

MINUTES OF THE
SANTA FE COUNTY
DEVELOPMENT REVIEW COMMITTEE

Santa Fe, New Mexico

December 15, 2011

This meeting of the Santa Fe County Development Review Committee (CDRC) was called to order by Vice Chair J.J. Gonzales, on the above-cited date at approximately 4:05 p.m. at the Santa Fe County Commission Chambers, Santa Fe, New Mexico.

Roll call preceded the Pledge of Allegiance and indicated the presence of a quorum as follows:

Members Present:

Juan José Gonzales, Vice Chair
Phil Anaya
Dan Drobnis
Frank Katz
Sef Valdez

Member(s) Excused:

Maria DeAnda, Chair
Susan Martin

Staff Present:

Wayne Dalton, Building and Development Services Supervisor
Jose Larrañaga, Development Review Specialist
Rachel Brown, Deputy County Attorney
Jack Kolkmeier, Land Use Administer
Karen Torres, County Hydrologist

V. APPROVAL OF AGENDA

Mr. Dalton advised the Committee that item A under New Business, CDRC Case #V11-5380, Andy Ortiz Variance, has been tabled.

Member Katz moved to approve the agenda as amended. Member Valdez seconded and the motion passed by unanimous [6-0] voice vote.

VI. APPROVAL OF MINUTES: November 17, 2011

Member Katz noted an error on page 10 regarding the Solis variance, where he asked whether an undivided half interest in the property could be transferred. He recalled that Mr. Larrañaga responded that he believed it could. The minutes incorrectly state that he did not believe so.

Deputy Attorney Brown confirmed Member Katz's recollection.

Member Katz moved to approve the November 17, 2011 minutes as amended. Member Drobnis seconded and the motion passed by unanimous voice vote.

VII. CONSENT CALENDAR

Final Order:

- A. CDRC CASE # MIS 11-5360 Mike Sillings Accessory Structure. Mike Sillings, Applicant, requests approval of a 2,520 square foot accessory structure to be used for as personal storage on 40.41 acres. The property is located at 44 Sandoval Road in the Edgewood area, within Section, 14, Township 11 North, Range 7 East (Commission District 3) Approved 5-0.**

Member Katz moved to approve and Member Valdez seconded. The motion passed by unanimous voice vote.

- B. CDRC CASE # MIS 11-5340 Miller Driveway Access. Joseph Miller, Applicant, Land Development Consultants, Agent, request approval to allow driveway access off a minor arterial road (Avenida de Amistad) in accordance with Article V, Section 8.1.6.b (Access to Highways and Arterials) of the County Land Development Code. The property is located at 11 Avenida de Amistad in Eldorado, within Section 4, Township 15 North, Range 10 East (Commission District) Approved 5-0**

Member Katz moved to approve and Member Valdez seconded. The motion passed by unanimous voice vote.

VIII. NEW BUSINESS

- A. CDRC CASE # MP/PDP 11-5350 Parker Construction Cuyamungue Paul Parker Applicant, Jim Siebert, Agent requests Master Plan and Preliminary Development Plan approval for Phase I, Phase II and Phase III on 5.63 acres to be utilized for storage of equipment and construction material. The request also includes Final Development Plan to be approved administratively. The property is located east of the US 84-285 frontage road between exit 176 and Buffalo Thunder Road, within Section 28, Township 19 North, Range 9 East**

(Commission District 1) [Exhibit 1: County Hydrologist memo dated 12/13/11]

Mr. Larrañaga recited the case caption and provided the staff report as follows:

“On April 8, 2008, the Board of County Commissioners approved a variance of Article III, Section 4 to allow the 5.63 acre site to be eligible for commercial zoning. The Applicant is requesting Master Plan approval for commercial zoning on the 5.63 acre property. The commercial use on the site will consist of storage of material, equipment and equipment maintenance. The zoning would also allow for three metal structures and a caretakers residence. The proposed use is consistent with conditions imposed on the site as a component of the variance approval.

“The Applicant also requests Phase I, Phase II and Phase III Preliminary Development Plan approval. Phase I will consist of a 1,920 square foot modular structure to be utilized as a caretaker residence and a 4,000 square foot metal building to be utilized for maintenance and storage of equipment. Phase II will consist of a second 4,000 square foot metal building to be utilized for maintenance and storage of equipment. Phase III will consist of a third 4,000 square foot metal building to be utilized for maintenance and storage of equipment. The request also includes Phase I, Phase II, and Phase III Final Development Plan to be approved administratively.

“Article III, Section 4.4.1a states: ‘To zone or re-zone any parcel for a commercial or industrial non-residential district a master plan shall be submitted.’ Article V, Section 5.2.1b states ‘A master plan is comprehensive in establishing the scope of a project, yet is less detailed than a development plan. It provides a means for the County Development Review Committee and the Board to review projects and the sub divider to obtain concept approval for proposed development without the necessity of expending large sums of money for the submittals required for a preliminary and final plat approval.’ Further, Article V, Section 7.1.4 states, ‘that criteria for development plan phase development approval shall conform to the approved Master Plan,’ and Article V, Section 7.1.3a states: ‘a preliminary development plan may be only a phase or portion of the area covered by an approved master plan, so long as the preliminary development plan substantially conforms to the approved master plan.’”

Mr. Larrañaga said the application was reviewed for the following: variance, parking, signage, lighting, existing development, adjacent property, access, terrain management, water, liquid and solid waste, fire protection, landscaping, rainwater harvesting, and archaeology.

Mr. Larrañaga said staff reviewed the application and found the following facts presented to support this submittal: the BCC grant a variance to allow this site to be eligible for commercial zoning; the proposed use is consistent with conditions imposed

on the site as a component of the variance approval; the proposed Master Plan is comprehensive in establishing the scope of the project; the submittal for Preliminary Development Plan phase development conforms to the proposed Master Plan; the Preliminary Development plan substantially conforms to the proposed Master Plan. The review comments from State Agencies and Building & Development Services has established findings that this Application is in compliance with Article V, Section 5.2.2 Master Plan Submittals, Article V, Section 7 Development Plan Standards and Article III Section 4.4 Design Standards and Review Criteria of the Land Development Code.

Mr. Larrañaga said staff recommends approval of Master Plan Zoning for the proposed development, Phase I, Phase II and Phase III Preliminary Development Plan approval and approval of Phase I, Phase II and Phase III Final Development Plan to be processed administratively for Parker Construction Cuyamungue, subject to the following condition:

1. All Fire Marshal, Public Works and Staff redlines shall be addressed prior to recordation of Master Plan and Preliminary Development Plan for Phase I, Phase II, and Phase III.
2. Automatic fire protection sprinkler systems shall be required as per 1997 Uniform Fire Code for all proposed structures.
3. Applicant must provide Santa Fe County with an approved access permit from NMDOT for the proposed development.
4. Applicant shall provide a minimum of thirty (30') feet departure sight triangles at entry of development.
5. Applicant shall install a R1-1, 30x30 diamond grade stop sign at the exit of the development.
6. Applicant shall install a Thermo Plastic STOP BAR at the exit of the development.

Mr. Katz asked if the signage would be remedied to meet the setback requirements. Mr. Larrañaga said that would be corrected prior to recordation of master plan.

Mr. Larrañaga clarified that the a variance was granted to allow commercial development outside of a commercial node; however, there were imposed conditions that prohibit uses typically allowed within commercial nodes. The site was limited to a caretakers unit and building storage for equipment and materials. The preliminary development plan phases the building of the development.

Chair Gonzales asked how long the master plan would be valid. Mr. Larrañaga said following the BCC's approval of the master plan and the final order and recordation of the plan with the County Clerk, the master plan is valid for five years.

County Hydrologist Karen Torres said she reviewed the submittal for its water budget and wastewater. She said she recalculated the water budget in a conservative manner and found it below the threshold of .25 acre-feet. She has requested the applicant submit additional material prior to final development approval. [*Exhibit 1*]

Duly sworn, Jim Siebert agent for the applicant located the subject property on a site map highlighting the nearby commercial development. He said the property received a variance for commercial use. On the plat, Mr. Siebert identified where the buildings would be sited. He said the buildings will be used to store equipment and material. Occupancy at the site would be minimal and chiefly to maintain the equipment.

Mr. Siebert said the details requested by Ms. Torres will be submitted with the final development plan. He said the applicant agrees to all staff-imposed conditions.

Member Katz asked whether equipment would be stored outside of the buildings. Mr. Siebert said a condition of the variance requires that all materials and equipment be stored within the buildings.

Member Anaya asked whether the applicant would be leasing out any of the facility for storage purposes. Mr. Siebert said it would be used for Mr. Parker's business. Returning to the visibility issue, Mr. Siebert mentioned that when 285 was improved there was excess dirt that was reused to build a 12-foot high berm along the frontage road which provides screening.

There was no public input on this case.

Member Katz moved to approve the Master Plan and Preliminary Development Plan for Phase I, Phase II and Phase III and that Final Development for Phases I, II and II be approved administratively with staff imposed conditions. Member Anaya seconded and the motion passed by unanimous [5-0] voice vote.

IX. PETITIONS FROM THE FLOOR

None were offered.

X. COMMUNICATIONS FROM THE COMMITTEE

In recognition of Jack Kolkmeier's retirement, Member Katz offered heartfelt gratitude to him for his tremendous service to the citizens. Mr. Kolkmeier said he appreciated the work that the many CDRC members have done over his tenure. He mentioned the importance of the CDRC working with the County's communities.

Vice Chair Gonzales said Mr. Kolkmeier advanced the County's planning tenfold.

XI. COMMUNICATIONS FROM THE ATTORNEY

None were offered.

REC'D
CLERK
RECORDED
11/28/2011

XII. COMMUNICATIONS FROM STAFF

Mr. Dalton announced the next scheduled CDRC meeting is January 19, 2012.

XIII. ADJOURNMENT

Having completed the agenda Member Katz moved to adjourn. Member Anaya seconded and Vice Chair Gonzales declared this meeting adjourned at approximately 4:25 p.m.



Approved by:

J.J. Gonzales 1/19/12

J.J. Gonzales, Vice Chair
CDRC

ATTEST TO:
Valerie Espinoza of VT

COUNTY CLERK

Before me, this ____ day of _____, 2011.

My Commission Expires: _____

Notary Public

Submitted by:

Karen Farrell
Karen Farrell, Wordswork

CDRC MINUTES
PAGES: 9

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

I Hereby Certify That This Instrument Was Filed for
Record On The 20TH Day Of January, 2012 at 12:00:58 PM
And Was Duly Recorded as Instrument # 1657953
Of The Records Of Santa Fe County



Marcella

Deputy _____ County Clerk, Santa Fe, NM
Witness My Hand And Seal Of Office
Valerie Espinoza

Daniel "Danny" Mayfield
Commissioner, District 1

Virginia Vigil
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

December 13th, 2011



TO: Jose Larrañaga, Commercial Development Review Manager

FROM: Karen Torres, County Hydrologist

THRU: Rich Silva, Utilities Department
Patricio Guerrerortiz, Utilities Director
Adam Leigland, Public Works Director

RE: CDRC Case # MP/DP 11-5350 Parker Construction Cuyamungue Master and Preliminary Development Plan -T19N R9E Sec 28

I reviewed the subject development plan for technical accuracy and compliance with the SFC Land Development Code. Some minor deficiencies were noted but it is recommended they be addressed prior to approval of the final development plan.

Nature of Project:

The applicant proposes to construct three storage buildings for equipment and materials associated with grading and utility services and one 1,920 square foot caretaker's residence. The storage buildings will be 4,000 square feet each and will have water service and a roof catchment cistern.

Water Supply:

The source water for this project is an onsite domestic well (RG-89009) which is currently permitted for commercial purposes. This well is within the Aamodt Adjudication area and is subject to a specific condition of approval which does not allow the use of water from the well for irrigation purposes; inclusive of effluent.¹ It is presumed all outdoor irrigation will be supplied by the roof catchment cistern; though not specifically stated in the development plan.

Water Budget:

The applicant has a proposed water budget of 0.07 acre-foot per year based upon an estimated 50 % annual occupancy time for the caretaker's residence and storage buildings. The water consumption rates for each proposed used did site a reference for the source of data/ rated used and cannot be adequately reviewed.

Since future occupancy cannot be predicted due the potential changes in use or change of ownership, 100% occupancy should be used for a conservative analysis. Using data for

¹ Letter dated March 8, 2007 from Joseph Montoya, Office of the State Engineer to James Siebert and Mary Jo Parker

residential and commercial water use in the Santa Fe Urban Area² the following assumptions were made:

1. The caretakers residence will have the same water use associated with a guest house.
2. The proposed storage buildings will have the same water use associated with self storage units.
3. All landscape irrigation will be supplied by a roof catchment system.

With these assumptions and the City of Santa Fe data, a water use of 0.09 acre-feet year is presumed for the caretaker's residence and a use of 0.13 acre-feet per year for the storage buildings. The total annual water budget for this development is conservatively estimated at **0.22 acre-feet per year.**

SFC Land Development Code Requirements

Water Supply

From Table 7.4 of Article VII Section 6 –Water Supply, all non-residential development in which the project uses more than 0.25 acre-feet of water annually is required to submit a water supply plan addressing water availability, conservation, fire protection and quality. **As this development is estimated to use less than 0.25 acre-feet, no water supply plan is required.**

Liquid Waste

From Table 7.1 of Article VII Section 2, as amended by Ordinance 1999-1, all commercial development is required to submit a documentation package that meets the requirements of Article VII Section 2.6. **No such documentation was submitted by the applicant.**

Conclusions

The proposed development does not require the submission of a water development plan but additional submittals are requested:

1. Irrigation plan which incorporates water supplied by rooftop catchment system for review prior to final development plan approval.

2. A Liquid Waste Disposal documentation package as outlined in Article VII Section 2.6 of the SFC Land Development code for review prior to final development plan approval.

If you have any questions, please feel free to call me at 992-9877 or email at ktorres@co.santa-fe.nm.us.

² *Water Use in Santa Fe*, City of Santa Fe, New Mexico Water Division, July 2009

John R. D Antonio, Jr., P.E.
State Engineer



Santa Fe Office
PO BOX 25102
SANTA FE, NM 87504-5102

STATE OF NEW MEXICO
OFFICE OF THE STATE ENGINEER

Trn Nbr: 377132
File Nbr: RG 89009

Mar. 08, 2007

JAMES SIEBERT
MARY JO PARKER
915 MERCER ST
SANTA FE, NM 87505

Greetings:

Enclosed is your copy of the 72-12-1 Permit, which has been approved.

Your attention is called to the approval page of this permit to General Conditions of Approval and Specific Condition of Approval 8, which states as follows:

8. Use shall be limited strictly to household and/or drinking and sanitary purposes; water shall be conveyed from the well to the place of use in closed conduit and the effluent returned to the underground so that it will not appear on the surface. No irrigation of lawns, gardens, trees or use in any type or pool or pond is authorized under this permit.

Well Record shall be filed in this office within twenty (20) days after completion of drilling.

This permit will expire, unless this well is drilled and the well driller files the well record in this office on or before 03/07/2008.

Sincerely,

A handwritten signature in cursive script, reading "Joseph E. Montoya".

Joseph Montoya
(505)827-6120

Encls: Approved Permit

cc: Albuquerque Office

cond8

REC'D CLERK RECORDED 3/12/2007