



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>

**May 14, 2025**  
**5:30pm**

### 1. CALL TO ORDER / ROLL CALL

The meeting was called to order by Benjamin Hill at 5:34pm. Roll call was taken. A quorum was present.

#### **Members Present:**

Benjamin Hill, Acting Chair  
Rachel Adler, Commissioner  
Ronald Nelson, Commissioner  
Stephanie Nakhleh, Commissioner  
Rebecca White, Commissioner\*  
Katherine Bruell, Commissioner\*  
Marlon Brown, Commissioner\*

#### **Members Absent:**

Karen Easton, Chair

#### **Staff Present:**

Elias Isaacson, Community Development Director  
Danyelle Valdez, Planning Manager  
Desirae Lujan, Senior Planner  
Jane Mathews, Senior Planner  
Katie Thwaites, Deputy County Attorney  
Larissa Breen, Assistant County Attorney  
Eric Martinez, PW Director\*  
Eric Ulibarri, County Engineer\*  
Miguel Jimenez, Project Manager

#### **Council Liaison:**

Ryn Herrmann

*\* Attended virtually via Zoom*

### 2. PUBLIC COMMENT

No comment

### 3. APPROVAL OF AGENDA

***Motion by Commissioner Adler to approve the agenda. Seconded by Commissioner White.***

***Motion passed, unanimously***

### 4. PLANNING AND ZONING COMMISSION BUSINESS

**A. Approval of Minutes from the Planning and Zoning Commission Meeting on April 9, 2025.**

***Motion by Commissioner Nelson to approve the Minutes as drafted, seconded by Commissioner White.***

***Commissioner Nakhleh Abstained***

***Motion passed 6-0***

**5. PUBLIC HEARING(S)**

- A. Case No. VAR-2025-0009. Reed and Connie Figley, property owners, request a variance from zone district dimensional standards to construct an addition to their home located at 151 El Gancho Street, Los Alamos, NM. Approval of the variance would allow a 52% deviation from the required 10-ft minimum interior side setback. The property, designated as BM1 064, is located within the Barranca Mesa 1 Subdivision and is zoned Single-family Residential (SFR-2).**

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

*Desirae Lujan, Senior Planner*

*Reed Figley, 151 El Gancho, property owner*

*Connie Figley 151 El Gancho, property owner*

Reed & Connie Figley 151 El Gancho, property owners, described the application request.

Desirae Lujan, Senior Planner presented the staff's report concluding that staff's expert opinion that the application meets the corresponding decision criteria.

The Commission discussed the decision criteria for deliberation.

***Commissioner Nakhleh motioned to approve VAR-2025-0009. Seconded by Commissioner White.***

***Motion passed, 7-0 vote.***

Roll Call Vote:

*[For]*

Benjamin Hill, Acting Chair

Rachel Adler, Commissioner

Ronald Nelson, Commissioner

Stephanie Nakhleh, Commissioner

Rebecca White, Commissioner\*

Katherine Bruell, Commissioner\*

Marlon Brown, Commissioner\*

- B. Case No. VAR-2025-0010. Joyce Nickols, representative for the Unitarian Church of Los Alamos, property owners of 1738 N Sage, Los Alamos, NM, requests a variance from the Los Alamos Development Code, specifically the Accessory Structure standards, to allow the construction of a steel pergola in the front yard - within less than 40 feet of the front property line. The Development Code restricts the placement of accessory structures to the side and**

rear yards in any zone district. The subject property, designated as EA3 S, is located within the Eastern Area 3 Subdivision and is zoned Single-Family Residential (SFR-4).

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

*Desirae Lujan, Senior Planner*

*Joyce Nickols 1001 Oppenheimer Place, representative for the Unitarian Church of Los Alamos*

*Megan Tripp, Designer/Contractor for Los Alamos Landscaping*

Joyce Nickols Representative for the Unitarian Church of Los Alamos described the application request.

Megan Tripp, Designer/Contractor for Los Alamos Landscaping added information related to the proposal.

Desirae Lujan, Senior Planner presented the staff's report that concluded with a recommendation to approve the variance.

The Commission discussed the decision criteria for deliberation.

***Motion by Commissioner White to approve the request VAR-2025-0010, Seconded by Commissioner Adler.***

***Motion passed 7-0 vote***

Roll Call Vote:

*[For]*

Benjamin Hill, Acting Chair

Rachel S Adler, Commissioner

Ronald Nelson, Commissioner

Stephanie Nakhleh, Commissioner

Rebecca White, Commissioner\*

Katherine Bruell, Commissioner\*

Marlon Brown, Commissioner\*

- C. CPA-2025-0009. A request for an Amendment to the Los Alamos County Comprehensive Plan Future Land Use Map (FLUM). A FLUM amendment is being requested to expand the Map's Institutional area to accommodate a subsequent rezoning for the renovation of Fire Station #4. The FLUM Amendment will change a portion of the map to show Open Space - Passive (dark green) to Institutional (aqua), increasing the Institutional (INS) area from 81,500 square feet to 100,234 square feet. The subject property, designated as NC2 G and NC2 H, is located within the North Community 2 Subdivision and is zoned Open Space - Passive Open (OS-PO) and Institutional (INS).**

Chair Hill opened the case and explained the meeting procedures. The following attendees were present:

*Jane Matthews, Senior Planner*

*Sobia Sayeda, Project Manager Capital Projects & Facilities Division*

*David Grooms, Architect with Vega Architecture*

*David Grooms, Architect with Vega Architecture described the application request.*

Jane Matthews, Senior Planner, presented the staff's report.

The Commission discussed the decision criteria for deliberation

***Motion by Commissioner Nakhleh to recommend approval of Case No. CPA-2025-0009 to the County Council for consideration. Seconded by Commissioner Adler.***

***Motion passed 7-0***

Roll Call Vote:

*[For]*

Benjamin Hill, Acting Chair

Rachel S Adler, Commissioner

Ronald Nelson, Commissioner

Stephanie Nakhleh, Commissioner

Rebecca White, Commissioner\*

Katherine Bruell, Commissioner\*

Marlon Brown, Commissioner\*

## **6. COMMISSION/DIRECTOR COMMUNICATIONS**

### **A. Department Report**

Danyelle Valdez, Planning Manager, introduced Elias Isaacson as the new Community Development Director.

### **B. Chair's Report**

Acting Chair Hill had no report

### **C. Council Liaison's Report**

Rynn Herman, Council Liaison, provided updates from County Council.

### **D. Commissioners' Comments**

Commissioner Nakhleh offered to lend books.

## **7. PUBLIC COMMENT**

None

## **8. ADJOURNMENT**

8:06