



Agenda

CITY CLERK'S OFFICE

DATE 5/26/16 TIME 9:00

SERVED BY [Signature]

RECEIVED BY [Signature]

AMENDED

SUMMARY COMMITTEE
Thursday, June 2, 2016 - 11:00am
City Council Chambers
City Hall 1st Floor - 200 Lincoln Avenue

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

May 5, 2016

- D. **OLD BUSINESS**
- E. **NEW BUSINESS**

1. **Case #2016-47. 950 & 952 Santander Lane Family Transfer Subdivision.**
Sommer Karnes and Associates, LLP, agent for Fred Nugent requests approval of a Family Transfer Subdivision. The lot is [~~0.204~~ acres] 0.30 acre and is zoned R-5 (Residential – 5 units per acre). The Family Transfer Subdivision will create 2 lots, one of which will be transferred to the property owner's son. (Dan Esquibel, Case Manager)

- 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.**



CITY CLERK'S OFFICE
Agenda DATE 5/14/14 TIME 11:25
 SERVED BY [Signature]
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SUMMARY COMMITTEE
Thursday, June 2, 2016 - 11:00am
City Council Chambers
City Hall 1st Floor - 200 Lincoln Avenue

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**SUMMARY INDEX
CITY OF SANTA FÉ
SUMMARY COMMITTEE
June 2, 2016**

ITEM	ACTION	PAGES
A. ROLL CALL	Quorum	1
B. APPROVAL OF AGENDA	Approved as published	1
C. APPROVAL OF MINUTES - May 5, 2016	Approved as presented	1
D. OLD BUSINESS	None	1
E. NEW BUSINESS		
1. <u>Case #2016-47.</u> 950 & 952 Santander Lane Family Transfer Subdivision.	Approved with conditions	1-2
F. STAFF COMMUNICATIONS	None	2
G. MATTERS FROM THE COMMITTEE	None	3
H. ADJOURNMENT	Adjourned at 11:07 a.m.	3

**MINUTES OF THE MEETING
OF THE CITY OF SANTA FÉ
SUMMARY COMMITTEE
June 2, 2016**

A regular meeting of the City of Santa Fé Summary Committee was called to order by Commissioner Sarah Propst, Vice-Chair, on the above date at approximately 11:00 a.m. in the City Council Conference Room, City Hall, Santa Fé, New Mexico.

A. ROLL CALL

MEMBERS PRESENT:

Sarah Propst, Vice-Chair
Vince Kadlubek, Commissioner

MEMBERS EXCUSED:

Brian Gutierrez, Chair

OTHERS PRESENT:

Dan Esquibel, Current Planning Division, Senior Planner
Carl Boaz, Stenographer

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

B. APPROVAL OF AGENDA

Commissioner Kadlubek moved to approve the agenda as presented. Vice-Chair Propst seconded the motion and it passed by unanimous voice vote.

C. APPROVAL OF MINUTES – May 5, 2016

Commissioner Kadlubek moved to approve the minutes of May 5, 2016 as presented. Vice-Chair Propst seconded the motion and it passed by unanimous voice vote.

D. OLD BUSINESS

There was no Old Business.

E. NEW BUSINESS

1. **Case #2016-47. 950 & 952 Santander Lane Family Transfer Subdivision.** Sommer Karnes and Associates, LLP, agent for Fred Nugent requests approval of a Family Transfer Subdivision. The lot is [~~0.204 acres~~] 0.30 acre and is zoned R-5 (Residential – 5 units per acre). The Family

lot is [~~0.204 acres~~] 0.30 acre and is zoned R-5 (Residential – 5 units per acre). The Family Transfer Subdivision will create 2 lots, one of which will be transferred to the property owner's son. (Dan Esquibel, Case Manager)

Mr. Esquibel presented the Staff Report for this case. A copy of the Staff Report is incorporated herewith as Exhibit 1. Please refer to Exhibit 1 for details concerning this report.

Applicant's Presentation

Mr. Joseph Karnes, 200 West Marcy, was sworn. He said he was here with the owners of the property and they wish to have the lot on Santander Lane split for their daughter in order for her to be able to spend time here in Santa Fe. They are in agreement with the recommendations of approval. Mr. Karnes stood for questions.

Public Hearing

Vice-Chair Propst opened the matter for public comment.

There were no speakers from the public regarding this case and the public hearing was closed.

Committee Discussion

Vice-Chair Propst asked if the client was aware of the limitations of family transfers.

Mr. Karnes said yes.

There were no other questions for the applicant.

Action of the Committee

Commissioner Kadlubek moved in Case #2016-47 - 950 & 952 Santander Lane Family Transfer Subdivision., to approve the Transfer as requested, subject to the conditions of approval recommended by City Staff. Vice-Chair Propst seconded the motion and it passed by unanimous voice vote.

F. STAFF COMMUNICATIONS

There were no Staff communications.

G. MATTERS FROM THE COMMITTEE

There were no matters from the Committee.


H. ADJOURNMENT

The meeting was adjourned at 11:07 a.m.

Approved by:


Brian Gutierrez, Chair

Submitted by:


Carl Boaz for Carl G. Boaz, Inc.

Summary Committee
June 2, 2016


EXHIBIT 1


City of Santa Fe, New Mexico

memo

DATE: May 26, 2016 for the June 2, 2016 Meeting

TO: Summary Committee

VIA: Lisa D. Martinez, Director, Land Use Department
Greg Smith, Current Planning Division Director 

FROM: Daniel Esquibel, Land Use Planner Senior, Current Planning Division 

Case #2016-47. 950 & 952 Santander Lane Family Transfer Subdivision. Sommer Karnes and Associates, LLP, agent for Fred Nugent requests approval of a Family Transfer Subdivision. The lot is 0.30 acre and is zoned R-5 (Residential – 5 units per acre). The Family Transfer Subdivision will create 2 lots, one of which will be transferred to the property owner's son. (Dan Esquibel, Case Manager)

I. RECOMMENDATION

The Land Use Department recommends **APPROVAL** subject to the conditions listed on Exhibit A:

II. SUMMARY

The applicant is requesting plat approval for family transfer subdivision to divide 0.30 acres into 2 residential lots: Tract A +/- 0.20 acre (9035 Sq. Ft.) and Tract B +/- 0.09 acres (4269.8 Sq. Ft.). The property is zoned R-5 (Residential-5 dwelling units per acre) and is also located within the Suburban Archaeological Review District and Downtown And Eastside Historic Review District. Development on the property will require Historic Design Review Board's review and approval. However, this property will not trigger an archaeological clearance permit.

III. ACCESS

Both proposed Tracts have direct access from Santander Lane which is a public Right-of-Way. Santander Lane dead ends at the southeast corner Tract A. A 250 square-foot triangular private Driveway/access easement is created that crosses the northeast corner of Tract B to provide direct access to the garage on Tract A from Santander Lane. An access and utility easement

provides connection to the adjacent north property running along the east property line of Tract A (between the house and east property line).

IV. UTILITIES

The property is currently connected to both wet and dry utilities. Should this lot split be approved, Chapter 22 and 25 would apply to both Tracts A and B, requiring separate utility services.

V. DIMENSIONAL CALCULATIONS

Subsection 14-7.2 allows maximum lot coverage of 40%, or up to 50% if open space equal to 50% of the gross square footage of the building is provided. Subsection 14-7.1(B)1 "*Net Lot Area*" excludes public and private streets and driveway easements from lot coverage calculations.

Tract A contains 9,035.6 square feet, with approximately 631 square feet attributable to driveway easements. The existing development on Tract A makes up 46.53% lot coverage, so open space equal to 50% of the building area must be designated on the plat before it is recorded. The lot is large enough to meet the open space requirement.

Tract B contains 4269.8 square feet, with approximately 250.8 square feet attributable to driveway easements. Existing development on Tract B makes up 23.12% lot coverage, so Tract B does not require designation of private open space.

Both lots contain enough area to accommodate 2 parking spaces each.

VI. DRT COMMENTS

The plat was reviewed by the City Fire Marshal, City Water Division, City Wastewater Division, City Environmental Services, City Traffic Division and City Technical Review Division. The plat is in substantial compliance with all applicable standards. All comments and recommended conditions of approval can be found in Exhibit B.

VII. CONCLUSION

The proposed subdivision plat was reviewed for compliance with the approval criteria specified in Section 14-3.7(C) and family transfer standards in 14-3.7(F). Staff review finds no adverse impacts are created by the subdivision of the 0.30 acre Tract into two Tracts (A and B). Conditions received by the Development Review Team will be managed as red line corrections prior to recordation.

The Land Use Department recommends **APPROVAL** subject to Conditions as outlined in this report.

VIII. ATTACHMENTS

EXHIBIT A:

1. Conditions of Approval

EXHIBIT B: Development Review Team Review comments and conditions

1. Fire Marshal Memorandum, Reynaldo Gonzales
2. Water Division, Dee Beingessner, Water Division Engineer
3. Wastewater Management Division Memorandum, Stan Holland
4. Environmental Services, Eric Lucero
5. Traffic Division, Sandra M. Kassens, Engineer Assistant
6. Technical Review, Risina "RB" Zaxus

EXHIBIT C: Maps

1. Vicinity

EXHIBIT D: Applicant Materials

1. Survey Plat

May 5, 2016
Summary Committee
Case # 2016-47
950 & 952 Santander Lane
Family Transfer Subdivision

EXHIBIT A

Conditions

EXH) A
Conditions of Approval
Case 2016-47
950 & 952 Santander Lane Family Transfer Subdivision.

	Condition	Department	Staff
1	<ol style="list-style-type: none"> 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/remodel construction or automatic sprinkler systems may be required. 3. Shall meet the 150 feet driveway requirements must be met as per IFC, or an emergency turnaround that meets the IFC requirements shall be provided. If this cannot be met an automatic sprinkler system may be required. 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 	Fire Marshal	Reynaldo Gonzales April 29, 2016
2	<ol style="list-style-type: none"> 1. Each lot will require separate water service. 2. If needed for the new water service connection, a utility easement should be established in this lot split to provide access to an the existing water main. 	Water Division	Dee Beingessner, Division Engineer May 24, 2016
3	<ol style="list-style-type: none"> 1. Add note to the plat that each lot shall be served by its own separate sewer service line. 2. Applicant provide documentation to the City that each lot is currently served by its own separate sewer service line as a condition of approval. 	Wastewater Management	Stan Holland, P.E. May 24, 2016
4	<ol style="list-style-type: none"> 1. Tract A requires private open space to be designated on the plat equal to 50% of the gross square footage of the dwelling. 	Current Planning	Dan Esquibel 6/02/16 (PC Staff Memo)

May 5, 2016
Summary Committee
Case # 2016-47
950 & 952 Santander Lane
Family Transfer Subdivision

EXHIBIT B


DRT Comments and Conditions

City of Santa Fe, New Mexico

memo

DATE: April 29, 2016

TO: Dan Esquibel, Case Manager

FROM: Reynaldo Gonzales, Fire Marshal 


SUBJECT: Case #2016-47. 950 & 952 Santander Lane Family Transfer

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 or remodel the current code adopted by the governing body would need to be met.

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/remodel construction or automatic sprinkler systems may be required.
3. Shall meet the 150 feet driveway requirements must be met as per IFC, or an emergency turnaround that meets the IFC requirements shall be provided. If this cannot be met an automatic sprinkler system may be required.
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

City of Santa Fe
memo

DATE: May 24, 2016
TO: Dan Esquibel, Land Use Planner, Land Use Department
FROM: Dee Beingessner, Water Division Engineer 
SUBJECT: Case # 2016-47 850 & 952 Santander Lane Family Transfer Subdivision

Each lot will require separate water service. If needed for the new water service connection, a utility easement should be established in this lot split to provide access to an the existing water main.

Fire protection requirements are addressed by the Fire Department.



MEMO

Wastewater Management Division DEVELOPMENT REVIEW COMMENTS

E-MAIL DELIVERY

Date: May 24, 2016

To: Dan Esquibel, Case Manager

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

Subject: Case 2016-47 – 950 & 952 Santander Lane Family Transfer Subdivision

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

The following items shall be a condition of approval;

1. Add note to the plat that each lot shall be served by its own separate sewer service line.

The Wastewater Division recommends that the Applicant provide documentation to the City that each lot is currently served by its own separate sewer service line as a condition of approval.

ESQUIBEL, DANIEL A.

From: LUCERO, ERIC J.
Sent: Tuesday, May 24, 2016 4:08 PM
To: ESQUIBEL, DANIEL A.
Subject: FW: DRT Comments

Dan,

As per our conversation earlier today, I have no comments to add and I am ok with the transfer.

Thanks,

***Eric J Lucero
City of Santa Fe
Environmental Services
Operations Manager
505-955-2205 office
505-670-6562 cell
ejlucero@santafenm.gov***

From: LUCERO, ERIC J.
Sent: Friday, May 06, 2016 1:22 PM
To: ESQUIBEL, DANIEL A.
Subject: DRT Comments

Dan,

I was unable to open and view **Case #2016-47. 950 & 952 Santander Lane Family Transfer Subdivision.**

As far as **Case #2016-44. 4601 Mission Bend Lot Split** and **Case #2016-48. 30 Colony Drive Lot Split**, I have no comments to add.

Thanks,

***Eric J Lucero
City of Santa Fe
Environmental Services
Operations Manager
505-955-2205 office
505-670-6562 cell
ejlucero@santafenm.gov***

— **ESQUIBEL, DANIEL A.**

From: KASSENS, SANDRA M.
Sent: Wednesday, May 04, 2016 3:26 PM
To: ESQUIBEL, DANIEL A.
Cc: ROMERO, JOHN J
Subject: 950 Santander Lane

Dan,
We have no comments on the Family Transfer Lot Split at 950 & 952 Santander Lane, case #2016-47.
Sandy – Traffic Engineering.

Sandra Kassens
Engineer Assistant
Engineering Division
Public Works Department
City of Santa Fe
505-955-6697

ESQUIBEL, DANIEL A.

From: ZAXUS, RISANA B.
Sent: Wednesday, April 27, 2016 1:32 PM
To: ESQUIBEL, DANIEL A.
Subject: Case # 2016-47, Santander Family Transfer Subdivision

Mr. Esquibel –

I have no review comments on the above-referenced case.

Risana B "RB" Zaxus, PE
City Engineer

May 5, 2016
Summary Committee
Case # 2016-47
950 & 952 Santander Lane
Family Transfer Subdivision

EXHIBIT C

Maps

950 & 952 Santander Lane Family Transfer Subdivision.



SOMMER, KARNES & ASSOCIATES, LLP

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Santa Fe, New Mexico 87501

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Of Counsel
Licensed in New Mexico and California

April 15, 2016

Noah Berke, Senior Planner, City of Santa Fe
200 Lincoln Avenue
Santa Fe, NM 87501

Re: Family Transfer Subdivision Application
950 and 952 Santander Lane (the "Property")

Dear Noah:

On behalf of Property owner Fred Nugent, this application requests a family transfer subdivision of the Property to create two lots, where one lot exists presently.

The Property is located at the end of Santander Lane, north of Camino Santander, within a developed portion of the City. The Property consists of 0.204 acres and includes an existing main house and separate accessory dwelling unit. The main house was constructed in 1993, pursuant to building permit #193-0713. It is believed that the accessory dwelling unit was constructed prior to 1960. No construction is proposed by the application. The Property is zoned R-5.

Mr. Nugent desires to provide his son, Malachy Nugent, the opportunity to live in Santa Fe and to convey the newly created lot to him as provided in the Family Transfer section of the City Code.

As shown on the attached plan, the application meets the applicable zoning criteria. Per Code section 14-7.2.B.8, the R-5 zoning allows for two dwelling units on a 0.305 acre property (13,305 SF property size / 8,712 SF per lot = 1.53), which rounded up equals 2 dwelling units. The proposed lots are each larger than the 4,000 SF minimum lot size.

The deed for the Property is attached to the application. Ed Vigil has reviewed the deed and associated information and we understand he has concluded the Property is a legal lot of record.

Please let me know if you have questions or need any additional information.

Sincerely,



Joseph M. Karnes

