

INTERDEPARTMENTAL REVIEW COMMITTEE*Meeting Minutes**Thursday, March 14, 2024**10 AM***Attending:***Sobia Sayeda, Planning Manager**Eric Ulibarri, County Engineer**James Alarid, DPU Deputy Manager**Stephen Mares, Electric Distribution Utilities Manager (virtual attendance)**Colorado Cordova, Fire Captain**David Martinez, Chief Building Official**Desirae J. Lujan, Associate Planner**Larissa Breen, Assistant County Attorney*

CASE NO. VAR-2024-0002. Eric Morrison and Casey Shoemaker, Applicants, Property Owners, are requesting a variance from the Residential-Mixed (RM-1) zone district dimensional standards to construct a 23'X25' (575 sq.ft.) attached carport at 1152 41st Street, Los Alamos, NM. Approval would allow the carport to project a maximum of 95% (19') into the required 20' front setback, and 33% into the required 5' (1'-8") interior side setback. The property, WA1 300, is within the Western Area 1 Subdivision, and the Residential-Mixed (RM-1) zone district.

Desirae Lujan, Associate Planner, introduced the application for a variance at 1152 41st for the placement of a 575 sq.ft. attached carport. She communicated that the applicant and staff have met a few times after the pre-application meeting to provide guidance and offer alternative options to meet their needs for a covered structure with administrative actions. The applicant declined the options and requested to proceed with the variance application.

The zone district dimensional standards and proposal was provided, and the committee evaluated each decision criteria.

For Criterion A, the Fire Marshal's Office and County Engineer agreed that there was no concern with sight visibility. Mr. Cordova informed, however, that constructing closer than 5-feet from the side property line on the east would place constraints on the adjacent owner. Any development that would occur on 1170 41st Street would have to be located at a minimum of 10-feet from the proposed carport. Ms. Lujan mentioned that construction within that area would be within the 20' front setback, and likely would require a variance as well. It was agreed that although a letter from the property owner was submitted in support, the letter should document their acknowledgement of this possible constraint.

The Department of Utilities confirmed that the development would have no impact on nearby utility infrastructure. Cory Styron, Community Services Director, inquired about permits obtained for the property, specifically as they relate to walls and fencing.

The Committee agreed that the application meets criterion B, and construction would be evaluated to ensure compliance with the Building Code during the permitting process. Criterion C was also satisfied by

the Committee as there would not be an intrusion into any utility or other easements, per James Alarid, Deputy Utilities Manager, and Eric Ulibarri, County Engineer. Lot improvements and existing conditions were noted. The Committee agreed that the northeastern area of the lot was a better location than the west, but the applicant bears the burden to demonstrate the request as a hardship not self-imposed as a smaller covering could be obtained with the 40% projection allowance.

The limitations placed on the adjacent property owner for future improvements were reiterated. Mr. Ulibarri questioned where the drainage would be directed. Drawings were evaluated and the French drain was acknowledged. Mr. Ulibarri suggested that the applicant provide confirmation and further description as to where water from the carport would be draining.

Ms. Lujan communicated that criterion E could not be supported as asking for a 95% variance to the front setback was not the minimum easing of the Code. Staff has provided suggestions to the applicant that would make reasonable use of the land using existing allowed projections, with a 15% administrative deviation, but the applicant would like to proceed with the 95% variance request for the front, and 33% for the side.

COLORADO CORDOVA, FIRE CAPTAIN, MOVED TO FORWARD THE VARIANCE APPLICATION TO PLANNING AND ZONING COMMISSION ON APRIL 10, 2024. SECONDED BY JAMES ALARID, DEPUTY UTILITIES MANAGER. VOTE PASSED UNANIMOUSLY.

CASE NO. SIT-2022-0059. Anne Kain, applicant, on behalf of Century Bank, is requesting review and approval of a Site Plan application for 28,600 Sq. Ft., four-story mixed-use building including a financial institution, a restaurant, and leased office space at 2201 Trinity Drive, Los Alamos, NM. The property, LAI 01, is within the Eastern Area 3 Subdivision, and is within Downtown Los Alamos (DTLA) Zone District.

Sobia Sayeda shared that the applicant has been working with Planning, Department of Utilities, and Public Works to submit the needs mentioned during their IDRC meeting. She asked if there were further concerns regarding the application. Mr. Ulibarri stated that the applicant has received a Memorandum with their expectations. The Committee had no further concerns and supported it moving forward to Planning and Zoning Commission on April 10, 2024.

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