



County of Los Alamos

Minutes

Planning and Zoning Commission

1000 Central Avenue
Los Alamos, NM 87544

Wednesday, February 22, 2017

5:30 PM

Council Chambers
1000 Central Avenue

1. CALL TO ORDER/ROLL CALL

Present 7 - Chair Gursky, Vice Chair Redondo, Commissioner Mamula,
Commissioner McDonald, Commissioner Mockler, Commissioner
Warner and Commissioner Woods

Absent 1 - Commissioner Kunsberg

2. PUBLIC COMMENT

Greg White, from Los Alamos, had a general comment about the endangered species act. He gave a name and number of someone at the State of NM who would know more about the Jemez Mountains Salamander, which has a habitat in Los Alamos Canyon, if the Commission wanted to contact her: Michelle Christman 505-761-4715.

3. APPROVAL OF AGENDA

4. PUBLIC HEARING(S)

Staff Report for the Planning And Zoning Commission Case No.
SUP-2017-0009 705 Rim Rd.

Attachments: [B - Exhibit 1 Vicinity MapAerial Photo of the Subject PropertyList of Property Own](#)
[C - Exhibit 2 Application, Lot Survey and Proposed Floor Plan.pdf](#)
[F - Exhibit 5 Kloepper Comments.pdf](#)
[A - Case No. SUP-2017-0009 705 Rim Rd.](#)
[D - Exhibit 3 IDRC Master Comments.pdf](#)
[E - Exhibit 4 Photographs of Subject Property: Staff \(6\).pdf](#)

The parties to the case are Mr. Steven Booth, applicant, 705 Rim Rd. Los Alamos, NM 87544.

Scott Martz, 656 Quartz, neighbor

Chris Del Signore 656 Quartz, neighbor.

Mr. Booth gave the presentation on his application for a special use permit to convert his existing basement to an accessory apartment for future rental.

Commissioner Redondo asked about the exit from the basement, if it had its own exit. Mr. Booth said it was through his workshop, which will be a shared space with any tenant.

Mr. Millmann, Los Alamos County Senior Planner, gave the staff presentation.

Chair Gursky asked where the tenant will park. Mr. Booth said parking will be made available in the back yard area where he has a covered park space and there is also parking in the street nearby.

Mr. Kevin Powers, Los Alamos County Assistant County Attorney, said that the applicant provided proof he had signing rights on behalf of the trust.

Mr. Del Signore spoke in favor of the SUP and Mr. Martz had no objections.

A motion was made by Commissioner McDonald, seconded by Commissioner Warner, to approve Case No. SUP-2017-0009, a Special Use Permit to allow an accessory apartment, located at 705 Rim Road, Los Alamos, for the reasons stated in the staff report and per testimony at the public hearing, and subject to the following conditions:

I further move to authorize the Chair to sign Findings of Fact and Conclusions of Law for this case and based on this decision, to be prepared by County staff.

1. The applicant shall apply for and receive a Building Permit prior to constructing the accessory apartment, and a Certificate of Occupancy prior to future occupancy..

The motion passed unanimously.

Yes: 7 - Chair Gursky, Vice Chair Redondo, Commissioner Mamula, Commissioner McDonald, Commissioner Mockler, Commissioner Warner and Commissioner Woods

Absent: 1 - Commissioner Kunsberg

5. PLANNING AND ZONING COMMISSION BUSINESS

A. Minutes from the Planning And Zoning Commission Meeting(s) on January 25, 2017 and February 08, 2017.

Attachments: [B - Draft Minutes for February 08, 2017.](#)
[A - Draft Minutes for January 25, 2017.](#)

Commissioner McDonaled moved that the Commission approve the Minutes for January 25, 2017 and February 08, 2017. Commissioner Woods seconded the motion. Motion Passed 7-0

Yes: 7 - Chair Gursky, Vice Chair Redondo, Commissioner Mamula, Commissioner McDonald, Commissioner Mockler, Commissioner Warner and Commissioner Woods

Absent: 1 - Commissioner Kunsberg

B. Work Plan for the Planning And Zoning Commission FY 2018

Attachments: [A. FY18 PZ Commission Work Plan -Final Showing redline.pdf](#)

A motion was made by Member McDonald, seconded by Member Woods, that this item be approved by the Planning and Zoning Commission. The motion passed with the following vote: 7-0

**Yes: 7 - Chair Gursky, Vice Chair Redondo, Commissioner Mamula,
Commissioner McDonald, Commissioner Mockler, Commissioner
Warner and Commissioner Woods**

Absent: 1 - Commissioner Kunsberg

6. COMMISSION/DIRECTOR COMMUNICATIONS

A. Department Report

B. Chair's Report

C. Board of Adjustment Report

D. 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.