



Agenda

DATE 6/19/13 TIME 1:50p
 SERVED BY Geraldine Gurrillo
 RECEIVED BY [Signature]

SUMMARY COMMITTEE
Thursday, July 11, 2013 - 11:00 am
City Council Chambers
City Hall 1st Floor - 200 Lincoln Avenue

- A. **ROLL CALL**
- B. **APPROVAL OF AGENDA**
- C. **APPROVAL OF MINUTES – June 6, 2013**
- D. **OLD BUSINESS**
- E. **NEW BUSINESS**

1. **Case #2012-144. 404 Kiva Court Lot Split.** Mitch Noonan, Southwest Mountain Surveys, agent for Ryan & Erica Jensen, requests plat approval to divide approximately 1.43 acres into two lots. The property is located at 404 Kiva Court and is zoned C-1 (Office and Related Commercial District). (William Lamboy, Case Manager) **STAFF POSTPONED FROM JUNE 6, 2013**
2. **Case #2013-31. 3910 Fields Lane Lot Split.** James W. Siebert, agent for Priscilla Fields, requests plat approval to divide approximately 2.81 acres into two lots. The property is located within the Annexation area, and is zoned MU (Mixed Use District). (William Lamboy, Case Manager) **COMMITTEE POSTPONED FROM JUNE 6, 2013**

- F. **STAFF COMMUNICATIONS**
- G. **MATTERS FROM THE COMMITTEE**
- 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.**

**SUMMARY INDEX OF
CITY OF SANTA FE
SUMMARY COMMITTEE
July 11, 2013**

ITEM	ACTION	PAGE
A. ROLL CALL	Quorum	1
B. APPROVAL OF AGENDA	Approved	1
C. APPROVAL OF MINUTES-JUNE 06, 2013	Approved	2
D. OLD BUSINESS	None	2
E. NEW BUSINESS		
1. <u>Case #2012-144. 404 Kiva Court Lot Split.</u> Mitch Noonan, Southwest Mountain Surveys, agent for Ryan & Erica Jensen, requests plat approval to divide approximately 1.43 acres into two lots. The property is located at 404 Kiva Court and is zoned C-1 (Office and Related Commercial District). (William Lamboy, Case Manager)	Approved	2
2. <u>Case #2013-31.3910 Fields Lane Lot Split</u> James W. Siebert, agent for Priscilla Fields, requests plat approval to divide approximately 2.81 acres into two lots. The property is located within the Annexation area, and is zoned MU (Mixed Use District). William Lamboy, Case Manager)	Approved	3-6
F. STAFF COMMUNICATIONS	None	6
G. MATTERS FROM THE COMMITTEE	None	6
H. ADJOURNMENT	Adjourned at 11:28 a.m.	7

**MINUTES OF THE MEETING
OF
CITY OF SANTA FE
SUMMARY COMMITTEE**

JULY 11, 2013

CALL TO ORDER

A regular meeting of the City of Santa Fe Summary Committee was called to order by Michael Harris, Chair on the above date at approximately 11:00 a.m. in the City Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

A. ROLL CALL

Roll call indicated a quorum as follows:

Members Present:

Michael Harris, Chair
Lawrence Ortiz

Members Absent:

Angela Schackel-Bordegary (Excused)

Staff Present

Tamara Baer, Current Planning Division
William Lamboy, Case Manager
Heather Lamboy, Current Planning Division

Others Present

Charmaine Clair, Stenographer

B. APPROVAL OF THE AGENDA

Mr. Ortiz moved to approve the Agenda as published. Chair Harris seconded the motion and it passed by unanimous voice vote.

C. APPROVAL OF MINUTES- June 6, 2013

Mr. Ortiz moved to approve the Minutes of June 6, 2013 as presented. Chair Harris seconded the motion and the motion passed by unanimous voice vote.

D. OLD BUSINESS-

There was no Old Business.

E. NEW BUSINESS

1. **Case #2012-144. 404 Kiva Court Lot Split.** Mitch Noonan, Southwest Mountain Surveys, agent for Ryan & Erica Jensen, **STAFF POSTPONED FROM JUNE 6, 2013**

Staff Report

The staff report was presented by William Lamboy, Current Planning Division, which is contained in Exhibit "1."

Mr. Lamboy said the applicant is requesting approval to divide approximately 1.4 acres into two lots. The property is zoned C-1, office and related commercial district; partial small scale office development adjacent to Arroyo del Chamiso. Both lots are fully developed. Lot 3 A1 was developed in 2007 and contains a two-story building with professional offices owned in condominium proprietorship. Lot 3 A2 was developed in 2012 and consists of a two-story dental office building. The property is inside the city service area and is connected to City water and wastewater.

A Memorandum dated May 20, 2013, for the Summary Committee Meeting of June 6, 2013 with attachments, from William Lamboy, Senior Planner, Current Planning Division, is incorporated herewith to these minutes as Exhibit "1."

Recommendation: The Land Use Department recommends approval with the Conditions of Approval as outlined in this report [Exhibit "1"].

Public Hearing

Desiree Romero, 1114 Hickox St., Applicant, was sworn. Ms. Romero said she had nothing to add.

Chair Harris asked Ms. Romero if she understood the conditions of approval.

Ms. Romero replied she understood.

Speaking to the Request

There was no one speaking for or against this request.

The Public Testimony Portion of the Public Hearing was closed

Mr. Ortiz had nothing to add.

Chair Harris said the case is very straightforward with no issues and he had nothing to add.

Mr. Ortiz moved to approve Case #2012-144 with the conditions of approval as recommended by staff in the Staff Report ["Exhibit 1"]. Chair Harris seconded the motion and the motion passed by unanimous voice vote.

2. **Case #2013-31. 3910 Fields Lane Lot Split.** James W. Siebert, agent for Priscilla Fields, requests plat approval to divide approximately 2.81 acres into two lots. The property is located within the Annexation area, and is zoned MU (Mixed Use District). (William Lamboy, Case Manager) **COMMITTEE POSTPONED FROM JUNE 6, 2013**

Staff Report

The staff report was presented by William Lamboy, Current Planning Division, which is contained in Exhibit "2."

Mr. Lamboy explained the request was heard by the Summary Committee on June 6, 2013 and the Committee postponed the case until the issues raised by the two neighbors could be addressed.

The issues raised by Mrs. Fields Montoya have been addressed to her satisfaction as shown in her July 1, 2013 e-mail distributed to the Committee earlier [Exhibit 3].

Mr. Lamboy said that Mr. Vasquez's issues pertain to setbacks shown on the access easement of his property and those setbacks have been removed from the plans.

There was also discussion regarding the traffic engineers proposed Condition of Approval that would require abandonment of the access easement of Mr. Vasquez's property. The condition only applies to the property being divided and does not include the platted easement of Mr. Vasquez's property recorded in Book 297, page twenty one.

Recommendation: The Land Use Department recommends approval with the Conditions of Approval as outlined in the May 20, 2013 report [Exhibit "2"].

Ms. Heather Lamboy said she had nothing to add.

Public Hearing

Mr. James Seibert, 718 Juniper, Agent for the owner, was sworn. Mr. Seibert said he thought the issues with Wendy Montoya had been resolved, but he still grapples with the issue of access to Mr. Vasquez's property.

Mr. Seibert said the applicant and Mr. Vasquez are trying to work out an agreement that provides for the current access to be abandoned and a temporary easement to insure Mr. Vasquez has continued access to his property. He said if Mr. Vasquez obtains access through Buffalo Grass the temporary access would be abandoned.

He said he isn't sure of the status; the person handling the negotiations is not present.

Speaking to the Request

Mr. Edward Vasquez, 4072 Buffalo Grass Road was sworn. He said access was issued by the County because the access he has now is only for a prescriptive right and is being presented to the current owners

to get corrected. Mr. Vasquez said he has had the access for 20 years.

Mr. Vasquez said the latest information is that he was approached to sell and he is willing to sell. He said if the adjustment takes place with a temporary relocation of the easement, he would then abandon the other easement when that is made permanent.

Mr. Vasquez said he does not care if the lot is split, but does not want to deal with two different owners at a later date. He said he would like to resolve the issue and have everyone in agreement. He said he was sure the owner would like to move on and he would like to be more secure and if everything is settled prior, he would be fine with that.

The Public Testimony Portion of the Public Hearing was closed

Questions and Comments from the Committee

Chair Harris said he had questions for Mr. Vasquez and Mr. Siebert because the case was confusing last month. He said he understood many of the issues had seemingly been resolved.

He said the shared well agreement was not mentioned and everyone is clear on that point; then the abandonment of the sewer line originally provided service to lot number two.

Chair Harris clarified that the Committee was being asked to consider a lot split for Lot number #1 and Mr. Vasquez has lived on Lot #3 for 20 years. He confirmed with Mr. Vasquez that his access has been on the West side of the 10 acre tract.

Chair Harris said one of the issues was with the language provided by Mr. Romero, the traffic engineer. He said reading it now, if the lot split goes into effect, access would be provided in the future from Fields Lane on the East side of the property and would be a requirement. He said however, the curb cut that services not only lot number 3 and also lot 2, would remain.

Mr. Vasquez explained that the curb cut does not service lot two; the easement he has on the West side of the property is private and is only for lot number three.

Chair Harris confirmed with Mr. Vasquez he is asking to have the easement clarified and basically, to have part and parcel of this lot, split. He asked what the remaining issues are that have to be clarified.

Mr. Seibert showed a map of Wendy Montoya's property (lot 2) and the location of lot 3, Mr. Vasquez's property. He said Mr. Vasquez claims that Wendy Montoya's property has access off an easement and Mr. Vasquez has platted access to his property that does not apply to lot two.

Mr. Siebert said what is being worked out and has not been finalized, is that with one access there would be compensation and a temporary access and ultimately, an arrangement that Mr. Vasquez would have a platted access to Buffalo Grass; at which point the other access would be vacated.

Mr. Vasquez said that the Buffalo Grass Subdivision was designed for a live/work, 25 lot subdivision. He said Greg Smith ran things and they had an agreement at that time to develop that to give him another permit easement, but under the new rules of the City, if a project isn't started within a certain number of years you have to go back to scratch.

Mr. Vasquez said he was left in limbo on a portion of this property and the property was annexed into the City for the purpose of the new road. He said 20 years later he is still sitting in limbo. He said that is why the arrangement would be suitable for him, if they can come up with a resolution.

Chair Harris asked how far Buffalo Grass Road is to the West. Mr. Vasquez replied it is 231 feet deep.

Mr. Seibert showed an aerial photo of the lots of Ms. Montoya and Mr. Vasquez and the access from Buffalo Grass Road.

Chair Harris confirmed that the short term solution has to do with the negotiation between the private parties for compensation or consideration for the private easement that runs the length of lot one; and that Mr. Vasquez agrees he would come down Fields Lane and go across the width of lot one and pick up where the private easement starts on lot two.

Mr. Vasquez agreed.

Mr. Paul Duran, 130 Lincoln Avenue was sworn. He said he met with Mr. Vasquez a few days ago and they have been negotiating the alternative easement, but nothing is concrete. He said he isn't sure that is going to happen.

Mr. Durand said they recognize the 25 foot easement and have no problem with it, but he is not sure the alternative easement is going to work, because there is compensation Mr. Vasquez is requiring, that the owner may not want to pursue.

Chair Harris said this is a matter between private parties. He confirmed with Mr. Lamboy and Ms. Baer that the City is clear that the private easement is in place through lot one and that there would be no issue if this was approved; Mr. Vasquez would continue to have the same access to his property and down the road could have the access off of Buffalo Grass.

Ms. Baer said that was correct. She said the lot split being considered by the Committee would not affect Mr. Vasquez's 25 foot private egress and ingress and utility easement as shown on the plat and nothing would change or affect that in any way.

Chair Harris asked Mr. Vasquez if he understood Mr. Romero's language that states that the use and access for lot one would be off of Fields Lane. He asked if Mr. Vasquez is clear that his easement would remain in place even though lot 1A and lot 1B would have access off of Fields Lane and that he is within his rights to continue to use the easement.

Mr. Vasquez said he was clear on that.

Chair Harris said staff and Mr. Vasquez were clear about that and Mr. Duran who is negotiating for the

applicant says the change is between private parties and may or may not happen.

Chair Harris, referring to the Conditions of Approval, said that Wastewater wants 1A to be connected to City water. He said he thought that one of the lots was to be connected to Wastewater immediately, but he could be wrong.

Ms. Baer explained that the City makes that requirement at the time of development and any development on Lot 1A would require they connect to City water and sewer.

Mr. Vasquez said it is obvious that the existing building on lot 2 is outdated and requires extensive work. He said a new clause in the annexation says if people spend over \$80,000 you have to adhere to all City regulations. He said the neighbors are aware that the building is beyond the \$80,000 amount and the lot split creates over \$80,000 value. He said both lots should be required to bring utilities, etc. up to par and all connections required on both lots.

Chair Harris said if approved *both* lot 1A and 1B at the time of development, would be required to connect to the City water and sewer.

Mr. Vasquez said he agrees, but right now the City has it as only lot 1A.

Chair Harris read the conditions on the plat stating that each lot would be served by separate water and sewer.

Ms. Baer called attention to the Memorandum from Stan Holland at Wastewater. She said Mr. Holland does not specify one lot or the other. She read "*at the time of development*" they have to connect. She said that could have been made clearer in the notes.

Chair Harris agreed it isn't entirely clear in the notes, but Mr. Holland's comments are that both lots 1A and 1B would be required at the time of development, to connect to City water and sewer.

Mr. Ortiz said he thought most of the issues have been addressed and is happy with that and he understands the current issue is a private issue.

Mr. Ortiz moved to approval of Case #2013-31 Fields Lane Lot Split with the conditions as outlined in the report. Chair Harris seconded the motion and it passed by unanimous voice vote.

F. STAFF COMMUNICATIONS-

There were no communications from staff.

G. MATTERS FROM THE COMMITTEE-

There were no matters from the Committee.

H. ADJOURNMENT

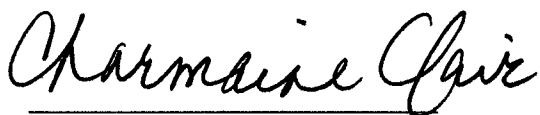
Having no further business to discuss the meeting adjourned at 11:28 a.m.

Approved by:

A handwritten signature in black ink, appearing to read "Michael Harris", written over a horizontal line.

Michael Harris, Chair

Submitted by:

A handwritten signature in black ink, appearing to read "Charmaine Clair", written over a horizontal line.

Charmaine Clair, Stenographer

City of Santa Fe, New Mexico

memo

DATE: July 1, 2013 for the July 11, 2013 meeting

TO: Summary Committee

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

FROM: William Lamboy, AICP, Senior Planner, Current Planning Division *W.L.*

404 KIVA COURT LOT SPLIT

Case #2012-144. 404 Kiva Court Lot Split. Southwest Mountain Surveys, agent for Ryan & Erica Jensen, requests plat approval to divide approximately 1.43 acres into two lots. The property is located at 404 Kiva Court and is zoned C-1 (Office and Related Commercial District). (William Lamboy, Case Manager) **Postponed at the June 6, 2013 Summary Committee.**

RECOMMENDATION

The Land Use Department recommends **Approval** with the Conditions of Approval as outlined in this report.

BACKGROUND & SUMMARY

The property is zoned C-1 (Office and Related Commercial) and is located at 404 Kiva Court, west of Botolph Road. The site is part of a small-scale office development and is adjacent to the Arroyo de los Chamisos.

The property was rezoned from RM-1 to C-1 in 1988. The Development Plan creating 5 lots on 4.31 acres was approved by the Planning Commission in 1994. Note #7 of the 1994 Plat, conditions the issuance of building permits on compliance with the South Central Highway Corridor Protection District. Staff believes the condition was mistakenly applied. Inclusion in the Corridor Protection District applies to properties located within 600 feet of "the edge of the right-of-way." The subject property is located approximately 900 feet south of St. Michaels

Drive. Minimum building setback in the Corridor Protection District is established at 50 feet. Note #3 of the 1994 Subdivision Plat states that building setbacks shall be in accordance with C-1 zoning. The applicant seeks to vacate a 25-foot portion of the 50-foot western building setback. Buildings on the property were permitted and built 25 feet from the western property line. No additional construction is planned on either lot.

Lot 3A-1 was developed in 2007 with a 2 story building containing professional offices. The building and community areas are owned in condominium proprietorship. Lot 3A-2 was developed in 2012 and consists of a 2 story dental office building. As a condition of approval, the condominium agreement between Lots 3A-1 and 3A-2 must be dissolved before the lot split can occur.

The proposed land division would create two lots: Lot 3A-1, containing approximately 0.796± acres; and Lot 3A-2, 0.640± acres.

The property is accessed from Kiva Court, a 50-foot wide right-of-way off Botolph Road. Cross access, egress and drainage easements are created with this lot split to benefit both tracts. Each lot has its own dedicated parking lot for the associated office building. The applicant has provided data illustrating how the parcels individually comply with the parking, open space, and landscape requirements of the Land Development Code.

The property is served by the City's Water and Wastewater systems.

CONDITIONS OF APPROVAL

Any staff conditions noted in the attached memoranda and not listed in the recommended conditions of approval have already been addressed on the plat.

Staff recommends the following conditions of approval:

1. Staff redline comments will be provided to the surveyor who shall address all issues and submit the corrected plat in Mylar.
2. Delete reference to the 2011 Preliminary FIRM and refer instead to the 12/04/2012 FIRM.
3. Correct confusion between 2011 Preliminary FIRM statement and Note #6 as referenced on the plat.
4. Clearly show and label an access easement to serve both lots.
5. Delete Note #3.
6. Show each lot's address under Lot description.
7. The condominium agreement between Lot 3A-1 and Lot 3A-2 shall be dissolved and proof of dissolution shall be provided to the Land Use Department prior to recordation.

ATTACHMENTS:

EXHIBIT A: City Staff Memoranda

1. City Engineer for Land Use Memorandum, R.B. Zaxus
2. Technical Review Division (Landscape) Memorandum, Noah Berke
3. Wastewater Division Memorandum, Stan Holland
4. Traffic Engineering Division Memorandum, Sandra Kassens
5. Fire Department Comments, Rey Gonzales
6. Solid Waste Department Memorandum, Randall Marco

EXHIBIT B: Maps

1. Future Land Use
2. Zoning
3. Aerial View

EXHIBIT C: Applicant Materials

1. Letter of Application

EXHIBIT D: Photographs

City of Santa Fe, New Mexico

Exhibit A

Development Review Team Memoranda

City of Santa Fe, New Mexico

memo

DATE: April 15, 2013

TO: William Lamboy
Case Manager

FROM: Risana B "RB" Zaxus, PE
City Engineer for Land Use Department

RE: Case # 2012-144
404 Kiva Court Lot Split

I reviewed a one-sheet Lot Split Plat prepared by Southwest Mountain Surveys, and have the following review comments, to be considered conditions of approval:

- Show 1% floodplain limits per the current effective (12/4/2012) FIRM, and revise the floodplain note accordingly.
- Remove reference to Walbridge flood zone boundary or call to discuss relevance.
- Add a signature line for Wastewater Division so that necessity and location of utility access easement is verified.
- Add addresses to both lots.

City of Santa Fe, New Mexico

memo

DATE: May 7, 2013

TO: William Lamboy
Case Manager

FROM: Risana B "RB" Zaxus, PE
City Engineer for Land Use Department

RE: Case # 2012-144
404 Kiva Court Lot Split

The following review comments are to be considered conditions of approval:

- Revise the effective date (12/4/2012) of the FIRM, and correct the note reference to identify note 4.
- Add street addresses.

City of Santa Fe, New Mexico

memo

DATE: May 8, 2013
TO: Bill Lamboy, AICP, Land Use Planner Senior
FROM: Noah Berke, CFM, Planner Technician Senior *NB*
SUBJECT: Landscape Comments for 404 Kiva Court Lot Split. Case # 2012-144

The following comments are for Landscape requirements for the 404 Kiva Court Lot Split and are based on the plans dated October 14, 2012.

All proposed landscape meets the requirements as set forth in Article 14-8.4 "Landscape and Site Design".

City of Santa Fe, New Mexico

memo

DATE: December 18, 2012
TO: William Lamboy, Senior Planner
FROM: Stan Holland, Engineer, Wastewater Division
SUBJECT: Case #2012-144 Kiva Court Lot Split

The subject property is accessible to the City sanitary sewer system:

Additional Comments:

1. Add note to the plat that each lot shall be served by separate sewer service lines.
2. Delete notes 4 and 8 of the City of Santa Fe Conditions of Approval

LAMBOY, WILLIAM A.

From: KASSENS, SANDRA M.
Sent: Monday, May 06, 2013 5:30 PM
To: LAMBOY, WILLIAM A.
Cc: ROMERO, JOHN J
Subject: RE: 2012-144 - 404 Kiva Court Lot Split

Bill,
The Traffic Engineering Division has no comments on the lot split at 404 Kiva Ct., case # 2012-144.

Sandy Kassens
505-955-6697

From: LAMBOY, WILLIAM A.
Sent: Tuesday, December 18, 2012 9:42 AM
To: GONZALES, REYNALDO D.; HOLLAND, TOWNSEND S.; MARCO, RANDALL V.; RASCH, DAVID A.; ROMERO, JOHN J; TRUJILLO, ANTONIO J
Cc: KASSENS, SANDRA M.; BAER, TAMARA
Subject: 2012-144 - 404 Kiva Court Lot Split

Good morning!

For your review - attached please find the plat for the above referenced lot split case. Please return your comments to me by January 3, 2013.

Have a joyful holiday season!


William Lamboy, AICP
Senior Planner, Current Planning Division
Land Use Department
City of Santa Fe
505-955-6888

City of Santa Fe, New Mexico

memo

DATE: December 31, 2012

TO: William Lamboy , Case Manager

FROM: Reynaldo Gonzales, Fire Marshal 

SUBJECT: Case #2012-0144 404 Kiva Court Lot Split

I have conducted a review of the above mentioned case for compliance with the International Fire Code (IFC) Edition. Below are the following requirements that shall be addressed prior to approval by Planning Commission. If you have questions or concerns, or need further clarification please call me at 505-955-3316.

1. All Fire Department access shall be no greater than a 10% grade throughout and maintain 20' min. width.
2. Fire Department Access shall not be less than 20 feet width to any new construction.
3. Shall have a fire department turn around as per IFC 2009 edition if driveway exceeds 150ft or sprinkle any new construction in Lot 2A-1
4. Shall have a drivable surface that will bear the weight of a fire engine and kept maintain in all weather like conditions.

City of Santa Fe, New Mexico

memo

DATE: May 22, 2013
TO: Heather L. Lamboy, AICP, Senior Land Use Planner
FROM: Randall Marco, Environmental Services Division
SUBJECT: Case #2012-144, 404 Kiva Court Lot Split

No solid waste concerns at this time.

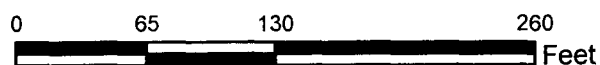
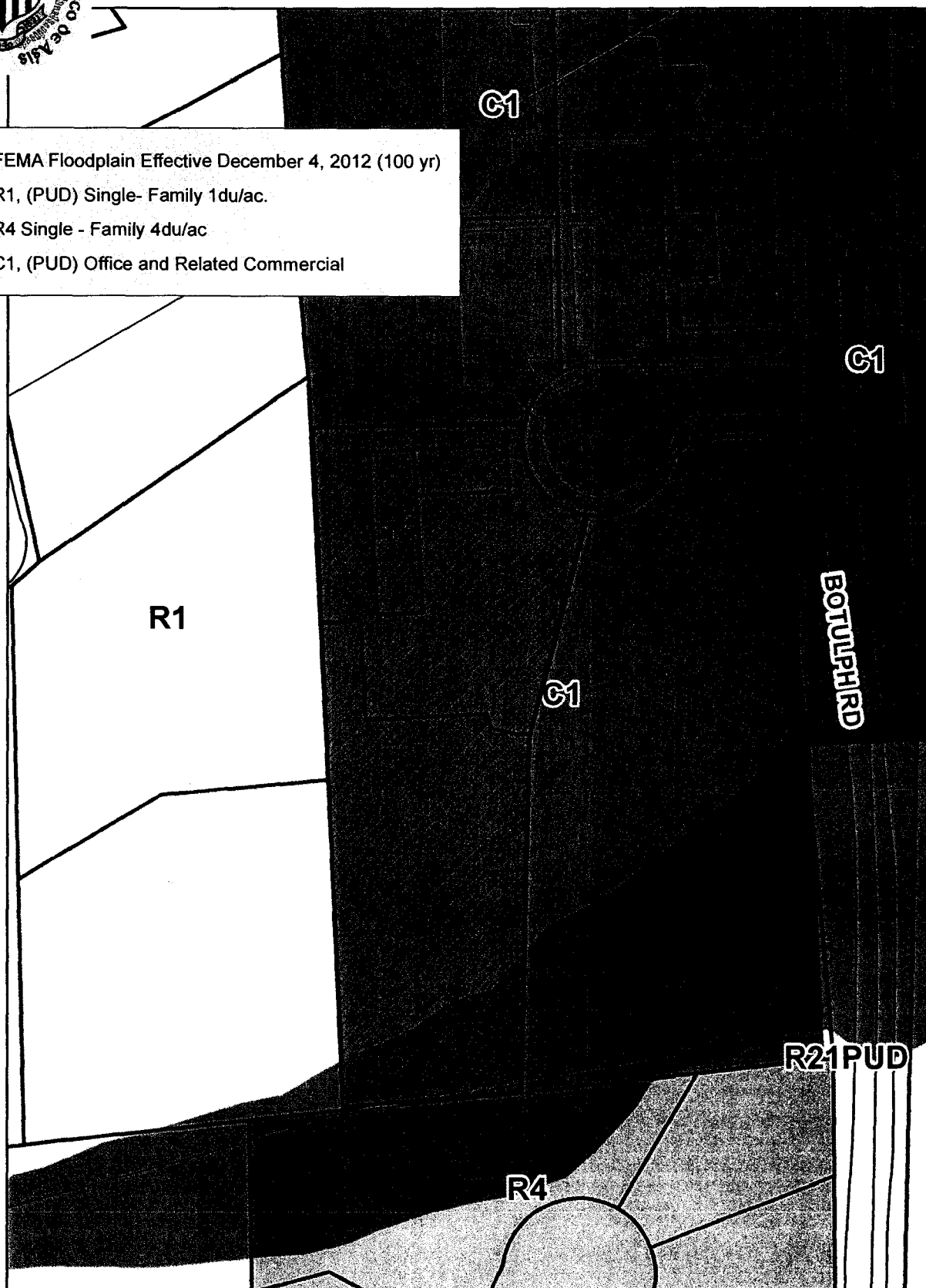
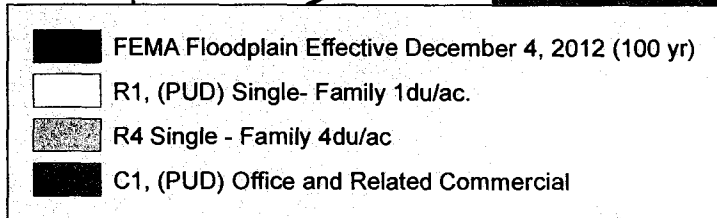
City of Santa Fe, New Mexico

Exhibit B

Maps



404 Kiva Court





404 Kiva Court



0 65 130 260 Feet

City of Santa Fe, New Mexico

Exhibit C

Applicant Materials

**Southwest Mountain Surveys
1114 Hickox Street
Santa Fe, New Mexico 87505
(505) 982-9429**

December 12, 2012

City of Santa Fe
Permit and Development Review Division
200 Lincoln Avenue
Santa Fe, New Mexico 87501
Attn: Bill Lamboy

Dear Mr. Lamboy,

On behalf of our clients, Ryan and Erica Jensen, we are submitting a Development Permit Application for a Lot Split of their existing tract creating two lots, Lot 3A-1 and Lot 3A-2, from the original Lot 3A.

Legal Description: Lot 3A Section 35, T.17 N., R.9 E., N.M.P.M., a tract of Land situated at Kiva Court off Botolph Road.

If you have any questions, please do not hesitate to contact me at the above listed number.

Sincerely,

Gabriel Pacheco
Southwest Mountain Surveys

BOTULPH ROAD
VARIABLE WIDTH RIGHT-OF-WAY
- PAVED ROADWAY -

LOT 5
1.58 +/-
ACRES

PARKING CALCULATIONS:

BUILDING "A" INFORMATION:

BUILDING A INFORMATION:
TOTAL NET BLDG. AREA, OFFICE:
10,572.7 SF / 350 (GENERAL OFFICE / 350) =

TOTAL PARKING SPACES REQUIRED:
TOTAL PARKING SPACES PROVIDED:

HC SPACES REQUIRED: 3
HC SPACES PROVIDED: 3

BUILDING "B" INFORMATION:

BUILDING "B" INFORMATION:
TOTAL NET BLDG. AREA, OFFICE:
9,572.8 / 350 (GENERAL OFFICE / 350) =
1,572 / 200 (MEDICAL OFFICE / 200) =

TOTAL PARKING SPACES REQUIRED:
TOTAL PARKING SPACES PROVIDED:

HC SPACES REQUIRED: 3
HC SPACES PROVIDED: 3

BUILDING "C" INFORMATION:

BUILDING C- INFORMATION:
TOTAL NET BLDG. AREA, OFFICE:
3,396 SF / 200 (MEDICAL OFFICE / 200) =

TOTAL PARKING SPACES REQUIRED:
TOTAL PARKING SPACES PROVIDED:

TOTAL PARKING SPACES PROVIDED: 1

HC SPACES REQUIRED: 1
HC SPACES PROVIDED: 1

HC SPACES PROVIDED: 1

LOT 3A-2

LOT 3A-1

PARKING PLAN

SCALE: 1" = 20'

PLOT DATE
 FILE NAME


KIVA COMPOUND
AS BUILT PARKING DOCUMENT

4COM: 404 KIVA COURT
SANTA FE, NEW MEXICO 87505

[illegible]

DATE:
04-29-13

DRAWN BY:
CME

CHECKED BY:
CMB

DUTY &
GERMANAS
ARCHITECTS

484 NWA COURT, STE C
SANTA FE, NM 87505
TEL: (505) 999-8882
FAX: (505) 999-8086

SHEET

A

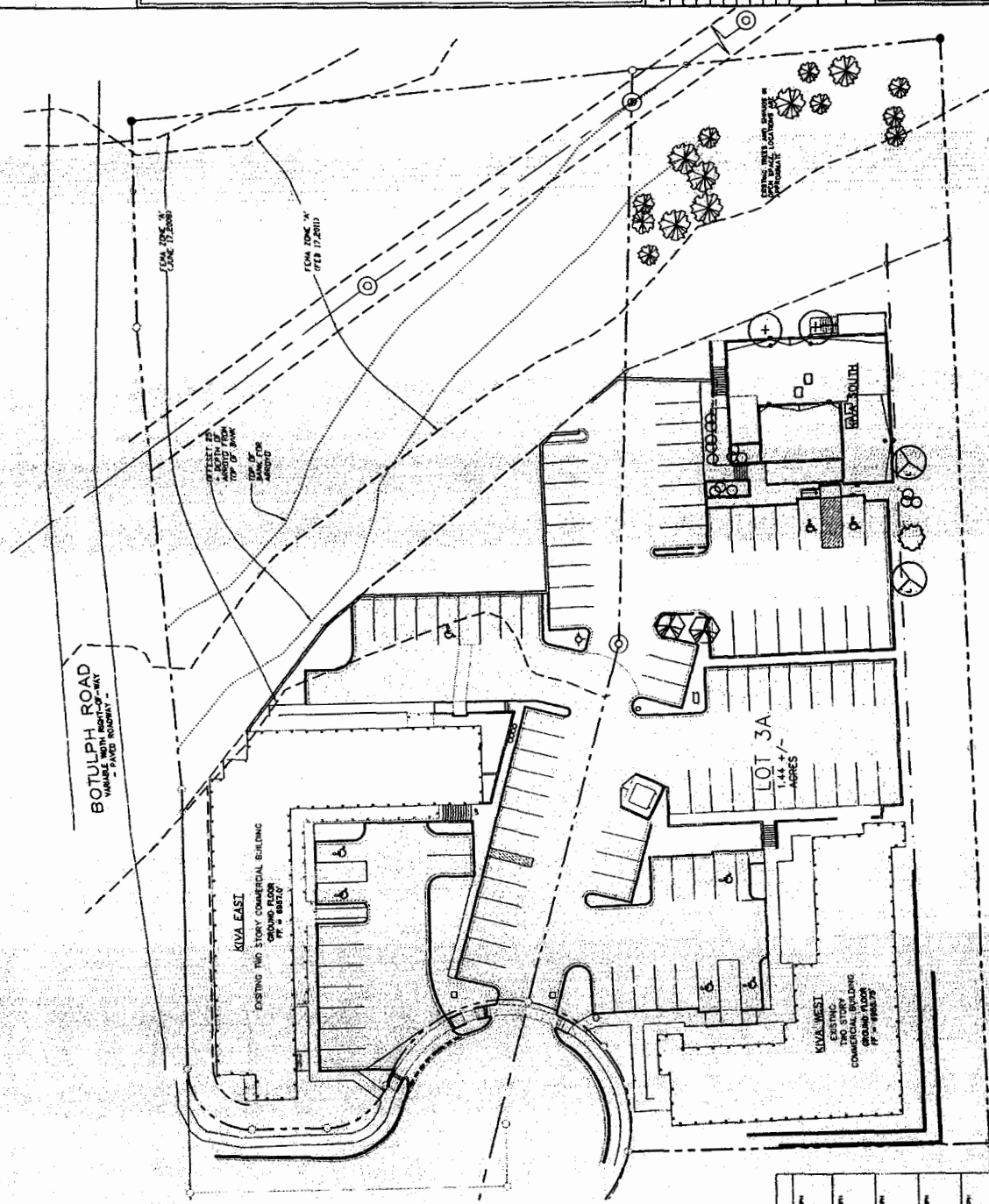


DR. JENSEN'S OFFICE
KIYA SOUTH AT THE KIYA COMPOUND
5474 F.E. NEW MEXICO 87505

DUTY &
GERMANAS
ARCHITECTS
1000 10TH AVENUE, SUITE 100
DENVER, CO 80202
TEL: (303) 733-1111
FAX: (303) 733-1112

L-1

SHEET



LANDSCAPE DATA

REQUIRED OPEN SPACE
27,810 S.F. (17,810 S.F.)
9,733.5 S.F.
REQUIRED TREES/OPEN SPACE
ONE TREE PER 500 S.F. OF REQUIRED OPEN SPACE
MINIMUM 5% REQUIRED
PLANTING TREES ON LOT
NUMBER TO BE PLANTED FROM BUILDING SITE
REQUIRED NEW TREES IN OPEN SPACE
TWO TREES PER REQUIRED TREE
MINIMUM 5% REQUIRED
PLANTING LOT LANDSCAPE REQUIREMENTS
PERMANENT SEASONING ALLOWED
INTERIOR LANDSCAPING - 50% OF
1.000000 TREE PER 50 S.F. OF LANDSCAPING
TOTAL REQUIRED TREES
TOTAL REQUIRED SHRUBS

NOTE

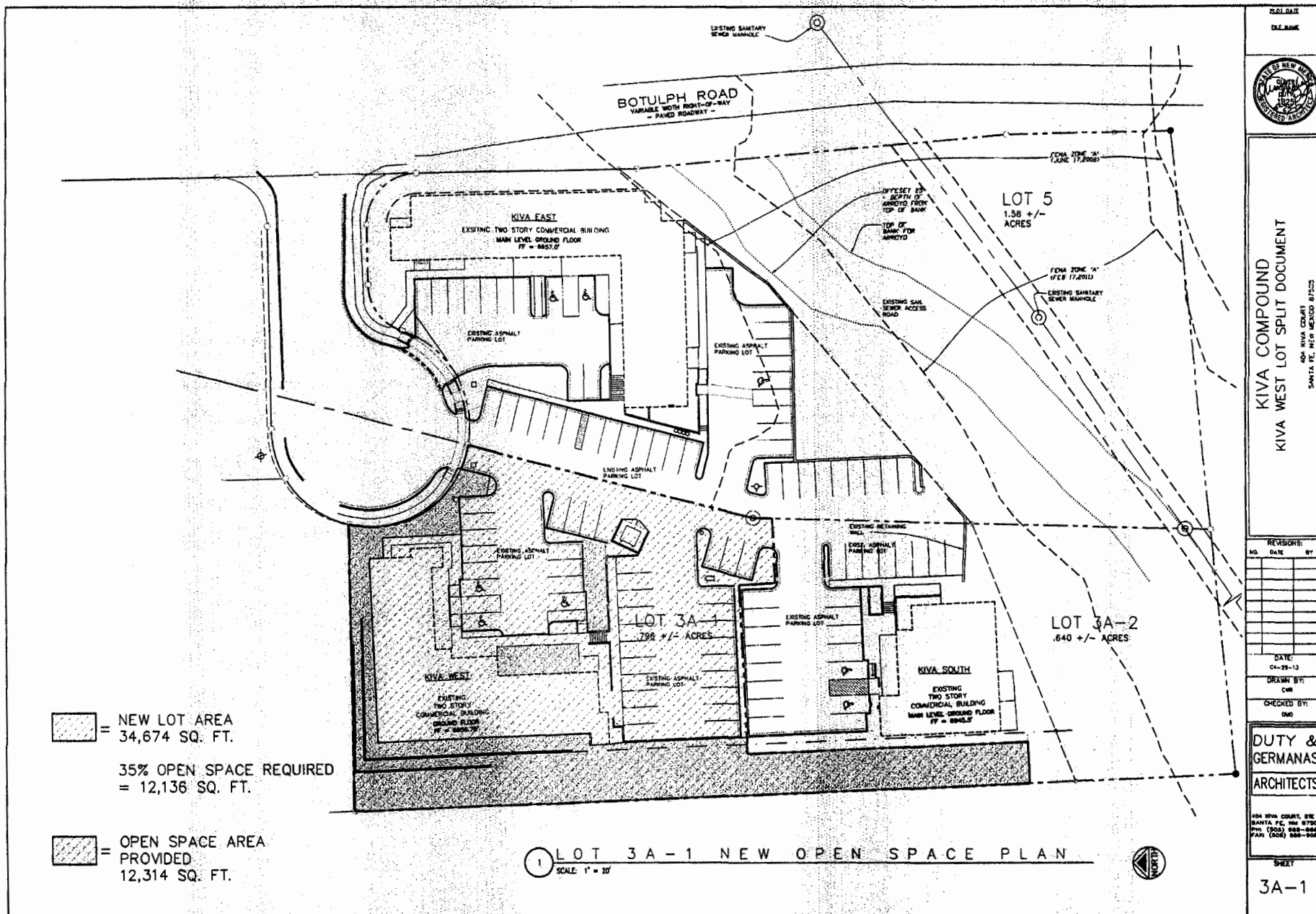
PLANTINGS TO BE WATERED BY AUTO IRRIGATION SYSTEM WITH SECTION
MAINTENANCE OF LANDSCAPE AND IRRIGATION SYSTEM PROVIDED BY OWNER
PLANTING AREAS TO BE MAINTAINED WITH NATURAL GRASS/GRASS AT 5' 30" Ht.

WATER BUDGET CALCULATIONS

YEAR 1 AND 2
DRIP IRRIGATION TO TREES AND SHRUBS
4 MONTHS AT 1.00 GPM PER TREE
4 MONTHS AT 1.00 GPM PER SHRUB
APPROX. 50 GPM PER TREE
20 SHRUBS @ 50 GPM PER SHRUB
10 GALLONS PER RUN CYCLE X 30 RUN TIMES= 300 GPM (1.00 GPM) (1.00 GPM)
YEAR 3 AND BEYOND
4 MONTHS AT 1.00 GPM PER TREE
4 MONTHS AT 1.00 GPM PER SHRUB
APPROX. 50 GPM PER TREE
20 SHRUBS @ 50 GPM PER SHRUB
10 GALLONS PER RUN CYCLE X 30 RUN TIMES= 300 GPM (1.00 GPM) (1.00 GPM)
NOTE: THIS WATER BUDGET IS APPROXIMATE AND IS TO BE USED AS A GUIDE
AND ADJUSTED ACCORDING TO CONDITIONS

PLANT LIST

QTY	TREES	SHRUBS	PLANT	SIZE	SPACING	WATER	WATER	WATER
1	(+)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
2	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
3	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
4	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
5	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
6	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
7	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
8	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
9	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
10	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
11	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
12	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
13	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
14	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
15	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
16	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
17	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
18	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
19	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM
20	(X)		PLANT	2" DIA	30' DIA	1.00 GPM	1.00 GPM	1.00 GPM



City of Santa Fe, New Mexico

Exhibit D

Photographs



Condominium Office Building on Lot 3A-1



Dental Office Building on Lot 3A-2

City of Santa Fe, New Mexico

memo

DATE: May 20, 2013 for the June 6, 2013 meeting

TO: Summary Committee

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

FROM: William Lamboy, AICP, Senior Planner, Current Planning Division *W.L.*

3910 FIELDS LANE LOT SPLIT

Case #2013-31. 3910 Fields Lane Lot Split. James W. Siebert, agent for Priscilla Fields, requests plat approval to divide approximately 2.81 acres into two lots. The property is located within the Annexation area, and is zoned MU (Mixed Use District). (William Lamboy, Case Manager)

RECOMMENDATION

The Land Use Department recommends **Approval** with the Conditions of Approval as outlined in this report.

BACKGROUND & SUMMARY

The case was postponed at the June 6, 2013 meeting. The Summary Committee heard testimony on the subject case where two neighbors enumerated issues they felt had not been addressed on the plat. Those issues included: setbacks shown inside the access easement along the western property line; purported future abandonment of that access easement; a second access easement – on the eastern side of the property - from Airport Road to the Fields-Montoya property immediately south of the subject property was not reflected on the plat; the old well house was still shown on the plat; need for a shared well agreement; and the need to show an existing access and utility easement to the shared well.

The setbacks have been removed from the plat. The Fields Lane access easement is shown on the current plat and a shared well agreement will be required as a condition of approval. The condition entailing abandonment of the existing easement on the western property line has been clarified to read: *"At the time of development of the property to the immediate east of the subject property, all*

access from Lots 1-A and 1-B shall be via a future road identified as Fields Lane on the plat. All other means of ingress and egress to Lots 1-A and 1-B shall be abandoned at that time." This shall not be construed to include the platted access and utility easement along the western side of Lots 1-A and 1-B (Book 297, Page 021) which provides access to 2 lots south of the subject property and shall remain.

All original conditions of approval remain in place.

City of Santa Fe, New Mexico

memo

DATE: May 20, 2013 for the June 6, 2013 meeting

TO: Summary Committee

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

FROM: William Lamboy, AICP, Senior Planner, Current Planning Division *WAL*

3910 FIELDS LANE LOT SPLIT

Case #2013-31. 3910 Fields Lane Lot Split. James W. Siebert, agent for Priscilla Fields, requests plat approval to divide approximately 2.81 acres into two lots. The property is located within the Annexation area, and is zoned MU (Mixed Use District). (William Lamboy, Case Manager)

RECOMMENDATION

The Land Use Department recommends **Approval** with the Conditions of Approval as outlined in this report.

BACKGROUND & SUMMARY

The property is zoned Mixed Use and is located on Airport Road between Fields Lane and Buffalo Grass Road. The area includes a variety of uses, including commercial uses to the east (Garcia Tire Shopping Center, Family Dollar, and McDonalds), mixed use and residential to the west, and medium density residential across Airport Road to the north.

The proposed land division would create two residential lots: Lot 1-A, 3910 Fields Lane, containing approximately 1.82± acres; and Lot 1-B, 3918 Fields Lane, containing 1.00± acres. Both tracts will continue to be accessed via Fields Lane. A cross access, egress and utility easement is in place along the western property line.

CONDITIONS OF APPROVAL

Any staff conditions noted in the attached memoranda and not listed in the recommended conditions of approval have already been addressed on the plat.

The property is not currently served by City Water or Wastewater systems. Per the memorandum from the Water Division, new Lot 1A will be required to connect to City water at the time of development on that lot. Per the memorandum from Wastewater, both lots will be required to connect to City wastewater at the time either property is developed or improved. Notes regarding connection to City Water and Wastewater systems shall be added to the plat.

The Traffic Engineering Division recommends the following condition: "At such time as the adjacent property to the east is developed, access to Airport Road from Lot 1-A and Lot 1-B shall be via a future road through the aforementioned adjacent property. All other ingress/egress easements to Lot 1-A and Lot 1-B shall be abandoned at that time."

Finally, staff redline comments will be provided to the surveyor who shall address all issues and submit the corrected plat in Mylar.

ATTACHMENTS:

EXHIBIT A: City Staff Memoranda

1. Waste Water Division Engineer Memorandum, Stan Holland
2. City Engineer for Land Use Comments, R.B. Zaxus
3. Water Division Engineer Memorandum, Antonio Trujillo
4. Traffic Engineering Division Memorandum, Sandra Kassens

EXHIBIT B: Maps

1. Future Land Use
2. Zoning
3. Aerial View

EXHIBIT C: Applicant Materials

1. Letter of Application

EXHIBIT D: Photographs

City of Santa Fe, New Mexico

Exhibit A

Development Review Team Memoranda

City of Santa Fe



MEMO

Wastewater Management Division DEVELOPMENT REVIEW COMMENTS

E-MAIL DELIVERY

Date: May 7, 2013

To: William Lamboy, Case Manager

From: Stan Holland, P.E.
Wastewater Management Division

Subject: Case 2013-31 3910 Fields Lane Lot Split

The subject property is not accessible to the City public sewer system. Prior to any new construction on the lot, the owner shall obtain a septic system permit from the State of New Mexico Environment Department (505-827-1840).

The Applicant shall add the following note to the plat:

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

LAMBOY, WILLIAM A.

From: ZAXUS, RISANA B.
Sent: Tuesday, May 07, 2013 11:32 AM
To: LAMBOY, WILLIAM A.
Subject: 3910 Fields Lane Lot Split

Bill –

I have no comments on case # 2013-31, the 3910 Fields Lane Lot Split.

RB Zaxus

City of Santa Fe
memo

DATE: May 28, 2013
TO: Bill Lamboy, Land Use Planner, Land Use Department
FROM: Antonio Trujillo, ^AWater Division Engineer
SUBJECT: Case #2013-31, 3910 Fields Lane

There is no account for water service for either of the addresses. There is a well house showing on the proposed lot 1-B without any easements for serving lot 1-A. Lot 1-A will have to connect to the existing main on Airport Road. Fire protection requirements are addressed by the Fire Department.

City of Santa Fe, New Mexico

memo

DATE: May 16, 2013

TO: William Lamboy, Planning and Land Use Department

VIA: John Romero, Traffic Engineering Division Director *JR*

FROM: Sandra Kassens, Traffic Engineering Division *SK*

SUBJECT: 3910 Fields Lane Lot Split - Case # 2013-31.

ISSUE:

James W. Siebert, agent for Priscilla Fields, requests plat approval to divide approximately 2.81 acres into two lots. The property is in Phase II of the Annexation Agreement, and is zoned MU (Mixed Use District).

RECOMMENDED ACTION:

Review comments are based on submittals received on April 29, 2013. The comments below should be considered as Conditions of Approval to be addressed prior to final approval unless otherwise noted:

1. The Applicant shall add the following note to the plat concerning access easements:

"At such time as the adjacent property to the east is developed, access to Airport Road from Lot 1-A and Lot 1-B shall be via a future road through the aforementioned adjacent property. All other ingress/egress easements to Lot 1-A and Lot 1-B shall be abandoned at that time."

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

City of Santa Fe, New Mexico

Exhibit B

Maps



Fields Lane Zoning





Fields Lane Aerial



City of Santa Fe, New Mexico

Exhibit C

Applicant Materials



**JAMES W. SIEBERT
AND ASSOCIATES, INC.**

915 MERCER STREET * SANTA FE, NEW MEXICO 87505
(505) 983-5588 * FAX (505) 989-7313
siebert.associates@comcast.net

April 29, 2013

William Lamboy
Current Planning Division
Senior Planner
200 Lincoln Ave.
Santa Fe, NM 87504

Re: Priscilla Fields Lot Split

Dear Mr. Lamboy:

On behalf of Priscilla Fields, I am submitting a request for plat approval to allow a division of land into two parcels. The property is located at 3910 Fields Lane. The property consists of 2.81 acres of land.

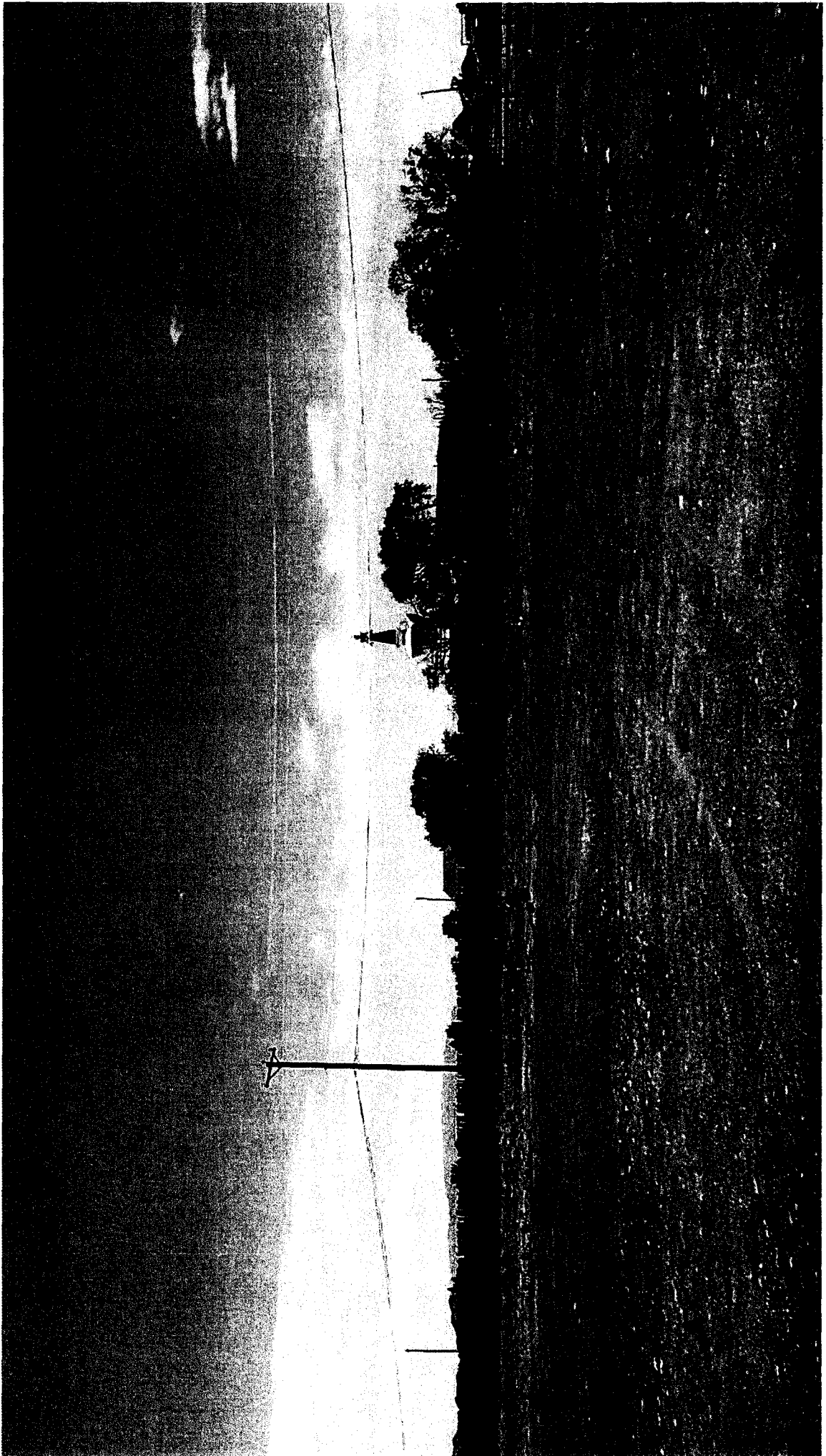
The following material is submitted with this application:

- Completed development application form
- Three copies of the plat prepared by Dawson Surveys in a 24"x36" format
- Warranty deed
- Legal lot of record
- Check in the amount of \$280.00 for the development review fee

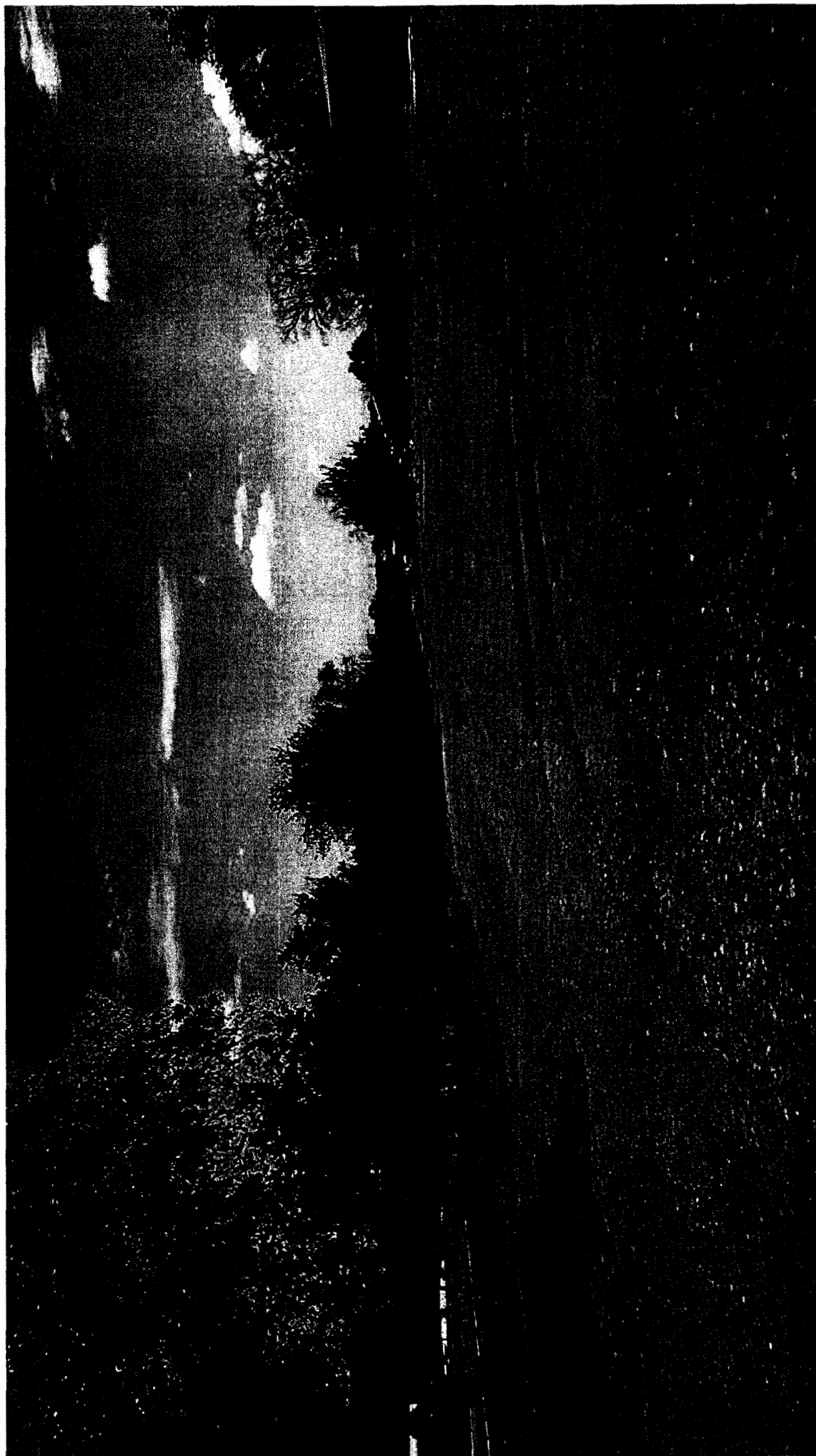
City of Santa Fe, New Mexico

Exhibit D

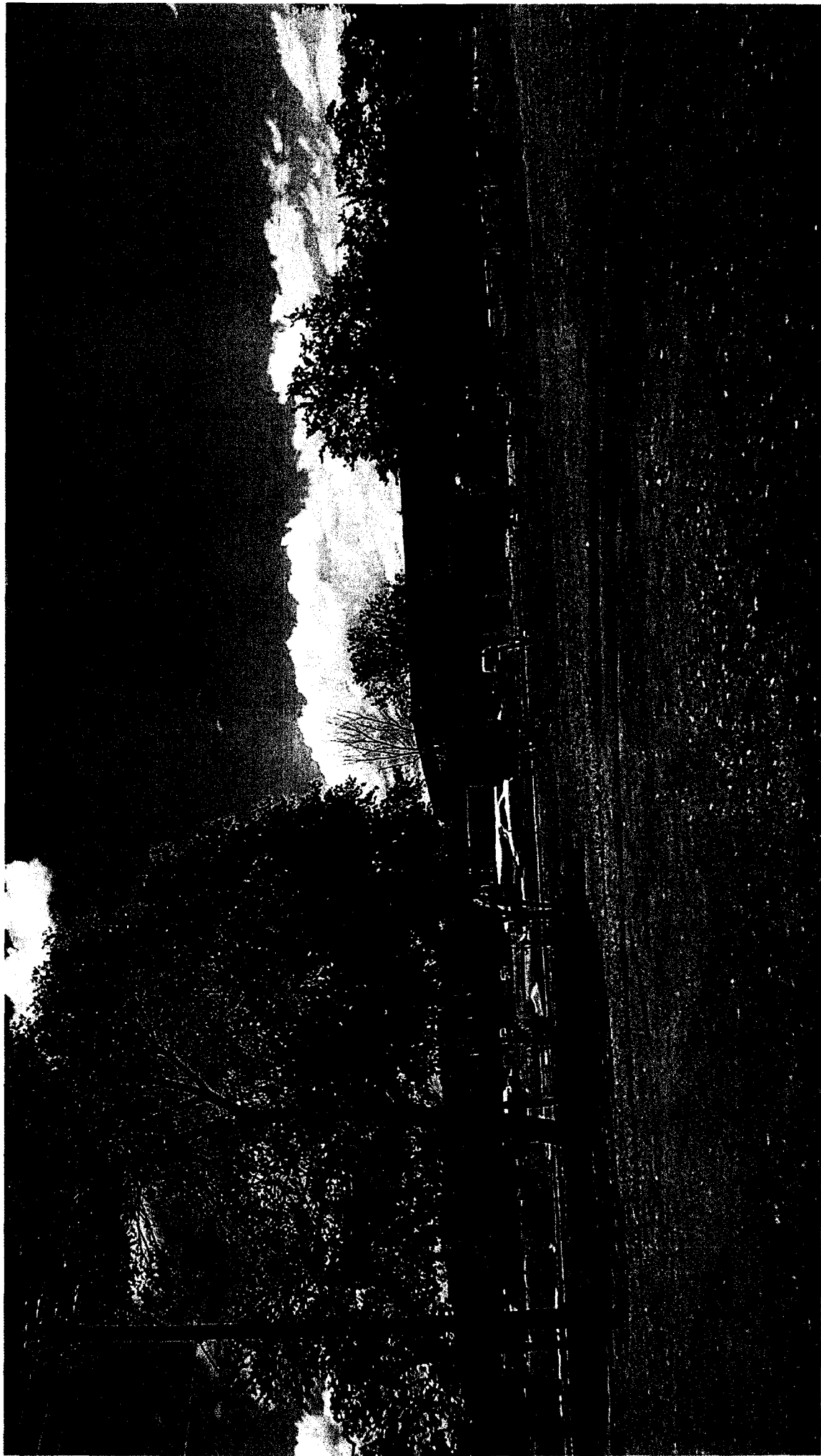
Photographs



View towards West



Fields Lane Looking South from Airport Road



View View Towards the East

LAMBOY, WILLIAM A.

From: Victoria Dalton <victoria@jwsiebert.com>
Sent: Monday, July 01, 2013 9:46 AM
To: LAMBOY, WILLIAM A.
Subject: FW: lot split

Bill,

See below correspondence from Wendy Montoya.

Victoria Dalton

*James W. Siebert & Associates, Inc.
915 Mercer Street
Santa Fe, New Mexico 87505
(505) 983-5588
(505) 989-7313 Fax*

From: koffeemans@aol.com [<mailto:koffeemans@aol.com>]
Sent: Friday, June 21, 2013 4:06 PM
To: victoria@jwsiebert.com
Subject: lot split

Victoria,

I spoke with Tai Bixby and he assured me that I don't have to be concerned about the 10' shared well easement referred to on the plat for the lot split. It does not affect Lot 2 and the agreement we have with Lot 1 concerning Lot 2's 10' agreed upon easement for well maintenance.

I see nothing on the plat that I object to. I will accept it as it is. If something comes up, I will contact you.

Have a good and safe weekend.

Wendy Montoya