



Agenda

CITY CLERK'S OFFICE

DATE 1-13-11 TIME 11:00

PREPARED BY Gerardo Quintana

RECEIVED BY [Signature]

SUMMARY COMMITTEE
Thursday, February 3, 2011 - 11:00am
City Council Chambers
City Hall 1st Floor - 200 Lincoln Avenue

- A. ROLL CALL**
- B. APPROVAL OF AGENDA**
- C. APPROVAL OF MINUTES – January 6, 2011**
- E. OLD BUSINESS**
- F. NEW BUSINESS**

1. **Case #2010-168. Robert Althouse Lot Split.** Robert Althouse, owner, requests plat approval to divide 2.509 ± acres into two tracts. The property is located at 815 Camino Don Emilio, in Phase 3 of the City-Initiated Annexation and is zoned R-1 (Residential, one dwelling unit per acre). (Chris Martinez, Case Manager) **(POSTPONED FROM JANUARY 6, 2011) (TO BE POSTPONED TO MARCH 3, 2011)**
2. **Case #2010-193. Raymond & Faye Barela Lot Split.** James J. Medrano, Landmark Surveys, agent for Raymond & Faye Barela, requests plat approval to divide 1.0312 ± acres into two tracts. The property is located at 5360-A Agua Fria Street and is zoned R-3 (Residential, three dwelling units per acre). (Chris Martinez, Case Manager)

- G. STAFF COMMUNICATIONS**
- H. ADJOURNMENT**

NOTES:

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

***Persons with disabilities in need of special accommodations or the hearing impaired needing an interpreter please contact the City Clerk's Office (955-6520) 5 days prior to the hearing date.**

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CITY OF SANTA FE
SUMMARY COMMITTEE
February 3, 2011

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APPROVAL OF AGENDA	Approved [amended]	1
APPROVAL OF MINUTES – JANUARY 6, 2011	Approved	2
OLD BUSINESS	Information	2
<u>NEW BUSINESS</u>		
2010- 168. ROBERT ALTHOUSE LOT SPLIT. (ROBERT ALTHOUSE, OWNER, REQUESTS PLAT APPROVAL TO DIVIDE 2.509± ACRES INTO TWO TRACTS. THE PROPERTY IS LOCATED AT 815 CAMINO DON EMILIO, IN PHASE 3 OF THE CITY- INITIATED ANNEXATION AND IS ZONED R-1 (RESIDENTIAL ONE DWELLING UNIT PER ACRE)	Postponed to 03/03/2011	2
2010-193. RAYMOND & FAYE BARELA LOT SPLIT. JAMES L. MEDRANO, LANDMARK SURVEYS, AGENT FOR RAYMOND & FAYE BARELA, REQUESTS PLAT APPROVAL TO DIVIDE 1.0312 ± ACRES INTO TWO TRACTS. THE PROPERTY IS LOCATED AT 5360-A AGUA FRIA AND IS ZONED R-3 (RESIDENTIAL, THREE UNITS PER ACRE)	Approved	3-4
STAFF COMMUNICATIONS	None	4
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**MINUTES OF THE MEETING
OF THE CITY OF SANTA FE
SUMMARY COMMITTEE**

February 3, 2011

A regular meeting of the City of Santa Fe Summary Committee, was called to order by Tom Spray, Chair, on February 3, 2011, at approximately 11:00 a.m., in the City Council Chambers, City Hall, Santa Fe, New Mexico.

A. ROLL CALL

MEMBERS PRESENT:

Tom Spray, Chair
Mike Mier

MEMBERS EXCUSED

Lawrence Ortiz

OTHERS PRESENT:

Tamara Baer, Current Planning Division
Chris Martinez, Current Planning Division
Melessia Helberg, Stenographer

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

B. APPROVAL OF AGENDA

Ms. Baer said Item F(1) is postponed to the Summary Committee meeting of March 3, 2011.

MOTION: Commissioner Mier moved, seconded by Commissioner Spray, to approve the Agenda as amended.

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

C. APPROVAL OF MINUTES – October 7, 2010

MOTION: Commissioner Mier moved, seconded by Commissioner Spray, to approve the minutes of the meeting of October 7, 2010, as presented.

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

E. OLD BUSINESS

A copy of A letter dated January 11, 2011, with attachments, to Richard Horcasitas, Agent for Rufina Lots, LLC, from Tamara Baer, Manager, Current Planning Division, regarding Case 2010-180 and 2010-184, Rufina Lot Splits, is incorporated herewith to these minutes as Exhibit "1"

Ms. Baer updated the Committee regarding items which were on the January 6, 2011 agenda. She said, for the record, Case No. 2010-167, the Marta Townsend Weiss lot split has been withdrawn by the applicant. She said at this time there is nothing in writing, but when something is received it will be put in the file. This case will not be appearing on future agendas.

Ms. Baer said the two Rufina Lot Splits 2010-180-and 2010-184, have been withdrawn by staff, because they had the incorrect zoning, and the correct zoning does not allow them to go forward with the Summary Division. She said these cases will not be appearing on a future agenda. She noted the letter in the Committee packet which explains this to Richard Horcasitas, Agent for the applicants [Exhibit "1"].

F NEW BUSINESS

1. **2010- 168. ROBERT ALTHOUSE LOT SPLIT. (ROBERT ALTHOUSE, OWNER, REQUESTS PLAT APPROVAL TO DIVIDE 2.509± ACRES INTO TWO TRACTS. THE PROPERTY IS LOCATED AT 815 CAMINO DON EMILIO, IN PHASE 3 OF THE CITY-INITIATED ANNEXATION AND IS ZONED R-1 (RESIDENTIAL ONE DWELLING UNIT PER ACRE). (CHRIS MARTINEZ, CASE MANAGER). (Postponed from January 6, 2011) (To be postponed to March 3, 2011)**

A Memorandum prepared January 27, 2011 for February 3, 2011 Summary Committee meeting, to the Summary Committee fro Heather L. Lamboy, Land Use Senior Planner, recommending postponement to the March 3, 2011 Committee meeting, is incorporated herewith to these minutes as Exhibit "2."

2. **2010-193. RAYMOND & FAYE BARELA LOT SPLIT. JAMES L. MEDRANO, LANDMARK SURVEYS, AGENT FOR RAYMOND & FAYE BARELA, REQUESTS PLAT APPROVAL TO DIVIDE 1.0312 ± ACRES INTO TWO TRACTS. THE PROPERTY IS LOCATED AT 5360-A AGUA FRIA AND IS ZONED R-3 (RESIDENTIAL, THREE UNITS PER ACRE)**

A Memorandum prepared January 20, 2011 for the meeting of February 3, 2011, with attachments, to the Summary Committee, from Chris Martinez, Planner Technician Senior, Current Planning Division, is incorporated herewith to these minutes as Exhibit "3."

Staff Report

The staff report was presented by Tamara Baer, Manager, Land Use Department, which is contained in Exhibit "3." Please see Exhibit "3" for specifics of this presentation.

Recommendation: Land Use Department staff recommends approval with conditions as outlined in this report [Exhibit "3"].

Public Hearing

Raymond and Faye Barela, owners were sworn.

Mr. Barela said they are trying to do everything possible to split their property into two legal lots. He said he has been working with staff to tell him what they need to do to split the property into two lots.

Ms. Barela said they are hoping to get this done.

James Medrano, Agent for the applicant was sworn, said they have read the staff report and the applicants are in agreement with all the conditions as set forth in the Staff Report.

Speaking to the Request

There was no one speaking for or against this request.

The Public Hearing was closed

MOTION: Commissioner Mier moved, seconded by Commissioner Spray, to approve Case #2010-193, the Raymond and Faye Barela Lot Split, with all conditions as recommended by staff.

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

G. STAFF COMMUNICATIONS

There were no staff communications.

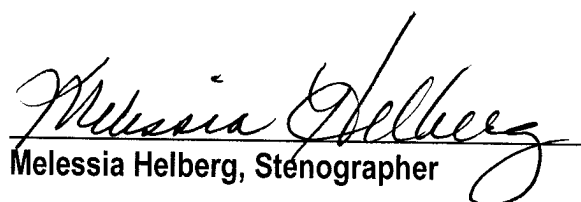
G. ADJOURNMENT

There was no further business to come before the Committee.

MOTION: Commissioner Mier moved, seconded by Commissioner Spray, to adjourn the meeting.

VOTE: The motion was approved unanimously on a voice vote, and the meeting was adjourned at 11:45 a.m.

Tom Spray, Chair


Melessia Helberg, Stenographer