



Agenda

SUMMARY COMMITTEE

Thursday, August 2, 2018 - 11:00am

City Council Chambers

City Hall 1st Floor – 200 Lincoln Avenue

- A. ROLL CALL
- B. APPROVAL OF AGENDA
- C. APPROVAL OF MINUTES
July 5, 2018
- D. OLD BUSINESS
- E. NEW BUSINESS

1. **Case #2018-32. 1713 West Alameda Street Lot Split.** Harbhajan S. Khalsa, Agent, representing Matthew Fass, Owner, requests approval of a lot split to divide approximately 1.97 acres to create two lots (+/- 1.17 acres and +/- .8 acres). The property is zoned R-3 (Residential – Three dwelling units per acre). (Donna Wynant, AICP, Case Manager) **(POSTPONED FROM JULY 5, 2018) (TO BE POSTPONED TO SEPTEMBER 6, 2018)**
2. **Case #2018-61. 1894 Fort Union Drive Lot Split.** Joseph Karnes of Sommer Karnes & Associates LLP, Agent, for James D. Punkre, Owner, requests approval of a lot split to divide approximately 2.21 acres to create two lots (+/- 1.00 and +/- 1.20 acres). The property is zoned R-1 (Residential - One dwelling unit per acre). (Donna Wynant, AICP, Case Manager)
3. **Case #2018-62. 1703 Quapaw Lot Split.** Southwest Mountain Surveys, Agent, representing Emma Rose Cohen, Owner, requests approval of a lot split to divide approximately 0.41 acres to create two lots (+/-0.22 acres and +/-0.19 acres). The property is zoned R5 (Residential – Five dwelling units per acre). (Carlos Gemora, Case Manager)
4. **Case #2018-63. 4250 Cerrillos Road Lot Split.** JenkinsGavin Agent, for Santa Fe Mall Property Owner, LLC Owner, requests approval of a lot split to divide approximately 27.0+/- acres into two Lots (Lot 1-A +/- 26.76 acres and Lot 1-A1 +/- .042 acres). The property is zoned SC3 (Regional Shopping Center District). (Dan Esquibel, Case Manager)

- F. STAFF COMMUNICATIONS
- G. MATTERS FROM THE COMMITTEE
- H. ADJOURNMENT

RECEIVED AT THE CITY CLERK'S OFFICE

DATE: 7/14/2018
TIME: 1:44 PM

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
August 2, 2018**

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A. ROLL CALL	Quorum	1
B. APPROVAL OF AGENDA	Approved as published	1
C. APPROVAL OF MINUTES - July 5, 2018	Approved as presented	1
D. OLD BUSINESS	None	1-2
E. NEW BUSINESS		
1. Case #2018-32. 1713 West Alameda Street Lot Split	Postponed	2
2. Case #2018-61. 1894 Fort Union Drive Lot Split	Approved with conditions	2-4
3. Case #2018-62. 1703 Quapaw Lot Split	Approved with conditions	4-5
4. Case #2018-63. 4250 Cerrillos Road Lot Split	Approved with conditions	5-6
F. STAFF COMMUNICATIONS	None	6
G. MATTERS FROM THE COMMITTEE	None	6
H. ADJOURNMENT	Adjourned at 11:33 a.m.	6

**MINUTES OF THE MEETING
OF THE CITY OF SANTA FÉ
SUMMARY COMMITTEE
August 2, 2018**

A regular meeting of the City of Santa Fé Summary Committee was called to order by Brian Gutierrez, Chair, on August 2, 2018 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
Lee Garcia, Commissioner

MEMBERS EXCUSED:

Sarah Cottrell Propst, Vice Chair

OTHERS PRESENT:

Noah Berke, Land Use Planner Manager
Dan Esquibel, Land Use Case Manager
Donna Wynant, 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 Garcia moved, seconded by Chair Gutierrez, to approve the agenda as presented.

VOTE: The motion passed on a unanimous voice vote with Commissioner Garcia and Chair Gutierrez voting in the affirmative and none voting against.

C. APPROVAL OF MINUTES – July 5, 2018

MOTION: Commissioner Garcia moved, seconded by Chair Gutierrez to approve the minutes of July 5, 2018 as presented.

VOTE: The motion passed on a unanimous voice vote with Commissioner Garcia and Chair Gutierrez voting in the affirmative and none voting against.

D. OLD BUSINESS

There was no Old Business.

E. NEW BUSINESS

1. **Case #2018-32. 1713 West Alameda Street Lot Split.** Harbhajan S. Khalsa, Agent, representing Matthew Fass, Owner, requests approval of a lot split to divide approximately 1.97 acres to create two lots (± 0.17 acres and ± 0.8 acres). The property is zoned R-3 (Residential — Three dwelling units per acre). (Donna Wynant, AICP, Case Manager) (POSTPONED FROM JULY 5, 2018) (TO BE POSTPONED TO SEPTEMBER 6, 2018)

This case was postponed to September 6, 2018 under Approval of the Agenda.

2. **Case #2018-61. 1894 Fort Union Drive Lot Split.** Joseph Karnes of Sommer Karnes & Associates LLP, Agent, for James D. Punkre, Owner, requests approval of a lot split to divide approximately 2.21 acres to create two lots (± 1.00 and ± 1.20 acres). The property is zoned R-1 (Residential - One dwelling unit per acre). (Donna Wynant, AICP, Case Manager)

Staff Report

Ms. Wynant presented the staff report for this case. She noted there is one existing residence and no further development is proposed.

The application meets density requirements; is served by separate utilities, and Archeology reveals no historic artifacts. This is part of 7 lots of the Chamiso Acres Subdivision and will allow a density at R-1.

Regarding the questions on access, the public right-of-way is from the west to access the property. The stub out to the west is advisory, not mandatory and no extension is required by Staff.

Applicant's Presentation

Mr. Joseph Karnes pointed out that this property is part of Chamisa Acres Subdivision, a long-established development from years ago. He showed the seven lots and noted that this one is substantially larger at over 2 acres. Mr. Punkre has lived there over 20 years and desires to develop the other lot. He is coming for the lot split to be make them more like the other lot sizes. It will be like the neighborhood and the applicant agrees with the conditions of approval.

Public Comment

Mr. John Davidson, 1825 Calle de Sebastian, was sworn. He said he has the property adjacent to both lots at the back. He felt the owner did a magnificent job of landscaping. He understood two sets of utilities and only one irrigation system were being required. The access from Calle de Patricio. The stub out has

not been maintained and the one time it was done, the owner did it. In the documentation, it said there is to be an access for 09A, but he believed that must be through lot 09B.

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

Committee Discussion

Ms. Wynant said there is on the plat a 25' easement coming off Calle Patricio for Lot 9A - It does give good access to the rear of the northern lot.

Chair Gutierrez asked her about the irrigation issue that was raised.

Ms. Wynant said she didn't know.

Mr. Karnes explained there is a single irrigation system serving both lots and it will be shared and maintained with an easement.

Mr. Berke said the City can make a note to add to the plat about sharing of irrigation on the two properties.

Chair Gutierrez said Ms. Wynant has a copy of the easement if Mr. Davison wanted to see it.

Commissioner Garcia said he had the same questions and whether the easement is existing or if it will be created.

Ms. Wynant said it will be created with this lot split.

Commissioner Garcia asked if the stub on Calle Patricio will never be opened up.

Mr. Berke said there is a connectivity plan that has Calle Patricio connect to Fort Union Drive, but the City doesn't intend to connect it. The Traffic Engineer said there is no need for it, so it is not required to connect them.

Commissioner Garcia asked, if approved, whether Mr. Davidson would be responsible for the street maintenance.

Ms. Wynant said he is not. It is a public street and some repaving is needed.

Another person from the public wanted to address the Committee. Chair Gutierrez reopened the public hearing to hear his testimony.

Mr. James Buckley, 1894 Fort Union, was sworn. He clarified that the electric company already has an easement on that lower lot and they need access through that easement.

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

Action of the Committee

MOTION: Commissioner Garcia moved, seconded by Chair Gutierrez, to approve Case #2018-61 - 894 Fort Union Drive Lot Split subject to conditions of approval and technical corrections submitted by Staff.

VOTE: The motion passed on a unanimous voice vote with Chair Gutierrez and Commissioner Garcia voting in favor and none voting against.

3. Case #2018-62. 1703 Quapaw Lot Split. Southwest Mountain Surveys, Agent, representing Emma Rose Cohen, Owner, requests approval of a lot split to divide approximately 0.41 acres to create two lots (± 0.22 acres and ± 0.19 acres). The property is zoned R5 (Residential — Five dwelling units per acre). (Carlos Gemora, Case Manager)

Staff Report

Mr. Berke explained that Mr. Gemora is on vacation and presented the staff report for this case. The lot split is conditioned on a separate sewer connection and subject to any red-line comments.

Applicant's Presentation

Mr. Michael Newman, 1115 Hickox, was sworn. He requested approval of the lot split, based on the conditions of approval which he accepted.

Public Comment

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

Committee Discussion

Mr. Newman was not aware of the condition to have separate sewer service.

The owner was I the audience and said she was not opposed to the condition.
Chair Gutierrez observed that it is a small lot but actually fits in with the neighborhood.

Commissioner Garcia asked about the entrance with the easement.

Mr. Newman explained that this is a dual entrance. The property was formerly two lots that later were combined and now the owner wishes to re-split the property. It does have a shared driveway I the location between the two new lots.

Action of the Committee

MOTION: Commissioner Garcia moved, seconded by Chair Gutierrez, to approve Case #2018-62, 1703 Quapaw Lot Split subject to the conditions of approval and technical corrections recommended by Staff.

VOTE: The motion passed on a unanimous voice vote with Chair Gutierrez and Commissioner Garcia voting in favor and none voting against.

4. **Case #2018-63, 4250 Cerrillos Road Lot Split.** JenkinsGavin Agent, for Santa Fe Mall Property Owner, LLC Owner, requests approval of a lot split to divide approximately 27.0 acres into two Lots (Lot 1-A ±26.76 acres and Lot 1-AI ±042 acres). The property is zoned SC3 (Regional Shopping Center District). (Dan Esquibel, Case Manager)

Staff Report

Mr. Esquibel presented the Staff report for this case which is subject to conditions and technical corrections as shown in Exhibit A and requires one motion.

Mr. Esquibel added condition #5 that access and shared parking shall be established for the subject lot to the satisfaction of City Staff prior to recordation of the plat. He explained that condition is basically to assure if the mall went away that there would still be parking in perpetuity for this property.

Applicant's Presentation

Ms. Jennifer Jenkins, of JenkinsGavin, 130 Grant Avenue, Suite 101, was sworn. She said she had nothing to add to the Staff Report and agreed with all conditions, including the one just stated and offered to respond to any questions.

Public Comment

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

Committee Discussion

Commissioner Garcia understood the whole purpose of the added condition is to give access to the

parking lot and ownership of it.

Mr. Esquibel also clarified that it is often carved out to secure financing and here, is to keep this property intact regardless of whether the Santa Fe Place Mall continues or not.

Action of the Committee

MOTION: Commissioner Garcia moved, seconded by Chair Gutierrez, to approve Case #2018-63. 4250 Cerrillos Road Lot Split, subject to the conditions of approval and technical correction in Exhibit A and the additional condition as stated by Mr. Esquibel for preserving access to the parking lot area.

VOTE: The motion passed on a unanimous voice vote with Chair Gutierrez and Commissioner Garcia voting in favor and none voting against.

F. STAFF COMMUNICATIONS

There were no Staff Communications.

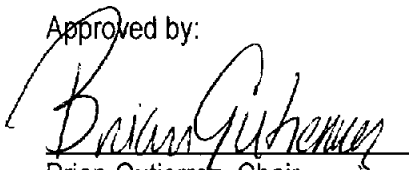
G. MATTERS FROM THE COMMITTEE

There were no matters from the Committee.

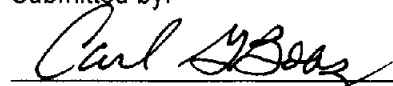
H. ADJOURNMENT

The Summary Committee meeting was adjourned at 11:33 a.m.

Approved by:


Brian Gutierrez, Chair

Submitted by:


Carl G. Boaz for Carl G. Boaz, Inc.