



Agenda

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SUMMARY COMMITTEE
Thursday, December 7, 2017 - 11:00am
City Council Chambers
City Hall 1st Floor – 200 Lincoln Avenue

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

October 5, 2017

- D. OLD BUSINESS
- E. NEW BUSINESS

1. **Case #2017-92. 1315 Rufina Circle Lot Split.** Rick Chatroop, agent for Sayre & Beyer Enterprises, L.L.C., requests approval of a lot split creating parcels of approximately 0.97 acres and 0.57 acres. The property is zoned C-2 (General Commercial). (Margaret Ambrosino, Case Manager) **(POSTPONED FROM CANCELED MEETING ON NOVEMBER 2, 2017)**
2. **Case #2017-111. 2498 Rancho Siringo Drive Family Land Transfer.** Ector Alvarado of Alvarado Land Surveying, agent, representing Joe Serrano, owner, requests approval of a family transfer subdivision to divide approximately 0.328 acres to create two 0.164 acre residential lots. The property is zoned R-5 (Residential- five dwelling units per acre). (Lee Logston, 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.**

**SUMMARY INDEX
CITY OF SANTA FÉ
SUMMARY COMMITTEE
December 7, 2017**

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C. APPROVAL OF MINUTES - October 5, 2017	Approved as amended	1
D. OLD BUSINESS	None	1
E. NEW BUSINESS		
1. Case #2017-92. 1315 Rufina Circle Lot Split	Approved with staff conditions	2-3
2. Case #2017-111. 2498 Rancho Siringo Drive Family Land Transfer	Approved with staff conditions	3-5
F. STAFF COMMUNICATIONS	Staff member introduced	5
G. MATTERS FROM THE COMMITTEE	None	5
H. ADJOURNMENT	Adjourned at 11:30 a.m.	5

**MINUTES OF THE MEETING
OF THE CITY OF SANTA FÉ
SUMMARY COMMITTEE
December 7, 2017**

A regular meeting of the City of Santa Fé Summary Committee was called to order by Brian Gutierrez, Chair, on December 7, 2017 at approximately 11:00 a.m. in the City Council Chambers, City Hall, Santa Fé, New Mexico.

A. ROLL CALL

MEMBERS PRESENT:

Brian Gutierrez, Chair
Sarah Cottrell Propst, Commissioner

MEMBERS EXCUSED:

(One vacancy)

OTHERS PRESENT:

Noah Berke, Land Use Case Manager
Carl Boaz, Stenographer

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

B. APPROVAL OF AGENDA

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

C. APPROVAL OF MINUTES – October 5, 2017

Mr. Berke corrected a spelling on page 2. SPPAZO is the correct spelling.

MOTION: Commissioner Propst moved to approve the minutes of October 5, 2017 as amended. Chair Gutierrez seconded the motion and it passed by unanimous voice vote.

D. OLD BUSINESS

There was no Old Business.

E. NEW BUSINESS

1. **Case #2017-92. 1315 Rufina Circle Lot Split.** Rick Chatroop, agent for Sayre & Beyer Enterprises, L.L.C., requests approval of a lot split creating parcels of approximately 0.97 acres and 0.57 acres. The property is zoned C-2 (General Commercial). (Margaret Ambrosino, Case Manager) **(POSTPONED FROM CANCELED MEETING ON NOVEMBER 2, 2017)**

Mr. Berke presented the Staff Report on behalf of Ms. Ambrosino who is at training. Mr. Logston is selling a house in Utah.

Staff recommended approval, subject to conditions of the DRT and technical corrections in the packet.

Questions to Staff

There were no questions to Staff.

Applicant's Presentation

Mr. Richard Chatroop was sworn. He was in agreement with all conditions and technical comments.

Questions to the Applicant

Chair Gutierrez asked on the 0.399 acres how big of a building would be built and if there would be enough parking to not affect Rufina. If they put in a mechanic's shop around the corner, cars needing repair were being left out there. Is there enough parking to determine a maximum footprint?

Mr. Berke said there would be enough room. The setbacks in C-2 are around 5' with 40% lot coverage. The setback will be 5' on every side with a common access drive in the back. It would be a fairly small building and the 40% lot coverage could be more with water harvesting. If it was to be a restaurant, it could have 25 spaces in there.

Mr. Chatroop clarified that this property is intended to be a parking lot for the greenhouses next door and both have the same owner.

Public Comment

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

Action of the Committee

MOTION: Commissioner Propst moved to approve Case #2017-92, 1315 Rufina Circle Lot Split, with recommended conditions and technical corrections. Chair Gutierrez seconded the motion and it passed by unanimous voice vote.

2. **Case #2017-111. 2498 Rancho Siringo Drive Family Land Transfer.** Ector Alvarado of Alvarado Land Surveying, agent, representing Joe Serrano, owner, requests approval of a family transfer subdivision to divide approximately 0.328 acres to create two 0.164-acre residential lots. The property is zoned R-5 (Residential- five dwelling units per acre). (Lee Logston, Case Manager)

Mr. Berke presented the staff report for this case. As a Family Lot Transfer, they are able to round up in density, so we were able to subdivide it because of the transfer they are requesting. The notes on the plat will specify the limits of transferring by relative status and it can't be sold for three years.

City water and sewer is available. Private access to rear lot is from Camino Siringo and will be given prior to recordation. They meet all land development codes and agreed to conditions. Staff recommended approval of the application.

Questions to Staff

There were no questions to Staff.

Applicant's Presentation

Mr. Michael Serrano, 2500 Rancho Siringo, was sworn. He said Mr. Serrano wanted to share his land with his family. It is important to us. They are pillars of the community, I teach at Santa Fe Community College and my sister is a nurse. We love this place and we've been there for generations. I care about the community and the kids that are here. It is a really good decision. It is hard to find work so I'm teaching. I would appreciate if it would pass.

Public Comment

Ms. Mary Schruben, 2019 Rancho Siringo, was sworn, representing the Neighborhood Association. The Association approves of this lot split. We are looking for single family homes for people to live in and this family certainly qualifies. They've been there since the 1970's. Their only concern is drainage from the hill at Temple Baptist Church. It needs a good plan for runoff to prevent flooding where they are splitting the property. It still has a grade and we don't have any stormwater drainage plan. This lot is far from the arroyos.

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

Commissioner Propst asked Mr. Berke to say more about the driveway and access on the plat. She saw the fire access and asked if the drive will be extended to the back lot.

Mr. Berke agreed. On Camino Siringo Drive, an easement for egress and also for fire and driveway and for utilities from the street and a 20' turnaround becomes a hammerhead. The Fire Department reviewed it and typically require half of the hammer head of each lot.

Commissioner Propst asked if anything could be done with drainage.

Mr. Berke said this is simply creating new lots and it will be a requirement for stormwater detention/filtration or have a pond for that. The drainage can be handled at time of building permit and he agreed to let the City Engineer know about the erosion in the neighborhood and that will be suggested.

Commissioner Propst asked if there were any other issues with neighbors.

Mr. Serrano said there is development in the area with a double-wide across the street and it is growing. There are families putting up Christmas lights. No one has come to them with concerns. He said they really love the place and it is a really nice neighborhood. In the past, they had people moving out, but it is a fine place to live.

Chair Gutierrez asked if he agreed with all conditions and technical corrections.

Mr. Serrano said he did. It takes up a lot of the lot to build on it. He was just trying to have a place for their daughter to live. He appreciated the support of the neighborhood. His Dad took care of grading and have never had flooding.

Action of the Committee

MOTION: Commissioner Propst moved approval of Case #2017-111, 2498 Rancho Siringo Drive Family Land Transfer, with conditions of approval as noted in the staff memo. Chair Gutierrez seconded the motion and it passed by unanimous voice vote.

Chair Gutierrez congratulated him and was thankful for the rounding up for Family Transfer and glad the family can do this split.

Mr. Serrano said it has much more value to him than he could ever explain.

F. STAFF COMMUNICATIONS

Mr. Berke welcome Mr. Carlos Gommorah, new planner, who will be seen here in the future.

G. MATTERS FROM THE COMMITTEE

There were no matters from the Committee.

H. ADJOURNMENT

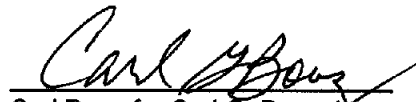
The meeting was adjourned at 11:30.

Approved by:



Brian Gutierrez, Chair

Submitted by:



Carl Boaz for Carl G. Boaz, Jrc.