



# Agenda

CITY CLERK'S OFFICE

DATE 3/16/15 TIME 10:50am

SERVED BY Guadalupe Guevara

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**SUMMARY COMMITTEE**  
**Thursday, April 2, 2015 - 11:00 am**  
**City Council Chambers**  
**City Hall 1<sup>st</sup> Floor - 200 Lincoln Avenue**

- A. ROLL CALL
- B. APPROVAL OF AGENDA
- C. APPROVAL OF MINUTES

March 5, 2015

**D. NEW BUSINESS**

- 1. **Case #2014-117. 918E Acequia Madre Lot Split.** Siebert & Associates, agent for Cole Martelli and David Muck requests plat approval to divide approximately 0.77 acres into two residential lots (+/- 0.43 acre and +/- 0.34 acres). The property is zoned R-5 (Residential - 5 dwelling units per acre). (Noah Berke, Case Manager) (**POSTPONED FROM FEBRUARY 19, 2015 AND MARCH 5, 2015**)

- E. STAFF COMMUNICATIONS
- F. MATTERS FROM THE COMMITTEE
- G. 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  
CITY OF SANTA FÉ  
SUMMARY COMMITTEE  
April 2, 2015**

<b>ITEM</b>	<b>ACTION</b>	<b>PAGES</b>
A. ROLL CALL	Quorum	1
B. APPROVAL OF AGENDA	Approved as published	1
C. APPROVAL OF MINUTES - March 5, 2015	Approved as amended	1
D. NEW BUSINESS		
1. <u>Case #2014-117</u> 918E Acequia Madre Lot Split	Approved with staff conditions	1-3
E. STAFF COMMUNICATIONS	Discussion	3-4
F. MATTERS FROM THE COMMITTEE	None	4
G. ADJOURNMENT	Adjourned at 11:18 a.m.	4

**MINUTES OF THE MEETING  
OF THE CITY OF SANTA FÉ  
SUMMARY COMMITTEE  
April 2, 2015**

A regular meeting of the City of Santa Fé Summary Committee was called to order by Lawrence Ortiz, Chair, on April 2, 2015 at approximately 11:00 a.m. in the City Council Chambers, City Hall, Santa Fé, New Mexico.

**A. ROLL CALL**

**MEMBERS PRESENT:**

Lawrence Ortiz, Chair  
Brian Gutierrez, Commissioner

**MEMBERS EXCUSED:**

John Padilla

**OTHERS PRESENT:**

Tamara Baer, Current Planning Division Manager  
Noah Berke, Land Use Case Manager  
Mr. Carl Boaz, Stenographer

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

**B. APPROVAL OF AGENDA**

Commissioner Gutierrez moved to approve the agenda as presented. Chair Ortiz seconded the motion and it passed by unanimous voice vote.

**C. APPROVAL OF MINUTES – March 5, 2015**

Commissioner Gutierrez request a change to the minutes on page 5 in the second paragraph where it should read, "Commissioner Gutierrez asked if she was renting the space ef or if the cars belonged to her."

Commissioner Gutierrez moved to approve the Summary Committee minutes of March 5, 2015 as amended. Chair Ortiz seconded the motion and it passed by unanimous voice vote.

**D. NEW BUSINESS**

1. **Case #2014-117. 918E Acequia Madre Lot Split.** Siebert & Associates, agent for Cole Martelli and David Muck requests plat approval to divide approximately 0.77 acres into two residential lots ( $\pm$  0.43 acre and  $\pm$ 0.34 acres). The property is zoned R-5 (Residential - 1 dwelling unit per acre). (Noah Berke, Case Manager) (Postponed from February 19, 2015 and March 5, 2015)

A Memorandum regarding Case #2014-117, 918E Acequia Madre Lot Split, from Mr. Noah Berke, Case Planner, Current Planning Division, prepared February 25, 2015, for the March 5, 2015 Summary Committee Meeting with attachments is incorporated herewith to these minutes as Exhibit #1.

### **Staff Report**

Mr. Berke presented the staff report for this case which is contained in Exhibit #1. Please refer to Exhibit #1 for specifics of this presentation. He noted that the garage will be demolished in the near future.

### **Recommendation**

The Land Use Department recommended approval of Case #2014-117 with the Conditions of Approval as presented in the staff report.

### **Applicant's Presentation**

Present and sworn was Mr. Jim Siebert, 915 Mercer, Santa Fe, New Mexico, representative of the applicant, who said they were in agreement with the conditions by staff and will answer any questions.

### **Public Comment**

Present and sworn was Mr. Bonifacio Armijo, 13B Paseo C de Baca, La Cienega, New Mexico who said he was present on behalf of his father John Armijo whose property at 420 Camino Don Miguel which formerly abutted this property. He is against the lot split because it was subdivided recently and on a portion of the land, the owner requested a lot line adjustment and then sold the property. Now they are building a 5,500 square foot house and returning to request another lot split. The opposition of his father is for the scale and magnitude of the structure.

Mr. Armijo said he sits on the Historic Districts Review Board and recently a house in that same area came before the HDRB and demolition was approved which he opposed. They tore down the little casita to build a much larger home there. The whole landscape is changing away from the little casitas. One property got demolished and they built a big home and another did the same thing and it is becoming a neighborhood full of much larger homes. He was disappointed by the action of the HDRB so instead of having three quaint houses there, are now much larger houses.

He thanked Cole Martelli who contacted both him and his father. First it was the lot line adjustment and then a lot split and now just big homes there.

There were no other public comments regarding this case and the public portion of the hearing was closed.

### **Questions from the Committee**

Commissioner Gutierrez noted on Tract B-1, there are no structures showing at all and asked if that is correct. Mr. Berke said that is correct.

Commissioner Gutierrez noted that on Tract B-2, is the lot Mr. Armijo referred to as three quaint residence that is now the 5,500 sq. ft. residence constructed. Mr. Berke agreed that is correct.

Commissioner Gutierrez asked what kind of structure could be built there.

Ms. Baer said the size is governed by lot coverage primarily but has to meet other requirements as well, including setbacks. 40% lot coverage is the maximum allowed. The calculation yielded a maximum of 17,000 sq. ft. [but actually was 7,580 square feet].

Commissioner Gutierrez asked Mr. Siebert, assuming this lot split is approved, if he knew the intention of the owners for development.

Mr. Siebert said he did not know their intention but they will be selling the lot and right now there are no plans to build a house on that property.

Commissioner Gutierrez asked Mr. Armijo if the owner had returned his call to meet with him but he could not respond at the time because he was "swamped" with work.

Mr. Armijo agreed. Mr. Martelli called him at the last minute. Staff notified him about the case. But he didn't have any opportunity to meet with Mr. Martelli.

Commissioner Gutierrez had no questions on this case.

Commissioner Gutierrez asked staff if any plan for development would go to the HDRB and if a monster house was the proposal, it could be addressed by that Board. Mr. Berke agreed.

### **Action of the Committee**

**Commissioner Gutierrez moved to approve Case #2014-117, 918E Acequia Madre Lot Split with all staff conditions for approval. Commissioner Gutierrez seconded the motion and it passed by unanimous voice vote.**

### **E. STAFF COMMUNICATIONS**

Ms. Baer reminded the Committee of the field trip site visit this afternoon at 3:00 and that pizza would be served.

She also announced that this will be her last Summary Committee and the last Planning Commission tonight. She is resigning from the City. She said it has been a pleasure working with this Committee and thanked them for working with her.

Commissioner Gutierrez and Commissioner Gutierrez thanked her for all of her good work and wished her well.

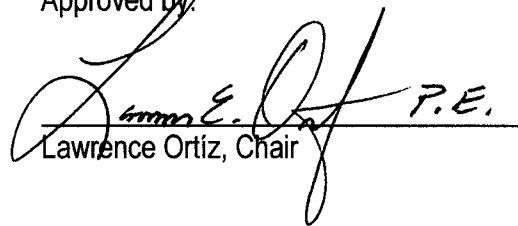
#### **F. MATTERS FROM THE COMMITTEE**

There were no matters from the Committee.

#### **G. ADJOURNMENT**

The meeting was adjourned at 11:18 p.m.

Approved by:

  
Lawrence Ortiz, Chair

Submitted by:

  
Carl Boaz for Carl G. Boaz, Inc.

# City of Santa Fe, New Mexico

# memo

**DATE:** February 25, 2015, for the March 5, 2015 Meeting

**TO:** Summary Committee

**VIA:** Lisa Martinez, Director, Land Use Department  
Tamara Baer, ASLA, Planning Manager, Current Planning Division

**FROM:** Noah Berke, CFM, Senior Planner, Current Planning Division *NLB*

**Case #2014-117. 918E Acequia Madre Lot Split.** Siebert & Associates, agent for Cole Martelli and David Muck requests plat approval to divide approximately 0.77 acres into two residential lots (+/- 0.43 acre and +/- 0.34 acres). The property is zoned R-5 (Residential - 1 dwelling unit per acre). (Noah Berke/Dan Esquibel, Case Manager)

## RECOMMENDATION

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

## BACKGROUND & SUMMARY

The applicant is requesting subdivision plat approval to divide approximately 0.77 acres into 2 residential lots (+/- 0.43 acre and +/- 0.33 acres). The property is zoned R-5 (Residential- 5 dwelling units per acre). The property is also located within the Downtown And Eastside Historic Review District. Development on the property will require Historic review and approval. However, this property will not trigger an archaeological clearance permit.

The property is accessed from a 13 foot wide concrete bridge and then by a 460 +/- foot long driveway. New construction on either lot shall be reviewed by the Fire Department, which shall require fire suppression systems due to the difficulty of access.

An additional 20 foot wide Wasterwater easement shall be required on Tract B-1 to benefit the property to the south. The Land Use Department requests approval

subject to compliance with the conditions listed below.

## **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.*

**Following standard practice, redline comments will be provided to the surveyor who shall make any necessary changes and submit the corrected plat in Mylar.**

Staff recommends the following conditions of approval:

1. Add the following notes to the plat:
  - a. A 20 foot wide sewer easement will be required through Lot B-1 to benefit the property to the south.
  - b. Wastewater Utility Expansion Charges (UEC) shall be paid at the time of construction permit application.
  - c. Each individual residence on Lots A, B-1, and B-2 shall have separate water meters.
  - d. New development shall have water supply that meets fire flow requirements as per IFC or install an automatic sprinkler system.
  - e. Fire Department shall have 150 feet distance to any portion of the building on any new construction.
  - f. Prior to any new construction or remodeling all Fire Department requirement must be met or automatic sprinkler systems may be required.

## **ATTACHMENTS:**

### **EXHIBIT A: City Staff Memoranda**

1. Fire Department Memorandum, Rey Gonzales
2. Waste Water Division Engineer Memorandum, Stan Holland
3. Water Division Memorandum, Dee Beingessner
4. Traffic Engineering Division, Sandra Kassens

### **EXHIBIT B: Maps and Photos**

1. Zoning and Aerial View
2. Street View of Property Entrance


### **EXHIBIT C: Applicant Materials**

1. Letter of Application
2. Lot Split Plat



# City of Santa Fe, New Mexico

## memo

**DATE:** January 26, 2015  
**TO:** Dan Espuibel, Case Manager  
**FROM:** Reynaldo Gonzales, Fire Marshal   
**SUBJECT:** Case #2014-117 918E Acequia Madre Lot Split

I have conducted a review of the above mentioned case for compliance with the International Fire Code (IFC) Edition. If you have questions or concerns, or need further clarification please call me at 505-955-3316.

**Prior to any new construction these requirements must be met or automatic sprinkler systems may be required.**

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.
3. Shall meet driveway requirements as per IFC.
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

**EXHIBIT A1**

**City of Santa Fe**



# MEMO

## Wastewater Management Division DEVELOPMENT REVIEW COMMENTS

### E-MAIL DELIVERY

Date: January 14, 2015

To: Dan Esquibel, Case Manager

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

Subject: Case 2014-117 – 918E Acequia Madre Lot Split

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The subject property is accessible to the City public sewer system.

The following comments shall be addressed:

1. A 20 foot sewer easement will be required through the proposed Tract B-1.

# *City of Santa Fe* **memo**

**DATE:** January 9, 2015  
**TO:** Dan Esquibel, Land Use Planner, Land Use Department  
**FROM:** Dee Beingessner, Water Division Engineer *DB*  
**SUBJECT:** Case # 2014-117 Acequia Madre Lot Split

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Water Service is available for this subdivision from a newly constructed main off of Acequia Madre. If easements are required for the new lots to access the main, they must be established in the plat at this time.

Fire protection requirements are addressed by the Fire Department.

EXHIBIT A3

**ESQUIBEL, DANIEL A.**

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**From:** KASSENS, SANDRA M.  
**Sent:** Monday, January 26, 2015 3:05 PM  
**To:** ESQUIBEL, DANIEL A.  
**Cc:** ROMERO, JOHN J  
**Subject:** Lot Split 918E Acequia Madre

Dan,  
The Traffic Engineering Division has no comments on the proposed lot split at 918-E Acequia Madre.

*Sandy Kassens*  
505-955-6697



EXHIBIT B

