

MEMORANDUM

DATE: May 20, 2010

TO: County Development Review Committee

FROM: Jose E. Larrañaga, Commercial Development Case Manager

VIA: Jack Kolkmeier, Land Use Administrator
Shelley Cobau, Building and Development Services Manager
Wayne Dalton, Building and Development Services Supervisor

FILE REF: CDRC CASE # DP 09-5130 Zia Credit Union Final Development Plan

ISSUE:

Zia Credit Union, Applicant, Jeffery White, Agent, request Final Development Plan approval for a Branch Banking Facility consisting of a 7,724 square foot two story building, four (4) drive through lanes and one (1) ATM lane on 1.12 acres. The 1.12 acre site is designated as a Traditional Mixed Use Sub-District under Ordinance No. 2008-5.

The property is located within the Pojoaque Traditional Community, at #1 Luz De Amado, within Section 17, Township 19 North, Range 9 East, (Commission District 1).

SUMMARY:

On September 8, 2009, the Board of County Commissioners (BCC) conducted a public hearing on the Application of The Zia Credit Union for variances of Article III, Section 4.4.3.a and Article III, Section 4.4.3.c of the Santa Fe County Land Development Code (Code) and Ordinance No. 2008-5 (Pojoaque Valley Traditional Community District). The BCC, having reviewed the Application, Staff report and supplemental materials, approved the Applicants request to allow ninety-two feet (92') between the proposed points of ingress and egress, to allow vehicle parking in front of the building and to allow a thirty-three foot (33') building height (Exhibit "E", BCC Final Order).

The proposed site is within the boundaries of the Pojoaque Valley Traditional Mixed Use Sub – District. These districts are intended to accommodate a mixture of uses provided the

performance standards and criteria set forth by the code are met. A Bank or other financial institutions are categorized as a conditional use which is permitted within the zoning district as long as a Development Plan is approved by the County Development Review Committee (CDRC).

The Applicant conducted a pre-application meeting, with the community, on March 12th, 2009 as required by the Pojoaque Valley Traditional Community District Ordinance, Section 12.8 (Community Notice and Procedural Requirements). The Applicant has submitted a summary of the comments made by the public at attendance. (Exhibit "F").

The proposed development is described in Article III, Section 4.2.2 Traditional Community Districts of the Land Development Code (Exhibit "I").

- a. Mixed Uses Permitted states: Traditional Community districts established by the Code are intended to accommodate a mixture of uses such as agriculture, residential, large scale residential, community service, institutional, non-residential or recreational uses anywhere inclusive of the boundaries of the village, provided the performance standards and criteria set forth by the Code are met.

The Applicant is proposing a building footprint of 4,707 square feet. The building will be a two story structure. The floor space consists of a 4,707 square foot first floor and 3,017 square foot 2nd story for a total square footage of 7,724. The buildings are designed to be consistent with the local architecture. The Application also includes four (4) remote drive-through lanes and one (1) ATM lane. The Applicant states: "The Credit Union is fiscally owned by its depositing members and the primary purpose of the facility is a branch banking facility".

The proposed Final Development Plan meets the criteria set forth in Article III, Section 4.4.1 (Submittals) and Article V, Section 7.2 (Final Development Plan) of the Land Development Code (Exhibit "H & G").

The Application was reviewed for the following:

PARKING:

Article III, Section 4.4.3.c. (Commercial and Industrial Non-Residential Districts, Site Planning Standards, Parking Lot Location) of the Land Development Code states "Parking lots shall be placed or oriented on a site to the rear or side of buildings (or both), and to encourage pedestrian safety and convenience".

The Applicant was granted a variance of Article III, Section 4.4.3.c., therefore, is not subject to the requirement of the parking to be placed or oriented on a site to the rear or side of buildings.

SIGNAGE:

The signage plan submitted, for Final Development Plan, meets the requirements set forth in Article VIII (Sign Regulations) of the Santa Fe County Land Development Code.

LIGHTING:

The lighting plan submitted, for Final Development Plan, meets the requirements set forth in Article III, Section 4.4.4h.1 (Commercial and Industrial Non-Residential Districts,

Development and Design Standards, Outdoor Lighting) Section 4.4.4h.3.a (Commercial and Industrial Non-Residential Districts, Outdoor Lighting Submittals) and Section 4.4.4.h.4.a and b (Commercial and Industrial Non-Residential Districts, Development and Design Standards, Off-Street Lighting Design Standards), of the Santa Fe County Land Development Code.

EXISTING DEVELOPMENT:

There is currently a single family residence, detached garage, metal storage building, mobile home and a four unit single story apartment building. All buildings and structures will be moved or demolished. The existing overhead power line will be placed underground.

ADJACENT PROPERTY:

The property is bordered on three sides (North, South and West) by Pueblo owned property. The Pueblo Phillips 66 Gas Station lays directly southeast of the site. The property is fronted to the East by Gutierrez Road and US 84/285 borders.

ACCESS:

The referenced project will take access off US 84/285 via Gutierrez Road. The Applicant submitted a Traffic Impact Analysis. This analysis has been reviewed by the New Mexico Department of Transportation (NMDOT) and an access permit must be secured from the NMDOT by the Applicant.

The Applicant was granted a variance of Article III, Section 4.4.3, therefore, is not subject to the requirement of spacing between points of ingress and egress.

TERRAIN MANAGEMENT:

The proposed project does not impact any major slopes and or arroyo/drainage therefore staff has determined that this project complies with Article VII, Section III (Terrain Management) of the Santa Fe County Land Development Code. The proposed development must comply with Ordinance No. 2008-10, Section 5.8 (Storm water Detention and Retention) requirements to retain/detain rain water run-off from the site.

WATER:

The property is located in the Basin Hydrologic Zone within the Pojoaque Valley Traditional Community and meets the Land Development Code requirements. The Applicant has entered into an agreement with the Pojoaque Pueblo to use the Pueblo water system for fire protection and potable domestic use. The Applicant has submitted documentation, from the Pueblo, consisting of the contract, water availability, maintenance, and water quality.

LIQUID and SOLID WASTE:

The Applicant proposes to utilize the Pojoaque Pueblo waste water system and has entered into an agreement with the Pueblo.

A dumpster will be utilized for the solid waste and screened from public view. Maintenance of the dumpster and removal of the waste will be the responsibility of the owner.

FIRE PROTECTION:

Fire protection will be provided by the Pojoaque Valley Fire Department. The Applicant shall comply with all Fire Marshal requirements which include a fire suppression system to be

installed in the structure and allow for testing of the hydrants for proper fire flow. The Applicant has entered into an agreement with the Pojoaque Pueblo to use the Pueblo water system for fire protection.

LANDSCAPING:

The proposed landscape plan meets the requirements set forth in Article III, Section 4.4.4.f.4 and Section 4.4.4.f.5. (Landscape Planting Standards) of the Land Development Code.

ARCHEOLOGICAL:

The proposed site is not in an area designated as having known archaeological potential. Due to the site being less than 10 acres an archaeological survey is not required.

REQUIRED ACTION:

The CDRC should review the attached material and consider the recommendation of staff; take action to approve, deny, approve with conditions or modifications or to table for further analysis of this request.

RECOMMENDATION:

Staff has reviewed this application and has found the following facts to support this submittal: The proposed development is a permissible use within the boundaries of the Pojoaque Valley Traditional Mixed Use Sub –District; The Applicant has met with the community to discuss the proposed development; The property obtained approval, from the BCC, for variances to allow for ninety-two feet (92’) between the proposed points of ingress and egress, vehicle parking in front of the building and a thirty-three foot (33’) building height; The proposal for Final Development Plan meets the performance standards and criteria set forth in the Land Development Code.

The review comments from State Agencies and Development Review Services has established findings that this Application is in compliance with Article V, Section 7.2 (Final Development Plan), Article III Section 4.4 (Development Plan Procedures) and Article III, 4.2.2 (Traditional Community Districts) of the Land Development Code. Staff recommends Final Development Plan **approval**, of a Branch Banking Facility consisting of a 7,724 square foot two story building, four (4) drive through lanes and one (1) ATM lane on 1.12 acres, subject to the following condition:

1. All Staff redlines must be addressed, original redlines will be returned with final plans for Final Development Plan.

ATTACHMENTS:

Exhibit “A” – Applicant’s Report

- Exhibit "B" – Vicinity Map
- Exhibit "C" – Development Drawings
- Exhibit "D" – Photos of Property
- Exhibit "E" – BCC Final Order
- Exhibit "F" – Summary of Community Meeting
- Exhibit "G" – Article V, Section 7.2
- Exhibit "H" – Article III, Section 4.4
- Exhibit "I" – Article III, Section 4.2.2
- Exhibit "J" – Ordinance No. 2008-5, Section 12.4
- Exhibit "K" - Reviewing agencies comments
- Exhibit "L" – Documentation of water & waste water availability