



County of Los Alamos

Minutes

Planning and Zoning Commission

1000 Central Avenue
Los Alamos, NM 87544

Michael Redondo, Chair; Ashley Mamula; Larry Warner; Melissa Arias; Craig Martin; Jessie Dixon; and Amy Woods, Commissioners.

Wednesday, December 13, 2017

5:30 PM

Council Chambers
1000 Central Avenue

1. CALL TO ORDER/ROLL CALL

Present 7 - Chair Redondo, Commissioner Arias, Commissioner Dixon, Commissioner Mamula, Commissioner Martin, Commissioner Warner and Commissioner Woods

2. PUBLIC COMMENT

3. APPROVAL OF AGENDA

4. PUBLIC HEARING(S)

- A. Case No. SUP-2017-0011:
A Special Use Permit to permit the placement of an accessory Apartment, located at 196 El Rayo Street and a Waiver to allow the accessory building to be built to 16 feet in height.

Attachments: [196 El Rayo Staff Report](#)

- B. Case No. WVR-2017-0051:
A-19 Waiver and Subdivision Scott Eddings, P.E., agent for Adam Thornton, owner, requests a Waiver to Los Alamos County Code of Ordinances, Chapter 16 - Development Code, Article XIII, Site Development Requirements Table, Minimum Lot Frontage of 50 feet, for nine lots within the proposed subdivision of Lot A-19-A-1.

Case No. SUB-2017-0004:

A-19 Preliminary Subdivision Plat Scott Eddings, P.E., agent for Adam Thornton, owner, requests a Waiver to Los Alamos County Code of Ordinances, Chapter 16 - Development Code, Article XIII, Site Development Requirements Table, Minimum Lot Frontage of 50 feet, for nine lots within the proposed subdivision of Lot A-19-A-1.

Attachments: [CompleteSubWvrStaffReport.pdf](#)

Commissioner Mamula moved to approve Case No. SUB-2017-0004, a request for approval of a Subdivision: A Preliminary Subdivision Plat creating 160 new residential lots and one commercial lot pertaining to the Property as described, and known as A-19. I so move for the reasons stated in the staff report and per testimony at the public hearing, and subject to the conditions listed in the staff report, with the following conditions:

1. A cul-de-sac or other turnaround approved by Public Works shall be provided at the far western end of Sherwood Boulevard.
2. The applicant shall submit a Final Subdivision Plat for Planning and Zoning Commission approval, which is in substantial conformance with the Preliminary Plat.
3. All design issues must be resolved to the satisfaction of the County Engineer and the Utilities Manager prior to approval of Final Plat.
4. Drawings submitted for Final Plat must be at 95% or greater completion.
5. Add keyed notes and provide corrections to utility pipe sizes and materials per redline comments from the Utilities Manager transmitted on December 8, 2017.
6. All easements must be shown and labeled on the plat. Anything other than ROW needs a defined use easement, including any shared utility, drainage and/or pedestrian easements.
7. Provide evidence of performance bond prior to grading.

8. Place the following note, or similar language, on the plat, overlapping the westernmost portion of Lot 2B (Tract C) and the easternmost portion of A-1 (Tract A), "Future recreational facilities by County."

9. Per the terms of the Development Agreement for A-19-A-2, the developer shall submit plans for the development of the commercial tract, Tract D, no later than 60 months from the date of closing on A-19-A-2, or September 22, 2022.

10. Street lighting shall be provided per the standards in the Los Alamos County Code of Ordinances, Chapter 16, Sec. 16-276 – Outdoor Lighting, and subject to approval by the County Engineer. La Vista and Sherwood (NM 4 to the commercial lot line) qualify as an RLDC-5 (continuous lighting), while the local streets qualify under RLDC-4 (roadway with lighted intersections and partial lighting). Partial lighting shall be provided at curvatures in the roadway and at cul-de-sacs.

11. An updated Traffic Impact Analysis (TIA) shall be provided prior to Final Plat. Include updates to trip distribution and capacity analysis, and a traffic signal warrant study at both intersections, noting at what stage of development signals will be warranted.

12. Provide an updated drainage report comparing the assumptions of the Master Drainage Study to the development as currently proposed, including drainage area and design storm for storm sewer and structures.

13. Provide grading details along with details for proposed drainage structures, stormwater, erosion, stabilization and sediment controls, including any proposed Low Impact Development (LID)/green infrastructure stormwater management techniques.

14. Project Engineer shall perform an analysis of the Fire Code (NFPA 101) to determine if the residence on Lot 27, Block 1 must be sprinklered. If it is required, this shall be noted on the plat.

15. Provide additional stormwater inlets subject to the approval of the County Engineer to prevent on-lot flooding.

16. Street names are subject to approval by the County Surveyor and P&Z on the Site Plan and Final Plat. Propose a different name for "Valle" as the County already has streets named "Valle del Sol" and "Valle Vista". A street name

should not change in the middle of its course. It is recommended that “Valle” and “Cadena” Streets be renamed “Cadena Loop”.

17. Show lot addresses as assigned by the County Surveyor on the Final Plat.

18. Water lines must be fully looped throughout the site per the direction of the Utilities Manager.

19. Submit Plan & Profile information subject to approval of the County Engineer and Utilities Manager prior to Final Plat.

20. Label plat to show Public Access Easements through the subdivision.

Commissioner Woods seconded the motion.

The motion Passed 7-0

and;

Commissioner Warner moved to approve Case No. WVR-2017-0051 a request for approval of a Waiver to the 50-foot frontage requirement for nine lots within the proposed subdivision of Lot A-19-A-1. I so move for the reasons stated in the staff report and per testimony at the public hearing, and subject to approval of the Subdivision Plat.

2. Case No. WVR-2017-0051: A-19 Waiver

A request for a Waiver to Los Alamos County Code of Ordinances, Chapter 16 – Development Code, Article XIII, Site Development Requirements Table, Minimum Lot Frontage of 50 feet, for nine lots within the proposed subdivision of Lot A-19-A-1 ,

Commissioner Woods seconded the motion.

The motion Passed 7-0

Yes: 7 - Chair Redondo, Commissioner Arias, Commissioner Dixon, Commissioner Mamula, Commissioner Martin, Commissioner Warner and Commissioner Woods

C.

Case No. SIT-2017-0024: A-19 Site Plan

Scott Eddings, P.E., agent for Adam Thornton, owner, requests Site Plan approval to develop 160 residential lots on Tracts A-19-A-1 and A-19-A-2A being a part of the Ramon Vigil Grant. The two lots total 47.29+ acres and are zoned R-1-5 (Single-family residential) and DT-NCO (Downtown - Neighborhood Center Overlay), respectively.

Attachments: [A - Staff Report Case No. SIT-2017-0024: A-19 Site Plan](#)

Commissioner Dixon moved to approve Case No. SIT-2017-0024, a request for a Site Plan, pertaining to the Property as described, and known as A-19. I so move for the reasons stated in the staff report and per testimony at the public hearing with the following conditions:

1. A cul-de-sac or other turnaround approved by Public Works shall be provided at the far western end of Sherwood Boulevard.
2. Place the following note, or similar language, on the Site Plan within the westernmost portion of Lot 2B, "Future recreational facilities by County."
3. Developer shall provide a proposed plant list for County review.
4. To the extent to which they can apply, the Design Guidelines for Tracts for A-19-A-1 and A-19-A-2 shall govern the development of this property.
5. Per the terms of the Development Agreement for A-19-A-2, the developer shall submit plans for the development of the commercial tract, Tract D, no later than 60 months from the date of closing on A-19-A-2, or September 22, 2022.
6. Street lighting shall be provided per the standards in the Los Alamos County Code of Ordinances, Chapter 16, Sec. 16-276 – Outdoor Lighting, and subject to approval by the County Engineer. La Vista and Sherwood (NM 4 to the commercial lot line) qualify as an RLDC-5 (continuous lighting), while the local streets qualify under RLDC-4 (roadway with lighted intersections and partial lighting). Partial lighting shall be provided at curvatures in the roadway and at cul-de-sacs.
7. Provide an updated drainage report comparing the assumptions of the Master Drainage Study to the development as currently proposed, including drainage area and design storm for storm sewer and structures.
8. Street names are subject to approval by the County Surveyor and P&Z on the Site Plan and Final Plat. Propose a different name for "Valle" as the County already has streets named "Valle del Sol" and "Valle Vista". A street name should not change in the middle of its course. It is recommended that "Valle" and "Cadena" Streets be renamed "Cadena Loop".
9. Label Public Access Easements.
10. Per the terms of the Development Agreement for A-19-A-2, the developer shall submit plans for the development of the commercial tract, Tract D, no later than 60 months from the date of closing on A-19-A-2, or September 22, 2022.
11. Depict street lighting locations, as approved by the County Engineer, on the Site Plan.
12. Depict fire hydrants, cluster mailbox locations, and all other improvements and amenities on the Site Plan.
13. Provide graphic scale and north arrow on Site Plan.

Commissioner Woods Seconded the motion

Yes: 7 - Chair Redondo, Commissioner Arias, Commissioner Dixon,
Commissioner Mamula, Commissioner Martin, Commissioner Warner
and Commissioner Woods

5. PLANNING AND ZONING COMMISSION BUSINESS

- A. Minutes from the Planning And Zoning Commission Meeting(s) on August 23, 2017

Attachments: [Minutes23-Aug-2017.pdf](#)

I move that the Commission approve the Minutes for August 23, 2017

6. COMMISSION/DIRECTOR COMMUNICATIONS

A. Department Report

B. Chair's Report

C. Committee Reports

D. Board of Adjustment Report

E. Commissioner's Comments

7. PUBLIC COMMENT

8. ADJOURNMENT

PLEASE NOTE: Any action by the Planning and Zoning Commission in granting approval, conditional approval or disapproval of an application may be appealed by the applicant or by persons who have a personal or pecuniary interest adversely affected by the decision as defined by Section 16-454 of the County Code. Such appeals must be filed with the Community Development Department within 15 days of the action in accordance with Section 16-492.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Human Resources Division at 505-662-8040 at least one week prior to the meeting or as soon as possible.

Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the personnel in the Community Development Department Office at 505-662-8006 if a summary or other type of accessible format is needed.