



# County of Los Alamos

## Minutes

### Planning and Zoning Commission

1000 Central Avenue  
Los Alamos, NM 87544

*Terry Priestley, Chair; Beverly Neal-Clinton, Vice-Chair; Jean Dewart; Michelle Griffin;  
Stephanie Nakhleh; Craig Martin; Neal Martin; April Wade, and Sean Williams,  
Commissioners*

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Wednesday, October 28, 2020

5:30 PM

Virtual Meeting  
1000 Central Avenue

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<http://losalamos.legistar.com/Calendar.aspx>

In accordance with New Mexico Department of Health's public emergency order governing mass gathering due to COVID-19, this meeting will be held remotely via Zoom. Proceedings can be viewed at <http://losalamos.legistar.com/Calendar.aspx>.

#### 1. CALL TO ORDER/ ROLL CALL

**Present** 7 - Commissioner Griffin, Commissioner Williams, Commissioner Priestley, Commissioner Martin, Commissioner Dewart, Commissioner Martin and Commissioner Nakhleh

**Absent** 2 - Commissioner Wade and Commissioner Neal-Clinton

#### 2. PUBLIC COMMENT

This section of the Agenda is reserved for comments from the public on items that are not otherwise included in this Agenda.

#### 3. APPROVAL OF AGENDA

A motion was made by Commissioner Craig Martin, seconded by Commissioner Dewart, that the Agenda be approved, as presented/amended. The motion passed, by acclamation,unanimously.

#### 4. PUBLIC HEARING(S)

A.

Case No. SUB-2020-0012, Motion 1 Option:

Commissioner Dewart moved and Commissioner Nakhleh seconded the motion to approve Case No. SUB-2020-0012, a request for preliminary and final subdivision plat for Phase 3 of Ponderosa Estates. Approval would divide Lot CTC A into 48-residential lots. The property is addressed as 285 MAPLE DR and is zoned Planned-Development 2.0 (PD-2). Approval is based on the reasons stated within the staff report, and per testimony entered at the public hearing, with the following condition(s):

Prior to the filing of the Final Plat.

Per Department of Utilities:

1. The engineering drawings for the gas, water, sewer and electric public improvements shall be approved by DPU;
2. As part of the Department of Public Utilities Rules and Regulations: DPU Inspection fees for new developments shall be paid.

Per Planning Department:

3. A lot-line adjustment between lots CTC A and PON2A001 shall be approved via a Summary Plat Application.
4. Lot addresses as assigned by the Addresser shall be included on the plat;
5. Proposed street names shall be approved by county staff. They shall not be duplicated or similar in sound – they shall be unique to avoid confusion for emergency services and included on the Final Plat.

Per Department of Utilities and Public Works:

6. An engineer's estimate shall be submitted for all public utility infrastructure including utilities, road and drainage which will be conveyed to Los Alamos County. Improvement bonds shall be issued to the Incorporated County of Los Alamos to secure the completion of the public improvements.

Prior to Building Permit.

Per Public Works:

7. The Applicant shall provide a final Grading and Drainage Plan and Drainage Report for approval by the County Engineer.
8. The applicant shall make technical corrections as follows: (1) Provide a Typical Roadway Section for the Cul-de-Sac at the end of Pine Needle Court to Sheet c-101; (2) Correct the stationing for the Typical Roadway with Rock Cut Wall Section and Typical Roadway Section on Sheet C-101 for Pine Needle Road to reflect the section of Pine Needle Road adjacent to the rock cut wall; and (3) Design details showing concrete aprons with rip rap for the two median drop inlets located along the private driveway shall be added along with a note to place and maintain mulch socks around the inlets until the driveway and graded areas stabilize.

Per Fire Marshal:

9. Fire hydrants and fire lane access roadways shall be installed and maintained prior to any vertical construction of any building or structure.
10. Dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus.
11. All cul-de-sacs must have a minimum paved radius per the AHJ.
12. The required width of not less than 20 ft for fire department access road shall not be obstructed in any manner, including by the parking of vehicles.
13. A minimum required fire flow for dwellings having a fire flow area that does not exceed 5000 sq ft shall be 1000 GPM. Greater fire flow may be required based on home site, lot size, location and distance for an acceptable water supply.
14. Spacing between fire hydrants shall not exceed 800 feet. The spacing required may be increased or decreased due the required fire flow requirements of the subdivision and provided fire apparatus access.

15. The maximum distance to a fire hydrant from the closest point on the building shall not exceed 600 ft.

16. Distances between hydrants shall be measured along the route the fire hose is laid by a fire apparatus vehicles not as the crow flies.

Prior to, or concurrently with Infrastructure Acceptance by the County

Per Public Works:

17. The Applicant shall complete roadway infrastructure improvements required by the Public Works Department to Maple Drive from Sumac Lane to the north side of the intersection with Pine Needle Road.

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

## 5. PLANNING AND ZONING COMMISSION BUSINESS

### A.

A motion was made by Commissioner Martin, seconded by Commissioner Williams, that these minutes be approved. The motion passed unanimously.

## 6. COMMISSION/STAFF COMMUNICATIONS

- A. Department Report
- B. Chair's Report
- C. Council Liaison's Report
- D. Commission 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 the 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 Office at 505-662-8006 if a summary or other type of accessible format is needed.*