



County of Los Alamos

1000 Central Avenue
Los Alamos, NM 87544

Agenda - Final Planning and Zoning Commission

Rachel Adler, Chair; Stephanie Nakhleh, Vice-Chair; Karen Easton; Marlon Brown; Katherine Bruell; David Hampton; Benjamin Hill; Ronald Nelson; and Rebecca White, Commissioners

Wednesday, January 8, 2025

5:30 PM

Council Chambers
1000 Central Avenue

NOTE: This meeting is in person and open to the public. However, for convenience, the following Zoom meeting link and/or telephone call in numbers may be used for public viewing and participation:

<https://us06web.zoom.us/j/81885706651>

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

**US: +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799
or +1 669 444 9171 or +1 669 900 6833**

Webinar ID: 818 8570 6651

- 1. CALL TO ORDER/ROLL CALL**
- 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**
- 4. PUBLIC HEARING(S)**

- A. [19545-25](#) Case No. SIT-2024-0070. Will Gleason of Dekker Designs, agent on behalf of Ocean Rock Capital Partners and Grand Mesa Partners, LLC., property owner, requests site plan adoption for a three-story, 60-unit hotel (40,786 sq. ft.) intended for both short- and extended-stay accommodations, including conference spaces. The development site is located at 400 Trinity Drive, Los Alamos, NM, within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.

Presenters: Desirae Lujan

Attachments: [A - Application Submittal](#)
[B - IDRC Minutes and Memorandums](#)
[C - Public Notices](#)
[D - Staff Report Analysis and Exhibits](#)

5. PLANNING AND ZONING COMMISSION BUSINESS

- A. [19311-24](#) Approval of Minutes from the October 9, 2024, Planning and Zoning Commission Meeting.

Attachments: [A - Draft Minutes for October 9, 2024](#)

- B. [19481-24](#) Approval of Minutes from the November 20, 2024, Planning and Zoning Commission Meeting.

Attachments: [A - Draft Minutes for November 20, 2024](#)

- C. [19557-25](#) Review and approve the 2025 Planning and Zoning Commission Calendar.

Attachments: [A - 2025 Planning and Zoning Commission Calendar](#)

- D. [19482-24](#) Draft and approve the 2025 Planning and Zoning Commission Work Plan

Attachments: [A - 2025 Work Plan Template](#)

- E. Election of Chair and Vice Chair

6. COMMISSION/DIRECTOR COMMUNICATIONS

- A. *Department Report*

- B. *Chair's Report*

- C. *Council Liaison's Report*

D. Commissioners' 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 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 Department Office at 505-662-8006 if a summary or other type of accessible format is needed.



County of Los Alamos

Staff Report

January 08, 2025

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Desirae Lujan

Legislative File: 19545-25

Title

Will Gleason of Dekker Designs, agent on behalf of Ocean Rock Capital Partners and Grand Mesa Partners, LLC., property owner, requests site plan approval of a three-story, 60-unit hotel (40,786 sq. ft.) intended for both short- and extended-stay accommodations, including conference space. The development site is located at 400 Trinity Drive, Los Alamos, NM, within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.

Property Owners

Ocean Rock Capital Partners and Grand Mesa Partners, LLC.

Applicant

Will Gleason of Dekker Designs, Agent

Case Manager

Desirae J. Lujan, Senior Planner

..Decision Criteria

SITE PLAN ADOPTION DECISION CRITERIA: Section 16-74(i) of the Los Alamos County Development Code states that a Site Plan shall be approved if it meets all the following criteria:

- a. The Site Plan substantially conforms to the intent and policies of the Comprehensive Plan and other adopted County policies and plans.
- b. If the subject property is within an approved Master Plan, the Site Plan is in conformance with any relevant standards in the Master Plan.
- c. If the subject property is within an approved PD zone district, the Site Plan is consistent with any applicable terms and conditions in any previously approved PD zoning covering the subject property and any related development agreements and/or regulations.
- d. The Site Plan is in conformance with all applicable provisions of this Code and other adopted County regulations.
- e. The County's existing public infrastructure and services, including but not limited to water, sanitary sewer, electricity, gas, storm sewer, streets, trails and sidewalks have adequate capacity to serve the proposed development, and any burdens on those systems have been mitigated in compliance with the County's construction standards to the maximum extent practicable.
- f. The Site Plan mitigates any significant adverse impacts to properties within the vicinity to the maximum extent practicable.
- g. Provisions shall be made to serve the development with tot lots and/or neighborhood parks in accordance with the Comprehensive Plan. A fee may be paid as approved by County Council to

accomplish the purpose of the Comprehensive Plan in lieu of the development of tot lots or neighborhood parks.

...Motion Options

Motion Option 1:

I move to **approve** Case No. SIT-2024-0070, a request for the adoption of a site plan for a three-story, 60-unit hotel (40,786 sq. ft.) designed for both short-term and extended-stay accommodations, including conference spaces. The development site is located at 400 Trinity Drive, Los Alamos, NM, within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.

Approval is based on the Findings of Fact established at the hearing and the conclusion that the Applicant has satisfied the decision criteria for site plan adoption as outlined in Section 16-74(i) (4) of the Los Alamos County Development Code. The Commission is acting under the authority granted by Section 16-72(f)(2)(a) of the Development Code.

I further move to authorize the Chair to sign a Final Order approving the application, as well as the Findings of Fact and Conclusions of Law for this case. This document will be prepared by county staff based on this decision.

Motion Option 2:

I move to **approve** Case No. SIT-2024-0070, a request for the adoption of a site plan for a three-story, 60-unit hotel (40,786 sq. ft.) designed for both short-term and extended-stay accommodations, including conference spaces, with the following condition(s):

1. The developer shall coordinate this development with NMDOT ***prior to issuance of building permits*** and shall comply with NMDOT State Access Management Requirements including preparation of Traffic Studies, access permits, temporary traffic control, and work permits.
2. All necessary permits shall be obtained by both NMDOT and Los Alamos County right-of-way ***prior to construction***.
3. A Development Agreement and Encroachment Permit, as applicable, shall be approved by Los Alamos County for the construction of two water quality ponds shown on the Grading and Drainage Plan (Attachment A, Sheet CG-101) ***prior to the submittal of a building permit***.
4. ***Prior to the issuance of a building permit***, the 8-ft sidewalk located on the private property, must be dedicated as public right-of-way and approved by Los Alamos County.

The development site is located at 400 Trinity Drive, Los Alamos, NM, within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.

Approval is based on the Findings of Fact established at the hearing and the conclusion that the Applicant has satisfied the decision criteria for site plan adoption as outlined in Section 16-74(i) (4) of the Los Alamos County Development Code. The Commission is acting under the authority granted by Section 16-72(f)(2)(a) of the Development Code.

Motion Option 3:

I move to **deny** Case No. SIT-2024-0070, a request for the adoption of a site plan for a three-story, 60-unit hotel (40,786 sq. ft.) designed for both short-term and extended-stay accommodation, including conference spaces. The development site is located at 400 Trinity Drive, Los Alamos, NM, within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.

Denial is based on the Applicant failing to demonstrate that the application meets the Site Plan adoption decision criteria within Section 16-74(l)(f) of the Los Alamos County Development Code, and that the Commission is acting under the authority granted by Section 16-69(b)(2) of the Development Code.

I further move to authorize the Chair to sign a Final Order denying the application, as well as the Findings of Fact and Conclusions of Law for this case. This document will be prepared by county staff based on this decision.

Attachments

- A - Application and Submittal
- B - IDRC Minutes and Memorandums
- C - Public Notices
- D - Staff Report Analysis and Exhibits

APPLICATION INDEX

- 01 Application
- 02 Owner Authorization
- 03 Justification Letter
- 04 Plans

01 APPLICATION



DEVELOPMENT APPLICATION

PROJECT INFORMATION

Title: The Guest House

Project Address: 400 Trinity Drive

Description:

The Guest House is a hotel, short and extended stay residence with 60 units on the corner of Trinity Drive and Central Avenue.

Check all application types, if applicable:

- | | |
|--|--|
| <input type="checkbox"/> Administrative Deviation ... \$25 | <input checked="" type="checkbox"/> Site Plan* ... \$500 plus
\$75 per/Million \$ estimated construction cost |
| <input type="checkbox"/> Administrative Wireless Telecom ... \$250 | Estimated Construction Cost: _____ |
| <input type="checkbox"/> Encroachment Permit ... \$25 | <input type="checkbox"/> Major Site Plan Amendment* ... \$500 |
| <input type="checkbox"/> Temporary Use Permit ... \$25 | <input type="checkbox"/> Minor Site Plan Amendment ... \$250 |
| <input type="checkbox"/> Comprehensive Plan Adoption &
Amendment*... \$250 | <input type="checkbox"/> Major Zone Map Amendment* ... \$150
<i>No fee if initiated by County Council
or County Manager</i> |
| <input type="checkbox"/> Conditional Use Permit* ... \$300 | <input type="checkbox"/> Minor Zone Map Amendment* ... \$150
<i>No fee if initiated by County Council
or County Manager</i> |
| <input type="checkbox"/> County Landmark or Historic District
Adoption/Amendment* ... \$250 | <input type="checkbox"/> Master Plans* (Major, Minor) ...\$250 |
| <input type="checkbox"/> Development Plan* ... \$500 | <input type="checkbox"/> Text Amendment* ... \$150
<i>No fee if initiated by County Council
or County Manager</i> |
| <input type="checkbox"/> Major Development Plan Amendment* ... \$500 | <input type="checkbox"/> Variance ... \$250
<i>No fee if application is a part of a Site Plan review</i> |
| <input type="checkbox"/> Minor Development Plan Amendment ... \$250 | <input type="checkbox"/> Administrative Wireless Telecommunication
Facility ... \$250 |
| <input type="checkbox"/> Summary Plat... \$100 plus \$25 lot; \$10 / acre for
non-residential | <input type="checkbox"/> Discretionary Wireless Telecommunication
Facility* ... \$500 |
| <input type="checkbox"/> Sketch Plat, Subdivision*... \$250 plus
\$175/lot (1-10 lots)
\$125/lot (11-30 lots)
\$75/lot (30+ lots) | <input type="checkbox"/> Small Wireless Facility ...\$250 |
| <input type="checkbox"/> Preliminary Plat, Subdivision* ... \$250 plus
\$175/lot (1-10 lots)
\$125/lot (11-30 lots)
\$75/lot (30+ lots) | <input type="checkbox"/> Major Historic Demolition* ... \$250 |
| <input type="checkbox"/> Final Plat, Subdivision* ... \$250 plus
\$175/lot (1-10 lots)
\$125/lot (11-30 lots)
\$75/lot (30+ lots) | <input type="checkbox"/> Major Historic Property Alteration
Certification* ... \$250 |
| <input type="checkbox"/> Landscaping Plan ...\$500 | <input type="checkbox"/> Minor Historic Property Alteration Certificate ... \$250 |
| <input type="checkbox"/> Lighting Plan ...\$500 | |

*** Application reviews require a pre-application meeting.**

PROPERTY & OWNER INFORMATION

Property Address:	400 Trinity Drive <small>Address</small>	Los Alamos <small>City</small>	NM <small>State</small>	87544 <small>ZIP</small>
Zoning District:	DTLA	Lot Size - Acres / Sq. Ft.: 1.80		
Existing Structure(s) Sq. Ft.:	Lot Coverage: 22 %			
Property Owner(s) Name: Ocean Rock Capital Partners and Grand Mesa Partners 400 Trinity Drive Hilltop Owners LLC				
Owner(s) Email: tsharp@oceanrockcp.com				
Owner(s) Phone(s)#:				
<input checked="" type="checkbox"/> Owner's Address same as Property Address				
Owner(s) Address:	<small>Address</small>	<small>City</small>	<small>State</small>	<small>ZIP</small>

APPLICANT / OWNER'S AGENT INFORMATION

<input type="checkbox"/> Applicant is same as Owner				
Applicant Name: Agent - Dekker, Will Gleason				
Applicant Address:	7601 Jefferson St NE Suite 1 <small>Address</small>	Albuquerque <small>City</small>	NM <small>State</small>	87114 <small>ZIP</small>
Applicant Email: wgleason@dekkerdesign.org				
Applicant Phone(s)#: 505-761-9700				

ASSOCIATED APPLICATIONS

Application Type: N/A	
Case Number:	
<i>I hereby certify and affirm, under penalty of perjury, that the information I have provide in this application is true and accurate to the best of my knowledge, information, and belief. [NMSA 1978, §30-25-1]</i>	
Signature:	Date: 11/04/24

STAFF USE ONLY

Date Received: 11/04/24	Staff:
Case No.#: SIT-2024-0070	Meeting Date:

SUBMITTALS

- | | |
|---|---|
| <input type="checkbox"/> Proof of Ownership or Letter of Authorization from Owner | <input type="checkbox"/> Complete Application – Date: _____ |
| <input type="checkbox"/> Items from associated Application Checklist | <input type="checkbox"/> Payment – Accepted upon verification of a complete application - Date: _____ |

SITE PLAN ADOPTION/ MAJOR AMENDMENT

Applicants for all development application reviews must complete this checklist and submit it with the Development Application. Refer to the referenced code sections for additional information. Contact the Planning Division with questions regarding these requirements: planning@lacnm.us.

PRE-APPLICATION MEETING	
Date Held: October 15, 2024	
APPLICATION TYPE	
<input checked="" type="checkbox"/> Site Plan Adoption <input type="checkbox"/> Major Amendment to an approved Site Plan	
PLANS	
Scaled plans at a minimum of 1" = 100' that illustrates the following:	
<input checked="" type="checkbox"/> <u>Site Plan</u> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Graphic Scale and North Arrow <input checked="" type="checkbox"/> Property Lines according to recorded survey <input checked="" type="checkbox"/> Existing and proposed structures <input checked="" type="checkbox"/> Existing and proposed easements <input checked="" type="checkbox"/> Existing and proposed setbacks <input checked="" type="checkbox"/> Existing and proposed utility lines <input checked="" type="checkbox"/> Existing and proposed fencing <input checked="" type="checkbox"/> Existing and proposed signage 	
<input checked="" type="checkbox"/> <u>Parking Plan</u> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Access and parking related to site <input checked="" type="checkbox"/> Parking analysis based on proposed use <input checked="" type="checkbox"/> Width of aisle(s) <input checked="" type="checkbox"/> Parking stall dimensions 	
<input checked="" type="checkbox"/> <u>Lighting Plan</u> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Proposed lighting that notes the Correlated Color Temperature, Color Rendering Index, Lumens and all other attributes related to lighting to show compliance with Ch. 16, Division 6: Outdoor Lighting. 	
<input checked="" type="checkbox"/> <u>Landscaping Plan</u> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Existing plant material, amount and species & size <input checked="" type="checkbox"/> Proposed plant material, amount and species & size 	
ELEVATIONS	
Elevations drawing(s) at a minimum scale of 1/8" = 1' that indicate:	
<input checked="" type="checkbox"/> Height (above existing grade) of all four sides <input checked="" type="checkbox"/> Materials and colors	



See Reverse.

LOT COVERAGE

Existing (%): 0

Proposed (%): 22%

IMPACT REPORTS 16-72 (e)

May be required per Table 50 of Development Code:

- ☐ Grading and Erosion Control Plans
- ☐ Stormwater Drainage Report
- ☐ Traffic Generation Report
- ☐ Utility Capacity Analysis Report
- ☐ Soils Report

ADDITIONAL SUBMITTALS

Based on staff's review and Interdepartmental Review Committee's recommendation – additional submittals may be required and will be communicated to the applicant by the assigned Case Manager.

DECISION CRITERIA 16-74-(i)(4)

- a. The Site Plan substantially conforms to the intent and policies of the Comprehensive Plan and other adopted County policies and plans. Explain.

See attached justification letter

- ☐ Staff finds that this criterion has been met
- ☐ Staff finds that this criterion has not been met – more information is needed

- b. If the subject property is within an approved Master Plan, the Site Plan is in conformance with any relevant standards in the Master Plan. Explain.

See attached justification letter

- ☐ Staff finds that this criterion has been met
- ☐ Staff finds that this criterion has not been met – more information is needed

- c. If the subject property is within an approved PD zone district, the Site Plan is consistent with any applicable terms and conditions in any previously approved PD zoning covering the subject property and any related development agreements and/or regulations. Explain.

See attached iustification letter

☐ *Staff finds that this criterion has been met*

☐ *Staff finds that this criterion has not been met – more information is needed*

- d. The Site Plan is in conformance with all applicable provisions of this Code and other adopted County regulations. Explain.

See attached iustification letter

☐ *Staff finds that this criterion has been met*

☐ *Staff finds that this criterion has not been met – more information is needed*

- e. The County's existing public infrastructure and services, including but not limited to water, sanitary sewer, electricity, gas, storm sewer, streets, trail and sidewalks have adequate capacity to serve the proposed development, and any burdens on those systems have been mitigated in compliance with the County's construction standards to the maximum extent practicable. Explain.

See attached iustification letter

☐ *Staff finds that this criterion has been met*

☐ *Staff finds that this criterion has not been met – more information is needed*

DECISION CRITERIA 16-74-(i)(4)

- f. The Site Plan mitigates any significant adverse impacts to properties within the vicinity to the maximum extent practicable. Explain.

See attached justification letter

☐ Staff finds that this criterion has been met

☐ Staff finds that this criterion has not been met – more information is needed

- g. Provisions shall be made to serve the development with tot lots and/or neighborhood parks in accordance with the Comprehensive Plan. A fee may be paid as approved by County Council to accomplish the purpose of the Comprehensive Plan in lieu of the development of tot lots or neighborhood parks. Explain.

See attached justification letter

☐ Staff finds that this criterion has been met

☐ Staff finds that this criterion has not been met – more information is needed

Attach additional sheets, if needed.

02 OWNER AUTHORIZATION

Case No. _____

OWNER AFFIDAVIT

(Authorizing an agent to act on behalf of a property owner when making a land development application.)

STATE OF NEW MEXICO)
) ss.
COUNTY OF LOS ALAMOS)

I, (We) Grand Mesa Partners 400 Trinity Drive Hilltop Owners LLC being duly sworn, depose and say that *(I am) (we are)* the owner(s) of property located at 400 Trinity Drive, Los Alamos New Mexico, legally described as see attached legal description of property, for which *(I am) (we are)* requesting a site plan approval *(conditional use permits; sketch, preliminary and final plats; site plan; variance; zone change; subdivision; summary plat; temporary use permit; telecommunication facility; historic property; or development plans)* through the County of Los Alamos, New Mexico. Furthermore, *(I) (we)* hereby appoint Rebecca Shank and Will Gleason of Dekker as our agent to act on our behalf in all matters pertaining to this application.

Signed:

11/8/2024 David T. Shank

Address:

23823 Malibu Rd. Suite 343

Malibu CA, 90265

Telephone: 310.854.2771

Signed: _____

Address: _____

Telephone: _____

Subscribed and sworn to before me this

8th day of November, 2024.

Please see attached

Notary Public

My Commission Expires: _____

CALIFORNIA JURAT

GOVERNMENT CODE § 8202

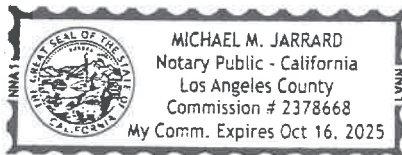
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Los Angeles

Subscribed and sworn to (or affirmed) before me on
this 8th day of November, 2024, by
Date Month Year

(1) David T. Sharp



(and (2) _____),
Name(s) of Signer(s)

proved to me on the basis of satisfactory evidence to
be the person(s) who appeared before me.

Signature [Signature]
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

*Completing this information can deter alteration of the document or
fraudulent reattachment of this form to an unintended document.*

Description of Attached Document

Title or Type of Document: Owner Affidavit

Document Date: November 8th, 2024 Number of Pages: _____

Signer(s) Other Than Named Above: _____

LEGAL DESCRIPTION OF PROPERTY

Street Address: 400 Trinity Drive, Los Alamos, New Mexico 87544

Legal Description:

Consolidated Tract S, Eastern Area 2, as shown on plat entitled "#400 Trinity Drive Boundary and Class A ALTA/ ACSM Land Title Survey Prepared for the Hilltop House, LLC...", recorded on September 23, 2005, in Book 131, page 810, as Document No. 185925.

October 31, 2024

Desirae Lujan
Senior Planner
Los Alamos County Community Development
1000 Central Ave Suite 150
Los Alamos, NM 87544

Re: ***UC Guest House Application Submittal – Authorization Letter***
400 Trinity
Los Alamos, New Mexico 87544

Dear Desirae Lujan,

The purpose of this letter is to authorize Dekker to act as our Agent on the submittal to the County for Site Plan approval for UC Guest House in Los Alamos, NM. If you have any questions or need clarification of anything contained herein, please contact me via email at tsharp@oceanrockcp.com or by phone at 310.854.2771.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Tucker Sharp'.

D. Tucker Sharp
Managing Member
Grand Mesa Partners 400 Trinity
Drive Hilltop Owners LLC

03 JUSTIFICATION LETTER

December 30, 2024

To: Desirae Lujan, Community Development Senior Planner
Los Alamos County Community Development Department
1000 Central Ave Suite 150
Los Alamos, NM 87544

Re: **The Guest House Hotel Site Plan Request**
400 Trinity Rd, Los Alamos, NM 87544

Dear Ms. Lujan,

Dekker, as the agent for the owners of 400 Trinity Drive in Los Alamos, is requesting a Site Plan approval to facilitate the development of the Los Alamos Guest House hotel (the "Guest House"), a welcoming gateway to the Los Alamos Downtown district. Located on an approximately 1.8-acre lot at the juncture of Central Ave. and Trinity Drive, this thoughtfully designed three-story, 60-unit short and extended stay hotel and will provide a welcoming gateway for visitors, professionals, and extended-stay guests alike.

The Guest House will showcase the unique aesthetic of northern New Mexico, with a design that complements the character of Los Alamos. Offering a variety of single and double bed guest, accommodations as well as suite accommodations which will feature kitchenettes. The Guest House is tailored to meet a diverse array of visitor needs. Shared guest amenities, a 3rd floor terrace with scenic views, a bocce ball court, fire pit, and inviting outdoor seating and gathering areas, foster community and relaxation. A conference space just under 1,000 square feet is available for booking on the first floor make the Guest House an ideal venue for local events and gatherings, enhancing its role in the community. As a new destination for limited-stay visitors, the Guest House hotel aims to create a vibrant, welcoming gateway into the Downtown district.

The subject site is located within the Downtown Los Alamos (DTLA) Zone District. Hotel use is a permissive use within this zone district. This development meets all requirements of the Development Code and conforms to the goals and policies identified in the Los Alamos County Comprehensive Plan. The following outlines the proposed development's compliance with the site plan criteria found in the Los Alamos County Code of Ordinances Sec. 16-74-(i)(4) a through g.

a. The site plan substantially conforms to the intent and policies of the comprehensive plan and other adopted county policies and plans.

Applicant Response: *The proposed development advances multiple Comprehensive Plan Core Themes and their associated goals as outlined below.*

Core Themes:

HOUSING, NEIGHBORHOODS and GROWTH

- Providing more choices in housing, especially downtown

DEVELOPMENT, REDEVELOPMENT and DOWNTOWN

- Focusing development priorities downtown
- Guiding development to property in and around current boundaries

Applicant Response: The Guest House project aligns with the Housing, Neighborhoods, and Growth theme by expanding lodging options that support more varied short-term housing choices in downtown Los Alamos. By introducing a hotel with short and long-term stay options in a key downtown location, the development enhances flexibility for visitors and business travelers, while preserving the established character of existing downtown and adjacent neighborhoods. It aims to help lessen the demand for short-term rentals across the County, thereby freeing up more inventory in the existing Los Alamos housing stock for renters. This project helps meet the demand for accessible, convenient lodging that aligns with community growth objectives and maintains a balanced, welcoming environment for residents and visitors alike.

Under the Development, Redevelopment, and Downtown theme, the project prioritizes downtown revitalization through targeted infill development on an underutilized, prominent location. This approach directs growth where infrastructure is already established, reinforcing the downtown core as a focal point of economic activity while preserving the community's surrounding areas. Additionally, the project's design supports the downtown's walkability, advancing the community's goal of creating a lively, accessible downtown space that enhances the area's unique character.

Growth Goals:

9. Revitalize and eliminate blight in the downtown areas of Los Alamos and White Rock
10. Promote growth in the downtown
11. Enhance community pride

Applicant Response: The subject property, positioned at the prominent eastern gateway into Downtown Los Alamos where Trinity Drive meets Central Avenue, holds a unique role in enhancing community pride and vitality. This infill development revitalizes a long-vacant and deteriorated parcel, previously home to the Hilltop House, which had been left in an unsightly and potentially unsafe condition for some time. Redeveloping this blighted site will be transformative for the entrance to Downtown Los Alamos, creating an inviting and vibrant gateway.

The proposed project places hotel guests within walking distance of downtown shops and restaurants, offering a chance to connect to local culture and commerce. With thoughtfully designed architecture inspired by northern New Mexico, the project will foster a sense of pride for the community, turning a former eyesore into a downtown asset. Visitors will experience a lively, welcoming entrance into Los Alamos that celebrates its heritage and community spirit, showcasing what Downtown has to offer. This gateway project marks a significant step in promoting growth, revitalizing the area, and celebrating the vibrancy of Los Alamos' downtown district.

Development Goals:

1. Keep the focus of development primarily within current development boundaries
3. Enhance and maintain a vibrant downtown while keeping a small-town character and feel

Applicant Response: The proposed development aligns with **Development Goal 1** by focusing on infill within the existing DTLA zone district boundaries. By revitalizing a currently vacant gateway parcel, this project supports efficient land use within established development limits, reinforcing the commitment to concentrate growth within defined downtown boundaries. In line with **Development Goal 3**, the project contributes to a vibrant downtown while respecting and preserving its small-town character. The scale of the development complements the surrounding

medium-density residential areas, providing a gradual transition to the denser urban center planned for the neighboring Mari Mac site. Its design is well-suited to the relatively small parcel, accommodating essential parking and providing additional on-site amenities. The architectural design reflects the northern New Mexico style, seamlessly connecting outdoor spaces with the building. This approach fosters a cohesive and welcoming atmosphere, invigorating downtown Los Alamos while maintaining its distinct small-town feel.

Redevelopment Goals:

1. Redevelop vacant blighted areas and underutilized properties
2. Encourage infill development on underused or blighted sites

Applicant Response: The proposed development aligns closely with **Redevelopment Goal 1** by transforming a previously vacant, blighted lot at the entrance of Downtown Los Alamos into a productive and visually appealing site. By redeveloping this underutilized parcel, the project addresses blight directly, converting an eyesore into a vibrant gateway that enhances the overall appeal of the downtown district. In support of **Redevelopment Goal 2**, the project exemplifies strategic infill development by utilizing this vacant parcel to introduce a hotel and extended stay accommodations. This new development provides amenities and creates engaging spaces with outdoor seating, a fire pit, and a bocce ball court. The inclusion of these communal features not only activates the area but also revitalizes a long-neglected portion of downtown, breathing new life into a critical entry point and enriching the downtown experience.

Downtown Goals:

1. Create a vibrant, pedestrian-friendly downtown that includes a central gathering place, nighttime entertainment, and more retail stores and restaurants
2. Focus development priorities downtown
4. Enhance the vibrant, historic, smalltown character of the County by focusing commercial density increases in the downtown areas

Applicant Response: The proposed Guest House development supports **Downtown Goal 1** by introducing a vibrant hotel and short-term stay option in a key downtown location, transforming a vacant lot into an active space where visitors can easily access local shops, restaurants, and entertainment. The pedestrian-friendly design includes safe, streetscaped sidewalks that encourage guests to explore the area on foot, adding vitality to the downtown atmosphere. The development also offers a conference room, lounge, and outdoor gathering spaces, providing an additional venue for community events and reinforcing downtown as a central hub for social interaction and nighttime entertainment.

In alignment with **Downtown Goal 2**, the project prioritizes infill development within the DTLA zone, concentrating growth in downtown Los Alamos on an underutilized lot. This infill approach strengthens the downtown economy and preserves surrounding residential neighborhoods from the impact of short-term stay oversaturation, focusing hospitality and commercial density in the heart of downtown.

Consistent with **Downtown Goal 4**, the architectural style and scale of the Guest House support Los Alamos' historic, small-town character by creating an adequate transition between the medium-density residential development surrounding the site to the higher-density development planned on the adjacent Mari Mac site. The project also advances priorities outlined in the Los Alamos County 2022 Strategic Leadership Plan and Los Alamos County Economic Vitality Strategic Plan, both of which emphasize the importance of downtown revitalization and the need for competitive, high-quality lodging options. The Guest House will provide ongoing benefits

to the County further supporting the local economy without compromising public health, safety, or welfare.

Downtown Master Plan Goals

Applicant Response: *The proposed Guest House hotel aligns well with key goals of the Los Alamos Downtown Master Plan (Master Plan), addressing aspects of urban form, housing, transportation, economic vitality, public spaces, and sustainability:*

1. **Urban Form/Identity:** *The location within the Downtown zoning district encourages pedestrian-friendly development and improves adjacent streetscape through provisions for street trees that create a more welcoming pedestrian environment to access nearby shops and entertainment. Additionally, its central downtown placement complements broader placemaking efforts and is consistent with the Master Plan's branding goals to create an inviting and vibrant environment.*
2. **Housing:** *The development aligns with goals to diversify downtown housing, providing short-term accommodations to attract tourists and business travelers. By offering an urban lodging option, the Guest House supports the area's need for varied housing and lodging types and complements nearby residential areas without over-saturating established residential neighborhoods.*
3. **Transportation:** *With its emphasis on pedestrian access, the project contributes to the master plan's goals of enhancing pedestrian infrastructure downtown. Its proximity to transit options allows visitors to move easily around Los Alamos, encouraging a connected, low-impact approach to transportation in this increasingly dense downtown area.*
4. **Economic Vitality:** *The Guest House hotel is a new lodging facility that is needed within the county. Additionally, it furthers retail development and tourism by driving foot traffic to nearby businesses, aligning with the Master Plan's focus on recruitment of tenants that stimulate local commerce. The proposed development provides event and conference spaces that offer additional amenity spaces for the greater community. The project also aligns with strategic goals to support affordable commercial rents by utilizing an underutilized site and revitalizing the downtown area.*
5. **Public Space/Streets:** *The project contains quality public spaces, including a 3rd floor terrace with scenic views, a bocce ball court, fire pit, and inviting outdoor seating and gathering areas that provide open space amenities for the downtown. The project also provides street trees for adjacent sidewalks thereby supporting the concept of streets as vibrant public spaces where residents and visitors can safely gather and explore the area on foot.*
6. **Sustainability and Infrastructure:** *Future site planning could incorporate green infrastructure elements, such as native landscaping and electric vehicle charging stations, which would align with goals for low-impact development and sustainable urban growth. The project also supports infrastructure improvement efforts as the area expands.*

By meeting these goals, the Guest House hotel reinforces the Downtown Master Plan's vision for a vibrant, sustainable, and economically resilient Los Alamos.

b. If the subject property is within an approved Master Plan, the Site Plan is in conformance with any relevant standards in the Master Plan.

Applicant Response: The subject property is within the Downtown Los Alamos Master Plan area. While the Master Plan itself does not establish specific development standards, its Goals and Policies for Urban Form/Identity, Housing, Transportation, Economic Vitality, Public Space/Streets, Infrastructure, and Sustainability guide the broader vision for the area and inform zoning code recommendations. The proposed Guest House hotel development aligns with this vision of the Master Plan as outlined above. The project also complies with the DTLA zone district standards outlined in the Los Alamos County Development Code, which directly implements the goals of the Downtown Master Plan. Through this compliance, the project contributes to the plan's objectives and supports a vibrant, sustainable downtown Los Alamos.

c. If the subject property is within an approved PD zone district, the Site Plan is consistent with any applicable terms and conditions in any previously approved PD zoning covering the subject property and any related development agreements and/or regulations.

Applicant Response: The subject property is not within an approved PD zone district.

d. The Site Plan is in conformance with all applicable provisions of this Code and other adopted County regulations.

Applicant Response: The zoning for this property is DTLA, Downtown Los Alamos. The proposed Guest House hotel site plan complies with the following regulations:

DTLA Zone District	Requirement	Proposed
Front yard setback	0 FT, minimum 100 FT, maximum abutting Trinity Drive and 15 FT, maximum in all other cases	South Side abutting Trinity Drive: ±83 FT
Side yard setback	0 FT, minimum interior 15 FT, minimum street-side	East Side: ±22 FT West Side: ±87 FT
Rear yard setback	0 Ft, minimum	North Side abutting Central Avenue: ±12 FT
Building Coverage	100%, maximum	±22%
Building Height	54 FT, maximum south of Trinity Drive within 150 FT of a property line abutting Los Alamos Canyon 86 Ft, maximum everywhere else	±40 FT
Parking Spaces	Hotel use: 1 space per sleeping unit 60 units x 1 = 60 spaces required	50 standard spaces 1 tandem space = 2 spaces 3 ADA spaces 5 EV spaces = 10 spaces 4 EV capable spaces
	Meeting, Banquet or Event Facility: 1 space per 4 persons design capacity = 966 SF Conference Room at 1 person per 15 SF maximum capacity = 65- person capacity / 4 = 16 spaces required	
	Transit Proximity Reduction: 20% 76 spaces x 0.20 = 15 space reduction	
	Electric Vehicle Credit: for each 1 space provided, a 2-space parking count shall apply	
	Total Required = 61 spaces	Total Provided = 69 spaces

Site grading would comply with the requirements of the Los Alamos County Public Works Design and Construction Standards, revised September 2008.

The site plan establishes a circulation layout that minimizes conflicts among vehicles, pedestrians, and cyclists, promoting safety for all travel modes. The property's main entrance is located on the north side along Central Avenue, with one combined entry/exit point and an exit-only point. Trinity Drive, situated on the south side, includes an additional entry/exit point. By limiting drive cuts, the design reduces pedestrian conflict points along these downtown streets, while enabling smooth vehicular circulation around the property's north rear yard and south front yard, with primary traffic flow directed along the west and south sides. The building is positioned on the east side of the property which hides the parking and site circulation behind the building and creates an attractive gateway frontage into the greater downtown district.

Pedestrian circulation is comprised of a foot path along the east side parking lot connecting to the porte-cochere, building, and open space areas. These internal pathways connect to public sidewalks to both Trinity Drive and Central Avenue. An accessible pathway is provided abutting ADA accessible parking spaces. Along with access to these sidewalk facilities, accommodations for bicyclists include bike racks with the required amount of bicycle parking spaces. This intentional circulation design provides site circulation patterns that aid safe pedestrian movement from public sidewalks and parking spaces to the building while reducing opportunities for conflict with vehicles to the greatest extent feasible.

Outdoor lighting on the site is limited to that which is useful, targeted, and not brighter than necessary. The subject property is within Lighting Zone 2 (LZ-2). The allowable total site lumens and will not exceed site lumens detailed in the table below:

Allowable Lumens	Proposed Lumens
20,000 lumens X 1.8 acres = 36,000 lumens	27,977 lumens

Parking lot lighting shall be provided by 12 light poles at 22.5 feet and 4 light poles at 12 feet. All lighting fixtures will be fully cut-off and Dark Sky compliant. The property line light trespass illuminance meets the requirements of Los Alamos Code of Ordinances Table 39.

Landscaping coverage more than meets the minimum 10% net site area; it is designed to enhance the outdoor spaces as well as adjacent street frontages. Due to constrained rights-of-way, street trees are provided on-site adjacent to the sidewalk edge to enhance the character of Trinity Drive. Along Central Ave, street trees are provided outside the property line along the street edge to enhance pedestrian experience and the DTLA urban environment.

e. The County's existing public infrastructure and services, including but not limited to water, sanitary sewer, electricity, gas, storm sewer, streets, trail, and sidewalks have adequate capacity to serve the proposed development, and any burdens on those systems have been mitigated in compliance with the County's construction standards to the maximum extent practicable.

Applicant Response: Public services and facilities required to serve the proposed development have adequate capacity and would conform with the requirements of the County's construction standards. Pre-application meetings with relevant County Departments occurred on May 7, 2024, and October 15, 2024.

Stormwater control measures adhering to the requirements of the Los Alamos County Public Works Design and Construction Standards, revised September 2008, are provided on site, as described in the drainage report included in the application package.

A Traffic Impact Study (TIS) was completed and approved by the Los Alamos County Engineer, in accordance with the requirements of the Los Alamos County Public Works Engineering Division.

f. The Site Plan mitigates any significant adverse impacts to properties within the vicinity to the maximum extent practicable.

Applicant Response: The site plan effectively mitigates any potential adverse impacts on adjacent properties through thoughtful building placement, screening and shielding of light fixtures, mechanical equipment, and parking areas. The building is positioned on the east side of the property, with the parking lot located behind it, establishing a welcoming gateway frontage into downtown. The proposed three-story structure aligns with the development intensity of nearby moderate-density residential properties. Although neighborhood protection standards are not required, the proposed 40-foot height meets the intent of these standards, offering a scale that accommodates site needs like on-site parking while providing a suitable transition to denser developments planned for the downtown area, including the nearby Mari Mac site. While the site is not intended for subdivision, it has been delineated into two “lots” to accommodate current and potential future development needs. The parking area is screened from adjacent properties and meets the Development Code's minimum requirements, ensuring adequate on-site parking that prevents overflow into nearby residential areas. Landscaped areas are incorporated throughout the site, particularly along the edges and near amenity spaces, enhancing the site's visual appeal from public streets. The southern parking lot adjacent to Trinity Drive is screened by an approximately 7-foot buffer featuring street trees and shrubs, providing additional privacy and aesthetic appeal. The northern property line complies with the DTLA Central Ave alternative frontage zone to the greatest extent feasible. A 6-foot landscape buffer is located along the street edge to enhance the pedestrian experience with a buffer between persons and street traffic. The sidewalk is 6 feet wide on the east side of the property widening to the DTLA preferred 8-foot size on the western side of the property flowing deeper into the DTLA zone. This transitions smoothly into future planned development west of the subject property while maintaining newly constructed sidewalks on the eastern side toward the round-about. Outdoor mechanical equipment and service areas, such as the dumpster, will be concealed with landscaping and enclosed structures. All light fixtures will be properly shielded to minimize light spill onto adjacent properties to the maximum extent feasible, further reducing any potential impact on the surrounding area.

g. Provisions shall be made to serve the development with tot lots and/or neighborhood parks in accordance with the Comprehensive Plan. A fee may be paid as approved by County Council to accomplish the purpose of the Comprehensive Plan in lieu of the development of tot lots or neighborhood parks.

Applicant Response: The proposed site plan includes on-site recreational amenities, which substantially meet the requirement to serve the development with recreational facilities. These amenities include both indoor and outdoor gathering areas. Key on-site amenities include conference room, open space with outdoor seating and gathering areas, a fire pit, a 3rd floor terrace, and a bocce ball court. The primary indoor amenity spaces planned for building guests include a fitness space, bike racks, lounge spaces, and a common 3rd floor terrace offering views of Los Alamos.

Landscaped areas with native and adaptive plantings will also contribute to the aesthetic and ecological value of the development's outdoor gathering area, providing visual interest and supporting the downtown aesthetic.

The site's pedestrian pathways connect to both Central Avenue and Trinity Drive, reinforcing multi-modal access to downtown Los Alamos and advancing the goal of a walkable, park-once district.

In addition to these on-site amenities, the site is within a one-mile walkable radius of numerous community amenities and recreational opportunities including shopping centers, banks, grocery stores, coffee shops, restaurants, the SALA Event Center, the Manhattan Project National Historical Park, Los Alamos Visitor Center, the East Park Trailhead, and more. This combination of on-site and nearby amenities aligns with the Comprehensive Plan's goals for creating well-connected, recreation-rich environments for residents and visitors.

Based upon the rationale presented in this letter, we respectfully request approval of the Guest House hotel Site Plan. As stated above, this request would add more short-term housing options in the County, and specifically an infill of Downtown Los Alamos. Upon completion, we feel that this project will contribute to the successful growth of Los Alamos County and further the goals stated in the Comprehensive Plan. If you have any questions or need clarification of anything contained herein, please contact me at (505)761-9700 or willg@dekkerdesign.org.

Sincerely,

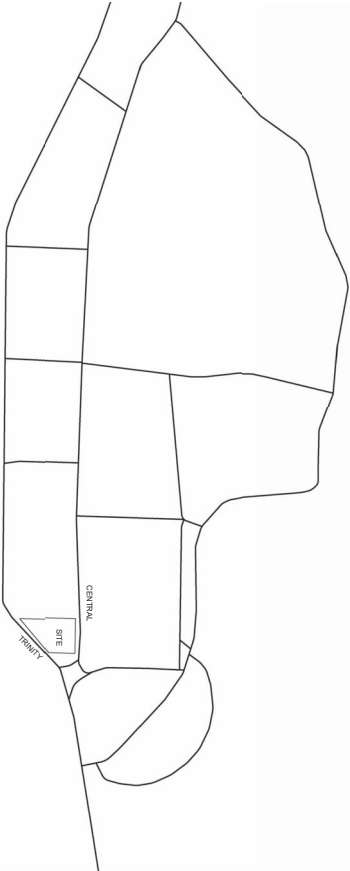


William Gleason, AICP, LEED AP

Principal, Dekker

Agent for Ocean Rock Capital Partners and Grand Mesa Partners 400 Trinity Drive Hilltop Owners LLC

04 PLANS



DRAWING INDEX	
CV	COVER SHEET
ASP 1	SITE PLAN
C-100	CIVIL NOTES
CG-101	GRADING & DRAINAGE
CG-102	GRADING & DRAINAGE
CU-100	UTILITY PLAN
CP-100	PAVING PLAN
LP 1	LANDSCAPE PLAN
EP100	ELECTRICAL SITE LIGHTING PLAN
EP101	ELECTRICAL SITE LIGHTING PLAN WITH LIGHTING LEVELS
EP102	ELECTRICAL SITE LIGHTING SCHEDULES AND STATISTICS
AEL 1	EXTERIOR ELEVATIONS
AEL 2	EXTERIOR ELEVATIONS



NOTE: IMAGE IS CONCEPTUAL IN NATURE AND MAY NOT REFLECT THE REQUIREMENTS OF THESE PLANS

GUEST HOUSE

PROJECT TEAM			
OWNER	CIVIL ENGINEER	ARCHITECT	LANDSCAPE ARCHITECT
GRAND MESA PARTNERS	ISAACSON & ARTMAN INC.	DEKKER	DEKKER
HILLTOP DEVELOPER LLC	128 MONROE ST NE	7601 JEFFERSON NE, SUITE 100	7601 JEFFERSON NE, SUITE 100
23823 MALIBU ROAD, SUITE 343	ALBUQUERQUE, NM 87108	ALBUQUERQUE, NM 87109	ALBUQUERQUE, NM 87109
MALIBU, CA 90265	(505) 268-8828	(505) 761-9700	(505) 761-9700
			ELECTRICAL ENGINEER
			INDOOR ENVIRONMENTS USA
			1920 13TH STREET, SUITE B1
			BOULDER, CO 80302
			(720) 742-1587

UTILITY NOTES

PROJEC

LAC
SUBMITTAL

C-100

7

BENCHMARK: ELEVATIONS ARE BASED ON THE NATIONAL GEODETIC CONTROL SURVEY MONUMENT "D-81" (ELEVATION = 7331.54 FT (NAVD 88))

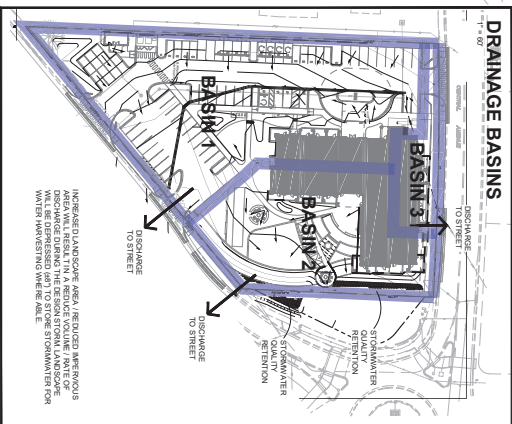
FLOOD HAZARD: PER LOS ALAMOS COUNTY FIRM MAP 350.28(C0.45C, DATED 7/18/2011, THE PROJECT AREA IS LOCATED IN FLOOD ZONE X OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA'S) FLOOD INSURANCE RATE.

DRAWING NUMBER

PROJECT

100% DESIGN
DEVELOPMENT

CG-101



KEYED NOTES

- [illegible]

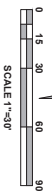
ADA COMPLIANCE

- TARGET LONGITUDINAL SLOPE = 7%
 - LONGITUDINAL SLOPE SHALL NOT EXCEED 12.1 (8.3%)
 - CROSS SLOPE SHALL NOT EXCEED 2%
- ACCESSIBLE PARKING**
- TARGET SLOPE = 1% TO 1.5%
 - SLOPE SHALL NOT EXCEED 2% SLOPE IN ANY DIRECTION
- SEWERAGE AND CROSSWALKS**
- TARGET LONGITUDINAL SLOPE = 4.5%
 - LONGITUDINAL SLOPE SHALL NOT EXCEED 6.0% (5%)
 - TARGET CROSS SLOPE = 1% TO 1.5%
 - CROSS SLOPE SHALL NOT EXCEED 2%

LEGEND

- 4965— EXISTING CONTOUR
—65— PROPOSED 1.0' CONTOUR
● 65.4 PROPOSED SPOT ELEVATION
— FLOW DIRECTION

SHEET NO.



FIRE APPARATUS TURNING RADIUS
1" = 30'

Isaacson & Arfman, Inc.
Civil Engineering Consultants



138 Monroe Street NE
Atlanta, GA 30309
505-268-8238 | www.iaa-cv.com

SEAL

PROJECT

REVISION

SHEET M

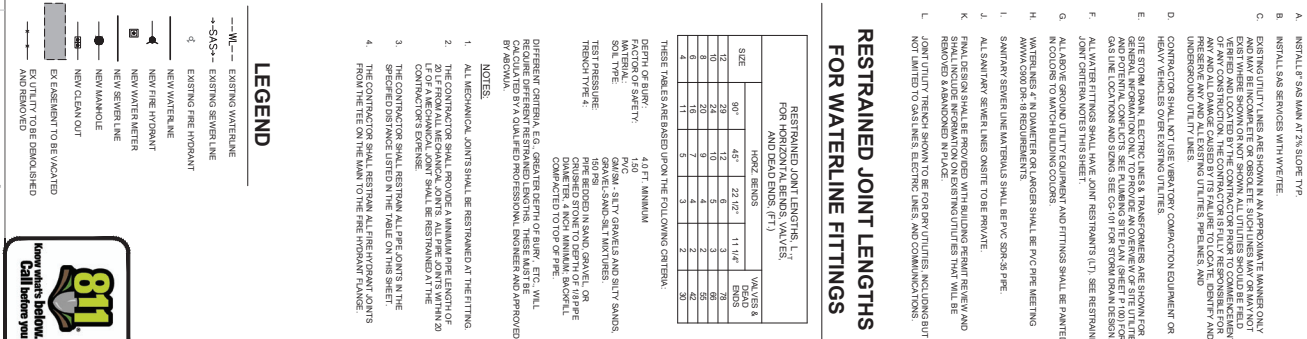
FIRE 1

GUEST HOUSE
400 TRINITY DRIVE
LOS ALAMOS, NM 87544

100% DESIGN
DEVELOPMENT

UTILITY
PLAN

CU-100



GENERAL NOTES

RESTRAINED JOINT LENGTHS

RESTRAINED JOINT LENGTHS, L_{rj} FOR HORIZONTAL BENDS, VALVES, AND DEAD ENDS, (ft ¹)				
SIZE	HORIZ. BENDS			VALVES & DEAD ENDS
	90°	45°	22 1/2°	
12	29	12	6	78
10	24	10	5	66
8	20	9	4	55
6	16	7	4	42
4	11	5	3	30

THESE TABLES ARE BASED UPON THE FOLLOWING CRITERIA

MAINTENANCE	PVC
SOIL TYPE:	GAM/SM - SILTY GRAVELS AND SILTY SANDS
TEST PRESSURE:	GRAVEL-SAND-SILT MIXTURES,
TRENCH TYPE 4:	150 PSI
	PIPE BE DDED IN SAND, GRAVEL, OR
	CONCRETE TO PROTECT OF WEAR

REQUIRE DIFFERENT RESTRAINED LENGTHS. THESE MUST BE CALCULATED BY A QUALIFIED PROFESSIONAL ENGINEER AND APPROVED BY ABCWJA.

KEYED NOTES

1. INSERT 6" TIE
2. 6" GATE VALVE W/ BOX (L1*48)
3. 6" 6" REDUCER
4. 6" - 6" BEND (L1*11)
5. 6" TIE
6. 6" GATE VALVE W/ BOX (L1*60)
7. 6" CAP (L1*50)
8. 6" x 6" TIE
9. 6" GATE VALVE W/ BOX (L1*52)
10. POST NOTCH ON VALVE
11. PRE DEPARTMENT CONNECTION
12. 6" - 6" BEND (L1*46)
13. 6" - 6" BEND (L1*27)
14. INSERT 6" - 45° ELBOW (L1*29)
15. 6" - 6" BEND (L1*26)
16. 2" HINTER SETTING DOING (R/O)
17. 1" HINTER SETTING (R/IGATION)
18. 1" THROU HOOD, 42"VA RPT N/A, 3" W/ COVER
WHEEL, 10" 6" 6" ENCLOSE WITH HEATER
19. REMOVE AND RELOCATE EXISTING PRE INFLAMMANT
20. 6" CAP (SERVE LINE AT PROPERTY LINE
21. RELOCATED FIRE HAZARDOUS LOCATION
22. REMOVE AND DISPOSE EXISTING 6" VALVE LINE
23. RELOCATE AND DISPOSE EXISTING 6" VALVE LINE
24. 6" CAP (SERVE LINE AT COOP SITE)

LEGEND

- | Symbol | Description |
|---------|---------------------------|
| --- | EXISTING WATERLINE |
| --SAS-- | EXISTING SEWER LINE |
| 4 | EXISTING FIRE HYDRANT |
| --- | NEW WATER LINE |
| --- | NEW FIRE HYDRANT |
| --- | NEW WATER METER |
| --- | NEW SEWER LINE |
| --- | NEW MANHOLE |
| --- | NEW CLEAN OUT |
| --- | EX EASEMENT TO BE VACATED |
| --- | EX UTILITY TO BE OBTAINED |
| --- | AND REMOVED |



GENERAL NOTES

- A. FIVE WORKING DAYS PRIOR TO ANY EXCAVATION, THE CONTRACTOR MUST CONTACT NEW MEXICO ONE CALL SYSTEM (935-251-1899) FOR LOCATION OF EXISTING UTILITIES.
- B. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL EXCAVATE AND REMOVE ALL EXISTING CURBS AND GUTTERS. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY SO THAT THE CONFLICT CAN BE RESOLVED WITH A MINIMUM DELAY OF 48 HOURS.
- C. EXISTING CURBS AND GUTTERS AND SIDEWALKS SHALL BE TO THE OVERSIGHT PARKING OF CONSTRUCTION EQUIPMENT SHALL NOT BE REMOVED UNTIL THE CONSTRUCTION OF THE PAVING SECTION IS COMPLETED.
- D. CONSTRUCT DRIVEWAYS OR DESIGNATED TRAFFIC LINES. THE CONTRACTOR SHALL NOT TONE ANY EQUIPMENT OR MATERIAL WITHIN THE PUBLIC RIGHT-OF-WAY.
- E. CURBS AND GUTTERS, SIDEWALKS, AND DRIVE PAVES SHALL MATCH THE LINE AND GRADE OF ADJACENT EXISTING AREAS AS SHOWN ON THE PLANS OR AS DIRECTED BY THE PROJECT ENGINEER.
- F. THE SURFACE PREP SHALL EXTEND ONE FOOT BEYOND THE FREE EDGE OF NEW CURB AND GUTTER AND SIDEWALK.
- G. CONTRACTOR TO TEST SURFACE RAVEL PRIOR TO CONSTRUCTION. IN THE EVENT OF A FAILURE, THE CONTRACTOR SHALL REPAIR THE FAILURE MATERIAL AND REPORT MATERIAL WITH RAVEL GREATER THAN 50% TO THE ENGINEER IMMEDIATELY SO THE PAVING SECTION CAN BE COMPLETED.
- H. AT ALL EXISTING ROADWAY AND SIDEWALKS, SAND CUT ROSES SHALL BE PLACED WITHIN WHEEL PATHS. PATCHES SHALL BE REPAIRED AND SQUARE SURFACE SHALL BE FLUSH WITH EXISTING PAVING SURFACE. WITH NO DAMAGE TO THE INTERIOR OF EXISTING SURFACE TAKES TO AVOID PAVEMENTS IF DAMAGED. THE ENTIRE SURFACE PATCH MUST BE EXPANDED TO COVER DAMAGES.
- I. CONTRACTOR WILL ENSURE THE ASPHALT HAS A SMOOTH, UNIFORM EDGE. EDGE IS NOT SMOOTH AND UNIFORM. CONTRACTOR WILL SAW CUT AND REPAIRED REFER TO C.O.A. STANDARD DRAWING 9-200 WITH THE APPROPRIATE PAVING SECTION BASED ON ROADWAY CLASSIFICATION.

KEYED NOTES

1. ASPHALT PAVING.
2. PCC PAVING SECTION.
3. PCC MEDIAN CURB AND GUTTER.
4. PCC SIDEWALK.
5. ADA ACCESSIBLE RAIRS.
6. ADA PARKING.
11. ADA SIGN.
12. ADJUST VALVE BOXES, CLEAN-OUTS AND STORM WELLS TO FINISHED GRADE.
13. PAINT CURBED TO RED STENCIL, WHITE TEXT (FREE LANE NO. PARKING, 4" HIGH LETTERS, 2" STROKE).
14. 4" WHITE PARKING STRIKE.
15. 24" WIDE WHITE CROSSWALK STRIKE AT 4' OC.
16. STOP SIGN.
17. 24" x 18" PAINTED STOP SIGN.
18. SITE PARKING LIGHTING. SEE ELECTRICAL SITE PLAN.
19. REUSE ENCLOSURE.
20. VALLEY GUTTER.
21. EV PARKING PAVEMENT MARKING.
22. EV PARKING SIGN.
23. COMPACT CAR PAVEMENT MARKING.
24. REMOVE AND DISPOSE EXISTING PCC DRIVEWAY.
25. PCC STD CURB & GUTTER.
26. PUBLIC ASPHALT PAVING RECONSTRUCTION SECTION PER LOS ALAMOS COUNTY PUBLIC ROADWAY STANDARD.
27. SAWCUT REMOVE AND REPLACE EXISTING ASPHALT PAVEMENT.

LEGEND

- EXISTING CURB AND GUTTER
- PROPOSED CURB AND GUTTER
- LIGHT ASPHALT PAVING SECTION
- HEAVY ASPHALT PAVING SECTION
- PCC PAVING SECTION
- ADA / STOP SIGNS

CONCRETE PAVING SECTION

PER GEOTECHNICAL REPORT PAVING DESIGN

SCALE: 1" = 1'S

LIGHT DUTY

- 7" PRECAST ASPHALT SH-C BASE COURSE
- 17" SURGRADE SOIL, COMPACTED TO 95% TO 98%
- 4" COMPACTED AGGREGATE BASE COURSE
- 17" SURGRADE SOIL, COMPACTED TO 95% TO 98%

ASPHALT PAVEMENT SECTIONS

SCALE: 1" = 1'S

- 4" PRECAST ASPHALT SH-C BASE COURSE
- 17" SURGRADE SOIL, COMPACTED TO 95% TO 98%

SCALE: 1" = 20'

North Arrow

ATTACHMENT A

GUEST HOUSE
400 TRINITY DRIVE
LOS ALAMOS, NM 87544

100% DESIGN
DEVELOPMENT

REVISIONS

1	DATE	BY
1	10/1/2024	BA/0004
2	10/1/2024	BA/0004
3	10/1/2024	BA/0004
4	10/1/2024	BA/0004
5	10/1/2024	BA/0004
6	10/1/2024	BA/0004
7	10/1/2024	BA/0004
8	10/1/2024	BA/0004
9	10/1/2024	BA/0004
10	10/1/2024	BA/0004
11	10/1/2024	BA/0004
12	10/1/2024	BA/0004
13	10/1/2024	BA/0004
14	10/1/2024	BA/0004
15	10/1/2024	BA/0004
16	10/1/2024	BA/0004
17	10/1/2024	BA/0004
18	10/1/2024	BA/0004
19	10/1/2024	BA/0004
20	10/1/2024	BA/0004
21	10/1/2024	BA/0004
22	10/1/2024	BA/0004
23	10/1/2024	BA/0004
24	10/1/2024	BA/0004
25	10/1/2024	BA/0004
26	10/1/2024	BA/0004
27	10/1/2024	BA/0004

PAVING
PLAN

CP-100















Isaacson & Arman, Inc.
Civil Engineering Consultants
1234 Main Street, NE
Albuquerque, NM 87102
505-546-1001 | www.isaacson-arman.com

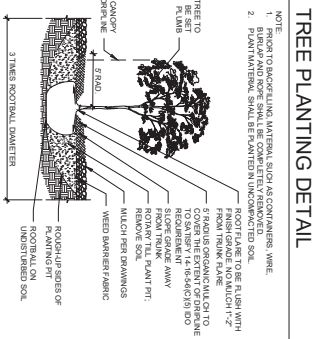
SOIL

PROJECT

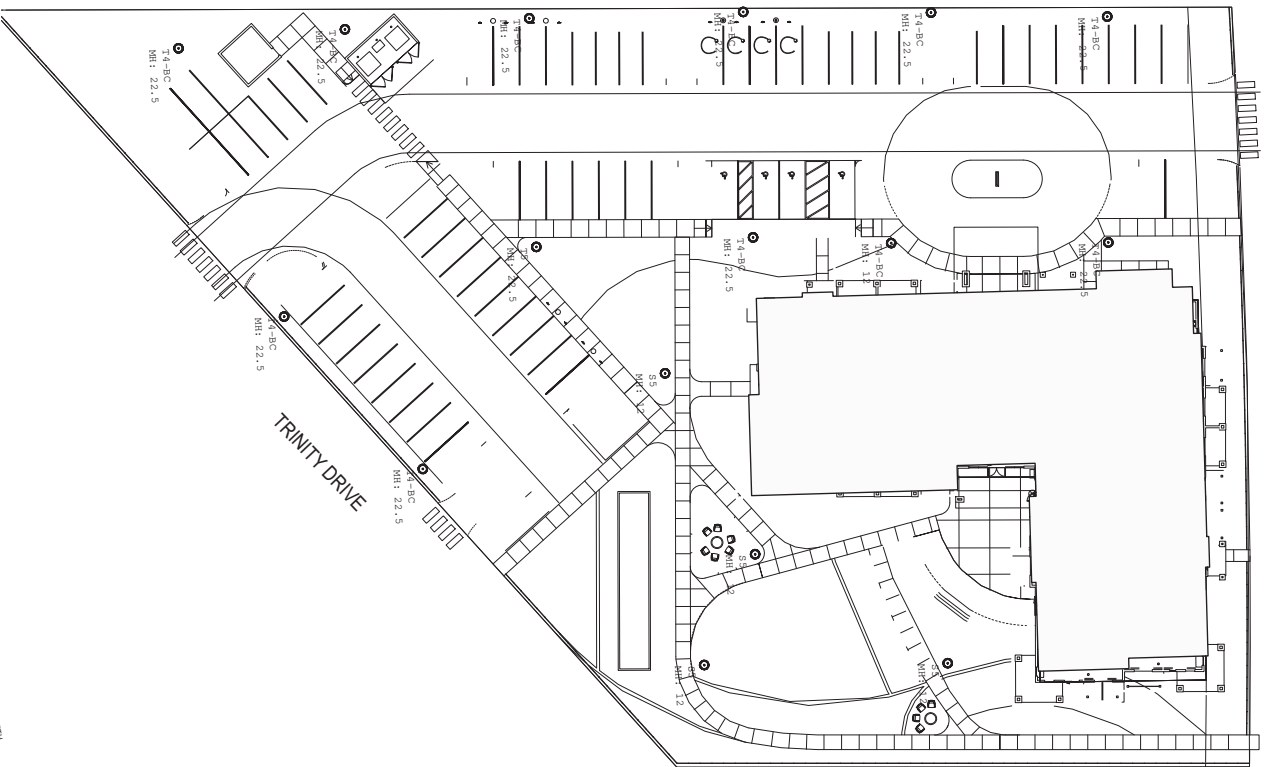
[illegible]

A. PLANT COICES HAVE BEEN MADE IN CONSULTATION WITH THE LOS ANGELES COUNTY WATER REUSE AGENCY. PLANT COICES WILL BE SELECTIONS THAT ARE SUITABLE FOR THE CLIMATE AND SOILS OF THE PROJECT. PLANT COICES WILL BE SELECTIONS THAT ARE SUITABLE FOR THE CLIMATE AND SOILS OF THE PROJECT. PLANT COICES WILL BE SELECTIONS THAT ARE SUITABLE FOR THE CLIMATE AND SOILS OF THE PROJECT.

SYMBOL	NOTES
	KNITTING / REINFORCED LAMIN
	75% ROCK WOLLEN AT 75% TIGHTLY OVERLAPPED BARRIER FABRIC BASIS
	COLOR: SANTA E BROWN
	WHITE: THE MUCH "2" OF PHI.
	2.4" ROUND GRAY GUMBLE FROM A BERT MONTANO SWAD AND
	STRAIGHTENED ON SPINNING MACHIN
	STYLIZED ON SPINNING MACHIN. BASIS OF DESIGN: SANTA E BROWN
	WAVELENGTH: 0.00015 INCHES
	WAVELENGTH: 0.00015 INCHES
	ROUNDS BE SELECTED BY LANDSCAPE ARCHITECT PRIOR TO PURCHASE
	3/4" X 1/4" BOLLER
	3/4" X 1/4" BOLLER
	3/4" X 1/4" BOLLER
	3/4" X 1/4" BOLLER



	DRAWN BY	E
	REVIEWED BY	B
	DATE	12/31/94
	PROJECT NO.	23-0066



REVISIONS

DRAWING NAME
ELECTRICAL SITE
LIGHTING PLAN

SHEET NO
EP100

GUEST HOUSE
400 TRINITY DRIVE
LOS ALAMOS, NM 87544

PROJECT

SEAL.



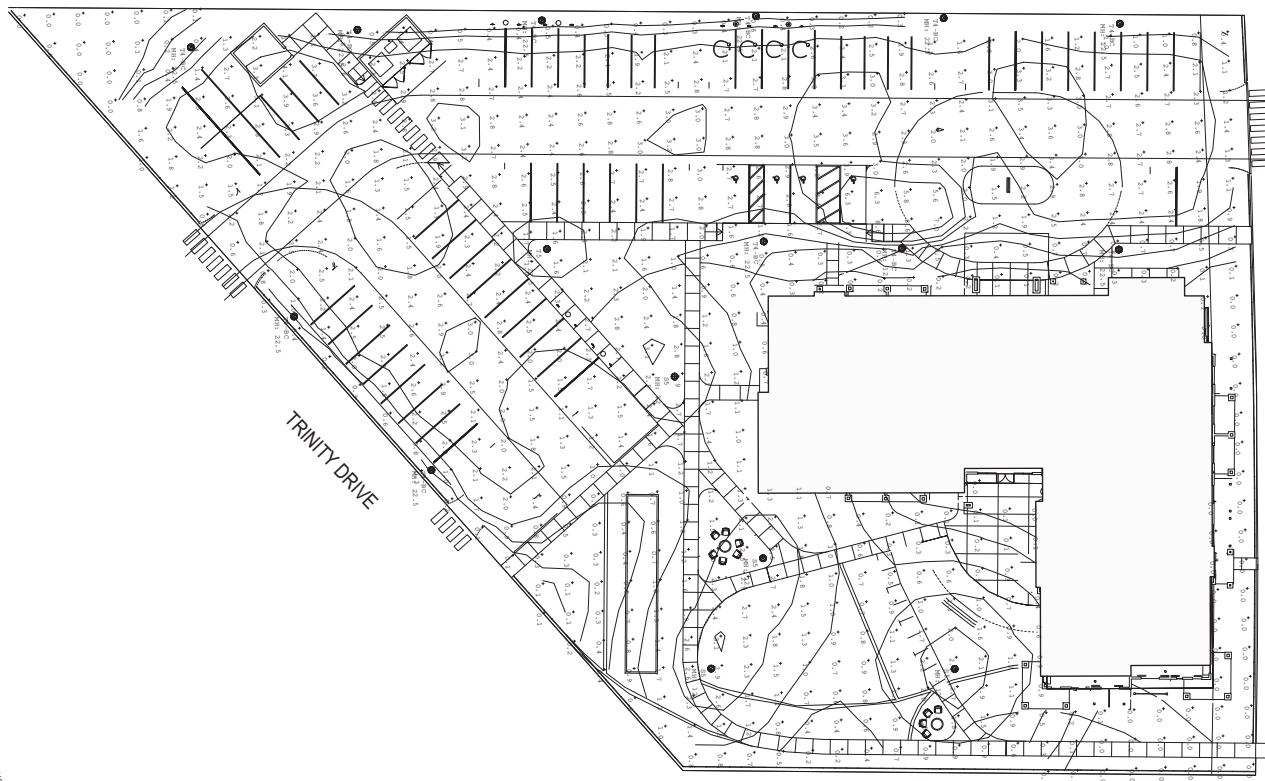
Dekker

A B C D

1 2 3 4 5

ATTACHMENT A

1 SITE PLAN - ELECTRICAL LIGHTING PLAN WITH LEVELS
1" = 20' 0"



Dekker



SEAL

PROJECT

GUEST HOUSE
400 TRINITY DRIVE
LOS ALAMOS, NM 87544

LAC
SUBMITTAL

REVISIONS

- △
- △
- △
- △
- △
- △
- △
- △

DRAWN BY
REVIEWED BY
DATE 11/04/24
PROJECT NO. 00501

DRAWING NAME
ELECTRICAL SITE
LIGHTING PLAN
WITH LIGHTING
LEVELS

SHEET NO.

EP101



SEAL
CONSTRUCTION

PROJECT

GUEST HOUSE

400 TRINITY DRIVE
LOS ALAMOS, NM 87544

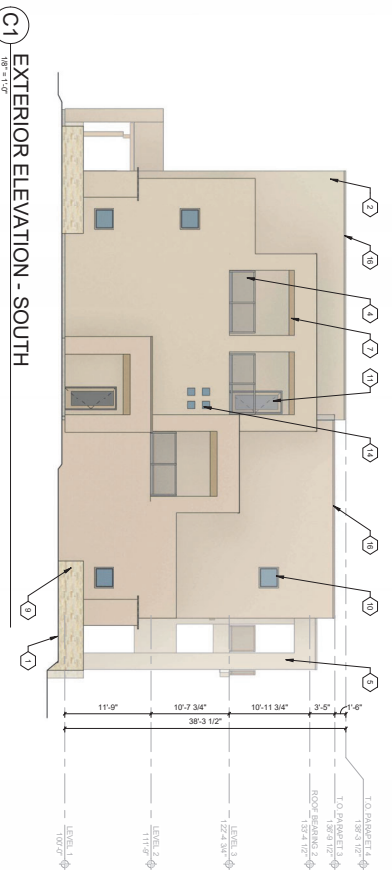
LAC
SUBMITTAL

REVISIONS

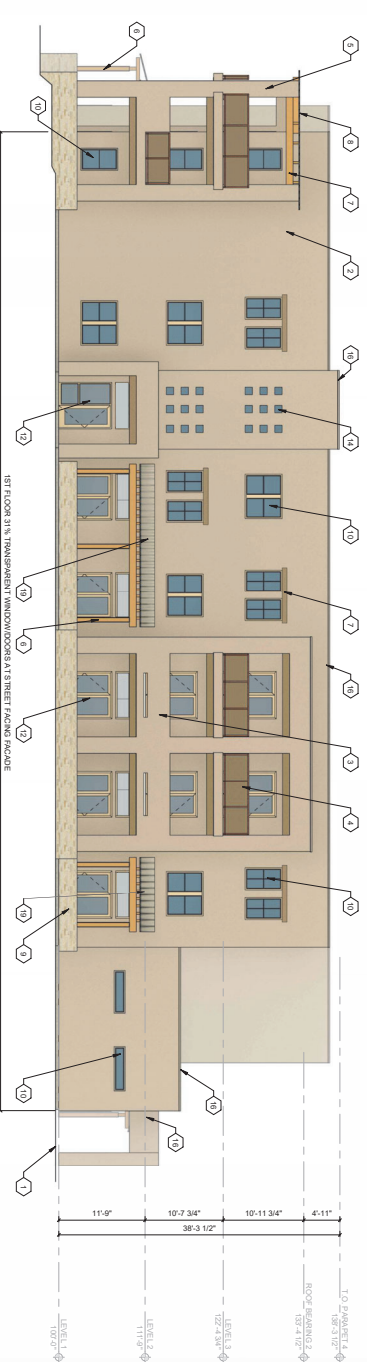
DRAWN BY	DEKKER
REVIEWED BY	DEKKER
DATE	11/04/2024
PROJECT NO	23-0065

DRAWING NAME
EXTERIOR
ELEVATIONS

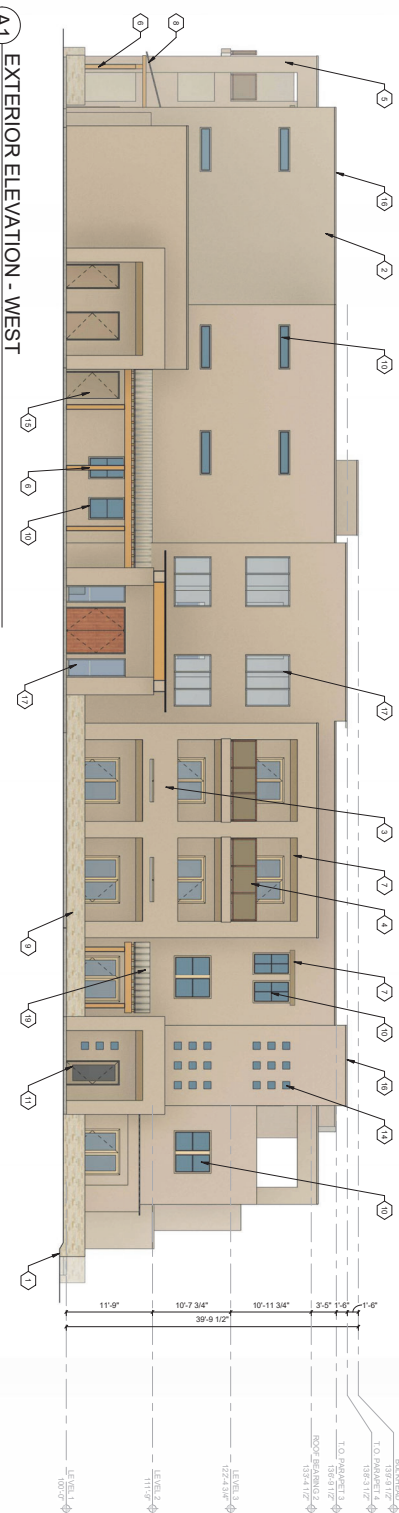
SHEET NO
AEL 1



C1 EXTERIOR ELEVATION - SOUTH
1/8" = 1'-0"



B1 EXTERIOR ELEVATION - NORTH
18" = 1'-0"



A1 EXTERIOR ELEVATION - WEST
1/8" = 1'-0"

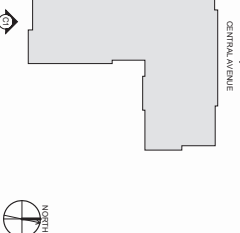
SHEET KEYNOTES

- [illegible]

LEGEND

- STUCCO, EARTH-TONE AND PASTEL COLORS OF NON-EARTH-TONE HUES, WHITES, GRAYS
- NATURAL STONE OR STUCCO ACCENT COLORED EARTH-TONE AND PASTEL COLORS OR NON-EARTH-TONE HUES, WHITES, GRAYS

KEY PLAN



ATTACHMENT A

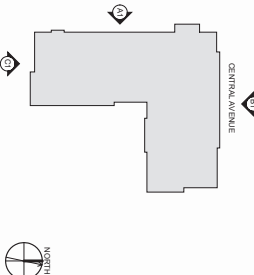
SHEET KEYNOTES

1. FINISH GRADE, EXTERIOR AND PAINT, COLORS OF NON-EXTERIOR HUES.
2. WHITE, GRAYS GUARDRAIL, STUCCO FINISH OR SOLID PANEL.
3. BALCONY OPEN GUARDRAIL, PAINTED STEEL, SOLID PANEL OR GLASS.
4. EXPOSED WOOD OR PAINTED STEEL COLUMN.
5. STANDING SEAM METAL ROOF, AS PER TO BRAN.
6. FRAMED PRIVACY WALL, STUCCO FINISH, COLOR WITH INTEGRAL COLOR OR NATURAL.
7. WINDOW WITH CLEAR GLAZING AND NEUTRAL COLORED FRAME.
8. WINDOW WITH CLEAR GLAZING AND NEUTRAL COLORED FRAME.
9. FILL THE ROOM AND TRANSOM WITH CLEAR GLAZING AND NEUTRAL COLORED.
10. METAL GLAZING AND NEUTRAL COLORED OF NON-EXTERIOR HUES.
11. WHITE, GRAYS GUARDRAIL, STUCCO FINISH OR SOLID PANEL.
12. WATERPROOFING LOCATOR TO MATCH STUCCO FINISH OF ADJACENT EXTERIOR.
13. ALUMINUM TOWERMENT SYSTEM.
14. OPTIONAL FIRST FLOOR PAVEMENT COVER.

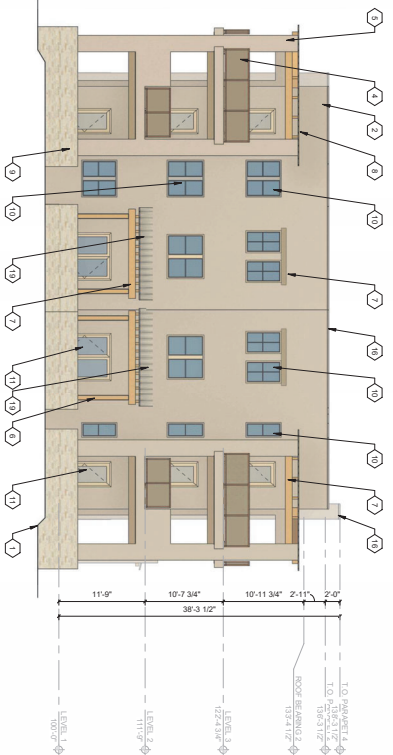
LEGEND

- STUCCO, EXTERIOR AND PAINT, COLORS OF NON-EXTERIOR HUES, WHITE, GRAYS
- NATURAL STONE OR STUCCO COLORED, COLORS OF NON-EXTERIOR HUES, WHITE, GRAYS

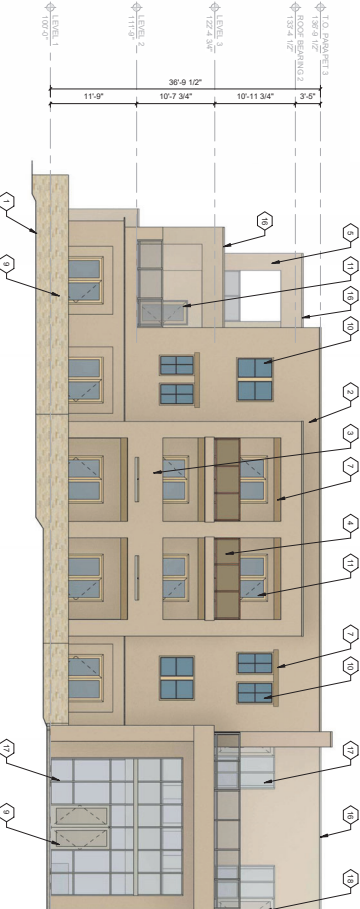
KEY PLAN



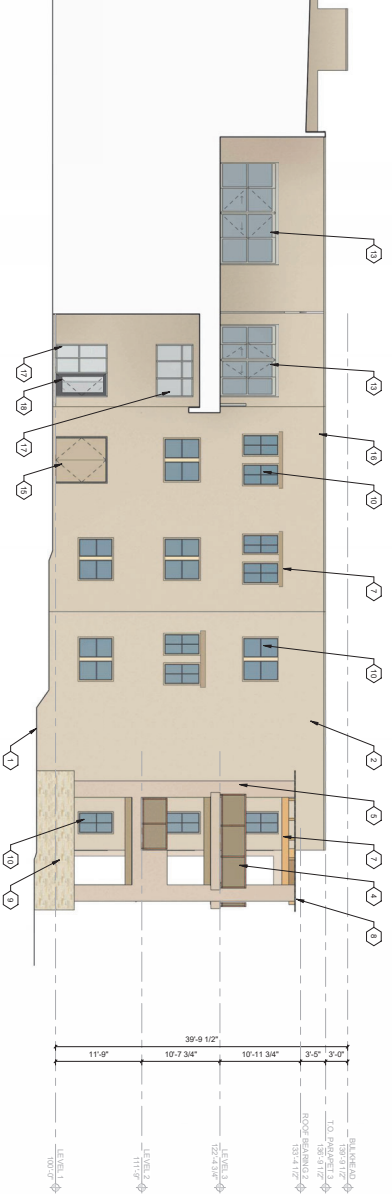
C1 EXTERIOR ELEVATION - EAST



B1 PARTIAL EXTERIOR ELEVATION - COURTYARD - EAST



A1 PARTIAL EXTERIOR ELEVATION - COURTYARD - NORTH



INTERDEPARTMENTAL REVIEW COMMITTEE*Meeting Minutes**Thursday, November 14, 2024**10 AM*

THE INTERDEPARTMENTAL REVIEW COMMITTEE MET TO REVIEW AND DISCUSS THE BELOW MENTIONED CASE FOR CONSIDERATION TO MOVE FORWARD TO THE PLANNING AND ZONING COMMISSION MEETING SCHEDULED FOR DECEMBER 11, 2024.

In Attendance:

Desirae J. Lujan, Senior Planner

Jane Mathews, Senior Planner

Eric Ulibarri, County Engineer

Colorado Cordova, Fire Marshal – Virtual Attendance

Armando Gabaldon, Environmental Services Manager – Virtual Attendance

David Martinez, Chief Building Official

Dan Osborn, Acting Community Development Director

James Alarid, Deputy Utility Manager - Engineering

Larissa Breen, Associate Attorney – Virtual Attendance

Case No. SIT-2024-0070: Will Gleason of Dekker Designs, agent on behalf of Ocean Rock Capital Partners and Grand Mesa Partners, LLC., property owner, requests site plan approval of a three-story, 60-unit hotel (40,786 sq. ft.) intended for both short- and extended-stay accommodations, including conference space. The development site is located at 400 Trinity Drive, Los Alamos, NM, within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.

The County Engineer, Eric Ulibarri, reviewed the plans for grading and drainage and recongized that the ponds are being proposed on county property. The potential processes for that to happen were discussed and would be further explored with the Attorney and County Manager's Office after clarification is received from the applicant. Mr. Ulibarri communicated that they will need to be held to at a minimum, the Public Work standards for sidewalk width along Central Avenue. However, the sidewalks along Trinity Drive were included in the NMDOT project improvements.

James Alarid and Colorado Cordova discussed hydrant locations. Mr. Alarid stated that electrical was satisfactory, but he would provide more comments and recommendations in writing. Armando Galbadon approved the location of refuse enclosures and noted that dimensional standards for the enclosures would need to be made.

Members agreed that some details needed to be coordinated and agreed to provide futher outlines of needs and recommendations by Monday, November 18, 2024.

JAMES ALARID, DEPUTY UTILITIES MANAGER, MOVED TO FORWARD THE APPLICATION TO PLANNING AND ZONING COMMISSION ON DECEMBER 11, 2024. SECONDED BY ERIC ULIBARRI, COUNTY ENGINEER. VOTE PASSED UNANIMOUSLY.

--- end ---

MEMORANDUM



Public Works

1000 Central Avenue, Suite 160
Los Alamos, NM 87544
P 505.662.8150 F 505.662.8109

losalamosnm.us

DATE: November 19, 2024
TO: Desirae Lujan – Senior Planner
THROUGH: Juan Rael, P.E. – Public Works Director
FROM: Eric Ulibarri, P.E. – County Engineer
RE: 400 Trinity Drive Site Plan Application (UC Guest House) - SIT-2024-0070
Public Works/Engineering Comments

Los Alamos County Public Works Department, Engineering Division has completed review of the Site Plan Application reviewed at an Interdepartmental Review Committee (IDRC) meeting on November 14, 2024. IDRC approved a motion to recommend this application move forward to Planning and Zoning Commission. Public Works supports this motion with the following conditions:

- Traffic Analysis: Trinity Drive (NM State Road 502) is a state highway owned by the New Mexico Department of Transportation (NMDOT). The developer shall coordinate this development with NMDOT prior to issuance of construction permits and shall comply with NMDOT State Access Management Requirements including preparation of Traffic Studies, access permits, temporary traffic control, and work permits. The developer has submitted a Site Threshold Analysis (STA) to the County indicating that no further traffic analysis is required. This STA has been reviewed by Los Alamos County and will also need to be reviewed by NMDOT.

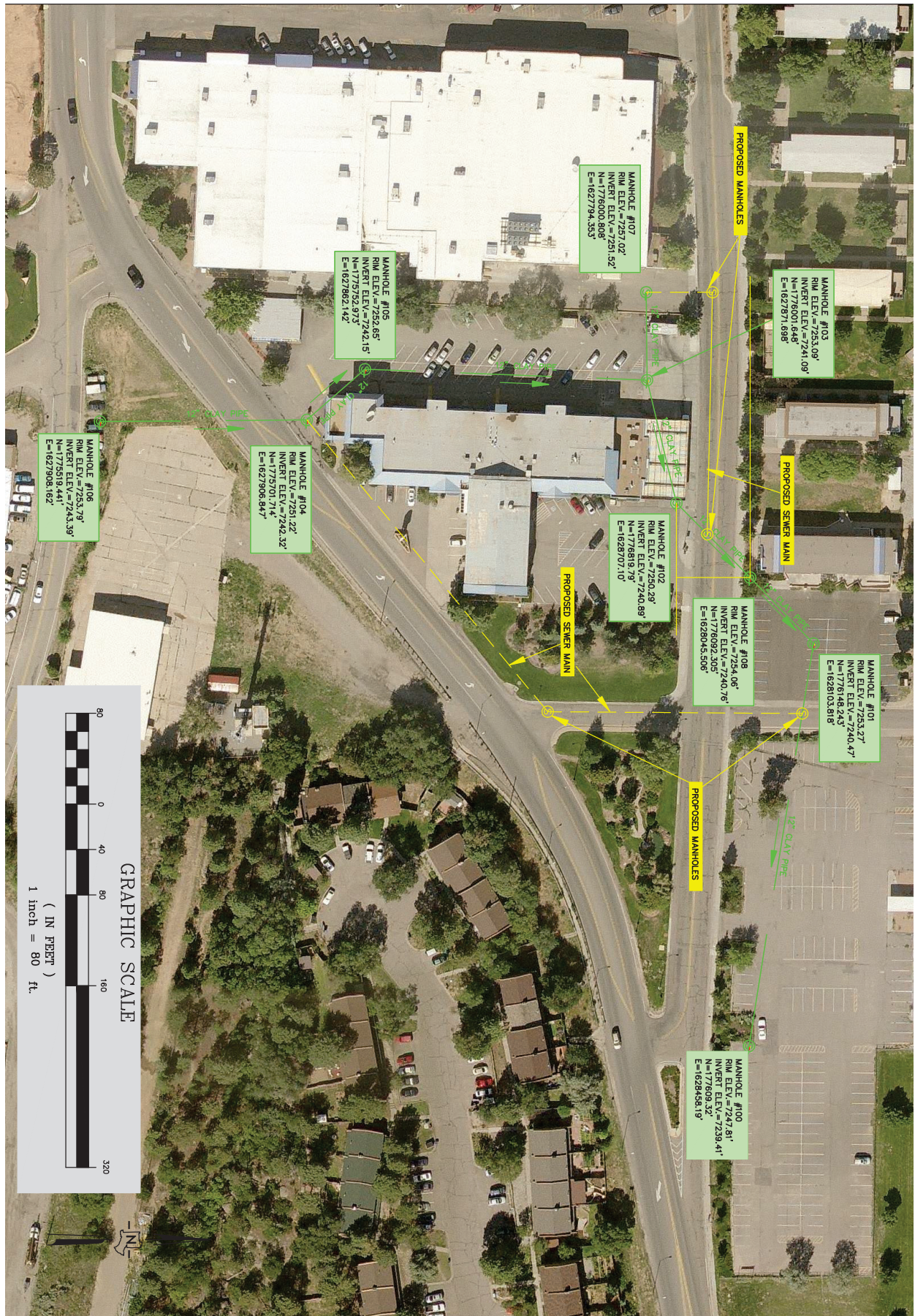
The developer proposes modifications to driveways within NMDOT and County ROW. All necessary permits shall be obtained by both NMDOT and Los Alamos County prior to construction. Additionally, sight distance at the driveways will need to be analyzed to ensure minimum requirements are met.

- Drainage Report & Grading & Drainage Plan: The County Engineer has required a drainage analysis for this development to demonstrate that the development does not exceed existing off-site flows in the developed state. This requirement has been met with the developer proposing two water quality ponds which encroach into County Right-of-Way. All approvals and permits for encroachment into County ROW shall be required prior to issuance of construction permits. The developer shall coordinate additional meetings with the County to discuss this proposal.

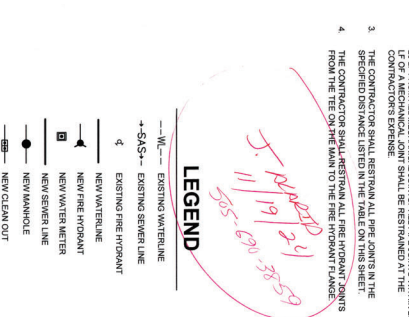
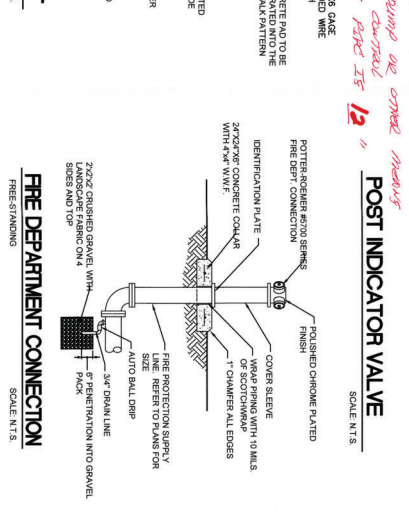
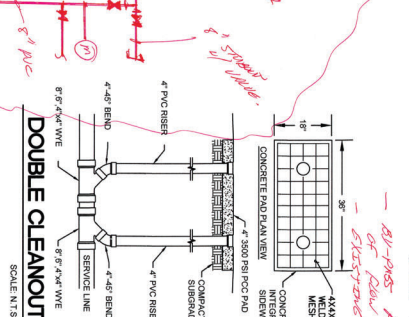
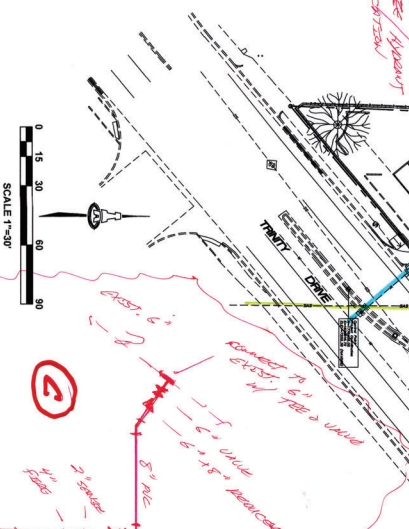
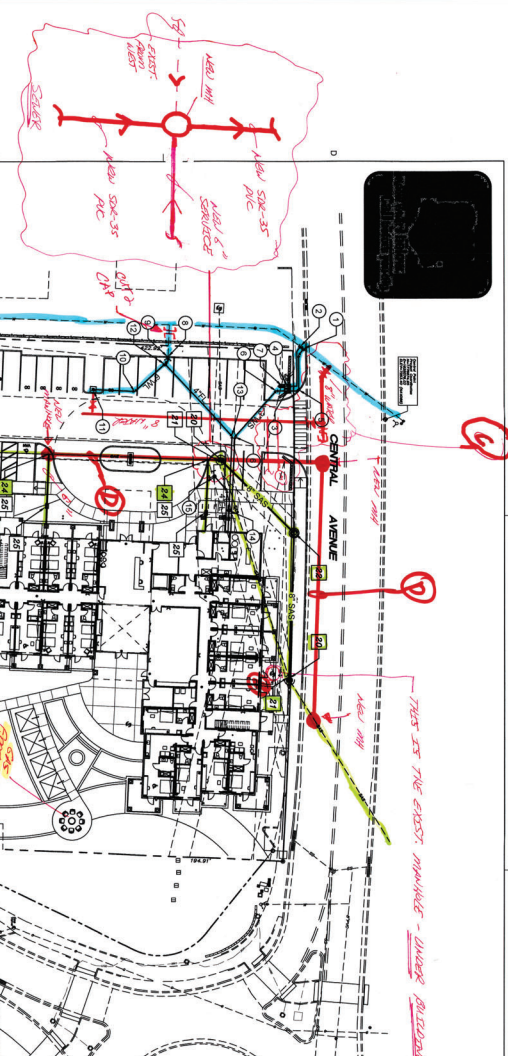
The following is a link to the 2008 Public Works Design and Construction Standards and DOE's LID standards which we also promote as best practice.

<https://www.losalamosnm.us/Government/Departments-and-Divisions/Public-Works/Engineering-Division/Public-Works-Engineering-Resources>

- General Discussion:
 - The County requires 6-foot sidewalks along Central Avenue and Trinity Drive corridors. Additional buffer/planter strips between the sidewalk and the roadway are also required to promote a safer traveled way for pedestrians and bicyclists. The development borders outdated ADA facilities along Central Avenue. These facilities (south side of Central Avenue) shall be included for upgrades with this proposed development.
 - Ensure that all lighting requirements are addressed.
 - Address any impacts to existing drainage infrastructure.



ATTACHMENT B




D NEW 12 " SAKER

- PARASOL SAKER RE-BUILT
- DRY NOT MOULDED - EXACT
- IMMEDIATE PARASOL TO RE-BUILT
- UNDER NEW DISTRIBUTORS
- ALSO ROW & PARASOL
- MUST SURELY EXISTING
- FROM FROM OF NEW PLAN

[illegible]

22. NEW 8' DIA. MANHOLE
23. MANHOLE EXISTING X SERVER LINE IN PLACE.
24. 8" Ø^W W/TELE
25. 8" - 40' BEND
26. SANITARY SEWER DOUBLE CLEANOUT

UPSHOT POST INDICATOR



SIZE	HORIZONTAL BRIMS		VERTICAL BRIMS		VALUES & BEAD ENDS
	90°	140°	22 1/2°	11 1/4°	
6	25	12	6	3	78
8	25	12	6	3	78
10	25	12	6	3	78
12	25	9	4	2	55
16	18	7	4	2	42
4	11	5	3	2	30

☐ SEWER KETED NOTES

20. CONNECT WITH X S&S LINE TO EXISTING MANHOLE

21. PUMP EXISTING TO PITAL AND RESERVE WM INVERTS

HIDKANT LOCATION

10. 6'-4" BEND (1+79)

11. NEW RELOCATED PIPE IN HYDANT LOCATION
BE ELEV. + XXXX.

12. 6"x4" TEE

13. 4'-4" BEND

14. POST INDICATOR VALVE

15. FIRE DEPARTMENT CONNECTION

JOINT CONTRACT UTLITY SPEC:

ALL ABOVE CONTRACT UTLITY EQUIPMENT AND FITTINGS SHALL BE PLANT IN ACCORD TO WHICH FOLLOWING CLAUSE SHALL BE PRE ERECTING

WATERLINES: IN A DIAMETER OR LARGER SHALL BE PVC PIPE LEEING

AVIAN CODES OF REINFORCEMENTS

SANITARY SEWER LINE MATERIALS SHALL BE PVC SCH 30 PIPE

ALL SANITARY SEWER LINES ONITE TO BE BIRNITE

FINAL DESIGN SHALL BE PROVIDED WITH BUILDING PERMIT REVIEW AND SHALL INCLUDE REVISIONS ON EXISTING UTILITIES THAT WILL BE REMOVED & RECONSTRUCTED IN PLACE

JOINT UTLITY TRENCH SHOWS ARE TO BE FOR DRY UTILITIES INCLUDING BUT NOT LIMITED TO GAS LINES, ELECTRIC LINES AND COMMUNICATIONS

ALL LIES, WATER AND SEWER INTERFERED BY ALL THEE, WATER AND SEWER INTERFERED BY

RESTRAINED JOINT LENGTHS

FOR WATERLINE FITTING

KEYED NOTES

WAITER NOTES

1. WAITER SERVICE LINE TO EXISTING WATER MAIN
2. CONNECT NEW 1" PROPELION LINE TO EXISTING 3" WATER MAIN
3. 2" WATER METER ASSEMBLY
4. 1" PROPELION WATER ASSEMBLY
5. 3'-00" REND
6. 3'-40" REND
7. 1" TRENCH MODEL 825A BPP IN SHIRT SLOVER MOULD IN SPALL CONCRETE WATER MAIN
8. REMOVE AND RELOCATE EXISTING FIRE HYDRANT
9. CONNECT NEW 1" VALVING LINE AT EXISTING FIRE

[illegible]

GENERAL NOTES

19

NOT FOR CONSTRUCTION

SEAL

PROJECT

GUEST HOUSE
400 TRINITY DRIVE
LOS ALAMOS, NM 87544

LAC
SUBMITTAL

REVISIONS

DATE

PROJECT NO.

DRAWING NAME

SITE PLAN

ASP

GENERAL SHEET NOTES

- A. SITE PLAN SHALL COMPLY WITH LOCAL, FEDERAL, AND STATE STANDARDS AND ALL APPLICABLE REGULATIONS.
- B. ALL PARKING SPACES TO BE 20' x 10' UNLESS NOTED OTHERWISE.
- C. ALL DRIVEWAYS SHALL BE 20' WIDE UNLESS NOTED OTHERWISE.
- D. ALL DRIVEWAYS SHALL BE 10' WIDE UNLESS NOTED OTHERWISE.
- E. ALL DRIVEWAYS SHALL BE 10' WIDE UNLESS NOTED OTHERWISE.
- F. ALL DRIVEWAYS SHALL BE 10' WIDE UNLESS NOTED OTHERWISE.

SHEET KEYNOTES

- 1. PROPERTY LINE
- 2. FIRE HYDRANT
- 3. FIRE ALARM
- 4. FIRE EXTINGUISHER
- 5. FIRE EXTINGUISHER
- 6. FIRE EXTINGUISHER
- 7. FIRE EXTINGUISHER
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- 49. FIRE EXTINGUISHER
- 50. FIRE EXTINGUISHER

PROJECT DATA

LOCATION: TRINITY DRIVE, LOS ALAMOS, NEW MEXICO 87544
ZONING: DOWNTOWN LOS ALAMOS ZONE DISTRICT (DTLA)
SITE AREA: 1.8 ACRES OR 78,080 SQ. FT.
DEVELOPMENT: 1.8 ACRES OR 78,080 SQ. FT.
STREET FRONTAGE: 100 FT. FRONTING TRINITY MAX.
SIDE (WEST): 0 FT. MIN.
BUILDING HEIGHT: 40 FT.
PROVIDED: 40 FT.
STANDARD PARKING DATA:
1 SPACE PER SLEEPING UNIT 10% FOR TOTAL
60 SLEEPING UNITS X 3 =
30 SPACES REQUIRED
STANDARD PARKING DATA:
1 SPACE PER SLEEPING UNIT 10% FOR TOTAL
60 SLEEPING UNITS X 3 =
30 SPACES REQUIRED
ACCESSIBLE PARKING SPACES = 2 SPACES
TOTAL PROVIDED PARKING = 32 SPACES
ELECTRIC VEHICLE CHARGING DATA:
5% OF 32 PARKING SPACES TO BE EV = 1.6 SPACES
WHEN NUMBER OF EV SPACES EXCEEDS THE REQUIRED MINIMUM, EV CAPABLE SPACES ARE NOT REQUIRED.
PROVIDED: 1.6 SPACES
ACCESSIBLE BY PARKING SPACE = 1 SPACE
TOTAL PROVIDED (STANDARD AND BY = 34) = 34 SPACES
TOTAL PARKING PROVIDED (STANDARD AND BY = 34) = 34 SPACES
TOTAL PROVIDED (STANDARD AND BY = 34) = 34 SPACES
TOTAL PROVIDED (STANDARD AND BY = 34) = 34 SPACES

LEGEND

- PROPERTY LINE
- BUILDING SETBACK
- ACCESS LANE
- SITE FENCING
- FIRE HYDRANT
- PEDESTRIAN POLE LIGHT
- SITE POLE LIGHT
- ACCESSIBLE UNIT
- ELECTRIC VEHICLE CHARGING SPACE
- PARKING SPACE
- COMPACT CAR PARKING

BUILDING DATA

LEVEL	GUEST ROOM	AMENITY	BOH	STORAGE	STAIR / CORRIDOR	OCCUPIED	EXTERIOR	TOTAL
LEVEL 1	7,631	2,217	1,100	411	1,597	333	748	15,418
LEVEL 2	7,981	1,046	504	1,597	1,597	333	748	15,418
LEVEL 3	7,981	1,046	504	1,597	1,597	333	748	15,418
TOTAL	23,593	4,309	2,108	411	4,791	1,000	1,244	46,266

NEW UTILITY ARE MENT
VACATE ALL OTHERS

ATTACHMENT B
AS-NEEDED FOR
RAMP RANT
HERE

LEGALS**STATE OF NEW MEXICO IN THE PROBATE COURT LOS ALAMOS COUNTY IN THE MATTER OF THE ESTATE OF SHIRLEY D. PAPIN, DECEASED**

No. PB1132

NOTICE TO CREDITORS

NOTICE IS HEREBY GIVEN that the undersigned has been appointed personal representatives of the estate of the decedent. All persons having claims against the estate

of the decedent are required to present their claims within four (4) months after the date of the first publication of any published notice to creditors or sixty (60) days after the date of mailing or other delivery of this notice, whichever is later, or the claims will be forever barred. Claims must be presented either to the undersigned personal representative at the address listed below, or filed with the Probate Court of Los Alamos County, New Mexico, located at the following address:
1000 Central Ave. Suite 240 Los Alamos, NM 87544

Dated: Nov. 25, 2024

Pallas A. Papin
1435 Los Pueblos
Los Alamos, NM 87544
505-412-5022
pallaspapin@comcast.net

PUBLISHED IN THE LOS ALAMOS DAILY POST
THURSDAY DECEMBER 5, DECEMBER 12, AND
DECEMBER 19, 2024

NOTICE OF PUBLIC AUCTION WEDNESDAY,
MARCH 5, 2025, 10 A.M. – 2204 35TH ST, LOS
ALAMOS, NM. The following vehicle will be sold to

satisfy debt FERMIN L. ROMERO JR, per NM State law:
1968 CHEVY CAMARO, VIN: 124378N457477, \$1991.55
NO PRIOR VIEWING OF VEHICLE

PUBLISHED IN THE LOS ALAMOS DAILY POST
THURSDAY DECEMBER 12 AND DECEMBER 19, 2024

FIRST JUDICIAL DISTRICT COURT COUNTY OF LOS ALAMOS STATE OF NEW MEXICO

No. D-132-PB-2024-00015

IN THE MATTER OF THE ESTATE OF
ALICE R. MARTINEZ, Deceased.

NOTICE TO CREDITORS

NOTICE IS HEREBY GIVEN that the undersigned has been appointed Personal Representative of the Estate of ALICE R. MARTINEZ, deceased. All persons having claims against this Estate are required to present their claims within four months after the date of the first publication of this Notice to creditors or sixty (60) days after the date of mailing or other delivery of notice, whichever is later, or the

claims will be forever barred. Claims must be presented to the Personal Representative, c/o **The Law Office of Cristy J. Carbon-Gaul**, 10515 4th Street N.W., Albuquerque, New Mexico 87114, or filed with the **First Judicial District Court, 2500 Trinity Drive, Suite D, Los Alamos, New Mexico 87544; (505) 662-9561.**

Dated: December 4, 2024

DECADES, LLC, a New Mexico limited liability company

By: /s/ Patricia Soukup
Patricia Soukup
6121 Indian School Road, N.E., Suite 103
Albuquerque, New Mexico 87110
(505) 345-5529

Personal Representative
THE LAW OFFICE OF CRISTY J.
CARBÓN-GAUL

By: /s/ Cristy J. Carbón-Gaul
Cristy J. Carbón-Gaul
10515 4th Street, NW
Albuquerque, NM 87114
cristy@carbon-gaul.com
(505) 899-5696
Attorney for Personal Representative

PUBLISHED IN THE LOS ALAMOS DAILY POST
THURSDAY DECEMBER 12, DECEMBER 19 AND
DECEMBER 26, 2024

SUPPLEMENTAL NOTICE OF MEETING AND PUBLIC HEARING NEW MEXICO MUNICIPAL ENERGY ACQUISITION AUTHORITY

THIS SUPPLEMENTAL NOTICE supplements the previously published notice that a public meeting of the Board of Directors of the New Mexico Municipal Energy Acquisition Authority will be held at the offices of Modrall, Sperling, Roehl, Harris & Sisk, 500 4th St. NW, Suite 1000, Albuquerque, New Mexico on December 30, 2024, at 11:00 a.m. The meeting will be open to the public.

A copy of the ordinance can be obtained upon request to Ian W. Bearden of Modrall, Sperling, Roehl, Harris & Sisk at iwb@modrall.com, or Brandon Hill, Treasurer of New Mexico Municipal Energy Acquisition Authority, at bhill@farmingtonnm.gov.

At the meeting the Board of Directors will consider whether to adopt an ordinance, the title and general summary of which follows below:

ORDINANCE NO. 2024-01

AN ORDINANCE OF THE NEW MEXICO MUNICIPAL ENERGY ACQUISITION AUTHORITY AUTHORIZING THE ISSUANCE AND SALE OF ITS GAS SUPPLY REFUNDING REVENUE BONDS, SERIES 2025 IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$895,000,000 TO PAY COSTS OF REFUNDING THE AUTHORITY'S GAS SUPPLY VARIABLE RATE REVENUE BONDS, SERIES 2019 AND TO PAY COSTS OF ISSUANCE OF THE SERIES 2025 BONDS; PROVIDING FOR

THE ISSUANCE OF THE BONDS PURSUANT TO AN AMENDED AND RESTATED TRUST INDENTURE BETWEEN THE AUTHORITY AND WELLS FARGO BANK, NATIONAL ASSOCIATION, AS TRUSTEE; PROVIDING FOR THE PAYMENT OF THE SERIES 2025 BONDS FROM THE REVENUES PAID PURSUANT TO GAS SUPPLY AGREEMENTS BETWEEN THE AUTHORITY AND THE LAS CRUCES UTILITY BOARD ON BEHALF OF THE CITY OF LAS CRUCES, THE CITY OF FARMINGTON AND THE INCORPORATED COUNTY OF LOS ALAMOS, NEW MEXICO (EACH A "GAS PURCHASER") AND SUCH OTHER REVENUES AND FUNDS AS ARE SPECIFICALLY PLEDGED TO SUCH PAYMENT UNDER THE INDENTURE; AUTHORIZING THE EXECUTION AND DELIVERY OF AMENDMENTS TO A PREPAID GAS AGREEMENT AND RELATED DOCUMENTATION PREVIOUSLY ENTERED INTO BY THE AUTHORITY; DELEGATING AUTHORITY TO CERTAIN OFFICERS TO DETERMINE THE FINAL TERMS OF THE BONDS AND FEATURES OF THE TRANSACTION DOCUMENTS PURSUANT TO A PRICING CERTIFICATE TO BE EXECUTED AND DELIVERED BY SUCH OFFICERS; AUTHORIZING THE EXECUTION AND DELIVERY OF THE AMENDED AND RESTATED INDENTURE, A BOND PURCHASE AGREEMENT, AND A CONTINUING DISCLOSURE AGREEMENT WITH RESPECT TO THE SERIES 2025 BONDS; APPROVING THE PREPARATION, DISTRIBUTION AND USE OF A PRELIMINARY OFFICIAL STATEMENT AND AN OFFICIAL STATEMENT FOR THE BONDS; MAKING FINDINGS RELATED TO THE FOREGOING; PROVIDING THAT, IF ONE OR MORE OF THE GAS

PURCHASERS DETERMINES NOT TO PARTICIPATE IN THE 2025 REFUNDING TRANSACTION, THIS ORDINANCE AND THE RELEVANT TRANSACTION DOCUMENTS WILL BE AMENDED OR MODIFIED BY A SUPPLEMENTAL RESOLUTION TO REFLECT THE PARTICIPATION OF THE PARTICIPATING GAS PURCHASERS; AND AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS ORDINANCE AND THE ISSUANCE OF THE BONDS AND RELATED MATTERS.

An agenda for the meeting may be obtained 72 hours prior to the meeting.

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 New Mexico Municipal Energy Acquisition Authority c/o Ian W. Bearden, Modrall, Sperling, Roehl, Harris & Sisk, 500 4th St. NW, Suite 1000, Albuquerque, New Mexico, (505) 848-1800 at least one week prior to the meeting or as soon as possible. The agenda can be provided in various accessible formats. Please contact the New Mexico Municipal Energy Acquisition Authority c/o Ian W. Bearden, Modrall, Sperling, Roehl, Harris & Sisk, 500 4th St. NW, Suite 1000, Albuquerque, New Mexico, (505) 848-1800 if a summary or other type of accessible format is needed.

PUBLISHED IN THE LOS ALAMOS DAILY POST
THURSDAY DECEMBER 19, 2024

COUNTY OF LOS ALAMOS REQUEST FOR PROPOSALS RFP25-23**RFP Name: Appliance Maintenance, Repair, Installation, and Replacement Services**

Sealed proposals submitted electronically by email, subject to the conditions set forth in the instructions to proposers and in the other solicitation documents, will be received until 2:00 p.m. Mountain Time, January 21, 2025, for this solicitation. Emails should be addressed to: lacbid@lacnm.us. Subject line of the email must contain the following information: **RESPONSE – RFP25-23 Appliance Maintenance**. Alternatively, sealed Proposals may be submitted in paper

form, one (1) clearly labeled unbound original and three (3) bound paper copies. If submitting Proposals in paper form, Proposals will be received at the Los Alamos County Procurement Office, 101 Camino Entrada, Bldg. 3, Los Alamos, NM 87544, until 2:00 p.m. Mountain Time, January 21, 2025, for this solicitation.

A non-mandatory pre-proposal conference will be held on January 6, 2025, at 1:00 p.m. Mountain Time via Microsoft Teams. Instructions to log in to the conference can be found in the solicitation documents.

Documents may be downloaded from the County website at <https://lacnm.com/bids> or may be obtained from Jaime Kephart in the Procurement Division at:

Los Alamos County
Procurement Division
101 Camino Entrada, Bldg. 3
Los Alamos, NM 87544
(505) 709-5503
jaime.kephart@lacnm.us

Office Hours are 8:00 a.m. – 4:30 p.m., Monday – Friday. No Proposal may be withdrawn after the scheduled closing time for receipt of proposals. All forms of bribes, gratuities, and kickbacks are prohibited by state law.

PUBLISHED IN THE LOS ALAMOS DAILY POST
THURSDAY DECEMBER 19, 2024

NOTICE OF PLANNING AND ZONING COMMISSION MEETING STATE OF NEW MEXICO, COUNTY OF LOS ALAMOS

Notice is hereby given that the Planning and Zoning Commission of the Incorporated County of Los Alamos, State of New Mexico, has directed publication of their regular scheduled meeting to be held on Wednesday, **January 8, 2025, 5:30 p.m.**, at the Los Alamos County Municipal Building: 1000 Central Ave, Los Alamos, NM 87544. Members of the public may, also, join to make public comment by pasting into their browser the following URL: <https://us06web.zoom.us/j/81885706651>

By phone: (US) +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 Webinar ID: 818 8570 6651

CASES FOR PUBLIC HEARING:

SIT-2024-0070. Will Gleason of Dekker Designs, agent on behalf of Ocean Rock Capital Partners and Grand Mesa Partners, LLC, property owner, requests site plan adoption for a three-story, 60-unit hotel (40,786 sq. ft.) intended for both short- and extended-stay accommodations, including conference spaces. The development site is located at 400 Trinity Drive, Los Alamos, NM, within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.

The Agenda Packet is available at least 72-hours prior for public inspection during business hours of 8 a.m. to 5 p.m., within the Community Development Department at 1000 Central Ave, Suite 150, or online at <https://losalamos.legistar.com/Calendar.aspx>.

By: /s/ Desirae J. Lujan, Senior Planner

If you are an individual with a disability and need accommodation to attend or participate in the meeting, such as a reader, amplifier, sign language interpreter, or other aid, please contact Human Resources at (505) 662-8040 at least one week in advance or as soon as possible. For accessible formats of public documents, including the Agenda and Minutes, contact the County Administrator's Office at (505) 662-8080.

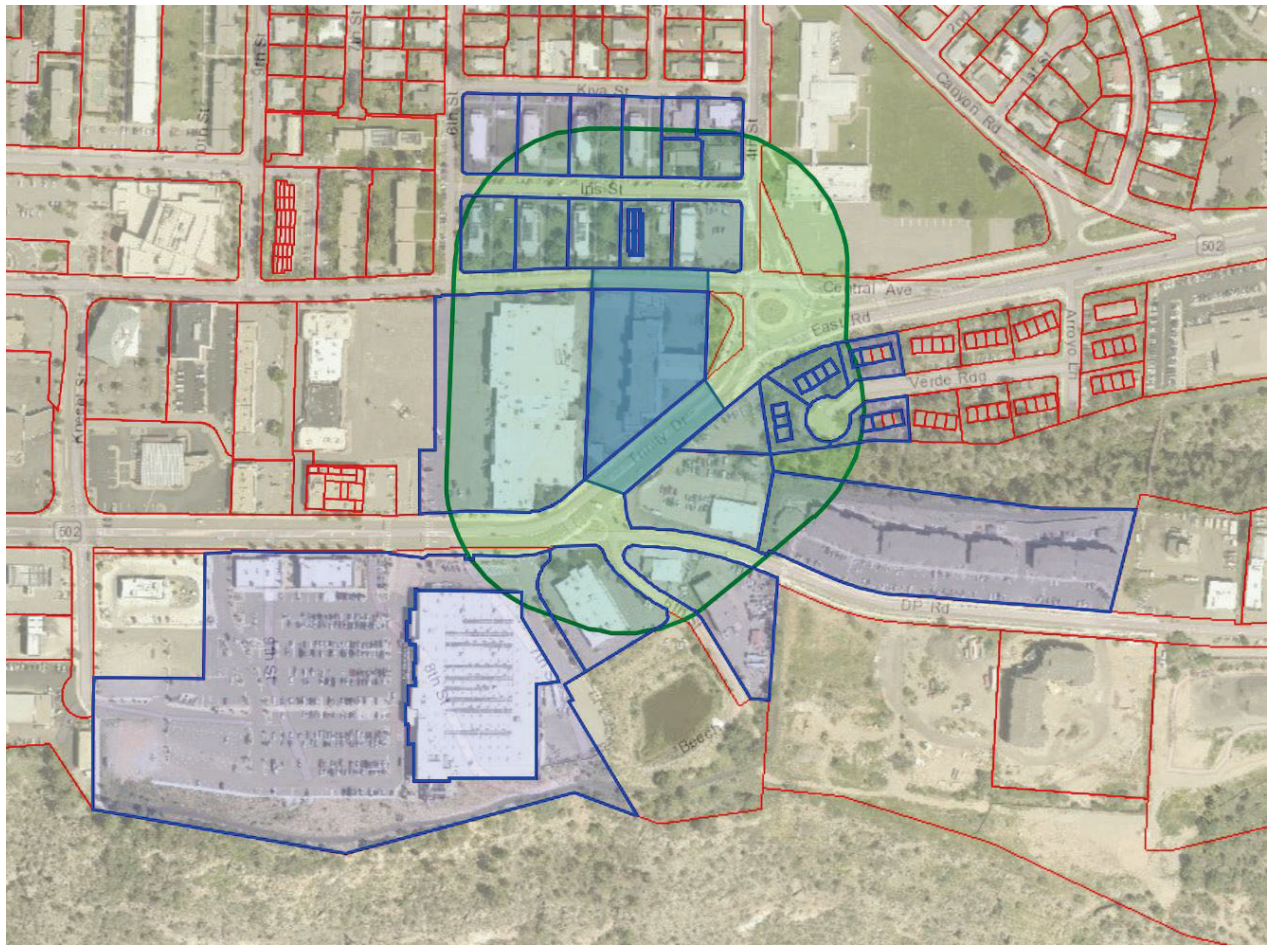
PUBLISHED IN THE LOS ALAMOS DAILY POST
THURSDAY DECEMBER 19, 2024

400 TRINITY DR - "The Guesthouse Hotel"

PUBLIC NOTICE LISTING - 300-ft - Mailed on Thursday, November 20, 2024

PROPERTY OWNER	C/O	MAILING ADDRESS	CITY/STATE/ZIP	CERTIFIED MAIL
2021 VERDE RIDGE REVOC TRUST		45 C VERDE RIDGE	LOS ALAMOS, NM , 87544	9589 0710 5270 1505 6194 28
510 CENTRAL AVENUE CONDOMINIUM		510 CENTRAL AVE	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6194 35
BEEBE LEONARD & JACKIE		1 QUEMAZON PL	LOS ALAMOS, NM , 87544	9589 0710 5270 1505 6194 41
BELOOUSOV ANDREI V & BELOOUSOVA OGLA N		1260 2ND ST	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6194 59
BERGAUER SIMON & DEVON		PO BOX 1089	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6194 66
CANYON WALK HOUSING LLC	BETHEL DEVELOPMENT INC	201 BRADENTON AVE SUITE 120	DUBLIN, OH, 43017	9589 0710 5270 1505 6194 73
CARDON APRIL & DEVIN C		40 B VERDE RIDGE	LOS ALAMOS, NM , 87544	9589 0710 5270 1505 6194 80
CHD REVOC TRUST		686 42ND ST	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6194 97
CLELAND TIMOTHY & CATHERINE REV TRUST		81 ENSENDADA DR	LOS ALAMOS, NM , 87544	9589 0710 5270 1505 6195 03
COLUMBIAN CLUB		PO BOX 605	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6195 10
COOK JEREMY & MEREDITH		40 C VERDE RIDGE	LOS ALAMOS, NM , 87544	9589 0710 5270 1505 6195 27
GRAND MESA PARTNERS 400 TRINITY DRIVE HILLTOP OWNERS LLC		23823 MALIBU RD, STE 343	MALIBU , CA, 90265	9589 0710 5270 1505 6195 34
H & M PROPERTIES LLC		214 THREE OAKS CT	SWANSBORO, NC, 28584	9589 0710 5270 1505 6195 41
HOMUTH EMIL F LIVING TRUST		1329 FOX TRACT CT	LAS CRUCES, NM, 88007	9589 0710 5270 1505 6195 58
HOPWOOD MICHAEL B & SHANNON COBURN		122 YOSEMITE DR	LOS ALAMOS, NM, 87547	9589 0710 5270 1505 6195 65
JUVELAND CHRISTINE E		1061 4TH ST	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6195 72
KIVA STREET APARTMENTS LLC		1751 CALLE MEDICO, STE L	SANTA FE, NM, 87506	9589 0710 5270 1505 6195 89
KRAEMER RICHARD W & MARY PAT REVOC TRUST		2909 ALOYSIA LN NW	ALBUQUERQUE, NM, 871041767	9589 0710 5270 1505 6195 96
LA CUMBRE PLAZA LLC	C/O COLUMBUS CAPITAL	PO BOX 2238	SANTA FE, NM, 87504	9589 0710 5270 1505 6196 02
LILAC, CONDOMINIUMS		45 VERDE RIDGE	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6196 19
LOCUST, CONDOMINIUMS		55 VERDE RIDGE	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6196 26
LOS ALAMOS SCHOOL BOARD		2075 TRINITY DR	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6196 33
MABRY MIKE & EILEEN LLC		PO BOX 1149	SANTA FE, NM, 875041149	9589 0710 5270 1505 6196 40
MAPLE, CONDOMINIUMS		50 VERDE RIDGE	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6196 57
OAK, CONDOMINIUMS		40 VERDE RIDGE	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6196 64
PARTON ELIZABETH J		50 VERDE RIDGE UNIT C	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6196 71
RODARTE TANYA		45 VERDE RIDGE UNIT D	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6196 88
SAEGER VERONICA I		40 VERDE RIDGE UNIT A	LOS ALAMOS, NM , 87544	9589 0710 5270 1505 6196 95
SCHNEIDER DAVE A & MARY ANN REVOC TRUST		1340 LA MIRADA CIR	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6197 01
TAYLOR PROPERTIES LLC		689 QUARTZ ST	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6197 18
TERRAZAS MIGUEL A & ALONDRA REVOC TRUST		4 CHOLLA CIR	SANTA FE, NM, 87506	9589 0710 5270 1505 6197 25
TOPVALCO, INC.		1014 VINE ST, 7TH FL	CINCINNATI, OH, 45202	9589 0710 5270 1505 6197 32
TRES CASITAS LLC		PO BOX 1372	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6197 49
WHITWORTH CHRISTOPHER & VALLERY NICOLE		40 VERDE RIDGE #D	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6197 56
ZHANG MEYING		483 KIVA ST	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6197 63
ZOLLINGER TANYA		55 VERDE RIDGE UNIT A	LOS ALAMOS, NM, 87544	9589 0710 5270 1505 6197 70

300-ft Buffer - Notification Radius





Posted along Trinity Drive on December 20, 2024



Posted along Central Ave on December 20, 2024





Los Alamos County

Community Development Department

PLANNING & ZONING COMMISSION STAFF REPORT

Public Hearing Date: January 8, 2025
Subject: Case No. SIT-2024-0070, Major Site Plan Adoption
Applicant/Owner: Will Gleason, Dekker Designs, on behalf of Ocean Rock Capital Partners and Grand Mesa Partners, LLC.
Case Manager: Desirae J. Lujan, Senior Planner

Professional Background:

Associates Architectural & Civil Drafting; 16 years in Planning and Land Use, Local Government, with five years in Case Management of Development Applications.

Case No. SIT-2024-0070: Will Gleason of Dekker Designs, agent on behalf of Ocean Rock Capital Partners and Grand Mesa Partners, LLC., property owner, requests site plan approval of a three-story, 60-unit hotel (40,786 sq. ft.) intended for both short- and extended-stay accommodations, including conference space. The development site is located at 400 Trinity Drive, Los Alamos, NM, within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.

See Attachment A: Application Submittal.



Figure 1: Vicinity Map, Google Earth Airbus, May 2023

BACKGROUND

The development location, 400 Trinity Drive, Los Alamos, NM, is located west of the NM502 roundabout, and divides the arterial roads of Central Avenue (north), and Trinity Drive (south). It is accessed by either of these two main roads and sits east, approximately 2-ft lower than the abutting property known as Mari-Mac Village. The lot is within the Eastern Area 2 Subdivision and the Downtown Los Alamos Zone District (DTLA), which provides convenient access to local businesses, restaurants, and government offices.

The vacant 1.84-acre lot was previously the site of the “Hilltop House Motel”, which was constructed in the mid-1970s. The motel and its restaurant operated until 2013 and remained vacant until its demolition in 2022.

Figure 2: Location Area Map (Map data © OpenStreetMap contributors, Microsoft, Facebook, Inc. and its affiliates...)

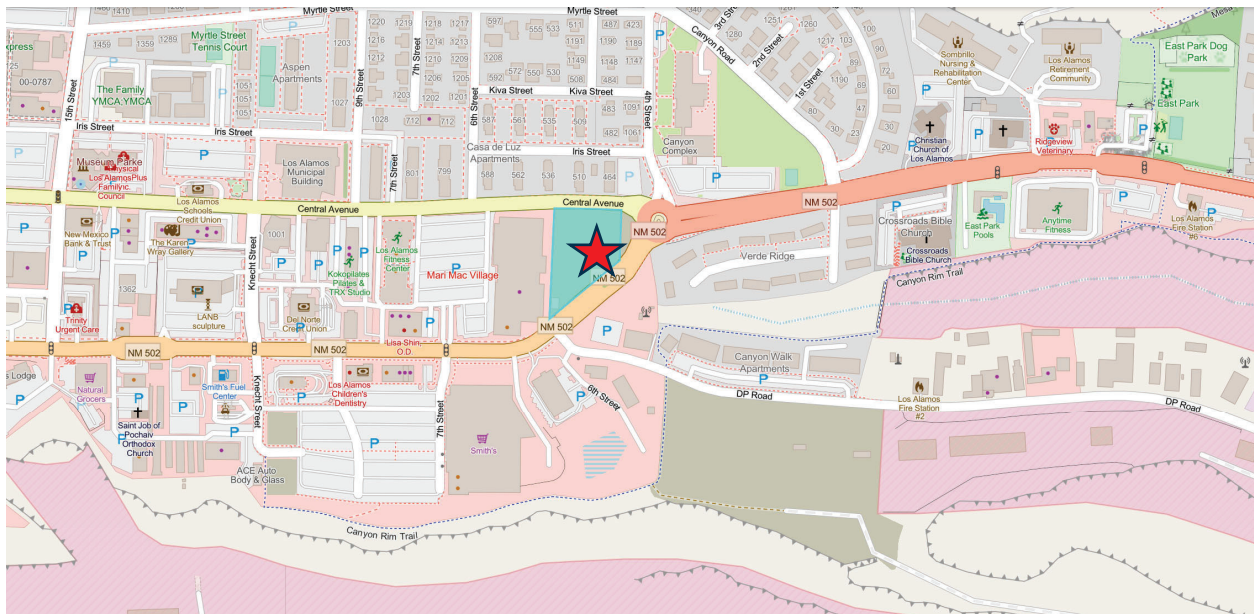


Image 1: The Hilltop House in the winter of 1983-1984. Waterman Collection, Los Alamos Historical Society



SUMMARY

Ocean Rock Capital Partners and Grand Mesa Partners, LLC (“Property Owners”) propose developing the vacant site with a three-story hotel designed for both short- and extended stays. The 40,786 sq. ft. building will feature 60 units, and two 966 sq. ft. conference rooms. The development, as proposed, complies with the site design, minimum setbacks, parking requirements, and height and lot coverage maximums for the DTLA Zone District.

A hotel is permitted within the DTLA Zone District which is intended to accommodate a vertical or horizontal mix of medium- to high-density residential, office, and commercial land uses. Its standards outlined within Exhibit 1: Section 16-6(c), are to implement the vision of the Los Alamos downtown established within the Master Plan.

The site will have one vehicular entrance/exit on Central Avenue and two on Trinity Drive. According to the Site Plan (Attachment A, Sheet ASP1), the project will include 69 parking spaces and 10 bicycle spaces. Based on the Development Code's Off-Street Parking Standards, the required number of spaces, after a 20% reduction for transit proximity, is 61.

The DTLA Streetscape Design Standards specify that streetscapes along Central Avenue should, to the maximum extent feasible, include a 22-ft frontage zone consisting of a 6-ft curb zone, a 6-ft landscape strip, and a 10-ft sidewalk, as shown in Exhibit 1: Figure 6. For all other DTLA Zone District streets, the standards recommend, where feasible, a 6-ft landscape strip and an 8-ft sidewalk, as depicted in Exhibit 1: Figure 7.

Figure 6: Preferred Downtown Los Alamos

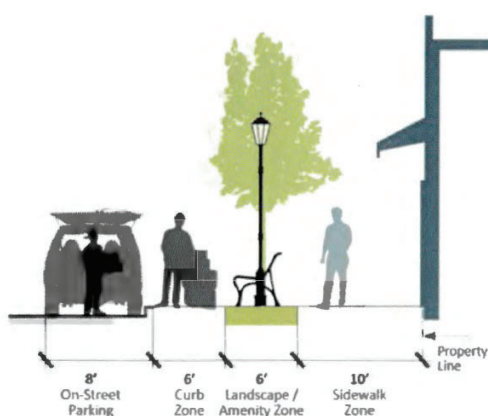
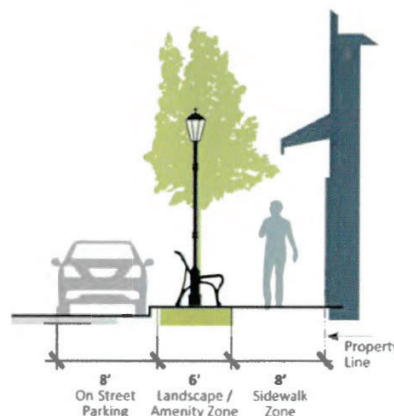


Figure 7: Alternative Downtown Los Alamos



The applicant has stated that meeting the preferred standards is not feasible for this project. As an alternative, they propose using a variation of Figure 7: Alternative Downtown Los Alamos standards along Central Avenue, which includes a 6-foot landscaping strip within public right-of-way, and an 8-foot sidewalk within the property line and along the building. This design replaces the old sidewalk and adds a new sidewalk and landscape buffer along Central Avenue and ties into the existing 6-foot sidewalk constructed as part of the NMDOT improvements, exceeding the minimum required by Public Works Development Standards. It also provides a smooth transition to the preferred standards as pedestrians move deeper into the downtown district. Because the sidewalk will be located within private property, Public Works is requiring it to be dedicated to the county as public right-of-way prior to building permit submittals.

Considering NMDOT's recent upgrades, a 6-foot sidewalk along Trinity Drive is deemed reasonable for this project and is preferred by the County Engineer. This approach balances practical constraints with efforts to align with broader downtown development goals.

The development proposes two water quality ponds shown on the Grading and Drainage Plan (Attachment A, Sheet CG-101) to be constructed within county property, Eastern Area 2, Tract T1. Use of the county property will require a Development Agreement, and possibly an Encroachment Permit, to be approved prior to the building permit submittals.

INTERDEPARTMENTAL REVIEW COMMITTEE (IDRC) REVIEW

The Interdepartmental Review Committee (IDRC) reviewed the site plan and application on November 14, 2024. After discussing submission and decision criteria, the committee identified coordination issues and agreed to provide written recommendations. The IDRC initially voted to advance the application to the December 11, 2024, meeting but later postponed it to January 8, 2024, after further review.

See Attachment B: IDRC Minutes and Memorandums

PUBLIC NOTICE: The *Los Alamos County Code of Ordinances, Chapter 16 – Development Code, Sec. 16-72(c) Notifications*, sets forth the requirements for proper notice to the public for a public hearing:

- *Published and Posted Notice [16-72(c)(4)]:*
 - Notice published in a newspaper of general circulation within the County at least 14-calendar days before the meeting or hearing. **Published December 19, 2024**
 - The posting of at least one sign on a street abutting the property that is the subject of the application – visible from the street – for at least 14-calendar days before the public meeting or hearing. **Posted December 20, 2024**
- *Mailed Notice [16-72-(c)(5)]:*
 - Mailed notice 14 days prior to the public hearing to all owners of record as identified in the records of the County Tax Assessor or occupants of properties within 300 ft., excluding public rights-of-way, of exterior lot lines of the subject property. **Mailed December 17, 2024**

See Attachment C: Public Notices

SITE PLAN ADOPTION DECISION CRITERIA: Section 16-74(i) of the Los Alamos County Development Code states that a Site Plan shall be approved if it meets all the following criteria:

- a. **The Site Plan substantially conforms to the intent and policies of the Comprehensive Plan and other adopted County policies and plans.**

Applicant Response: The proposed development advances multiple Comprehensive Plan Core Themes and their associated goals as outlined below.

Core Themes:

HOUSING, NEIGHBORHOODS and GROWTH

- Providing more choices in housing, especially downtown

DEVELOPMENT, REDEVELOPMENT and DOWNTOWN

- Focusing development priorities downtown

- Guiding development to property in and around current boundaries

The Guest House project aligns with the Housing, Neighborhoods, and Growth theme by expanding lodging options that support more varied short-term housing choices in downtown Los Alamos. By introducing a hotel with short and long-term stay options in a key downtown location, the development enhances flexibility for visitors and business travelers, while preserving the established character of existing downtown and adjacent neighborhoods. It aims to help lessen the demand for short-term rentals across the County, thereby freeing up more inventory in the existing Los Alamos housing stock for renters. This project helps meet the demand for accessible, convenient lodging that aligns with community growth objectives and maintains a balanced, welcoming environment for residents and visitors alike.

Under the Development, Redevelopment, and Downtown theme, the project prioritizes downtown revitalization through targeted infill development on an underutilized, prominent location. This approach directs growth where infrastructure is already established, reinforcing the downtown core as a focal point of economic activity while preserving the community's surrounding areas. Additionally, the project's design supports the downtown's walkability, advancing the community's goal of creating a lively, accessible downtown space that enhances the area's unique character.

Growth Goals:

9. Revitalize and eliminate blight in the downtown areas of Los Alamos and White Rock
10. Promote growth in the downtown
11. Enhance community pride

The subject property, positioned at the prominent eastern gateway into Downtown Los Alamos where Trinity Drive meets Central Avenue, holds a unique role in enhancing community pride and vitality. This infill development revitalizes a long-vacant and deteriorated parcel, previously home to the Hilltop House, which had been left in an unsightly and potentially unsafe condition for some time. Redeveloping this blighted site will be transformative for the entrance to Downtown Los Alamos, creating an inviting and vibrant gateway.

The proposed project places hotel guests within walking distance of downtown shops and restaurants, offering a chance to connect to local culture and commerce. With thoughtfully designed architecture inspired by northern New Mexico, the project will foster a sense of pride for the community, turning a former eyesore into a downtown asset. Visitors will experience a lively, welcoming entrance into Los Alamos that celebrates its heritage and community spirit, showcasing what Downtown has to offer. This gateway project marks a significant step in promoting growth, revitalizing the area, and celebrating the vibrancy of Los Alamos' downtown district.

Development Goals:

1. Keep the focus of development primarily within current development boundaries
3. Enhance and maintain a vibrant downtown while keeping a small-town character and feel

The proposed development aligns with Development Goal 1 by focusing on infill within the existing DTLA zone district boundaries. By revitalizing a currently vacant gateway parcel, this project supports efficient land use within established development limits, reinforcing the commitment to concentrate growth within defined downtown boundaries. In line with Development Goal 3, the project contributes to a vibrant downtown while respecting and preserving its small-town character. The scale of the development complements the surrounding medium-density

residential areas, providing a gradual transition to the denser urban center planned for the neighboring Mari Mac site. Its design is well-suited to the relatively small parcel, accommodating essential parking and providing additional on-site amenities. The architectural design reflects the northern New Mexico style, seamlessly connecting outdoor spaces with the building. This approach fosters a cohesive and welcoming atmosphere, invigorating downtown Los Alamos while maintaining its distinct small-town feel.

Redevelopment Goals:

1. Redevelop vacant blighted areas and underutilized properties
2. Encourage infill development on underused or blighted areas

The proposed development aligns closely with Redevelopment Goal 1 by transforming a previously vacant, blighted lot at the entrance of Downtown Los Alamos into a productive and visually appealing site. By redeveloping this underutilized parcel, the project addresses blight directly, converting an eyesore into a vibrant gateway that enhances the overall appeal of the downtown district. In support of Redevelopment Goal 2, the project exemplifies strategic infill development by utilizing this vacant parcel to introduce a hotel and extended stay accommodations. This new development provides amenities and creates engaging spaces with outdoor seating, a fire pit, and a bocce ball court. The inclusion of these communal features not only activates the area but also revitalizes a long-neglected portion of downtown, breathing new life into a critical entry point and enriching the downtown experience.

Downtown Goals:

1. Create a vibrant, pedestrian-friendly downtown that includes a central gathering place, nighttime entertainment, and more retail stores and restaurants
2. Focus development priorities downtown
4. Enhance the vibrant, historic, smalltown character of the County by focusing commercial density increases in the downtown areas

The proposed Guest House development supports Downtown Goal 1 by introducing a vibrant hotel and short-term stay option in a key downtown location, transforming a vacant lot into an active space where visitors can easily access local shops, restaurants, and entertainment. The pedestrian-friendly design includes safe, streetscaped sidewalks that encourage guests to explore the area on foot, adding vitality to the downtown atmosphere. The development also offers a conference room, lounge, and outdoor gathering spaces, providing an additional venue for community events and reinforcing downtown as a central hub for social interaction and nighttime entertainment.

In alignment with Downtown Goal 2, the project prioritizes infill development within the DTLA zone, concentrating growth in downtown Los Alamos on an underutilized lot. This infill approach strengthens the downtown economy and preserves surrounding residential neighborhoods from the impact of short-term stay oversaturation, focusing hospitality and commercial density in the heart of downtown.

Consistent with Downtown Goal 4, the architectural style and scale of the Guest House support Los Alamos' historic, small-town character by creating an adequate transition between the medium-density residential development surrounding the site to the higher-density development planned on the adjacent Mari Mac site. The project also advances priorities outlined in the Los Alamos County 2022 Strategic Leadership Plan and Los Alamos County Economic Vitality Strategic Plan, both of which emphasize the importance of downtown revitalization and the need

for competitive, high-quality lodging options. The Guest House will provide ongoing benefits to the County further supporting the local economy without compromising public health, safety, or welfare.

Downtown Master Plan Goals: The proposed Guest House hotel aligns well with key goals of the Los Alamos Downtown Master Plan (Master Plan), addressing aspects of urban form, housing, transportation, economic vitality, public spaces, and sustainability:

1. **Urban Form/Identity:** The location within the Downtown zoning district encourages pedestrian-friendly development and improves adjacent streetscape through provisions for street trees that create a more welcoming pedestrian environment to access nearby shops and entertainment. Additionally, its central downtown placement complements broader placemaking efforts and is consistent with the Master Plan's branding goals to create an inviting and vibrant environment.
2. **Housing:** The development aligns with goals to diversify downtown housing, providing short-term accommodations to attract tourists and business travelers. By offering an urban lodging option, the Guest House supports the area's need for varied housing and lodging types and complements nearby residential areas without over-saturating established residential neighborhoods.
3. **Transportation:** With its emphasis on pedestrian access, the project contributes to the master plan's goals of enhancing pedestrian infrastructure downtown. Its proximity to transit options allows visitors to move easily around Los Alamos, encouraging a connected, low-impact approach to transportation in this increasingly dense downtown area.
4. **Economic Vitality:** The Guest House hotel is a new lodging facility that is needed within the county. Additionally, it furthers retail development and tourism by driving foot traffic to nearby businesses, aligning with the Master Plan's focus on recruitment of tenants that stimulate local commerce. The proposed development provides event and conference spaces that offer additional amenity spaces for the greater community. The project also aligns with strategic goals to support affordable commercial rents by utilizing an underutilized site and revitalizing the downtown area.
5. **Public Space/Streets:** The project contains quality public spaces, including a 3rd floor terrace with scenic views, a bocce ball court, fire pit, and inviting outdoor seating and gathering areas that provide open space amenities for the downtown. The project also provides street trees for adjacent sidewalks thereby supporting the concept of streets as vibrant public spaces where residents and visitors can safely gather and explore the area on foot.
6. **Sustainability and Infrastructure:** Future site planning could incorporate green infrastructure elements, such as native landscaping and electric vehicle charging stations, which would align with goals for low-impact development and sustainable urban growth. The project also supports infrastructure improvement efforts as the area expands.

By meeting these goals, the Guest House hotel reinforces the Downtown Master Plan's vision for a vibrant, sustainable, and economically resilient Los Alamos.

Staff Response: In the staff's expert opinion, this criterion has been met because "The Guest House Hotel" development aligns closely with the Comprehensive Plan's intent and policies

(Exhibit 2). It conforms substantially to key themes, goals, and the Los Alamos Downtown Master Plan, as outlined in the applicant's response.

Positioned at a prominent downtown gateway, the infill development revitalizes a long-vacant, blighted site while complying with existing zoning regulations and utilizing current infrastructure. Guided by the Comprehensive Plan, it fosters focused growth, enhances economic vitality, increases walkability, and preserves the character of downtown Los Alamos — making it more accessible and welcoming for both residents and visitors.

The hotel's pedestrian-oriented design and inclusion of public amenities further align with the community's vision detailed in the Downtown Master Plan. These features contribute to creating a welcoming and visually appealing downtown environment that reinforces Los Alamos as a vibrant and connected community.

b. If the subject property is within an approved Master Plan, the Site Plan is in conformance with any relevant standards in the Master Plan.

Applicant Response: The subject property is within the Downtown Los Alamos Master Plan area. While the Master Plan itself does not establish specific development standards, its Goals and Policies for Urban Form/Identity, Housing, Transportation, Economic Vitality, Public Space/Streets, Infrastructure, and Sustainability guide the broader vision for the area and inform zoning code recommendations. The proposed Guest House hotel development aligns with this vision of the Master Plan as outlined above. The project also complies with the DTLA zone district standards outlined in the Los Alamos County Development Code, which directly implements the goals of the Downtown Master Plan. Through this compliance, the project contributes to the plan's objectives and supports a vibrant, sustainable downtown Los Alamos.

Staff Response: In the staff's expert opinion, this criterion has been met because the DTLA Zone District Development Standards adopted within Exhibit 1: Development Code implements the Downtown Master Plan's vision (Exhibit 3). The proposed development conforms to the Dimensional Standards and the Development Standards to the maximum extent feasible. Its design aligns with the Master Plan's goals of creating a welcoming environment for all and creates a visual appeal at the town's gateway to the downtown.

c. If the subject property is within an approved PD zone district, the Site Plan is consistent with any applicable terms and conditions in any previously approved PD zoning covering the subject property and any related development agreements and/or regulations.

Applicant Response: The subject property is not within an approved PD zone district.

Staff Response: In the staff's expert opinion, this criterion has been met because the property is not within an approved PD zone district.

d. The Site Plan is in conformance with all applicable provisions of this Code and other adopted County regulations.

Applicant Response: The zoning for this property is DTLA, Downtown Los Alamos. The proposed Guest House hotel site plan complies with the following regulations:

DTLA Zone District	Requirement	Proposed
Front yard setback	0 FT, minimum 100 FT, maximum abutting Trinity Drive and 15 FT, maximum in all other cases	South Side abutting Trinity Drive: ±83 FT
Side yard setback	0 FT, minimum interior 15 FT, minimum street-side	East Side: ±22 FT West Side: ±87 FT
Rear yard setback	0 Ft, minimum	North Side abutting Central Avenue: ±12 FT
Building Coverage	100%, maximum	±22%
Building Height	54 FT, maximum south of Trinity Drive within 150 FT of a property line abutting Los Alamos Canyon 86 Ft, maximum everywhere else	±40 FT
Parking Spaces	Hotel use: 1 space per sleeping unit 60 units x 1 = 60 spaces required	50 standard spaces 1 tandem space = 2 spaces 3 ADA spaces 5 EV spaces = 10 spaces 4 EV capable spaces
	Meeting, Banquet or Event Facility: 1 space per 4 persons design capacity = 966 SF Conference Room at 1 person per 15 SF maximum capacity = 65- person capacity / 4 = 16 spaces required	
	Transit Proximity Reduction: 20% 76 spaces x 0.20 = 15 space reduction	
	Electric Vehicle Credit: for each 1 space provided, a 2-space parking count shall apply	
	Total Required = 61 spaces	Total Provided = 69 spaces

Site grading would comply with the requirements of the Los Alamos County Public Works Design and Construction Standards, revised September 2008.

The site plan establishes a circulation layout that minimizes conflicts among vehicles, pedestrians, and cyclists, promoting safety for all travel modes. The property's main entrance is located on the north side along Central Avenue, with one combined entry/exit point and an exit-only point. Trinity Drive, situated on the south side, includes an additional entry/exit point. By limiting drive cuts, the design reduces pedestrian conflict points along these downtown streets, while enabling smooth vehicular circulation around the property's north rear yard and south front yard, with primary traffic flow directed along the west and south sides. The building is positioned on the east side of the property which hides the parking and site circulation behind the building and creates an attractive gateway frontage into the greater downtown district.

Pedestrian circulation is comprised of a foot path along the east side parking lot connecting to the porte-cochere, building, and open space areas. These internal pathways connect to public sidewalks to both Trinity Drive and Central Avenue. An accessible pathway is provided abutting ADA accessible parking spaces. Along with access to these sidewalk facilities, accommodations for bicyclists include bike racks with the required amount of bicycle parking spaces. This intentional circulation design provides site circulation patterns that aid safe pedestrian movement from public sidewalks and parking spaces to the building while reducing opportunities for conflict with vehicles to the greatest extent feasible.

Outdoor lighting on the site is limited to that which is useful, targeted, and not brighter than necessary. The subject property is within Lighting Zone 2 (LZ-2). The allowable total site lumens and will not exceed site lumens detailed in the table below:

<i>Allowable Lumens</i>	<i>Proposed Lumens</i>
<i>20,000 lumens X 1.8 acres = 36,000 lumens</i>	<i>27,977 lumens</i>

Parking lot lighting shall be provided by 12 light poles at 22.5 feet and 4 light poles at 12 feet. All lighting fixtures will be fully cut-off and Dark Sky compliant. The property line light trespass illuminance meets the requirements of Los Alamos Code of Ordinances Table 39.

Landscaping coverage more than meets the minimum 10% net site area; it is designed to enhance the outdoor spaces as well as adjacent street frontages. Due to constrained rights-of-way, street trees are provided on-site adjacent to the sidewalk edge to enhance the character of Trinity Drive. Along Central Ave, street trees are provided outside the property line along the street edge to enhance pedestrian experience and the DTLA urban environment.

Staff Response: In the staff's expert opinion, this criterion has been met because the plans submitted demonstrate to comply with the DTLA Zone District and Los Alamos County Development Standards as follows:

DIMENSIONAL STANDARDS

The structure is oriented and designed to meet the minimum setbacks, and lot coverage maximums, and the building height is below the permitted 86-ft, max.

ACCESS & CONNECTIVITY

The development prioritizes enhancing connectivity for multi-modal travel by ensuring adequate access to the property from both Central Avenue and Trinity Drive. Access from Central Avenue has been approved by the County Engineer, who also recommends that the Applicant continue coordinating with the New Mexico Department of Transportation (NMDOT) regarding Trinity Drive (NMSR 502).

The project design includes replacing the old sidewalk and adding a new sidewalk with a landscaped buffer along Central Avenue. This connects seamlessly to the existing 6-foot sidewalk constructed as part of previous NMDOT improvements. The 6-foot sidewalk along Trinity Drive, installed during the NMDOT project, will remain unchanged.

OFF-STREET PARKING

Off-Street Parking standards applies to all new construction to ensure adequate, convenient, and safe off-street parking and loading areas. Per Exhibit 1: Section 16-28(c), Table 27 (Minimum Off-Street Parking Requirements), Section 16-29 (Accessible Parking), Section 16-30 (Parking Alternatives and Reductions), and Section 16-32 (Bicycle Parking), the development exceeds the requirements as shown on the Site Plan, (Attachment A, Sheet ASP1), and stall dimensions comply accordingly.

LANDSCAPING AND SCREENING

Landscaping and screening requirements apply to all new construction to ensure attractive, sustainable landscapes. At least 10% of the net site area must be landscaped. The Landscape Plan (Attachment A, Sheet LP1) shows the site will exceed this by landscaping 37% of the area. Plant selections comply with Exhibit 1: Section 16-39(b), and a controlled drip irrigation system will be installed to support plant survival and growth.

NEIGHBORHOOD PROTECTION STANDARDS

Neighborhood Protection Standards do not apply because the lot does not abut, and is not adjacent to, a protected lot zoned as Residential-Agricultural (RA), Residential-Estate (RE),

Single-Family Residential (SFR), Residential-Mixed (RM), nor is it within a Historic Protection Overlay Zone District.

OUTDOOR LIGHTING

The lighting Los Alamos seeks to achieve in the DTLA zone district is that of ambient (Lighting Zone 2). The proposed Lighting Plan (Attachment A, Sheet EP100-102) conforms with that goal and all applicable lighting standards of Exhibit 1: Division 6.

WALLS, FENCES, AND GATES

During the permit application process the construction of any proposed fence, wall, or retaining wall must show compliance with the requirements of Exhibit 1: Division 7, Walls, Fences, and Gates.

SIGNAGE

A monument sign is proposed on the Site Plan (Attachment A, Sheet ASP 1, Note 15) within the development and near the main entrance. A Sign Permit must be submitted and demonstrate to comply with Exhibit 1: Division 8, Signage, standards prior to construction and installation.

- e. The County's existing public infrastructure and services, including but not limited to water, sanitary sewer, electricity, gas, storm sewer, streets, trails and sidewalks have adequate capacity to serve the proposed development, and any burdens on those systems have been mitigated in compliance with the County's construction standards to the maximum extent practicable.**

Applicant Response: Public services and facilities required to serve the proposed development have adequate capacity and would conform with the requirements of the County's construction standards. Pre-application meetings with relevant County Departments occurred on May 7, 2024, and October 15, 2024.

Stormwater control measures adhering to the requirements of the Los Alamos County Public Works Design and Construction Standards, revised September 2008, are provided on site, as described in the drainage report included in the application package.

A Traffic Impact Study (TIS) was completed and approved by the Los Alamos County Engineer, in accordance with the requirements of the Los Alamos County Public Works Engineering Division.

Staff Response: In the staff's expert opinion, this criterion has been met because the applicant has coordinated infrastructure services and improvements with the Los Alamos County Department of Public Utilities (DPU), who have approved the proposed Utility Plan.

Coordination with the County Engineer, and NMDOT, has been made to meet respective design standards accordingly. During IDRC's review, the County Engineer relayed conditions appropriate prior to building permit and/or construction as documented within Attachment B, IDRC Minutes and Memorandums, dated November 19, 2024.

- f. The Site Plan mitigates any significant adverse impacts to properties within the vicinity to the maximum extent practicable.**

Applicant Response: The site plan effectively mitigates any potential adverse impacts on adjacent properties through thoughtful building placement, screening and shielding of light fixtures, mechanical equipment, and parking areas. The building is positioned on the east side of

the property, with the parking lot located behind it, establishing a welcoming gateway frontage into downtown. The proposed three-story structure aligns with the development intensity of nearby moderate-density residential properties. Although neighborhood protection standards are not required, the proposed 40-foot height meets the intent of these standards, offering a scale that accommodates site needs like on-site parking while providing a suitable transition to denser developments planned for the downtown area, including the nearby Mari Mac site. While the site is not intended for subdivision, it has been delineated into two "lots" to accommodate current and potential future development needs. The parking area is screened from adjacent properties and meets the Development Code's minimum requirements, ensuring adequate on-site parking that prevents overflow into nearby residential areas. Landscaped areas are incorporated throughout the site, particularly along the edges and near amenity spaces, enhancing the site's visual appeal from public streets. The southern parking lot adjacent to Trinity Drive is screened by an approximately 7-foot buffer featuring street trees and shrubs, providing additional privacy and aesthetic appeal. The northern property line complies with the DTLA Central Ave alternative frontage zone to the greatest extent feasible. A 6-foot landscape buffer is located along the street edge to enhance the pedestrian experience with a buffer between persons and street traffic. The sidewalk is 6 feet wide on the east side of the property widening to the DTLA preferred 8-foot size on the western side of the property flowing deeper into the DTLA zone. This transitions smoothly into future planned development west of the subject property while maintaining newly constructed sidewalks on the eastern side toward the round-about.

Outdoor mechanical equipment and service areas, such as the dumpster, will be concealed with landscaping and enclosed structures. All light fixtures will be properly shielded to minimize light spill onto adjacent properties to the maximum extent feasible, further reducing any potential impact on the surrounding area.

Staff Response: In the staff's expert opinion, this criterion has been met because the use and scale of the development are appropriate for the location and zoning district. The development is thoughtfully designed to minimize impacts on the multi-family residents to the north by positioning parking and other site elements toward the south, adjacent to commercial uses. A sight distance analysis for the entrance and exit has been completed and demonstrates no adverse impacts. Additionally, a Site Threshold Analysis (STA) was submitted, confirming that no further traffic analysis is required.

A Drainage Report and Grading and Drainage Plan have also been provided, showing that off-site flows will not exceed existing conditions. The County Engineer confirms that requirements have been met with the proposed two water quality ponds.

- g. Provisions shall be made to serve the development with tot lots and/or neighborhood parks in accordance with the Comprehensive Plan. A fee may be paid as approved by County Council to accomplish the purpose of the Comprehensive Plan in lieu of the development of tot lots or neighborhood parks.**

Applicant Response: The proposed site plan includes on-site recreational amenities, which substantially meet the requirement to serve the development with recreational facilities. These amenities include both indoor and outdoor gathering areas. Key on-site amenities include conference rooms, open space with outdoor seating and gathering areas, a fire pit, a 3rd floor terrace, and a bocce ball court. The primary indoor amenity spaces planned for building guests include a fitness space, bike racks, lounge spaces, and a common 3rd floor terrace offering views of Los Alamos.

Landscaped areas with native and adaptive plantings will also contribute to the aesthetic and ecological value of the development's outdoor gathering area, providing visual interest and supporting the downtown aesthetic.

The site's pedestrian pathways connect to both Central Avenue and Trinity Drive, reinforcing multi-modal access to downtown Los Alamos and advancing the goal of a walkable, park-once district.

In addition to these on-site amenities, the site is within a one-mile walkable radius of numerous community amenities and recreational opportunities including shopping centers, banks, grocery stores, coffee shops, restaurants, the SALA Event Center, the Manhattan Project National Historical Park, Los Alamos Visitor Center, the East Park Trailhead, and more. This combination of on-site and nearby amenities aligns with the Comprehensive Plan's goals for creating well-connected, recreation-rich environments for residents and visitors.

Staff Response: In the staff's expert opinion, this criterion has been met because the proposed development includes numerous amenities for its guests, as described in their response and noted on the Site Plan (Attachment A, Sheet ASP1). Walking paths from the street and through the site feature landscaped areas that encourage gatherings and provide aesthetic appeal to the beginning of Los Alamos' downtown.

DRAFT MOTION

Motion Option 1:

I move to **approve** Case No. SIT-2024-0070, a request for the adoption of a site plan for a three-story, 60-unit hotel (40,786 sq. ft.) designed for both short-term and extended-stay accommodations, including conference spaces. The development site is located at 400 Trinity Drive, Los Alamos, NM, within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.

Approval is based on the Findings of Fact established at the hearing and the conclusion that the Applicant has satisfied the decision criteria for site plan adoption as outlined in Section 16-74(i)(4) of the Los Alamos County Development Code. The Commission is acting under the authority granted by Section 16-72(f)(2)(a) of the Development Code.

I further move to authorize the Chair to sign a Final Order approving the application, as well as the Findings of Fact and Conclusions of Law for this case. This document will be prepared by county staff based on this decision.

Motion Option 2:

I move to **approve** Case No. SIT-2024-0070, a request for the adoption of a site plan for a three-story, 60-unit hotel (40,786 sq. ft.) designed for both short-term and extended-stay accommodations, including conference spaces, with the following condition(s):

1. The developer shall coordinate this development with NMDOT ***prior to issuance of building permits*** and shall comply with NMDOT State Access Management Requirements including preparation of Traffic Studies, access permits, temporary traffic control, and work permits.
2. All necessary permits shall be obtained by both NMDOT and Los Alamos County right-of-way ***prior to construction***.
3. A Development Agreement and Encroachment Permit, as applicable, shall be approved by Los Alamos County for the construction of two water quality ponds shown on the

Grading and Drainage Plan (Attachment A, Sheet CG-101) ***prior to the submittal of a building permit.***

4. ***Prior to the issuance of a building permit,*** the 8-ft sidewalk located on the private property, must be dedicated as public right-of-way and approved by Los Alamos County.

The development site is located at 400 Trinity Drive, Los Alamos, NM, within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.

Approval is based on the Findings of Fact established at the hearing and the conclusion that the Applicant has satisfied the decision criteria for site plan adoption as outlined in Section 16-74(i)(4) of the Los Alamos County Development Code. The Commission is acting under the authority granted by Section 16-72(f)(2)(a) of the Development Code.

I further move to authorize the Chair to sign a Final Order approving the application, as well as the Findings of Fact and Conclusions of Law for this case. This document will be prepared by county staff based on this decision.

Motion Option 3:

I move to **deny** Case No. SIT-2024-0070, a request for the adoption of a site plan for a three-story, 60-unit hotel (40,786 sq. ft.) designed for both short-term and extended-stay accommodation, including conference spaces. The development site is located at 400 Trinity Drive, Los Alamos, NM, within the Eastern Area 2 Subdivision and the Downtown Los Alamos (DTLA) Zone District.

Denial is based on the Applicant failing to demonstrate that the application meets the Site Plan adoption decision criteria within Section 16-74(l)(f) of the Los Alamos County Development Code, and that the Commission is acting under the authority granted by Section 16-69(b)(2) of the Development Code.

I further move to authorize the Chair to sign a Final Order denying the application, as well as the Findings of Fact and Conclusions of Law for this case. This document will be prepared by county staff based on this decision.

EXHIBITS:

- 1 – Los Alamos County, Chapter 16, Development Code: <https://lacnm.com/MunicipalCode>
- 2 – Comprehensive Plan: <https://lacnm.com/ComprehensivePlan2016>
- 3 – Los Alamos Downtown Master Plan: <https://lacnm.com/DowntownMasterPlan>



County of Los Alamos

Staff Report

January 08, 2025

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters:

Legislative File: 19311-24

Title

Approval of Minutes from the October 9, 2024, Planning and Zoning Commission Meeting

Recommended Action

I move that the Commission approve the Minutes for October 9, 2024.

Attachments

A - Draft Minutes for October 9, 2024



MINUTES- draft

Planning and Zoning Commission

October 9, 2024 – 5:30 P.M.

*Virtual participation for this meeting was made available via Zoom.
The recorded proceeding can be viewed at <http://losalamos.legistar.com/Calendar.aspx>*

1. CALL TO ORDER / ROLL CALL

Chair Adler called the meeting to order at 5:40 PM. Roll call was administered. A quorum was present.

Members Present:

Rachel Adler, Chair
Stephanie Nakhleh, Vice Chair
David Hampton, Commissioner
Karen Easton, Commissioner
Katherine Bruell, Commissioner

Members Absent:

Rebecca White, Commissioner
Ronald Nelson Commissioner
Benjamin Hill, Commissioner

Staff Present:

Paul Andrus, Community Development Director
Desirae J. Lujan, Senior Planner
Jane Matthews, Senior Planner
Katie Thwaites, Deputy County Attorney
Larissa Breen, Assistant County Attorney
Andrea Fresquez, Senior Office Specialist

Council Liaison:

David Reagor

** Attended virtually via Zoom*

2. PUBLIC COMMENT

None

3. APPROVAL OF AGENDA

A motion was made by Commissioner Hampton to approve the agenda as presented, seconded by Commissioner Nakhleh. Motion passed unanimously.

4. PLANNING AND ZONING COMMISSION BUSINESS

A. 19258-24 Approval of the Minutes from August 28, 2024, Planning and Zoning Commission Meeting.

A motion was made by Chair Adler to approve the minutes as presented, seconded by Commissioner Bruell. Motion passed unanimously.

B. 19255-24 Approval of Minutes from September 25, 2024, Planning and Zoning Commission Meeting.

A motion was made by Commissioner Bruell to approve the minutes as presented, seconded by Commissioner Hampton. Motion passed unanimously.

3. PUBLIC HEARING(S)

- A. CASE NO. SUB-2024-0020 SG Western Construction, Inc., applicant and property owner, is requesting approval of a Final Subdivision Plat. The development proposes splitting one 186,949 Sq. Ft. lot, addressed as 1060 San Ildefonso Rd., Los Alamos, NM, into five (5) residential lots. The property, NM1B3 E, is within the Pueblo Canyon Cliffs 1 Subdivision, and zoned Single-Family Residential (SFR-4).**

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

*Eric Cornelius, Santa Fe Engineering Consultants, LLC., 1599 Saint Francis, Santa Fe, NM
Ken Milder, 1082 Big Rock Loop, Los Alamos, NM
John Dragon, 982 Capulin Rd., Los Alamos, NM
Sam Garner, Applicant/Property Owner, 1060 San Ildefonso Rd., Los Alamos, NM
Desirae Lujan, Senior Planner, Community Development Department*

Mr. Cornelius, Santa Fe Engineering Consultants, LLC., outlined the case.

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

Commissioner Bruell moved to approve. Second by Commissioner Hampton. Motion passed unanimously.

- B. CASE NO. VAR-2024-0003. Donald and Kris Hyatt, applicants and property owners, are requesting variance approval for a 6-ft wall to be constructed along the street facing side yard of 203 Chamisa St., Los Alamos, NM. The Development Code, Section 16-59 restricts the height to 3-ft, max. The property, BM1 105, is within the Barranca Mesa 1 Subdivision, and is zoned Single-Family Residential (SFR-2).**

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

*Donald and Kris Hyatt, Applicant/Property Owners, 203 Chamisa Street, Los Alamos, NM
Davis, 98 Chamisa Street, Los Alamos, NM
Tara Burney, 225 Chamisa Street, Los Alamos, NM*

Donald Hyatt, Property Owner/Applicant, gave a presentation of the request.

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

A motion by Commissioner Nakhleh moved to approve. Second by Commissioner Easton. Motion passed unanimously.

- C. **CASE NO. ZCA-2024-0017.** A request from Los Alamos County, Community Development Department, for the Planning and Zoning Commission to make recommendation to County Council to amend Chapter 16, "County of Los Alamos Development Code". The amendment will fix text typos, errors, redundant language, and add text omitted.

Chair Adler opened the case and explained the meeting procedures.

Jane Matthews, Case Manager, presented.

Paul Andrus, Community Development Director, gave an overview of the project's history and timeline.

There were no objections.

A motion by Chair Adler moved to approve. Second by Commissioner Hampton. Motion passed unanimously

4. COMMISSION/DIRECTOR COMMUNICATIONS

A. Department Report

Paul Andrus, Community Development Director, gave a brief update on The Hills progression, Arkansas Place Development, Hilltop Site Partnership Collaboration, 20th Street Development, Cañada Bonita, Ponderosa, North Mesa Sites, Home Buyer Program, the Comprehensive Plan Update, and the Affordable Housing Plan.

B. Chair's Report

None.

C. Council Liaison's Report

Councilor Reagor mentioned that The Women's Dormitory is scheduled for October 29, 2024. Proposals for rezoning open spaces are lined up for future consideration.

D. Commissioners' Comments

Commissioner Hampton suggested evaluating the exclusion of single-family residential zoning to potentially increase affordable housing options.

5. PUBLIC COMMENT

None

6. ADJOURNMENT

7:28pm



County of Los Alamos

Staff Report

January 08, 2025

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: B.

Index (Council Goals):

Presenters:

Legislative File: 19481-24

Title

Approval of Minutes from the November 20, 2024, Planning and Zoning Commission Meeting

Recommended Action

I move that the Commission approve the Minutes for November 20, 2024.

Attachments

A - Draft Minutes for November 20, 2024



November 20, 2024
5:30 p.m.

1. CALL TO ORDER / ROLL CALL

The meeting was called to order by Chair Adler at 5:31pm. Roll call was taken. A quorum was present.

Members Present:

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

Members Absent:

Katherine Bruell, Commissioner
Ronald Nelson, Commissioner

Staff Present:

Linda Matteson, Deputy County Manager
Larissa Breen, Assistant County Attorney
Katie Thwaits, County Attorney
Daniel Osborn, Acting CDD Director
Desirae Lujan, Sr. Planner
Jane Matthews, Sr. Planner
Adrienne Lovato, Sr. Management Analyst
Russell Naranjo, Project Manager
Anthony Strain, Project Manager
Miguel Jimenez, Project Manager
Danielle Duran, Intergovernmental Affairs Manager

Council Liaison:

David Reagor, County Councilor

** Attended virtually via Zoom*

2. PUBLIC COMMENT

None

3. APPROVAL OF AGENDA

Motion by Commissioner Easton to approve the agenda. Seconded by Commissioner White.

Motion passed unanimously

4. PUBLIC HEARING(S)

- A. Case No. REZ-2024-0019.** Los Alamos County Capital Improvement Projects and Facilities, on behalf of Los Alamos County, property owner, is requesting a Minor Zone Map Amendment to change the property, EA3 U, from its current Single-Family Residential (SFR-4) Zone District to the Institutional (INS) Zone District. The property is commonly known as the Civilian Women's Dormitory and is addressed as 1725 17th Street, within the Eastern Area 3 Subdivision.

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

*Russelle Naranjo, Los Alamos County Project Manager
Anthony Strain, Los Alamos County Project Manager
Linda Matteson, Los Alamos County Deputy County Manager
Daniel Osborn, Los Alamos County Acting CDD Director
Eric Martinez, Los Alamos County Deputy Public Works Director
Michelle Mullen, Mullen Heller Architects
John Davey, 1720 17th Street
Don Close, 1910 Spruce Street*

Linda Matteson, Deputy County Manager and Russelle Naranjo, Project Manager described the application request.

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

John Davey, 1720 17th Street, spoke about the request.

Motion by Commissioner Brown to approve the request. Seconded by Commissioner White

Motion passed 7-0

Roll Call Vote:

Chair Adler, Yes
Vice-Chair Nakhleh, Yes
Commissioner Easton, Yes
Commissioner Brown, Yes
Commissioner Hampton, Yes
Commissioner Hill, Yes
Commissioner White, Yes

6. COMMISSION/DIRECTOR COMMUNICATIONS

A. Department Report

Daniel Osborn, Acting CDD Director, reported that he and Shanna Sasser, Economic Development Administrator, are taking on the dual role of Acting Director. He stated that CDD is in the process of recruiting for a CDD Director as well as a Planning Manager. Mr. Osborn reported that the Affordable Housing Plan has been approved and there will be upcoming information and training regarding the plan. There are a few projects that are in various stages that CDD is working on. Some of those are 20th Street redevelopment, A-8-A parcel development, and code updates.

Desirae Lujan, Sr. Planner, stated that there are no applications to be heard for the remainder of the year. The next meeting will be in January 2025 and at the meeting they will hold elections for Chair and Vice-Chair as well as approve the calendar for 2025.

B. *Chair's Report*

Chair Adler welcomed Commissioner Brown and thanked him for volunteering. She stated that she will be stepping down at the end of the year and will not be accepting nominations to be Chair during elections. She is still going to serve on the board and is willing to assist the new Chair.

C. *Council Liaison's Report*

Councilor Reager expressed his pleasure that the Commission is fully staffed. He stated that there is a lot of items that Council is working on.

D. *Commissioners' Comments*

Commissioner Nakhleh stated that she will also not be accepting nominations to serve as Chair or Vice-Chair during upcoming elections.

7. PUBLIC COMMENT

No Comments

8. ADJOURNMENT

7:11pm



County of Los Alamos

Staff Report

January 08, 2025

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: C.
Index (Council Goals):
Presenters:
Legislative File: 19557-25

Title

Review and approval of the 2025 Planning and Zoning Commission Calendar.

..Recommended Motion

I move to approve the 2025 Planning and Zoning Commission Calendar as presented.

..Alternative Motion

I move to approve the 2025 Planning and Zoning Commission Calendar with the following changes:

1. ...

Attachments

A - 2025 Planning and Zoning Commission Calendar

Los Alamos County
2025 Planning and Zoning Commission Meeting Dates

Application submitted by 3 p.m.	IDRC 10 a.m.	Deadline to submit to Los Alamos Daily Post	Legal Notice Published "Los Alamos Daily Post"	Planning & Zoning Commission Wednesday-5:30 PM
December 2, 2024	December 12, 2024	December 16, 2024	December 19, 2024	January 8, 2025
December 16, 2024	December 26, 2024	December 30, 2024	January 2, 2025	January 22, 2025
January 2, 2025	January 16, 2025	January 17, 2025	January 23, 2025	February 12, 2025
January 15, 2025	January 30, 2025	February 3, 2025	February 6, 2025	February 26, 2025
January 29, 2025	February 13, 2025	February 14, 2025	February 20, 2025	March 12, 2025
February 12, 2025	February 27, 2025	March 3, 2025	March 6, 2025	March 26, 2025
February 26, 2025	March 13, 2025	March 17, 2025	March 20, 2025	April 9, 2025
March 12, 2025	March 27, 2025	March 31, 2025	April 3, 2025	April 23, 2025
April 2, 2025	April 17, 2025	April 21, 2025	April 24, 2025	May 14, 2025
April 16, 2025	May 1, 2025	May 5, 2025	May 8, 2025	May 28, 2025
April 30, 2025	May 15, 2025	May 19, 2025	May 22, 2025	June 11, 2025
May 14, 2025	May 29, 2025	June 2, 2025	June 5, 2025	June 25, 2025
May 28, 2025	June 12, 2025	June 16, 2025	June 19, 2025	July 9, 2025
June 11, 2025	June 26, 2025	June 30, 2025	July 3, 2025	July 23, 2025
July 2, 2025	July 17, 2025	July 21, 2025	July 24, 2025	August 13, 2025
July 16, 2025	July 31, 2025	August 4, 2025	August 7, 2025	August 27, 2025
July 30, 2025	August 14, 2025	August 18, 2025	August 21, 2025	September 10, 2025
August 13, 2025	August 28, 2025	August 29, 2025	September 4, 2025	September 24, 2025
August 27, 2025	September 11, 2025	September 15, 2025	September 18, 2025	October 8, 2025
September 10, 2025	September 25, 2025	September 29, 2025	October 2, 2025	October 22, 2025
October 1, 2025	October 16, 2025	October 20, 2025	October 23, 2025	November 12, 2025
October 29, 2025	November 13, 2025	November 17, 2025	November 20, 2025	December 10, 2025
Scheduled for Planning and Zoning Commission Business/Training Only				
December 17, 2025	December 30, 2025	January 5, 2026	January 8, 2026	January 28, 2026

Deadline dates in **bold** have been adjusted for county recognized holidays. IDRC meetings may be adjusted as needed.

Meeting dates are subject to change. Contact the Community Development Department to confirm all dates and location at (505)662-8120.



County of Los Alamos

Staff Report

January 08, 2025

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: D.

Index (Council Goals):

Presenters:

Legislative File: 1948-2-4

Title

Draft and approve the 2025 Planning and Zoning Commission Work Plan

Recommended Action

I move that the Commission approve the 2025 Work Plan.

Attachments

A - 2025 Work Plan Template

Board or Commission Name: Planning and Zoning Commission

Date Prepared: 1/8/25

Date Approved by Council:

Prepared By: PZC

Purpose:

The purpose of the work plan is to provide a detailed outline of tasks, activities, timelines, and resources required by this Board or Commission to achieve its annual goals. The purpose of most boards is to gather public input, to review policy recommendations by staff when requested, and to make policy recommendations to the County Council.

Process Timeline:

November: County Council Strategic Planning

December: Boards and Commissions review and develop work plans (primary item on December agenda)

January: Finalize and submit work plans for Council review.

Due Date: February 1

Time Frame: This work plan will be accomplished in the following time frame:

January 1, 2025, through December 31, 2025.

Members: List members, term start and end dates, and term number.

Member	Start/End Dates	Term (1st or 2nd)
Chair - Rachel Adler	4/1/2023-3/31/2026	2
Vice Chair - Stephanie Nahkleh	4/1/2023-3/31/2026	2
Katherine Bruell	8/14/2023-3/31/2026	1
Karen Easton	4/1/2022-3/31/2025	1
Rebecca White	4/1/2022-3/31/2025	1
David Hampton	4/1/2022-3/31/2025	1
Benjamin Hill	4/1/2024-3/31/2027	2
Ronald Nelson	4/1/2021-3/31/2027	1
Marlon Brown	4/1/2024 - 3/31/2027	1

Chairperson: Rachel Adler

Department Director: Dan Osborn

Work plan developed in collaboration with Department Director? (Y/N) N

Staff Liaison: Dan Osborn

Administrative Support: Desirae J. Lujan

Council Liaison: David Reagor

Work plan reviewed by Council Liaison? (Y/N) Y

1.0 Previous Calendar Year Work Plan Highlights

1.1 List the top five activities for the previous calendar year.

1.1.1

1.1.2

1.1.3

1.1.4

1.1.5

1.2 List the top five accomplishments for the previous calendar year.

1.2.1

1.2.2

1.2.3

1.2.4

1.2.5

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1.3 List the lessons learned for the previous calendar year.

1.3.1

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1.3.2

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1.3.3

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1.3.4

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1.3.5

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2.0 Calendar Year 2025 Work Plan

2.1 List any special projects or assignments given to this Board/Commission by Council or the Department Director.

2.1.1

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2.1.2

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2.1.3

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2.1.4

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2.1.5

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2.2 List other projects and/or activities being proposed by this Board/Commission, in priority order.

2.2.1

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2.2.1

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2.2.2

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2.2.3

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2.2.4

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2.2.5

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2.3 List the guiding documents or plans used by this Board/Commission.

2.3.1

3.0 Identify interfaces with County departments and/or other Boards/Commissions that are necessary to achieve this work plan.

3.1

3.2

3.3

3.4

3.5

4.0 List any special events this Board/Commission plans to participate in that will support this work plan.

4.1

4.2

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4.3

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4.4

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4.5

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5.0 List active Working Groups within this Board/Commission, if any, along with the purpose and member names of each one.

5.1

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5.2

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5.3

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5.4

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Attachment A

Place an X in the column on the right if the Council priority is related to the work of the Board or Commission:

Quality Governance	
Quality governance is participatory, consensus-oriented, transparent, accountable, effective, efficient, and responsive to the present and future needs of stakeholders.	
Communication and Engagement	
Inform, educate, and solicit feedback from the community and boards and commissions on County projects, policies, and priorities to promote a culture of open communication and collaboration and foster exceptional customer service.	
Intergovernmental, Tribal, and Regional Relations	
Collaborate and problem-solve with the County's major employers; community partner organizations; neighboring Pueblos; and regional, state, and national governmental entities.	
Fiscal Stewardship	
Maintain fiscal sustainability, transparency, and compliance with applicable budgetary and financial regulatory standards.	
Operational Excellence	
Operational excellence involves having structures, processes, standards, and oversight in place to ensure that effective services are efficiently delivered within available resources and that services continuously improve.	
Effective, Efficient, and Reliable Services	
Deliver customer-focused, accessible, reliable, and sustainable services to the community through sound financial management, collaborative decision-making, and efficient implementation.	
Infrastructure Asset Management	
Evaluate the County's assets and infrastructure and prioritize funding to first maintain and protect those investments and second to inform new investments.	
Employee Recruitment and Retention	
Attract and employ diverse and highly qualified staff; retain staff through development opportunities, compensation, and benefits; and promote staff to address increasingly complex challenges.	
Economic Vitality	
Economic vitality encompasses the ability of the community to diversify, develop, grow, and sustain the many elements necessary for a local economy to flourish.	
Housing	
Increase the capacity for new housing development and the amount and variety of housing types to meet the needs of a changing and growing population, particularly middle- and lower-income households.	
Local Business	
Encourage the retention of existing businesses, facilitate the startup of new businesses, and assist in opportunities for growth.	
Downtown Revitalization	
Revitalize the downtown areas of Los Alamos and White Rock by facilitating development opportunities in accordance with the downtown master plans.	
Tourism and Special Events	
Sponsor special events, support major employer and community events, and promote tourism by enhancing amenities, utilizing facilities and contract services, and encouraging overnight stays.	
Community Broadband	
Provide community broadband as a basic essential service that will enable reliable high-speed internet services throughout the County at competitive pricing.	

Quality of Life Quality of life is a reflection of general well-being and the degree to which community members are healthy, comfortable, welcomed, included, and able to enjoy the activities of daily living.	
Health, Wellbeing, and Social Services	
Improve access to behavioral, mental, and physical health and social services and amenities to address identified issues and promote wellbeing in the region.	
Diversity, Equity, and Inclusivity	
Promote diversity, equity, and inclusivity through community awareness training, targeted events, and expanded opportunities for diverse interests.	
Mobility	
Improve and expand access to, and all-ability accommodations for, alternative modes of travel including public transit, cycling, and walking amenities and services.	
Educational, Historical, and Cultural Amenities	
Promote educational and cultural opportunities, in coordination with community partners, and provide for the preservation and restoration of historic buildings and the protection of archaeological sites.	
Open Space, Parks, and Recreation	
Manage County open space and maintain and improve parks and recreation facilities, trails, and amenities as defined by adopted plans and approved projects.	
Public Safety	
Ensure overall community safety through proactive and sustained implementation of police, fire hazard mitigation, and emergency response plans.	
Environmental Stewardship Environmental stewardship is the responsible use and protection of the natural environment through active participation in conservation efforts and sustainable practices in coordination with community and organizational partners.	
Natural Resource Protection	
Take actions to protect the wildlife and wildland interface, safeguard water, and mitigate tree loss in the community.	
Greenhouse Gas Reduction	
Establish targets for achieving net-zero greenhouse gas emissions and integrate sustainability and resiliency practices into County policies and operations.	
Carbon-Neutral Energy Supply	
Achieve carbon neutrality in electrical supply by 2040 through diversified carbon-free electric sourcing and phase out natural gas supply by 2070 through energy-efficient, all-electric buildings.	
Water Conservation	
Reduce potable water use and increase non-potable water use and water harvesting for irrigation where suitable.	
Waste Management	
Manage waste responsibly by diversion of solid waste from landfills through recycling, re-use, composting, and waste reduction programs and zero-waste education campaigns; and pursue efficient long-term solutions for disposal of solid waste.	