



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>

**March 12, 2025**  
**5:30 p.m.**

## 1. CALL TO ORDER / ROLL CALL

The meeting was called to order by Chair Easton at 5:31 p.m. Roll call was taken. A quorum was present.

### **Members Present:**

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

### **Members Absent:**

Rebecca White, Commissioner  
Marlon Brown, Commissioner

### **Staff Present:**

Dan Osborn, Acting Community Development Director  
Desirae Lujan, Senior Planner  
Jane Mathews, Senior Planner  
Katie Twaits, Deputy County Attorney  
Larissa Breen, Assistant County Attorney

### **Council Liaison:**

Ryn Herrmann

*\* Attended virtually via Zoom*

## 2. PUBLIC COMMENT

None

## 3. APPROVAL OF AGENDA

***Motion by Commissioner Hill to approve the agenda. Seconded by Commissioner Bruell.***

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

Roll Call Vote:

[For]

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

#### **4. PLANNING AND ZONING COMMISSION BUSINESS**

##### **A. Approval of February 12, 2025, Planning and Zoning Commission Meeting Minutes**

***Motion by Commissioner Hampton to approve the Minutes as drafted, seconded by Commissioner Bruell.***

***Motion passed unanimously, 6-0 vote***

Roll Call Vote:

[For]

Karen Easton, Chair  
David Hampton, Vice Chair  
Rachel Adler, Commissioner  
Stephanie Nakhleh, Commissioner\*  
Katherine Bruell, Commissioner  
Benjamin Hill, Commissioner

[Abstained]

Ronald Nelson, Commissioner\*

#### **5. PUBLIC HEARING(S)**

##### **A. Case No. VAR-2025-0006. Will Gleason of Dekker Designs, Agent on behalf of Ocean Rock Capital Partners and Grand Mesa Partners, LLC, property owner, requests a variance from the Downtown Los Alamos Streetscape Standards along Central Avenue. This variance pertains to an approved hotel development located at 400 Trinity Drive, Los Alamos, NM. The property, designated as EA2 S, is situated within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.**

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

Will Gleason, Dekker Designs, agent for Ocean Rock Capital Partners and Grand Mesa Partners  
Tucker Sharp, Ocean Rock Capital Partners and Grand Mesa Partners  
Rebecca Shank, Dekker Designs  
Dan Osborn, Acting CDD Director  
Desirae Lujan, Senior Planner  
Eric Ulibarri, County Engineer  
Ian Anderson, Project Engineer, Isaacson & Arfman, Inc.

Will Gleason presented the application request and explained how it meets the variance decision criteria.

Desirae Lujan, Senior Planner, presented the staff's report stating that it is the expert opinion of staff that the application meets the decision criteria.

The Commission discussed the decision criteria for deliberation.

***Motion by Commissioner Bruell to approve VAR-2025-0006, a request for a variance from the Downtown Los Alamos (DTLA) Streetscape Standards along Central Avenue, with the following conditions recommended by the Los Alamos County Engineer, to be completed prior to the building permit:***

- 1. The property owner is responsible for maintaining all landscaping, lighting and other infrastructure outside of Los Alamos County right-of-way. Installation of landscaping and future maintenance shall be conducted in such a manner to ensure adequate sight triangles for vehicle and bicycle ingress/egress are maintained and to prevent obstacles within pedestrian travel and infrastructure.***
- 2. For all landscaping within the County right-of-way, including the storm water quality ponds, a maintenance agreement shall be executed by the owner and Los Alamos County defining the owner's responsibility to properly maintains such areas.***
- 3. All public pedestrian infrastructure from the roadway to the back of sidewalk within the 6' sidewalk zone shall be constructed within the Los Alamos County. Land shall be formally dedicated to the county through a re-plat of the site to accomplish this in any area where public sidewalk infrastructure crosses into private property.***
- 4. All previous conditions of approval associated with the Site Plan Application shall apply.***

***Seconded by Commissioner Hampton. Motion passed 5-2 vote.***

Roll Call Vote:

[For]

Karen Easton, Chair

David Hampton, Vice Chair

Rachel Adler, Commissioner

Stephanie Nakhleh, Commissioner\*

Katherine Bruell, Commissioner

[Against]

Benjamin Hill, Commissioner

Ronald Nelson, Commissioner\*

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

### **A. Department Report**

Dan Osborn, Acting Community Development Director, discussed additional training. Staff proposed Planetizen courses as a resource. Commissioner Bruell suggested staff do training. Commissioner Nakhleh suggested experts come in rather than videos. Chair Easton inquired about the cost for self-study. Acting Director Osborn explained that the County has an account with Planetizen. Commissioner Nakhleh suggested that the Affordable Housing Plan be worked into a training session. Commissioner Adler requested training in short-term rentals and accessory dwelling units, as it will be an upcoming topic. Mr. Osborn shared that an Affordable Housing Plan project was proposed to the County Council, and introduced CDD's new Planning Manager,

Danyelle Valdez, and announced Elias Isaacson as the new CDD Director starting the 2<sup>nd</sup> week in May.

**B. Chair's Report**

Chair Easton announced that Commissioner Hampton will be ending his term on March 31<sup>st</sup>, making the Vice Chair position vacant.

**C. Council Liaison's Report**

Councilor Herrmann provided updates from the County Council.

**D. Commissioners' Comments**

Commissioner Adler commended Chair Karen Easton on a job well done for her first meeting. Commissioner Nakhleh shared the podcast "Volts" regarding housing. Formal office of housing within the state of New Mexico. HB-448 and senate bill 205 was noted as something to monitor.

**7. PUBLIC COMMENT**

No comment

**8. ADJOURNMENT**

7:42p.m.