, and because it is consistent with the PUD development plan that was approved when the property was rezoned.

The project site is one of five auto dealerships that were approved as a planned unit development in 1983. Property further to the east, beyond the Auto Park, is zoned R-1 (Residential, 1 du/acre). (See Exhibit D-2) The existing access to the project is from Auto Park Road, a private road which intersects Cerrillos Road. The "One Percent Event" flood plain runs between the banks of the arroyo that borders the project site, but does not include the subject property. The final subdivision plat for the Santa Fe Auto Park, approved in 1983, shows over 15 acres of open space which includes the Arroyo Chamiso for the auto park.

No major design changes are planned for the building. The proposal includes an 8-foot tall split face block wall, in earth tone colors, around the perimeter of the site. The wall will secure the site with a gated entry that would be set back into the property to allow easy access into the front office. The landscape plan reflects planting in front of the wall along the north and west property lines to soften the appearance of the 8-foot tall wall. The hill on the east side of the project blocks the view of the wall from the east. The subject property is located 4-8 feet below the grade of the property to the north, so that there is minimal impact of the massing and visibility of the wall to the north.

Though the layout of the units is not depicted on the site plan, the applicant does note on the site plan that individual storage units will not exceed 200 square feet per code requirements and that outdoor storage is prohibited on the site in the C-2 district. The applicant has stated that the

proposed mini-storage units will have exterior access through those areas previously used as the car dealership's service bays.

The 25 parking spaces with one accessible meet the parking requirement of one space per 10 storage units for the 250 indoor climate controlled units. Additional spaces will be required for the mini-storage units to be accessed from the exterior of the building.

All of the requirements in §14-6.2(D)(2) for "Individual Storage Areas Within a Completely Enclosed Building" have been met. These are:

***(a) the plan for operation of the storage area is compatible with other permitted uses existing in the vicinity;***

- The project is compatible with other permitted uses in the vicinity.

***(b) the storage area shall not unreasonably interfere with permitted uses because of glare, traffic congestion or any similar nuisance;***

- The project will not interfere with permitted uses in the vicinity.

***(c) an individual storage unit shall not exceed two hundred square feet;***

- The applicant notes on their site plan that the units will not exceed 200 square feet.

***(d) outdoor storage is prohibited on the site if located within a C-2 district or the BCD;***

- The outdoor storage prohibition is noted on the development plan.

Since the applicant proposes "some" mini-storage units to be accessed from outside the building, the following requirements per §14-6.2(D)(3) apply, and have been met:

***(a) wall or fencing plan shall be submitted for staff review and approval prior to issuance of a construction permit. Walls or fences shall provide a visual buffer or screen and be constructed of opaque materials;***

- The applicant proposes an 8-foot tall wall to provide a visual buffer.

***(b) a landscape plan meeting all the requirements of Section 14-8.4 shall be submitted to the land use director for approval prior to issuance of a construction permit;***

- A landscape plan has been submitted and will be reviewed at time of construction permit application.

***(c) the architecture shall be compatible with the zoning district as approved by the land use director. One dwelling unit, excluding manufactured homes, is allowed as part of the storage unit development and it must be architecturally compatible with***

***the storage units. No portion of the storage units or the dwelling unit shall exceed one story in height;***

- The architecture is compatible with the surrounding building. No portion of the building will exceed one story in height.

***(d) lighting shall be of a nature that is not intrusive to surrounding residential uses;***

- Lighting will be reviewed at the time of construction permit application.

***(e) mini-storage units approved after July 25, 2007 shall comply with the following:***

***(i) a building shall not be located fewer than one hundred (100) feet from a residentially zoned property unless the required landscaping buffer adjacent to the residentially zoned property is twice the otherwise required width; and***

- This requirement does not apply to this project since the property is approximately 175 feet from the residentially zoned property to the east.

***(ii) an eight (8) foot masonry wall, either stuccoed on the outside or made of decorative block, is required along any property line abutting a residentially zoned property;***

- This requirement does not apply to this proposal since it does not abut residentially zoned property.

Water and dry utilities are available to the site. The property is not automatically required to connect to the City public sewer system that runs along the west side of the Arroyo Chamiso, since it is just beyond 200 feet from the property. The attached memo from the Wastewater Division states that the septic system for this development will be revisited at the time of building permit application.

The proposal complies with parking, height, setbacks and lot coverage standards. A final review of these areas will occur at the time of building permit application. Terrain Management will be reviewed as part of the building permit process as well.

Subsection 14-8.4(B)(1)(d) requires landscaping to be brought into compliance if the proposed construction exceeds a valuation of \$100,000. The applicant proposes to add substantial landscape materials in front of the 8-foot tall wall on the north and west property lines to soften the appearance of the wall, as discussed and agreed to by the Santa Fe Auto Park Board of Directors.

#### **IV. SPECIAL USE PERMIT**

To grant a special use permit, a land use board shall make the following findings:

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

<b>Criterion 1: <i>that the land use board has the authority under the section of Chapter 14 described in the application to grant a special use permit.</i></b>	<b>Criterion Met:</b> (Yes/No/conditional/N/A) <b>YES</b>
Subsection 14-2.4(C)(2) and Table 14-6.1-1 provide the authority for the Board of Adjustment to grant a special use permit for "Individual storage areas within a completely enclosed building" and for "Mini-storage units" within a C-2 zone.	
<b>Criterion 2: <i>that granting the special use permit does not adversely affect the public interest.</i></b>	<b>Criterion Met:</b> (Yes/No/conditional/N/A) <b>CONDITIONAL</b>
Subject to a determination by the Board of Adjustment that the proposal meets applicable criteria, the granting of the special use permit for a storage facility will not adversely affect the public interest.	
<b>Criterion 3: <i>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.</i></b>	<b>Criterion Met:</b> (Yes/No/Conditional/N/A) <b>CONDITIONAL</b>
The storage facility will be in an already established building. No major changes are planned to the design of the building. The proposal includes an 8-foot tall split face block wall, in earth tone colors, around the perimeter of the site. The wall will secure the property with a gated entry set back into the property to allow easy access into the front office. The landscape plan reflects planting along the wall along the north and west property lines to soften the appearance of the 8-foot tall wall. A hill on the east side of the project blocks the view of the wall from the east. The subject property is located 4-8 feet below the grade of the property to the north, minimizing the impact of the massing and visibility of the wall to the north.	

In addition to the findings listed above, the Commission must find that the use permit complies with all applicable provisions of the PUD preliminary plan. Staff has determined that initial development of the property satisfied any prior conditions of approval.

**V. EARLY NEIGHBORHOOD NOTIFICATION**

An Early Neighborhood Notification meeting was held on August 15, 2016 at the nearby Hyatt Place Hotel. The applicant plus five members of the public were in attendance. Questions were asked regarding the storage facility, and the other car dealership owners stated that the Board of Directors of the Auto Park would need to further discuss the proposal at their next meeting (See Exhibit C).



## VI. CONCLUSION

The applicant has complied with all application process requirements. The applicant conducted a pre-application meeting on July 14, 2016, an ENN on August 15, 2016 and provided notice requirements pursuant to Section 14-3.1(H).

The proposed development will comply with applicable standards for the types of uses proposed. The special use permit will not adversely affect the public interest, and 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.

The Land Use Department has determined that the proposed application complies with the necessary approval criteria for a Special Use Permit and recommends **APPROVAL** subject to conditions in Exhibit A.

## VII. EXPIRATION

A special use permit expires if no development occurs within three years, or if development is interrupted before it is completed. A time extension may be requested and approved prior to the expiration date.

## VIII. EXHIBITS

EXHIBIT A: Technical Corrections

EXHIBIT B: City Staff Memoranda

1. City Engineer, RB Zaxus
2. Traffic Engineering, Sandy Kassens
3. Water Division, Dee Beingessner
4. Wastewater Division, Stan Holland
5. Fire Department, Reynaldo Gonzales
6. Landscaping, Somie Ahmed

EXHIBIT C: Early Neighborhood Notification

1. Guidelines
2. Meeting Notes

EXHIBIT D: Maps and Photos

1. Future Land Use Map
2. Zoning Map
3. Aerial Photo

4. Street Views of Site

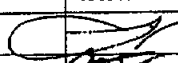
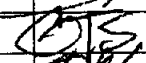
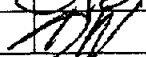
EXHIBIT E: Miscellaneous

1. C-2 General Commercial District

EXHIBIT F: Applicant Submittals\*

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

APPROVED AS TO FORM:

Title	Name	Initials
Land Use Department Director	Lisa Martinez	
Land Use Current Planning Division Director	Greg Smith, AICP	
Land Use Planner Senior	Donna Wynant, AICP	

# **City of Santa Fe, New Mexico**

## **Board of Adjustment**

### **Exhibit A**

#### **Technical Corrections**

**Case #2016-111- Omega Self-Storage**  
**4480 Cerrillos Road**

**Technical Corrections****TECHNICAL CORRECTIONS**

The following are the staff-technical corrections for this project:

<b>#</b>	<b>Technical Corrections</b>	<b>Dept. or Division</b>	<b>To be completed by:</b>
1	Must meet all terrain management requirements (Article 14-8.2) and floodplain requirements (Articles 14-3.10 and 14-8.3). Must meet all terrain management requirements (Article 14-8.2) and floodplain requirements (Articles 14-3.10 and 14-8.3).	City Engineer	Construction Permit Recordation
2	All Fire Department access shall be no greater than a 10% grade throughout.	Fire Marshal	Recordation
3	Fire Department access shall not be less than a 20 foot width to any new construction and meet IFC turn-around requirements.	Fire Marshal	Recordation
4	Fire Department shall have a 150 foot distance to any portion of the building on any new construction. Shall meet the 150 foot driveway requirements must be met as per IFC, or an emergency turn-around that meets the IFC requirements shall be provided.	Fire Marshal	Recordation
5	Shall have water supply that meets fire flow requirements as per IFC. Fire Department shall have a 150 foot distance to any portion of the building on any new construction.	Fire Marshal	Recordation
6	Shall meet required turning radius for fire apparatus in the IFC. Shall have water supply that meets fire flow requirements as per IFC	Fire Marshal	Recordation

# **City of Santa Fe, New Mexico**

## **Board of Adjustment**

### **Exhibit B**

**DRT Memos**

## Development Review Team

### Comment Form

Date: February 3, 2017  
From: Risana "RB" Zaxus, City Engineer  
Dept/Div: Land Use, Technical Review Division  
Case: Case # 2016-111, Omega Storage Special Use Permit  
Case Mgr: Donna Wynant



Review by this division/department has determined that this application will meet applicable standards if the following are met:

#### Conditions of Approval :

#### Must be completed by:

1 Per Article 14-8.2D(4)(e), walls, parking lots, etc. shall be set back 25 feet from the top shoulder of the arroyo plus the depth of the channel.	Construction Permit

#### Technical Corrections\*:

#### Must be completed by:

1 Must meet all terrain management requirements (Article 14-8.2) and floodplain requirements (Articles 14-3.10 and 14-8.3).	Construction permit
2	
3	
4	

\*Must made prior to recording and/or permit issuance

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

# City of Santa Fe, New Mexico

# memo

Date: December 1, 2016

To: Donna Wynant, Land Use Department, Case Manager

Via: John Romero, Engineering Division Director *JR*

From: Sandra Kassens, Engineer Assistant *SK*

Case: **Omega Storage Special Use Permit, case #2016-111**

## **ISSUE:**

Vicky and Tracy Northington, agent for Omega Automotive Real Estate, LTD, request a special use permit to convert the existing 25,326 sq. ft. building located at 4480 Cerrillos Road (previously the Honda/Subaru car dealership) to individual climate controlled self-storage units, self-storage office space, and some mini storage units in the building with exterior access. The property is 3.94± acres and is zoned C-2 (General Commercial).

## **TRAFFIC:**

The amount of traffic that will be generated by the Omega Storage development is expected to be 4 vehicles per hour (vph) during the morning peak hour and 7 vph during the afternoon peak hour, which is approximately one-tenth (1/10) the amount of traffic generated by the former car dealership. The special use of this property as storage units will have a minimal impact on the surrounding public streets.

## **RECOMMENDED ACTION:**

Review comments are based on Lot Split plat received on November 17, 2016. The comments below should be considered as Conditions of Approval to be addressed as indicated below:

The Public Works Department has no conditions of approval for the special use permit requested for Omega Storage, located at 4480 Cerrillos Road.

## **CONDITIONS OF APPROVAL:**

CONDITIONS OF APPROVAL:		MUST BE COMPLETED BY:
1	NONE	N/A

## **TECHNICAL CORRECTIONS:**

ITEM	SHEET	DESCRIPTION OF CORRECTION	MUST BE COMPLETED BY:
1	N/A	NONE	N/A

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

## Development Review Team

### Comment Form

Date: 12/5/16  
Staff person: Dee Beingessner  
Dept/Div: Public Utilities/Water Division  
Case: 2016-111 Omega Storage Special Use Permit  
Case Mgr: Donna Wynant

---



Water service already exists for the building. No further comments from the Water Division.

Review by this division/department has determined that this application will meet applicable standards if the following are met:

Conditions of Approval :	Must be completed by:
1	
2	
3	
4	

Technical Corrections*:	Must be completed by:
1	
2	
3	
4	

\*Must made prior to recording and/or permit issuance

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]  
Explanation of Conditions or Corrections (if needed):



## Development Review Team

### Comment Form

Date: December 7, 2016

Staff person: Stan Holland, Engineer

Dept/Div: Public Utilities/Wastewater

Case: **Case #2016-111 Omega Storage Special Use Permit**

Case Mgr: Donna Wynant



The subject property is NOT accessible to the City public sewer system. Accessible is defined as within 200 feet of a public sewer line.

Review by this division/department has determined that this application will meet applicable standards if the following are met:

Conditions of Approval :

Must be completed by:

1. None required by Wastewater Division at this time	
--	--

Technical Corrections\*:

Must be completed by:

\*Must made prior to recording and/or permit issuance

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]

Explanation of Conditions or Corrections (if needed):

*(see additional information per Stan Holland's  
2/24/17 attached memo)*

## Development Review Team

### Comment Form

Date: February 24, 2017  
Staff person: Stan Holland, Engineer  
Dept/Div: Public Utilities/Wastewater  
Case: **Case #2016-111 Omega Storage Special Use Permit**  
Case Mgr: Donna Wynant

---



City of Santa Fe Utility Billing information indicates the property is currently served by an on-site septic system. The Wastewater Division has confirmed that there is an existing public sewer line on the west bank of the Arroyo Chamiso directly across from the site requesting the Special Use Permit. The closest distance from the site to the sewer easement containing the public sewer line is approximately 215 feet which occurs at the sites southwest corner.

The Santa Fe City Code Chapter 22 – Sewer, requires properties within 200 feet of a public sewer line to connect to the public sewer system when the property is being developed or improved.

#### **22-2.1 Definitions.**

*Accessible to city sanitary sewer system* means a property: (1) which abuts or is within two hundred feet (200') of the city sewer system or is within two hundred feet (200') of the boundaries of a public street or sanitary sewer utility easement which contains the city sanitary sewer system; and (2) which may physically connect to the city sewer by means of either a gravity or pressure sewer line.

#### **22-3.1 Connection to the Public System; Requirements.**

Connection to the public system is mandatory when the property being developed or improved is accessible to the city sanitary sewer system and is in the city limits or located entirely within the areas to be annexed, as defined in the settlement agreement and mutual release of claims entered into by the city of Santa Fe, Santa Fe county and other parties dated May 19, 2008. Prior to making such a connection, owners and developers of such property shall obtain information from the division concerning specifications, standards, procedures and other requirements contained in this chapter. (Ord. #1997-3, §5; Ord. #1999-42, §9; Ord. #2003-25, §12; Ord. #2005-30(A), §26; Ord. #2006-60, §2; Ord. #2008-53, §1)

If the site was accessible as defined above the Wastewater Division would require the site to connect to the City public sewer system as a condition of approval for the Special Use Permit.

It is also worth noting that there was no indication in the application regarding the adequacy of the existing septic system for the Special Use nor whether the Applicant plans to use the existing on-site septic system or has considered connection to the City's public sewer system. Due to the sites proximity to the Arroyo Chamiso and that it is served by a septic system this design issue typically will be revisited at the time of building permit application.

# 2016-111 OMEGA STORAGE SPECIAL USE PERMIT SEWER VICINITY MAP

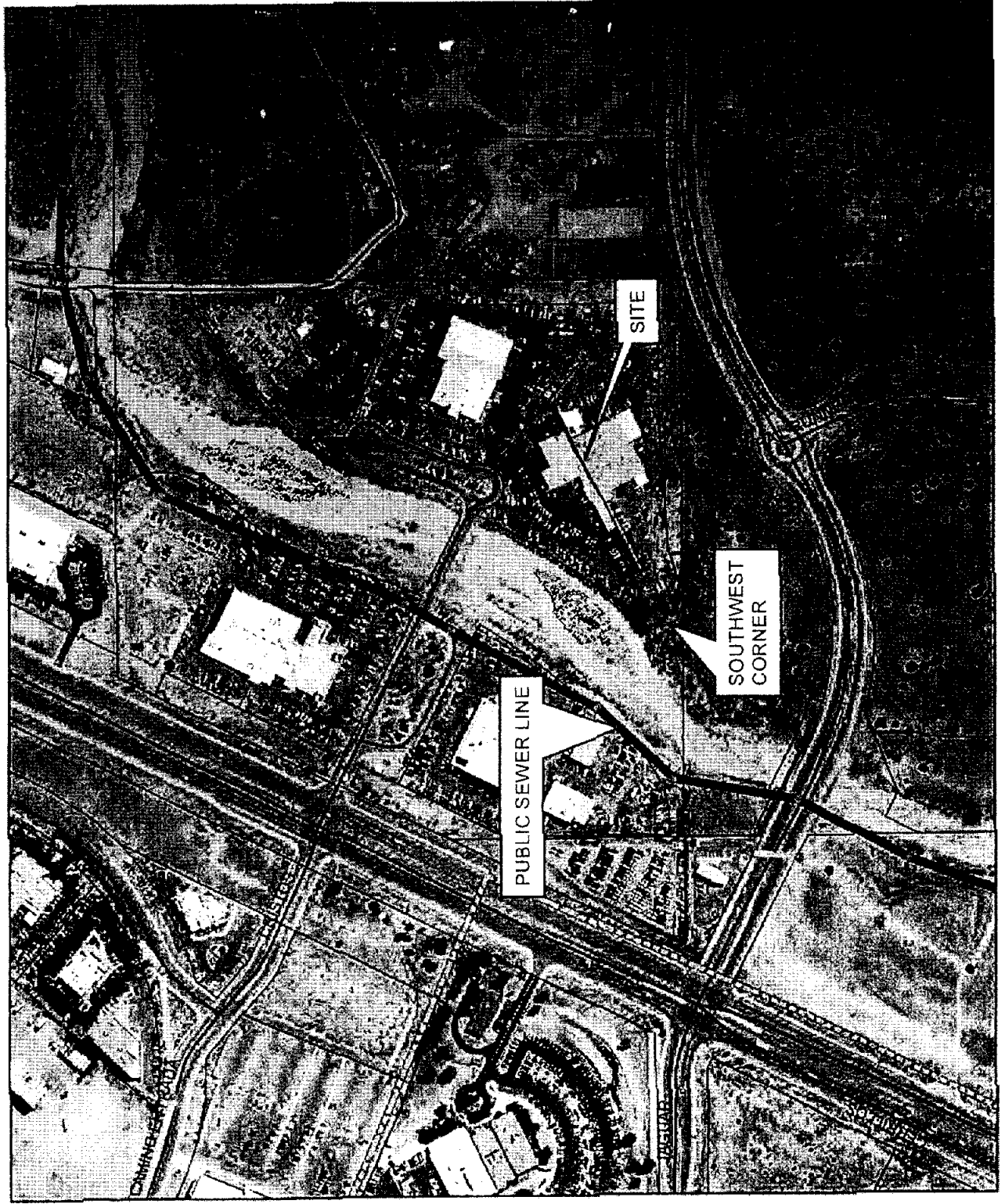
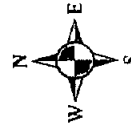
## Legend

### SewerManholeLocations

- <all other values>

### MHTYPE

- manholes
- Drop Manholes
- LS Lift Stations
- Split Crown Flow
- TrunkLines
- SewerPipeDistribution
- PrivateSewer



## Development Review Team

### Comment Form

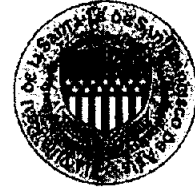
Date: February 22, 2017

Staff person: Fire Marshal Reynaldo Gonzales

Dept/Div: Fire

Case: **Case #2017-111. Omega Storage Special Use Permit**

Case Mgr: Donna Wynant



Review by this division/department has determined that this application will meet applicable standards if the following are met:

Conditions of Approval :

Must be completed by:

None

N/A

Technical Corrections\*:

Must be completed by:

1. All Fire Department access shall be no greater than a 10% grade throughout.
2. Fire Department Access shall not be less than 20 feet width to any new construction and meet IFC turn-around requirements.
3. Shall meet the 150 feet driveway requirements must be met as per IFC, or an emergency turn-around that meets the IFC requirements shall be provided.
4. Fire Department shall have 150 feet distance to any portion of the building on any new construction.
5. Shall have water supply that meets fire flow requirements as per IFC
6. Shall meet required turning radius for fire apparatus in the IFC.

\*Must be made prior to recording and/or permit issuance

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

Development Review Team  
Comment Form

Date: December 1<sup>st</sup>, 2016  
Staff person: Somie Ahmed  
Dept/Div: LUD/Technical Review Division  
Case: # 2016-111 Omega Storage Special Use Permit  
Case Mgr: Donna Wynant



Review by this division/department has determined that this application will meet applicable standards if the following are met:

Conditions of Approval :	Must be completed by:
1.	
2.	
3.	

Technical Corrections*:	Must be completed by:
1.	
2.	
3.	

\*Must made prior to recording and/or permit issuance

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. If proposed construction exceeds a valuation of \$100,000, landscaping will be required to be brought up to compliance. This must be completed at time of construction permit submittal.

Explanation of Conditions or Corrections (if needed):

1. N/A

**City of Santa Fe, New Mexico**

**Planning Commission**

**Exhibit C**

**Early Neighborhood Notification**



## ENN GUIDELINES

### Applicant Information

Project Name: Omega Self Storage

Name: Northington Vicki

Last First M.I.

Address: 178 El Camino Campo

Street Address

Suite/Unit #

Corrales

NM 87048

City

State ZIP Code

Phone: ( 505 ) 400-0339

E-mail Address: venorthington@gmail.com

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

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

The application will have minimal to no effect on the character and appearance of the surrounding neighborhoods. The proposed site, development and building are already fully built and established. The number of stories is two, and will stay as two. The setbacks, landscaping, lighting, access, and open space, are established and will remain as is. Applicant plans to build an eight foot high split face, block wall, in earth tone colors, around the perimeter of the project. This wall will have some minimal impact on the mass and scale. There is a hill on the east side of the project so that the wall will not be visible from the east. There is an arroyo to the south and west, so the wall will only be partially visible from the north, by an existing and adjoining C-2 property. The subject property is located 4-8 feet below the grade of the property to the north, so that there is minimal impact of the massing and visibility of the wall to the north also. Landscaping will be enhanced, and access to public places will not change. There is no access to, nor is there any connecting public place, open space or trails to the property. There is an existing approved development plan where the building is located.

**(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 project and requested special use approval will not impact or change any trees, open space, rivers, arroyos, floodplains, rock outcroppings, escarpments.

The current use of the property is a car dealership. Approval of the proposed special use as storage use will reduce traffic, decrease trash generation, decrease fire risk, and eliminate hazardous materials on the site. There is expected to be little to no trash generation from the project, except what is generated during construction. Fire Protection is provided by the station located off Cerrillos Road and Camino Entrada. The development has in place an approved fire protection plan and fire hydrants.



**(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.*

Because of the size and location of this project, and the fact that the property is fully developed and built out no archaeological survey is required. The project is not located on or near any Prehistoric, Historic, Archaeological or Cultural sites or Structures, including Acequias and the Historic Downtown.

**(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 property is zone C-2 and is in the city boundaries. No variances, rezoning, or annexation is being requested. In accordance with the zoning code applicant is requesting special use approval provided for by the C-2 zoning. If the special use application is approved the projects will comply with all City Codes, Policies and the General Plan. The project is not in a Historic District. If the special use is approved, the project will comply with all City requirements including zoning, density, open space, parking, landscaping, lighting.

**(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 existing access to the project is from Cristos Road. Cristos Road is located inside the development, and was built and is maintained by the property owners within the development. It is expected that traffic will be reduced as a result of the use change from Car Dealership to Storage. Pedestrian access will not be changed.

**(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.*

The project is estimated to provide 5-6 new jobs.

**(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.*

NA

**(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.*

It is not expected that the project will increase needs from the fire, police protection, school services or other public services or infrastructure elements including water, power, sewer, communications, bus systems, commuter or other services or facilities. The project plans to use existing infrastructure.

**(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.*

It is anticipated that there will be reduction in water use as a result of approval of the special use application. The Storage facility will use less water, less power, produce less trash, less sewage, less air emissions, and less traffic.

**(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.*

N/A

**(l) ADDITIONAL COMMENTS (optional)**



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

<i>Project Name</i>	Omega Self Storage
<i>Project Location</i>	4480 Cerrillos Road
<i>Project Description</i>	Convert existing 25,326 sq. ft. building at 4480 Cerrillos Road (previously the Honda/Subaru car dealership) to individual climate controlled self-storage units, etc.
<i>Applicant / Owner</i>	Omega Automotive Real Estate, LTD
<i>Agent</i>	Vicki and Tracy Northington
<i>Pre-App Meeting Date</i>	July 14, 2016
<i>ENN Meeting Date</i>	August 15, 2016
<i>ENN Meeting Location</i>	Hyatt Place Santa Fe, 4320 Cerrillos Road
<i>Application Type</i>	Special Use Permit
<i>Land Use Staff</i>	Donna Wynant
<i>Other Staff</i>	
<i>Attendance</i>	5

### Notes/Comments:

Meeting began at 5:30 with Donna Wynant's introduction and overview of the purpose of the Early Neighborhood Notification meeting. Tracy introduced himself and the proposal and said he had the property under contract. He said the storage units would be interior climate controlled units and that the property would be cleaned up and the office would be updated. He went over the setback requirements and pointed out that there was plenty of open space within the overall auto park property. He also said he proposed an 8 foot tall wall around the property, but there would not be any vehicle storage.

One of the audience members said that the architectural committee was not in place but that the Board of Directors for the auto park would have to review and approve the proposal. Another owner of one of the dealerships said they would all have to get together to discuss the proposal.

The meeting adjourned at 6:15 pm.

**City of Santa Fe, New Mexico**

**Planning Commission**

**Exhibit D**

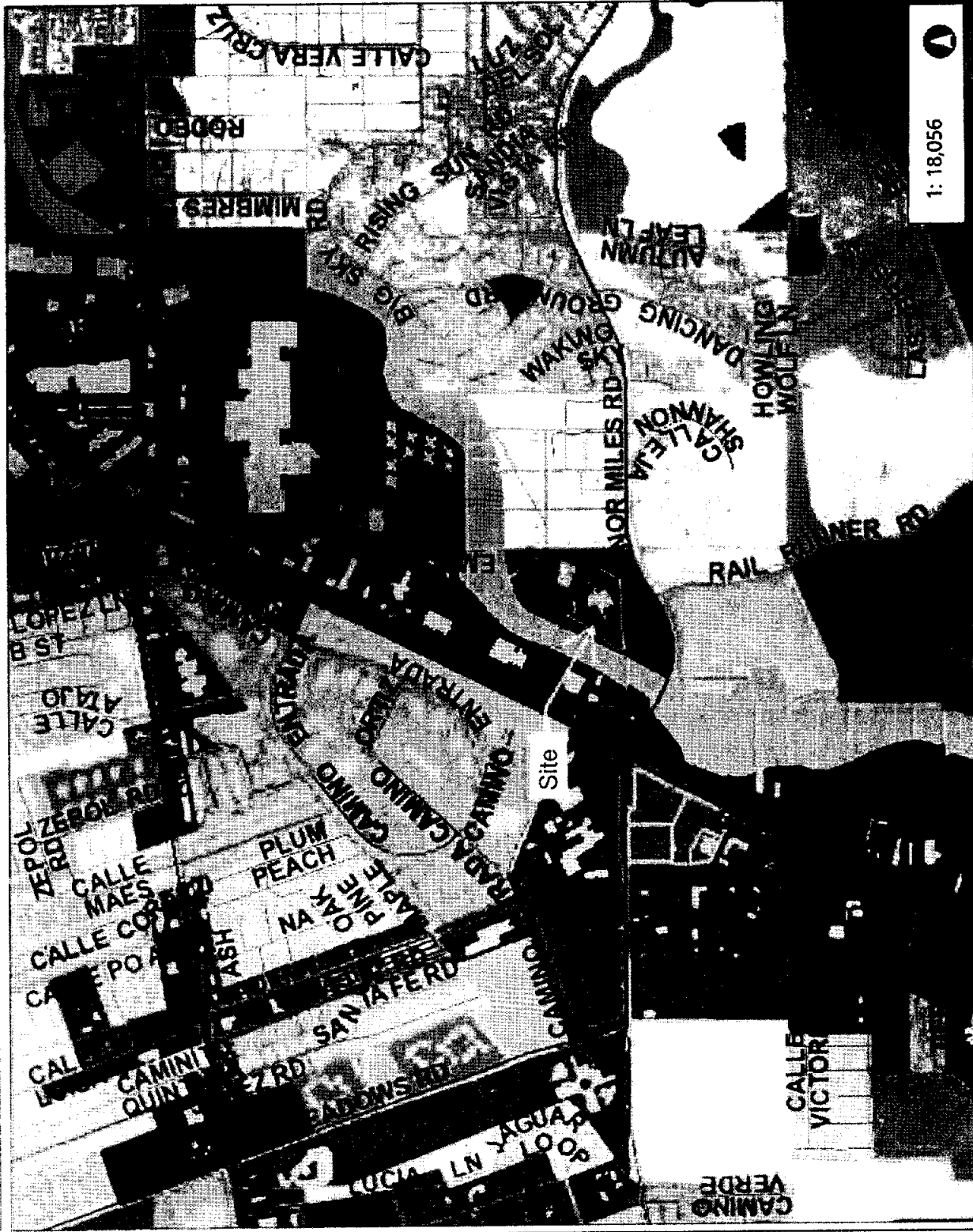
**Maps & Photos**

Santa Fe

Mapping the City Different



# Corralitos Road- Future Land Use Map



3,009.3 0 1,504.66 3,009.3 Feet

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

This map is a user generated static output from an Internet mapping site and is for 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

1: 18,056

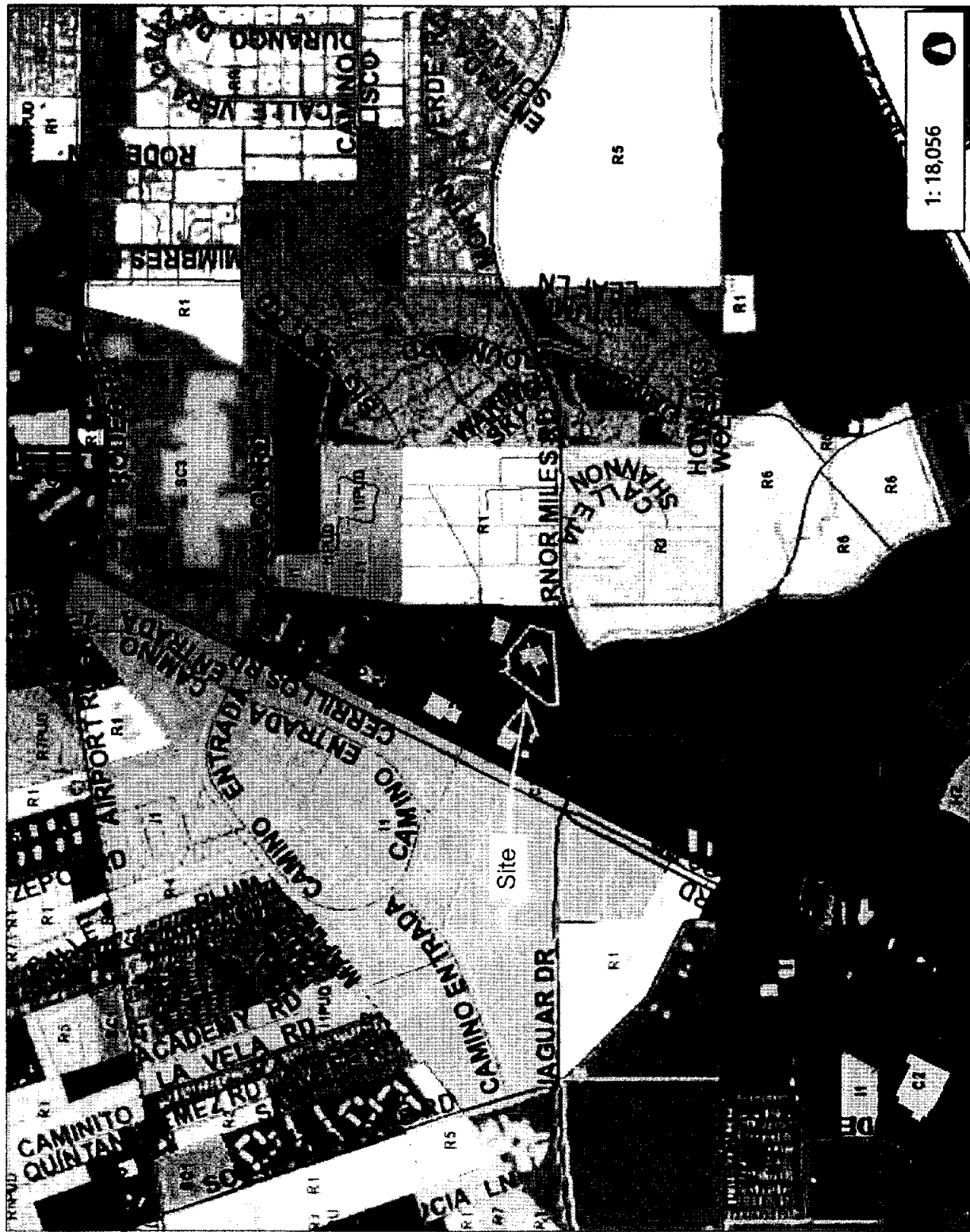


## Legend

- City Limits
- Address Points
- Building Footprint
- Santa Fe County Parosols
- Santa Fe River
- Roads
- Major Roads
- Future Land Use
  - 1 dwelling per acre
  - 1-2 dwellings per acre
  - 3-7 dwellings per acre
  - 7-9 dwellings per acre
  - 7-12 dwellings per acre
  - 12-20 dwellings per acre
  - Regional Commercial
  - Community Commercial
  - Neighborhood Center
  - Transitional Mixed Use
  - Business Park
  - Office
  - Industrial
  - Public/Institutional
  - Open Space
  - Parks

## Notes

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**1:18,056**

3,009.3

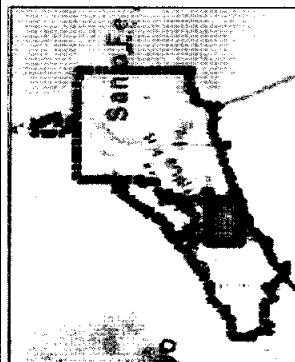
**1,504.66**

3,009.3 Feet



























This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate.

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

THIS MAP IS NOT TO BE USED FOR NAVIGATION



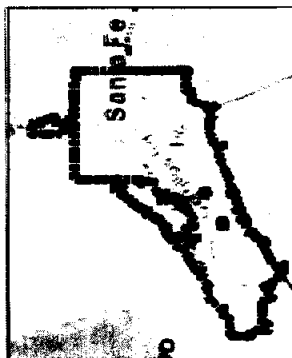
### Legend

- |   |                                      |
|---|--------------------------------------|
|    | <b>City Limits</b>                   |
|    | <b>Address Points</b>                |
|    | <b>Building Footprint</b>            |
|    | <b>Santa Fe County Parcels</b>       |
|    | <b>Santa Fe River</b>                |
|    | <b>Roads</b>                         |
|    | <b>Major Roads</b>                   |
|    | <b>Zoning</b>                        |
|    | RR Rural Residential                 |
|    | R1, (PUD) Single-Family 1du/a.e.     |
|    | R2, (DT), (PUD), (AC) Single - Fam1  |
|    | R3, (PUD) Single - Family 3du/a.e.   |
|    | R4 Single - Family 4du/a.e.          |
|    | R6, (DT), (PUD), (AC), R6, (PUD) E   |
|    | R7, (PUD), R8 Single - Family 7      |
|    | RCA, RC3AC Compound 6du/a.e.         |
|    | RCA, RC3AC Compound 6du/a.e.         |
|    | R10, (PUD) Multiple - Family 10du/a. |
|    | R12, (PUD) Multiple - Family 12du/a. |
|    | R21, (PUD) Multiple - Family 21du/a. |
|   | R23, (PUD), (AC) Multiple - Family 2 |
|  | RAC Residential Arts & Crafts        |
|  | MHP Mobile Home Park                 |
|  | C1, (PUD) Office and Related Com     |
|  | C2, (PUD) General Commercial         |
|  | C4 Limited Office and Retail         |

## Notes

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**Santa Fe**  
Mapping the City Different



- Legend**
- City Limits
  - Address Points
  - Santa Fe County Parcels
  - Santa Fe River
  - FEMA Flood Plain 100yr Dec 4
  - Roads
  - Major Roads

**Notes**

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1: 2,257

This map is a user generated static output from an Internet mapping site and is for 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

376.2 0 108.08 376.2 Feet

WGS 1984 Web\_Meridian\_Auxiliary\_Sphere

## View of Santa Fe Auto Park

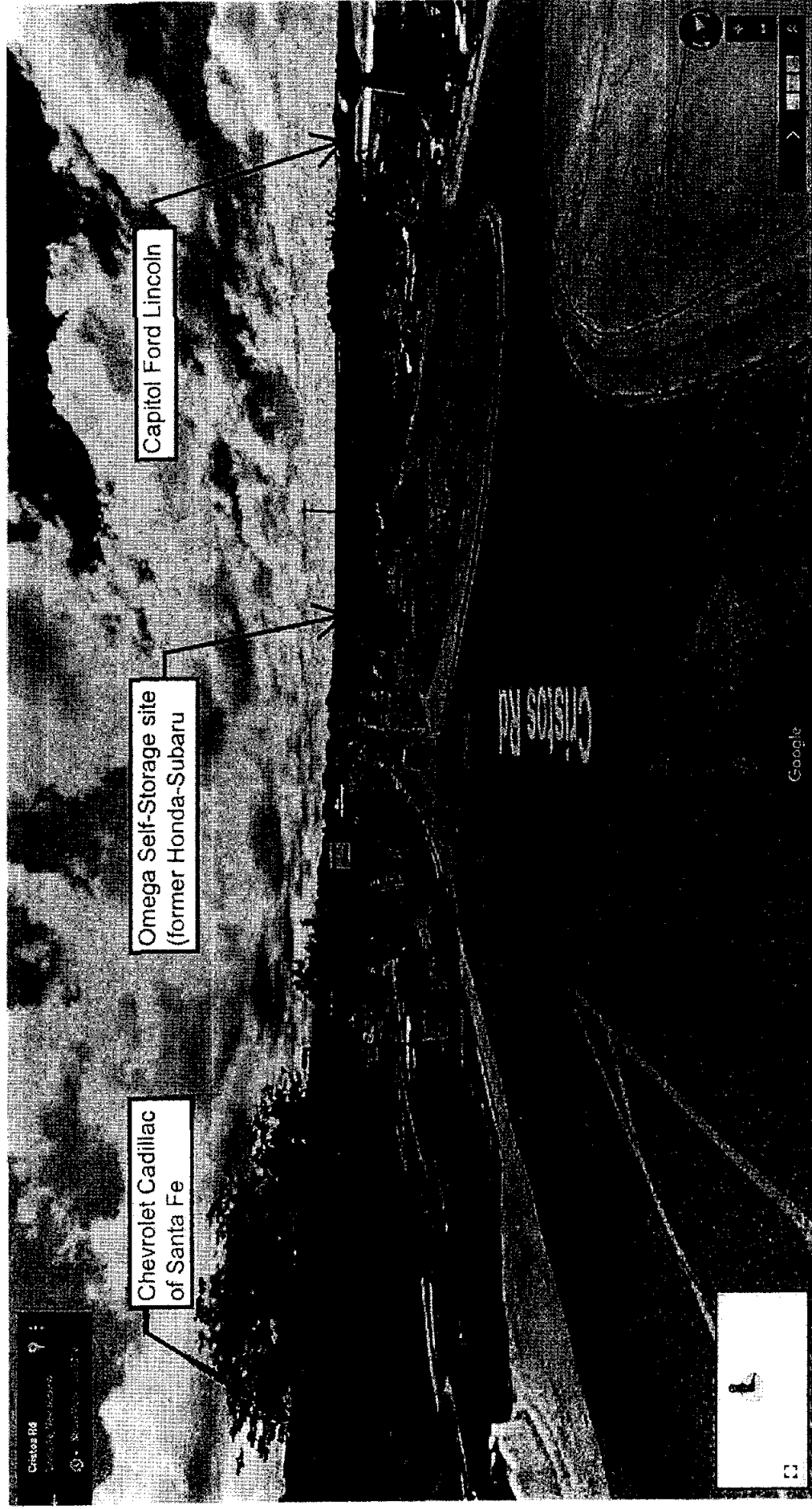


Figure 2: View from the main entry into the Santa Fe Auto Park. The proposed Omega Self-Storage site can be seen in the distance.  
(from Google Street View)



## View of Santa Fe Auto Park

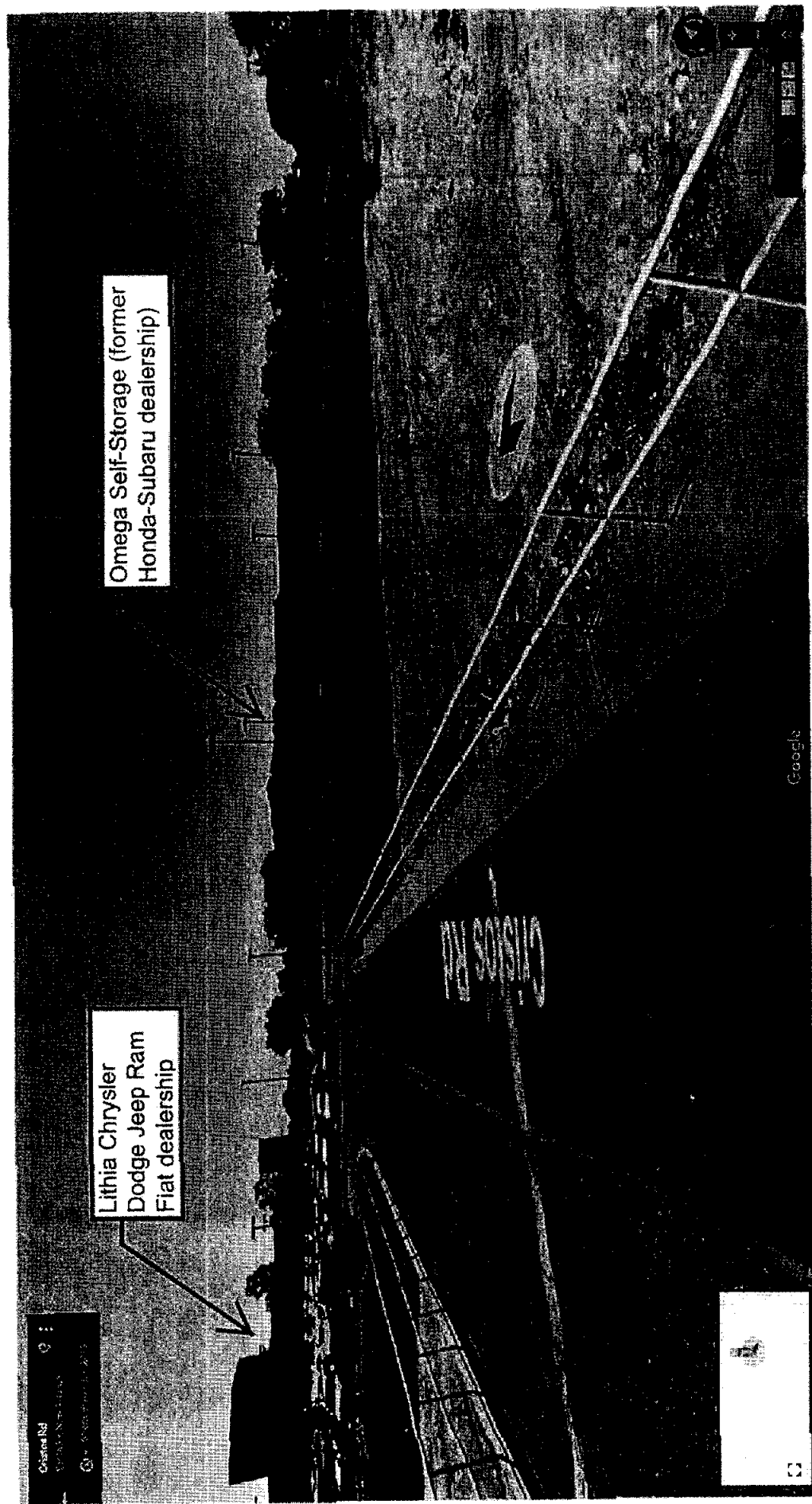


Figure 1: View of the Omega Self-Storage site (former Honda-Subaru Dealership)  
(from Google Street View)

**City of Santa Fe, New Mexico**

**Board of Zoning Appeals**

**Exhibit E**

**Miscellaneous**

## **C-2 General Commercial District**

The C-2 general commercial district includes areas along *streets* carrying large volumes of traffic where commercial uses are appropriate. Regulations are designed to guide future additions or changes so as to discourage extension of existing and formation of future strip *commercial development*, to preserve the carrying capacity of the *streets* and to provide for *off-street parking* and loading.

### **Permitted Uses**

1. Adult day care
2. Antique stores
3. Art supply stores
4. Arts & crafts schools
5. Arts & crafts studios, galleries & shops; gift shops for the sale of arts & crafts
6. Assembly & manufacturing (light)
7. Automobile service & repair including filling & repair stations
8. Automobile tire recapping & retreading
9. Banks & credit unions with drive-through ☼
10. Banks & credit unions without drive through
11. Bar, cocktail lounge, nightclub with outdoor entertainment ☼
12. Bar, cocktail lounge, nightclub, no outdoor entertainment
13. Barber shops & beauty salons
14. Bed & breakfast and inns
15. Bookshops
16. Cabinet shops (custom)
17. Clubs & lodges (private) ☼
18. Colleges & universities (non-residential)
19. Commercial parking lots & garages
20. Commercial recreational uses & structures (theaters, bowling alleys, pool-rooms, driving ranges, etc)
21. Correctional group residential care facility ☼
22. Dance studios
23. Daycare; preschool; for infants & children (small – 6 or fewer)
24. Daycare; preschool; for infants & children (large – 6 or more)
25. Department & discount stores
26. Dwelling; multiple family (see section 14-6.2(A)(7) for additional regulations)
27. Dwelling; single family (see section 14-6.2(A)(7) for additional regulations)
28. Electrical distribution facilities
29. Electrical substation
30. Electrical switching station
31. Electrical transmission lines
32. Exercise, spas, gym facilities
33. Flea markets
34. Florist shops
35. Funeral homes or mortuaries
36. Furniture stores

37. Grocery stores (neighborhood)
38. Hotels, motels, residential suite hotels
39. Human service establishments ☼
40. Kennels ☼
41. Laboratories; research experimental & testing
42. Laundromats (neighborhood)
43. Lodging facilities; conference & extended stay
44. Manufactured homes (see section 14-6.2(A)(7) for additional regulations)
45. Medical & dental offices & clinics
46. Museums
47. Neighborhood & community centers (including youth & senior centers)
48. Non-profit theaters for production of live shows
49. Nursing; extended care convalescent, recovery care facilities
50. Office equipment sales & service; retail sales of office supplies
51. Office; business & professional (no medical, dental or financial services)
52. Personal care facilities for the elderly
53. Personal service establishments (including cleaning, laundry, appliance repair & similar services)
54. Pharmacies or apothecary shops
55. Photographers studios
56. Police stations
57. Police substations (6 or fewer staff)
58. Public parks, playgrounds, playfields
59. Religious assembly (all)
60. Religious, educational & charitable institutions (no school or assembly uses) ☼
61. Rental; short term
62. Restaurant with bar, cocktail lounge or nightclub comprising more than 25% of total serving area ☼
63. Restaurant with drive-through, drive-up ☼
64. Restaurant; fast service, take out, no drive through or drive-up
65. Restaurant; full service, with or without incidental alcohol service
66. Retail establishments not listed elsewhere
67. Schools; Elementary & secondary (public & private) ☼
68. Sign shops
69. Tailoring & dressmaking shops
70. Time share vacation projects
71. Utilities (all, including natural gas regulation station, telephone exchange, water or sewage pumping station, water storage facility)
72. Veterinary establishments, pet grooming ☼
73. Vocational or trade schools (non-industrial)
74. Wholesale & distributing operations (under 3,000 square feet of storage)

☼ Requires a **Special Use Permit** if located within 200 feet of residentially zoned property.

### **Special Use Permit**

The following uses may be conditionally permitted in C-2 districts pursuant to a Special Use Permit:

1. Boarding, dormitory, monastery
2. Cemeteries, mausoleums & columbaria
3. Colleges & universities (residential)
4. Continuing care community
5. Group residential care facility
6. Group residential care facility (limited)
7. Hospitals
8. Mini storage units
9. Sheltered care facilities
10. Storage; individual storage areas within a completely enclosed building
11. Transit transfer facilities

### **Accessory Uses**

The following accessory uses are permitted in C-2 districts:

1. Accessory dwelling units
2. Accessory structures, permanent, temporary or portable, not constructed of solid building materials; covers; accessory structures exceeding 30 inches from the ground
3. Barbecue pits, swimming pools (private)
4. Children play areas & equipment
5. Daycare for infants & children (private)
6. Garages (private)
7. Greenhouses (non-commercial)
8. Home occupations
9. Incidental & subordinate uses & structures
10. Residential use ancillary to an approved use

### **Dimensional Standards**

**Minimum district size**      None.

14-7.5(D)(8)(c) C-2 District Qualifying *private open space* is required for each ground-floor *dwelling unit* at a minimum of twenty-five percent of the total *gross floor area* of that unit. *Dwelling units* located above commercial units are not required to provide *private open space*.

**Maximum height:**              45

**Minimum setbacks:**

Non-residential uses:          Street 5; side 0, rear 10

Where rear yard abuts a residential neighborhood no less than 25 feet rear yard setback shall be provided or 20% of the depth of the lot, whichever is less. A 15 foot buffer is required for non-residential uses adjacent to residential uses.

**Max lot cover:** 60

#### **Nonresidential and Mixed Use Open Space Standards**

The minimum dimension for *nonresidential open space* shall be ten (10) feet and cover a minimum of three hundred (300) square feet, unless the area is a component of interior parking *landscape* and meets the requirements for *open space* credits for *water harvesting* described in this Subsection 14-7.5(D)(6).

The percentage of *required open space* shall be calculated on the basis of total *lot* area, and shall be no less than twenty-five percent unless the conditions described in Subsection 14-7.5(D)(6) are met; then the *required open space* may be reduced by a maximum of ten percent of the total *lot* size. More restrictive requirements for individual zoning districts shall apply.

Qualifying *private open space* is required for each ground-floor *dwelling unit* at a minimum of twenty-five percent of the total *gross floor area* of that unit. *Dwelling units* located above commercial units are not required to provide *private open space*.

#### **Residential Open Space**

##### **C-2 District**

Qualifying *private open space* is required for each ground-floor *dwelling unit* at a minimum of twenty-five percent of the total *gross floor area* of that unit. *Dwelling units* located above commercial units are not required to provide *private open space*.

**City of Santa Fe, New Mexico**

**Board of Zoning Appeals**

**Exhibit F**

**Applicant Submittals**

# Omega Automotive Real Estate, Ltd

P.O. Box 57028 • Albuquerque, NM • 87187 • Phone: (505) 400-0339 • Fax: (505) 792-4200  
E-Mail: corrales.birdlog@gmail.com

Date: 8/12/2016

City of Santa Fe  
Board of Adjustment

## LETTER OF APPLICATION

This Letter of Application is an application for Special Use Permit approval for Mini Storage in C-2 zoning.

The subject property is lot number 3, in the Santa Fe Auto Park Subdivision, city and county of Santa Fe, New Mexico.

The address is 4480 Cerrillos Road.

The subject property is 3.945 acres, and is located on an existing approved development plan. The property has an existing commercial building of 25,326 square feet.

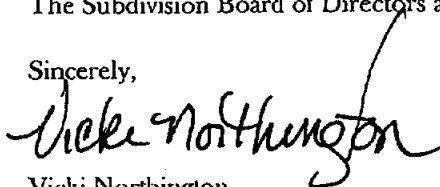
The Owner is requesting a use change from Car Dealership to Mini Storage.

If the special use application is approved the project plans are to remodel the interior of the existing building into individual climate controlled self storage units, a self storage office space, and to build a opaque wall around a portion of the property.

No variances are being sought or are contemplated at this time.

The Subdivision Board of Directors and Architectural Committee have approved the project plans and special use.

Sincerely,



Vicki Northington

Agent for Omega Automotive Real Estate, Ltd.



# Omega Automotive Real Estate, Ltd



P.O. Box 57028 • Albuquerque, NM • 87187 • Phone: (505) 400-0339 • Fax: (505) 792-1200  
E-Mail: corrales.birddog@gmail.com

Date: 8/12/2016

City of Santa Fe  
Board of Adjustment

## STATEMENT ADDRESSING APPROVAL CRITERIA

The granting of this special use permit does not adversely affect the public interest;


and,

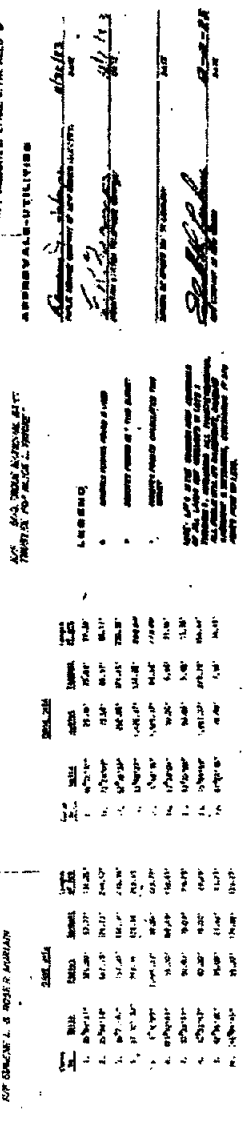
The use and associated buildings are compatible with and adaptable to buildings, structures, and uses of the abutting property and other properties in the vicinity of the premises under consideration.

Sincerely,

Vicki Northington

Agent for Omega Automotive Real Estate, Ltd.

 <b>TRC</b> TRC CONSTRUCTION, INC. 10000 W. 10th Avenue Suite 100 Denver, CO 80231 Tel: (303) 751-1000	<b>SANTA FE</b> <b>AUTO PARK INC</b>		<b>FINAL</b> <b>SUBDIVISION PLAT</b>	<b>11</b>	<b>17.1164'</b> <b>17.1164'</b>	<b>17.1164'</b> <b>17.1164'</b>
	<b>RECORDED 1993</b>					



DECLASSIFIED

[illegible]

\_\_\_\_\_  
 SPECIAL AGENT IN CHARGE

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 MAY 7 1973

\_\_\_\_\_  
 MAY 13 1976  
 COMMISSIONER OF CORRECTIONS

**VICINITY MAP**

SOURCE: U.S.-Soviet Exchange "Wanted List";  
Cuba File, Soviet Village and Township; "Zvezda"  
1961 Publications 1977.

NOTE - SEE PAGE'S  
FOR SPECIAL FENCE  
CONDITIONS & ALIBS

## APPROVALS

City of Santa Fe, New Mexico

NORTH

SCALE: 1"=50'

APPROVED ON 3-6 for release from custody

3-6-84 on 1000 1000 1000

MEMBERS OF THE SELECT RE PLANNING COMMISSION AT HIS RESIDENCE ON 12-1-72 and




**NOTE: REFER TO SUBDIVISION PLAN FOR UTILITIES APPROVALS.**

REVISED FINAL DEVELOPMENT PLAN

**AFFIDAVIT**

COULD BE TAKEN TO AVOID THE  
"CULTURAL GAP" BETWEEN THE  
GOVERNMENT AND THE PEOPLE.

CONFIDENTIALITY OF AND FROM THE COMPANY

POWELL AND GENTILE ARE AUTO-THINK, INC.

100-3-140000  
 Jones, O. L. Jones, Jr. 7 1933 7 March 12, 1934  
 100-3-140000

PROPERTY OF BOSTON PD 100 536752

JAMES M. HARRIS, JR.  
 COUNTY CLERK, DEPARTMENT OF REVENUE, N.M.  
 D. L. HARRIS, JR.

NOTE: FURNISH NAMES SUBJECT OF THIS APPLICANT BY CITY  
[INCLUDE AT THE BOTTOM OF EACH APPLICATION.]



2

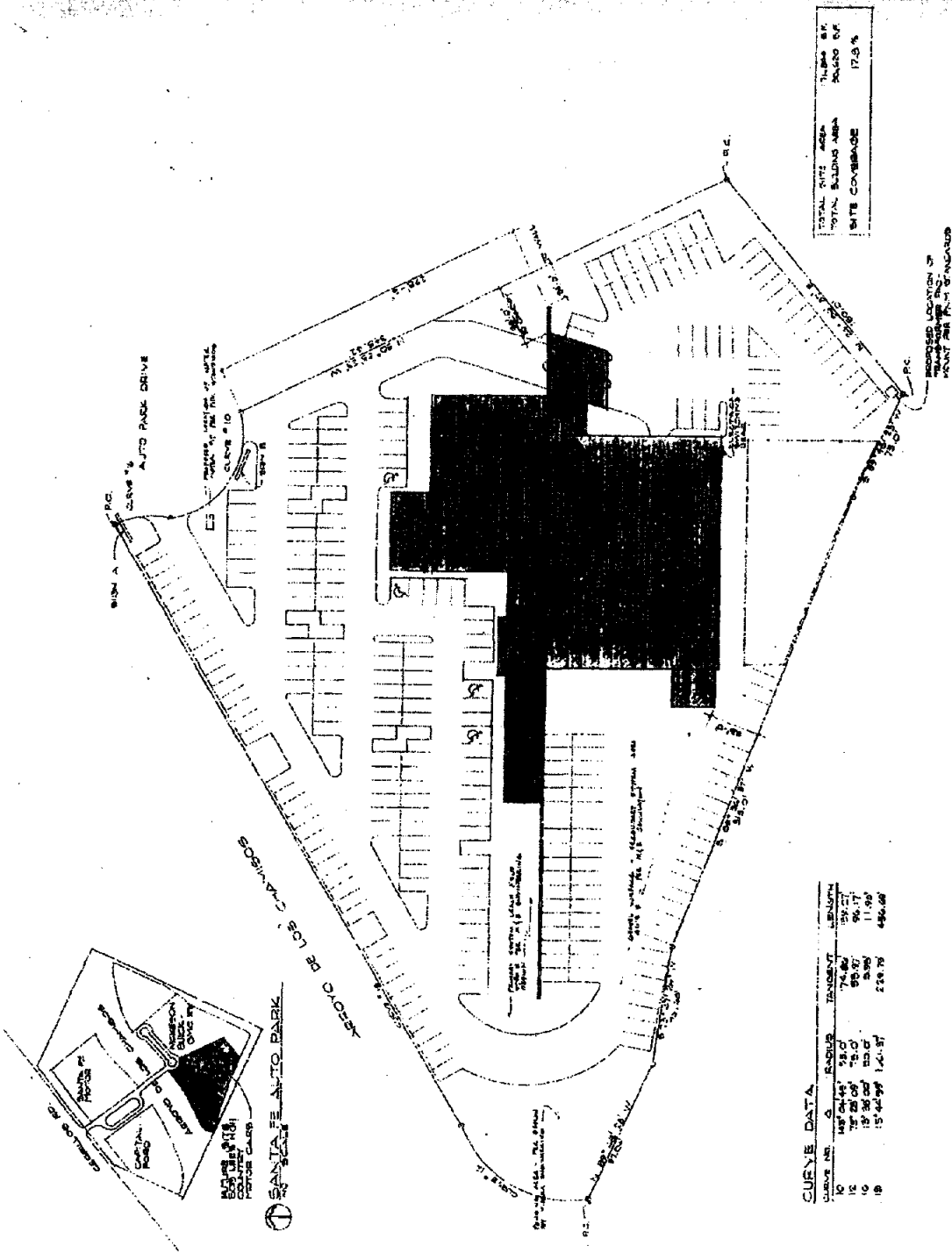
JOHN H. HARRIS  
ARCHITECT  
1001 N. NEW AVE.  
DALLAS, TEXAS 75201  
955-5497

SALES AND SERVICE FACILITY  
SANTA FE AUTO PARK, INC.

High Country

Address: Santa Fe Auto Park, Inc.  
1001 N. New Ave., Dallas, Texas 75201  
955-5497

NO. 1000



SITE PLAN

*Imaginary*

CURVE DATA

CURVE NO.	CHORD	RADIUS	ANGLE	LENGTH
10	147' 00"	100'	100°	100'
11	147' 00"	100'	100°	100'
12	147' 00"	100'	100°	100'
13	147' 00"	100'	100°	100'
14	147' 00"	100'	100°	100'
15	147' 00"	100'	100°	100'
16	147' 00"	100'	100°	100'
17	147' 00"	100'	100°	100'
18	147' 00"	100'	100°	100'

# ALTA / A.C.S.M. LAND TITLE SURVEY OF LOT 3, SANTA FE AUTO PARK, INC. SUBDIVISION LOCATED AT 4400 CERRILLOS ROAD CITY AND COUNTY OF SANTA FE, STATE OF NEW MEXICO

**CURVE DATA**

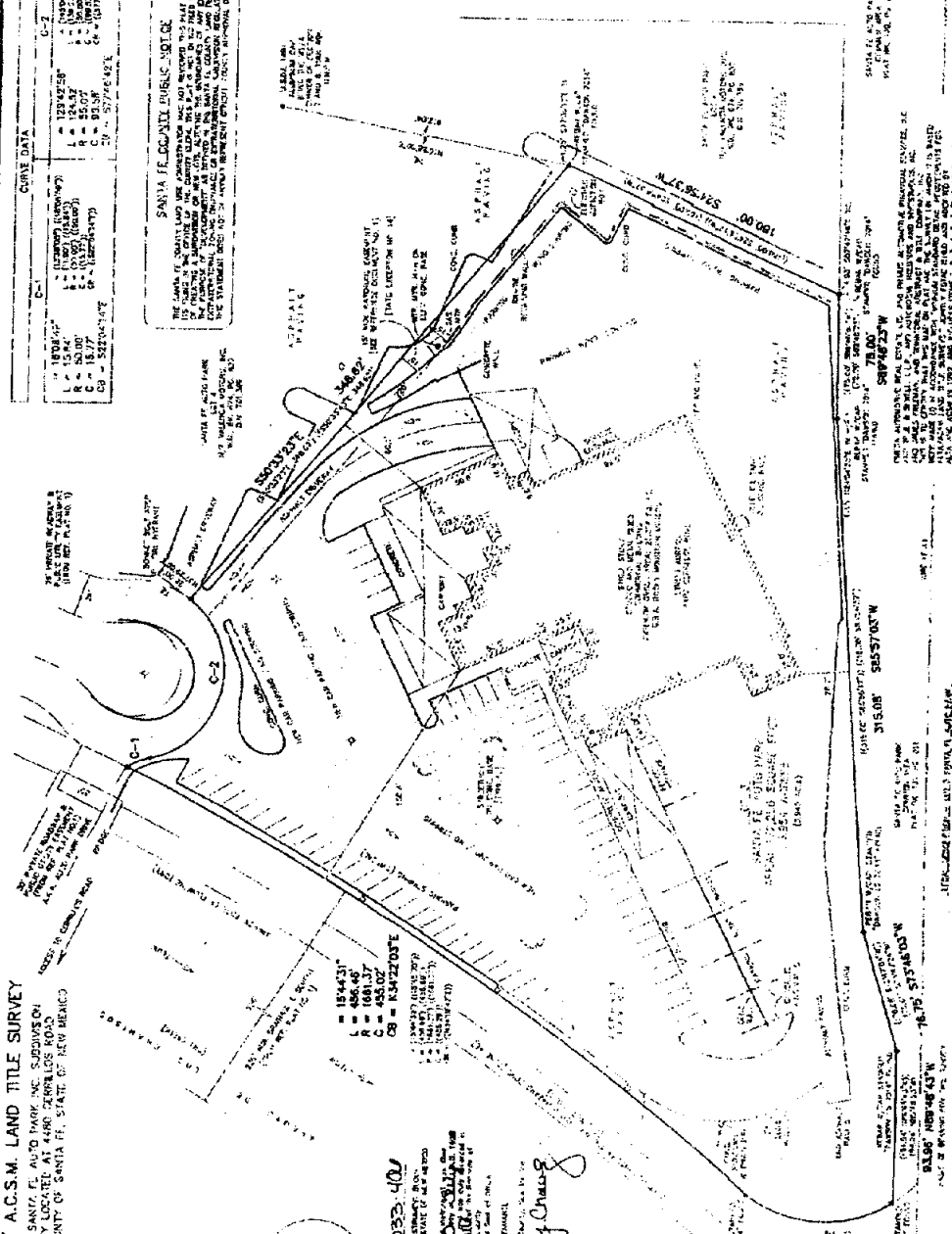
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C-100	125.44'	125.44'	125.44'	0.00'

**SANTA FE COUNTY PUBLIC NOTICE**

THE SANTA FE COUNTY LAND AND CONSTRUCTION DEPARTMENT HAS REVIEWED THE ALTA / A.C.S.M. LAND TITLE SURVEY OF LOT 3, SANTA FE AUTO PARK, INC. SUBDIVISION, LOCATED AT 4400 CERRILLOS ROAD, CITY AND COUNTY OF SANTA FE, STATE OF NEW MEXICO, FOR THE PURPOSES OF THE ALTA / A.C.S.M. LAND TITLE SURVEY ACT, AND HAS DETERMINED THAT THE SURVEY IS IN ACCORDANCE WITH THE ACT AND THE RULES AND REGULATIONS THEREOF. THE SURVEY IS BEING RECORDED IN THE PUBLIC RECORDS OF THE COUNTY OF SANTA FE, NEW MEXICO, FOR THE PURPOSES OF THE ALTA / A.C.S.M. LAND TITLE SURVEY ACT.



Kimberly Orwig  
Surveyor, State of New Mexico, No. 10373, 400



NOTICE: THIS SURVEY IS BEING RECORDED IN THE PUBLIC RECORDS OF THE COUNTY OF SANTA FE, NEW MEXICO, FOR THE PURPOSES OF THE ALTA / A.C.S.M. LAND TITLE SURVEY ACT. THE SURVEY IS BEING RECORDED IN THE PUBLIC RECORDS OF THE COUNTY OF SANTA FE, NEW MEXICO, FOR THE PURPOSES OF THE ALTA / A.C.S.M. LAND TITLE SURVEY ACT.

NOTICE: THIS SURVEY IS BEING RECORDED IN THE PUBLIC RECORDS OF THE COUNTY OF SANTA FE, NEW MEXICO, FOR THE PURPOSES OF THE ALTA / A.C.S.M. LAND TITLE SURVEY ACT. THE SURVEY IS BEING RECORDED IN THE PUBLIC RECORDS OF THE COUNTY OF SANTA FE, NEW MEXICO, FOR THE PURPOSES OF THE ALTA / A.C.S.M. LAND TITLE SURVEY ACT.

June 14, 1980 P.S. 19,830 7-16-81

*Orwig*

**ALTA / A.C.S.M. LAND TITLE SURVEY**

OF LOT 3, SANTA FE AUTO PARK, INC. SUBDIVISION, LOCATED AT 4400 CERRILLOS ROAD, CITY AND COUNTY OF SANTA FE, STATE OF NEW MEXICO

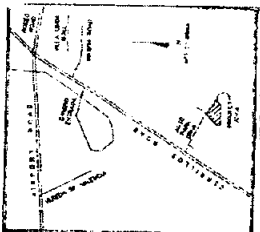
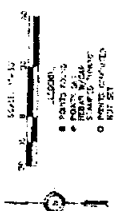
DATE: 7-16-81

BY: JAL

FOR: JAL

RECORD: 19,830

FILE: 7-16-81



**AGREEMENT IN LIEU OF  
SPECIAL MEETING OF THE  
DIRECTORS AND  
SHAREHOLDERS/OWNERS OF  
SANTA FE AUTO PARK, INC.**

The following is the agreement of the Directors and Shareholders/Owners of SANTA FE AUTO PARK, INC., a New Mexico nonprofit (the "Corporation"), in lieu of a special meeting.

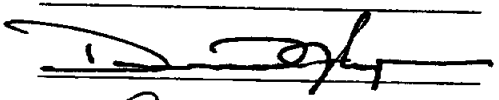
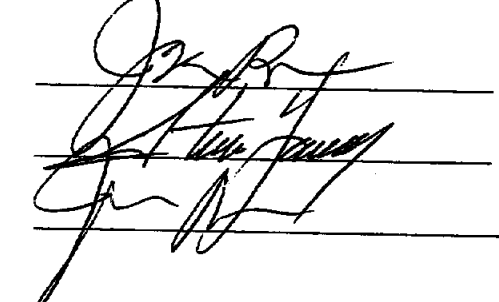
1. The following is the Agreement in Lieu of Special Meeting of the Directors and Shareholders/Owners of the Corporation.
2. By their signatures to this Agreement in Lieu of Special Meeting, the undersigned hereby waive any and all provisions for notice of the time, place and purpose of the meeting, whether required by the Bylaws of the Corporation or the provisions of the New Mexico Business Corporation Act, Sections 53-11-1 et seq NMSA .
3. This Agreement in Lieu of Special Meeting is pursuant to the authority of the New Mexico Business Corporation Act and shall have the same force and effect as a vote of the directors and the Shareholders/Owners.
4. Prior to the date of this meeting, the sole director of the Corporation identified on the reports filed with the New Mexico Secretary of State is Mark Brandt, owner of Lot 1. The Shareholders/Owners hereby nominate, appoint, and elect an authorized representative of the Owner of each Lot as a director of the Corporation, for a total of five (5) directors, as required under Section 3.1 of the Bylaws of the Corporation. The Corporation shall cause an amended Corporate Report to be filed with the New Mexico Secretary of State providing the name and address of each new Director to serve until his or her successor is duly nominated and appointed.
5. The Directors and Shareholders/Owners have reviewed the matter of a pending application by Lot 3 to the City of Santa Fe, New Mexico, for a special use of Lot 3 as a mini-storage facility, as permitted under C-2 zoning classification in the City of Santa Fe Land Use Development Code. The Directors and Shareholder/Owners approve and support the application for special use as a mini-storage facility.
6. The Directors and Shareholders/Owners approve and support use of any Lot within the Santa Fe Auto Park Subdivision for any purpose permitted under the City of Santa Fe C-2 zoning classification. Neither the Directors nor Shareholders/Owners will apply any further restrictions on architectural design of any construction nor any use of a Lot within Santa Fe Auto Park as long as the design and use complies with the C-2 zoning classification. Except that no walls or fences shall be constructed or permitted within the Santa Fe Auto Park Subdivision within 100 feet of any Roadway Easement. The Directors shall cause an

*Exhibit "3"*

amendment to the Santa Fe Auto Park Declaration of Covenants and Restrictions recorded in the records of the Clerk of Santa Fe County in Book 487, Pages 038-047, to be duly recorded to reflect this agreement of the Directors and Shareholders/Owners.

7. Each party by his or her signature to this Agreement represents that he or she is the duly authorized Sharehold/Owner of a Lot within Santa Fe Auto Park or is a duly authorized agent of a Shareholder/ Owner.

## DIRECTORS

Date: \_\_\_\_\_

Date: 9-20-16.


Date: 8/19/16

Date: 9-28-16

Date: 8/19/16


## SHAREHOLDERS/OWNERS

### LOT ONE

  
Signature \_\_\_\_\_  
Name (Print) Marc Brandt  
Title: President / owner

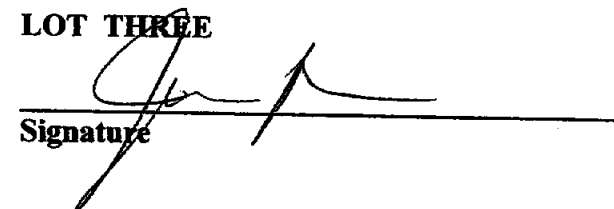
Date: 3/7/17

### LOT TWO

  
Signature \_\_\_\_\_  
Name (Print) Daniel T Cooper  
Title: Director

Date: 9-20-16.

### LOT THREE

  
Signature \_\_\_\_\_

Date: 8/19/16



Name (Print) Jason Bass  
Title: GM, Managing Partner

**LOT FOUR**

Signature 

Name (Print) STEVE YANCEY

Title: GM

Date: 9-28-16

**LOT FIVE**

Signature 

Name (Print) Jason Bass

Title: GM, Managing Partner

Date: 8/19/16