



LOS ALAMOS

# Planning & Zoning Commission Meeting Minutes

Virtual participation for the meeting was made available via Zoom.  
The proceedings can be viewed at: <https://losalamos.legistar.com/Calendar.aspx>

**January 8, 2025**  
**6:00 p.m.**

## 1. CALL TO ORDER / ROLL CALL

The meeting was called to order by Chair Adler at 5:32. Roll call was taken. A quorum was present.

### **Members Present:**

Rachel Adler, Chair  
Stephanie Nakhleh, Vice-Chair  
David Hampton, Commissioner  
Rebecca White, Commissioner  
Karen Easton, Commissioner  
\*Marlon Brown, Commissioner  
\*Katherine Bruell, Commissioner  
Ronald Nelson, Commissioner  
\*Benjamin Hill, Commissioner

### **Staff Present:**

Dan Osborn, Housing Director  
Desirae Lujan, Senior Planner  
Jane Matthews, Senior Planner  
Katie Thwaites, Deputy County Attorney  
Larissa Breen, Assistant County Attorney  
Eric Ulibarri, County Engineer  
Wendy Laird, Senior Office Specialist  
Ubaldo Barela, Management Analyst

### **Council Liaison:**

David Reagor, County Councilor - Absent

*\* Attended virtually via Zoom*

## 2. PUBLIC COMMENT

No comment.

## 3. APPROVAL OF AGENDA

***Motion by Commissioner Easton to approve the agenda. Seconded by Commissioner Nakhleh.***

***Motion passed, unanimously.***

#### 4. PUBLIC HEARING(S)

##### A. SIT-2024-0070

Chair Adler opened the case and explained the meeting procedures. The following attendees were sworn in:

*[List attendees, role/organization/address]*

*Dan Osborn, Los Alamos County Planning Director*

*Tucker Sharp, Ocean Rock Capital Partners and Grand Mesa Partners*

*Will Gleason, Dekker Design*

*Desirae Lujan, Los Alamos County Senior Planner*

*Dan Monk, Dekker Design*

*Rebecca Shank, Dekker Design*

*Eric Ulibarri, Los Alamos County Engineer*

*Ian Anderson, Isaacson & Arfman Inc.*

Tucker Sharp, Ocean Rock Capital Partners and Grand Mesa *Partners* described the application request.

Desirae Lujan, Senior Planner presented the staff's report.

The Commission discussed the decision criteria.

***Motion by Commissioner White to approve the request. Seconded by Commissioner Nakhleh.***

***Motion passed 8-0 with 1 Abstain.***

Roll Call Vote:

Commissioner Adler, for.

Commissioner Easton, for.

Commissioner White, for.

Commissioner Nakhleh, for.

Commissioner Hampton, for.

Commissioner Nelson, for.

Commissioner Brown, for.

Commissioner Bruell, for.

Commissioner Hill, abstain.

#### 5. PLANNING AND ZONING COMMISSION BUSINESS

##### A. Approval of October 9, 2024, Planning and Zoning Commission Meeting Minutes

***Motion by Commissioner Hampton to approve the Minutes, seconded by Commissioner White.***

***Motion passed 7-0 with 2 abstaining.***

##### B. Approval of November 20, 2024, Planning and Zoning Commission Meeting Minutes

***Motion by Commissioner White to approve the Minutes, seconded by Commissioner Easton.***

***Motion passed 7-0 with 2 abstaining.***

**C. Review and approve the 2025 Planning and Zoning Commission Calendar.**

***Motion by Commissioner Adler to approve the 2025 Planning and Zoning Commission Calendar, seconded by Commissioner Hampton.***

***Motion passed unanimously.***

***Recess at 6:48 p.m.***

***Reconvened at 6:57 p.m.***

**D. Draft and approve the 2025 Planning and Zoning Commission Work Plan**

***Motion by Commissioner White to approve the 2025 Planning and Zoning Commission Work Plan as discussed here tonight and further move and authorize the Chair to sign and authorize the final plan, seconded by Commissioner Hampton.***

***The following amendment was added to the motion: In the circumstance that the Work Plan does not conform to what the Commission discussed tonight, the Chair will bring the item back at the next meeting.***

***The amendment was accepted.***

***Motion passed unanimously.***

**E. Election of Chair and Vice Chair**

***Commissioner Easton was nominated for Chair. The nomination was accepted.***

***Chair Adler closed the floor to nominations and the commission voted:  
The nomination was passed unanimously.***

***Commissioner Hampton was nominated for Vice Chair. The nomination was accepted.***

***Chair Adler closed the floor to nominations and the commission voted:  
The nomination was passed unanimously.***

**6. COMMISSION/DIRECTOR COMMUNICATIONS**

**A. Department Report**

- Congratulations to new Chair and Vice Chair.
- The Commissioner's terms are ending, and reapplication may be necessary.
- Recruitment for Planning Manager and Community Development Director continues.

**B. Chair's Report**

Chair Adler congratulated the new Chair and Vice Chair and thanked the commission for working on the Work Plan.

**C. Council Liaison's Report**

No Report.

**D. Commissioners' Comments**

Commissioner Easton thanked Chair Adler for her leadership and the commission for their support.

**7. PUBLIC COMMENT**

No Comment.

**8. ADJOURNMENT**

7:36 pm