



County of Los Alamos

1000 Central Avenue
Los Alamos, NM 87544

Agenda - Final Planning and Zoning Commission

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

Wednesday, February 26, 2020

5:30 PM

Council Chambers
1000 Central Avenue

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. [12849-20](#) Case No. SUB-2020-0011: Subdivision of Lot 3, North Pines Subdivision. A request for approval of a four (4) lot-split Subdivision addressed as 2436 and 2442 46th St., located in the North Pine Subdivision, Lot 003C and Subdivision NC1 Lot 239A. The proposed development will consist of 4 new detached single-family residential units contained within 4 separate lots, with associated on-site parking and traffic circulation, on 0.40± acres of land.

Attachments: [StaffReport SUB-2020-0011 revised DRAFT](#)

- B. [12850-20](#) Case No. 2020-0010: A request for approval of a subdivision Sketch Plan to divide a 11.62-acre lot into 49-residential lots. The vacant property, Ponderosa Estates Lot CTC A, addressed as 285 MAPLE DR, is zoned Planned-Development 2.0 (PD-2).

Presenters: Desirae Lujan

Attachments: [Staff Report wExhibits](#)

5. **PLANNING AND ZONING COMMISSION BUSINESS**

- A. [12847-20](#) Minutes from the Planning And Zoning Commission Meeting(s) on January 22, 2020.

Attachments: [PZ Minutes 1-22-2020](#)

6. COMMISSION/DIRECTOR COMMUNICATIONS**A. *Department Report*****B. *Chair's Report*****C. *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

February 26, 2020

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters:

Legislative File: 12849-20

Title

Case No. SUB-2020-0011: Subdivision of Lot 3, North Pines Subdivision. A request for approval of a four (4) lot-split Subdivision addressed as 2436 and 2442 46th St., located in the North Pine Subdivision, Lot 003C and Subdivision NC1 Lot 239A. The proposed development will consist of 4 new detached single-family residential units contained within 4 separate lots, with associated on-site parking and traffic circulation, on 0.40± acres of land.

Property Owners

Ian & Davina Maes, Owners

Applicant

Mike Englehardt, Precision Surveys

Case Manager

Anita Barela, Associate Planner

Recommended Action

I move to approve Case No. SUB-2020-0011, a request for approval of a Preliminary and Final Subdivision Plat, creating a new subdivision consisting of four (4) lots, for the reasons stated in the staff report and per testimony at the public hearing, and subject to the following conditions:

1. Future developments proposed for Lots 1, 2 and 3 shall meet the minimum side yard setback of fifteen (15) feet from dwellings on adjoining lots (this will be reviewed at the time of Building Permit submittal).
2. Building Permits shall be secured prior to the start of construction.

..Alternate Action

I move to deny Case No. SUB-2020-0011, a request for approval of a Preliminary and Final Subdivision Plat, creating a new subdivision consisting of four (4) new lots, due to the proposal failing to meet the review criteria contained in §16-156 of the Los Alamos County Code of Ordinances, Chapter 16 - Development Code, for the following reasons:

- 1.

Case Summary

This request is for approval of a Preliminary and Final Subdivision Plat to subdivide a vacant parcel and readjust a lot line on a developed lot into four (4) new lots. The principal purpose of this application is to create individual lots that will be developed into new housing units. A proposed Sketch Plan submitted concurrently with the plat illustrates the single family attached and detached dwelling units proposed for future construction should the subdivision plat receive Planning & Zoning Commission approval.



Los Alamos County
Community Development Department
PLANNING & ZONING COMMISSION STAFF REPORT

Public Hearing Date: February 26, 2020
Subject: Case No. SUB-2020-0011
Owners/Applicants: Ian & Davina Maes, Owners/Mike Englehardt, Applicant
Case Manager: Anita Barela, Associate Planner

Case No. SUB-2020-0011: Subdivision of Lot 3, North Pines Subdivision

A request for approval of a four (4) lot-split Subdivision currently addressed as 2436 46th St., located in the North Pine Subdivision, Subdivision NC1 Lot 239A with a lot line adjustment on an adjacent lot addressed as 2442 46th Street, Lot 003C. The proposed development will consist of one new detached single-family home and one duplex contained within 3 separate lots. The lot on 2442 46th Street with the lot line adjustment has an existing attached single-family dwelling unit. All lots have associated on-site parking and traffic circulation, on a total of 0.40± acres of land.

The land from which the new subdivision will be platted consists of an existing parcel containing 0.29± acres and are labeled as Lot 1, Lot 2, and Lot 3, on the Sketch Plan and Lot 4 required a lot line adjustment in order for all four lots to meet legal lot size requirements. [Exhibit 1].



Exhibit 1

Motion Option 1:

I move to **approve** Case No. SUB-2020-0011, a request for approval of a Preliminary and Final Subdivision Plat, creating a new subdivision consisting of four (4) lots, for the reasons stated in the staff report and per testimony at the public hearing, and subject to the following conditions:

1. Future developments proposed for Lots 1, 2 and 3 shall meet the minimum side yard setback of fifteen (15) feet from dwellings on adjoining lots (this will be reviewed at the time of Building Permit submittal).
2. Building Permits shall be secured prior to the start of construction.

Motion Option 2:

I move to **deny** Case No. SUB-2020-0011, a request for approval of a Preliminary and Final Subdivision Plat, creating a new subdivision consisting of four (4) new lots, due to the proposal failing to meet the review criteria contained in §16-156 of the Los Alamos County Code of Ordinances, Chapter 16 – Development Code, for the following reasons:

1. ...

SUMMARY

This request is for approval of a Preliminary and Final Subdivision Plat to subdivide a vacant parcel and readjust a lot line on a developed lot into four (4) new lots. The principal purpose of this application is to create individual lots that will be developed into new housing units. A proposed Sketch Plan submitted concurrently with the plat illustrates the single family attached and detached dwelling units proposed for future construction should the subdivision plat receive Planning & Zoning Commission approval.

The subject property is roughly rectangular in area, with a maximum depth of 120 feet. It contains 122 feet of frontage along 46th Street

The subject property formerly contained a 4-unit condominium, which was destroyed by the Cerro Grande Fire in May 2000. In accordance with Section 47-7B-18A, NMSA 1978 (New Mexico Condominium Act), the former property owners dissolved and terminated the former Condominium Association that was filed on October 9, 1968. The dissolution and termination agreement was recorded by the Los Alamos County Clerk in 2003.

The North Community District, R-3-L-NC allows the following types of residential housing.

- (1)A dwelling, single-family, attached or detached;
- (2)A dwelling, two-family;
- (3)A dwelling, multiple-family

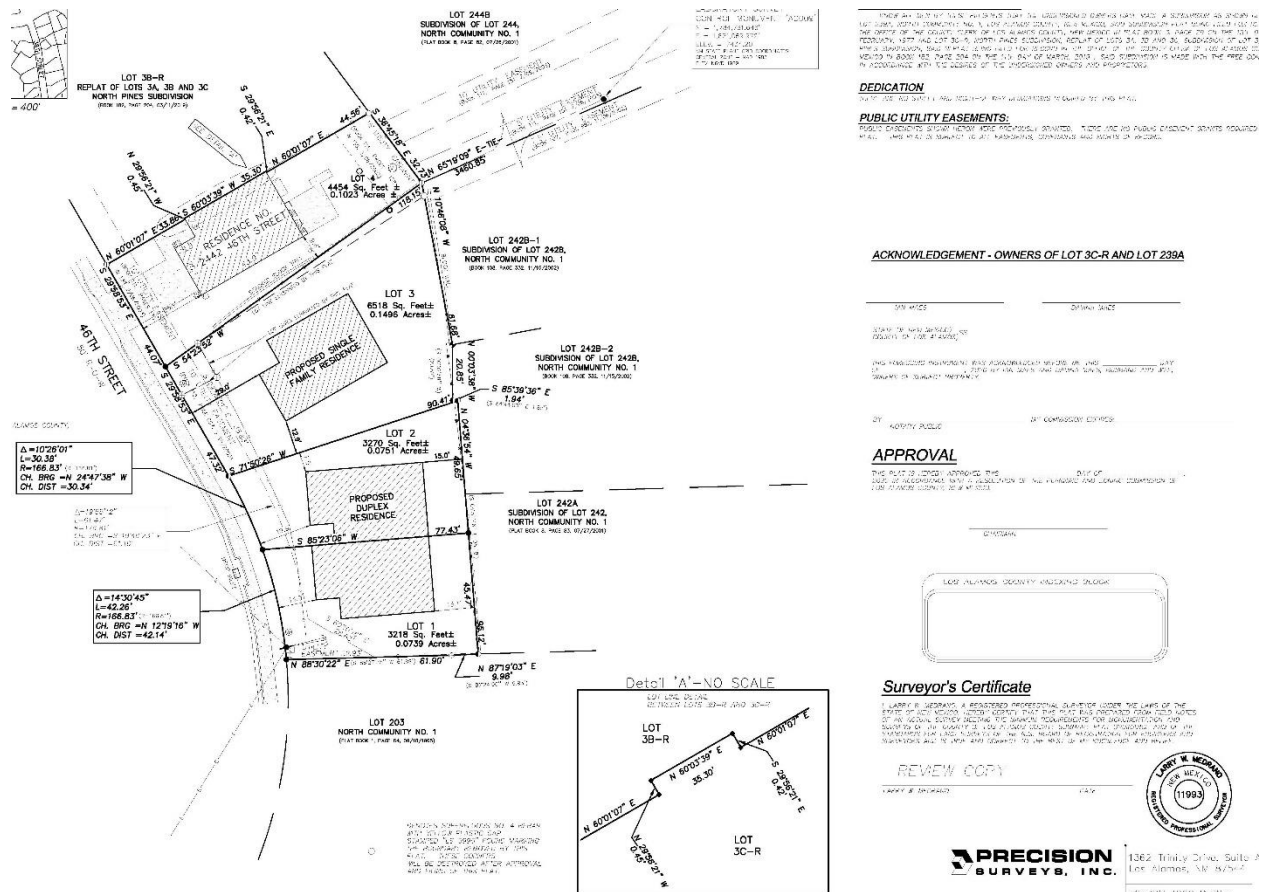
INTERDEPARTMENTAL REVIEW COMMITTEE (IDRC) RECOMMENDATION

Staff review has determined that the application meets the criteria for processing of a Sketch Plan and Preliminary and final Subdivision Plat. An IDRC email review of the petition took place on January 30, 2020. After reviewing the proposed sketch plan, one IDRC member had one comment and the recommendation was passed on to the applicant:

The Public Utility Department recommends approval of the proposed three lot Subdivision. Public utilities attached sketches to pass on to the applicant that will be required at the time of building permit for Gas/Water/Sewer/Electric services.

- The need to cross the street with electric conductor from existing transformer.
- The need to build a public sewer main on the back of the lots for sewer service and grant utility easement for the sewer.

Staff determined that the petition did not present any negative aspects or impacts that would preclude it from being forwarded to the Planning and Zoning Commission for a public hearing.



The proposed subdivision consists of three (3) new lots, one (1) lot line adjustment and are as follows:

Lot Number	Area, Acres	Area, Ft ²	Frontage
1	0.0738	3218	42.32'
2	0.0750	3270	30.34'
3	0.1496	6518	47.30'
4	0.1023	4454	44.07'

The subject property is zoned R-3-L-NC (Multiple-family Residential (low density)), North Community district, which is codified as Section 16-537 of the Los Alamos County Development Code. This zoning district is one of two that were established shortly after the Cerro Grande fire, to facilitate re-development activities within areas destroyed by the fire.

The proposed subdivision meets the requirements contained in Section 16-537 of the Los Alamos County Development Code:

§16-537(h)(1) states: *“Where a conforming or legal nonconforming dwelling, two-family or multiple-family, existed on a lot on May 9, 2000, such lot shall be considered a conforming site for dwellings, single-family, attached and may be subdivided into a number of lots less than or equal to the number of dwelling units located on the lot on May 9, 2000. The resulting dwellings, single-family, attached, the site, and the lots shall be considered conforming as to the lot size and maximum density.”* Prior to this date, there was a four (4) unit condominium occupying this site. This structure was destroyed in the Cerro Grande Fire. The project proposed for “replacing” the former condominium development contains four (4) units, the same number of units the former condominium contained.

Section 16-459 of the Development Code states, *“No preliminary plat shall be considered by the planning and zoning commission unless it substantially conforms to the approved or conditionally approved sketch plan. No final plat shall be considered by the planning and zoning commission unless it substantially conforms to the approved or conditionally approved preliminary plat. Plats that do not substantially conform shall be resubmitted at the sketch plat stage. **Plats containing five lots or less after utility or public or private roadway improvements under article VI of this chapter may submit sketch, preliminary and final plats as a single plat for approval.**”* This application seeks Final Plat approval of the proposed subdivision. Since the subdivision contains fewer than five (5) lots, staff finds that this petition for Final Plat may be approved under one application and hearing.

- Maximum Density per acre: §16-537(c)(3) limits the number of dwelling units per acre to 14.5 dwelling units. At this density, each lot shall not contain less than 3,004 Ft² of area. The smallest lot proposed contains 3,218 Ft² of area. This criterion is satisfied.
- Minimum Setbacks – Front and Rear Yards: §16-537(d) requires minimum front yard and rear yard setbacks of fifteen (15) feet. The Sketch Plan submitted in support of this application illustrates front yard maximum setbacks of twenty-nine (29) feet and a minimum of 14.3 feet on Lot 1. Lot 1 would require an administrative waiver of .9 feet if the building is built as shown in the proposed sketch plan. All the other setbacks are at the minimum or larger. This criterion is satisfied.
- Minimum Setbacks – Side Yard: §16-537(d)(4) requires a minimum side yard setback of zero (0) feet on the attached side, and a minimum of seven and one-half (7½) feet on the detached side, or a minimum of fifteen (15) feet between dwellings on adjoining lots. Setbacks will be addressed at the time of Building Permit review.
- Minimum Lot Frontage: §16-537(e) requires a minimum lot frontage of twenty (20) feet for attached structures. Lot 1 will be platted with a minimum street frontage of forty-two (42) feet. Lots 2 & 3 will be platted with street frontages of thirty (30) feet and forty-seven (47) feet, respectively. Lot 4 will be platted with a street frontage of forty-four (44) feet. This criterion is satisfied.
- Maximum Height: §16-537(f) limits the maximum height of main dwellings to thirty-five (35) feet, and Accessory Structures to twelve (12) feet. Since building elevations were not submitted or required to be submitted as a part of this application, Staff is not able to ascertain if this criterion will be met. Height will be addressed at the time of Building Permit review.

- Lot Coverage: §16-537(g) limits the maximum lot coverage to forty (40%) percent of the total lot area. As shown, Lots 1-3, at the largest, will have 38% lot coverage. Lot four's current lot coverage is 25%. Lot coverage will also be reviewed at the time of Building Permit review.

This petition was noticed in the Los Alamos Daily Post on February 06, 2020, and property owner notices were mailed to all owners of real property located within 100 yards of the subject property, in accordance with the requirements of Article V, Section 16-192 of the Los Alamos County Development Code. Staff has received four comments as of Friday, February 21, 2020. The individuals phoned in comments expressing objection to the proposal, staff has not received any written correspondence.

SUBDIVISION REVIEW CRITERIA

The Los Alamos County Code of Ordinances, Chapter 16, Development Code, Sec. 16-153 establishes eight (8) criteria for the Planning and Zoning Commission to use when reviewing an application for subdivision approval. They are:

- (a) *The development of the property shall substantially conform to the comprehensive plan and shall not be materially detrimental to the health, safety and general welfare of the county.*

Applicant Response: There are no health or safety issues.

Staff Response: The subject property is being subdivided to allow for individual lots and individual lot ownership. This criterion has been satisfied.

The proposed subdivision supports the following Comprehensive Plan Goals and Policies:

3.1 Housing, Neighborhoods & Growth

3.1.1 - HOUSING GOALS

- *HG.2. Provide a variety of housing types, sizes and densities*
- *HG.3. Promote development of housing stock that would accommodate downsizing households*
- *HG.4. Protect existing residential neighborhoods while using available infill opportunities as appropriate*

HOUSING – LAND USE POLICIES

- *HLU.1. Encourage the creation and retention of a variety of housing options for all segments of the Los Alamos community, including but not limited to, housing for residents who are low income, students/postdocs, workforce, high end income and seniors*
- *HLU.4. Promote design standards for high quality and good design of new housing*
- *HLU.6. Encourage new housing developments in proximity to workplaces*

3.1.2 - NEIGHBORHOODS GOALS

- *NG.1. Protect existing residential neighborhoods while using available infill opportunities as appropriate*

- NG.2. *Promote the creation of a variety of housing options for all segments of the Los Alamos community*

3.1.3 - GROWTH GOALS

- GG.1. *Plan for modest growth of an additional 2,000 residents in the next 5 to 10 years*
- GG.11. *Strive to make housing available to those who work in the County and want to live in the County*
- GG.12. *Enhance community pride*

GROWTH - LAND USE POLICIES

- LU.2. *Support infill development over expansion of current developed areas*

3.2 – DEVELOPMENT, REDEVELOPMENT & DOWNTOWN

DEVELOPMENT - LAND USE POLICIES

- DLU.2. *Generally, keep development contained within current development boundaries (prevent sprawl)*

- (b) *Except for the R-E and R-A zoning districts and developed areas where it is determined by the utilities manager that it is economically unfeasible to extend sewer lines, all subdivisions must be served or be capable of being served by all public utilities.***

Applicant Response: The proposed lots will be served by public utilities.

Staff Response: Existing infrastructure is provided. Any potential changes will be made through agreements with the County Utility Department and Public Works Department. This criterion has been satisfied.

- (c) *Provisions shall be made for the safe ingress, egress and circulation of vehicles, bicyclists and pedestrians.***

Applicant Response: NA.

Staff Response: No change to ingress/egress and circulation of vehicles, bicyclists, and pedestrians is being proposed at this time; only new lot lines are being proposed to create new lots for future development. This criterion has been satisfied.

- (d) *Adequate provisions shall be made for accepting expected drainage from other properties, for controlling drainage on the site and for directing it to the storm sewer or drainage system, including considerations for impact on downstream properties. The county engineer shall approve, disapprove or recommend modifications to the storm drainage plans.***

Applicant Response: To be determined by engineer/architect preparing site, grading and drainage plans.

Staff Response: Any prospective drainage issues will be reviewed by the Public Works Department during the Building Permit review process. The Engineering Division has reviewed the proposed subdivision plat and found no potential issues. This criterion has been satisfied.

- (e) ***The necessary easements shall be provided for both existing and proposed utilities in an acceptable manner to the county engineer and utilities manager. Development of the property shall be in accordance with adopted utilities department plans and specifications.***

Applicant Response: See plat.

Staff Response: The proposed subdivision should have no significant issues related to utilities. Each development will have an independent connection to the utility services. During building permit review, the Utilities Department will provide more comments on the specific point of connection and other relevant details.

- (f) ***Outdoor activity areas, parking lots, outside storage areas, outdoor lighting, or other features or uses of the site or structures shall be adequately screened or otherwise controlled to effectively mitigate conflict with existing or potential adjacent land uses.***

Applicant Response: NA.

Staff Response: All outdoor activity areas, parking lots, outside storage areas, outdoor lighting, or other features or uses of the site or structures listed in this criterion, and any future changes contemplated would be addressed through the building permit review process.

- (g) ***The capacity of those public services and facilities required to serve the proposed development (including but not limited to water, sanitary sewer, electricity, gas, storm sewer, streets, etc.) shall be adequate, or made to be adequate if improvements are required.***

Applicant Response: NA.

Staff Response: All utilities to serve the current capacity of the site exist. Any future infrastructure proposed would be reviewed by County Staff during the building permit review process.

- (h) ***The subdivision is planned to retain as much as possible, all natural features such as watercourses, natural vegetation, terrain, existing structures, historic sites, archaeological sites, and other community assets, which if preserved, will contribute to the overall appearance and quality of life in the county of Los Alamos. If the property is designated on the county zoning map as a hillside area, the subdivision shall comply with the hillside development standards (section 16-576).***

Applicant Response: NA.

Staff Response: One of the subject lots is vacant and has no significant natural features, historical assets or archaeological sites. The second lot is currently developed. This criterion has been satisfied.

- (i) Addresses and road names shall follow the standards as described in chapter 34. article IV, and shall be included on the original submission of the plat application.

Applicant Response: To be determined by County Surveyor.

Staff Response: The County Addressor assigned the address as follows:
For Final Plat – the addresses should be reflected as follows:

LOT 1 - 2434 46TH ST

LOT 2 – 2436 46TH ST

LOT 3 – 2438 46TH ST

LOT 4 – will remain 2440 46TH ST

FINDINGS OF FACT – Preliminary & Final Subdivision Plat, Lot 3, North Pines Subdivision

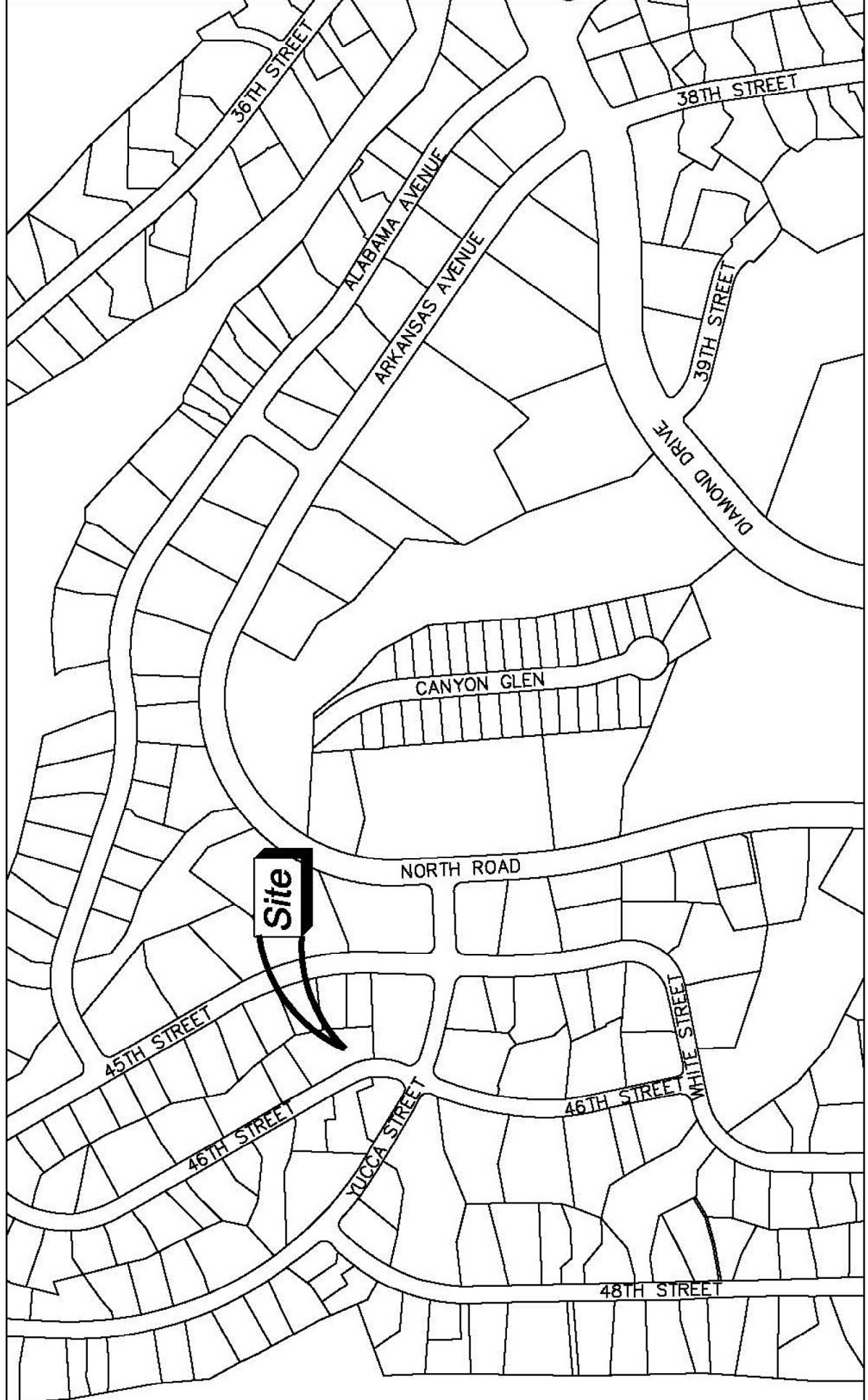
1. Notice of this public hearing, setting forth the nature of the request, the specific parcel of property affected, and the date, time and place of the public hearing, was announced and published in The Los Alamos Daily Post on Thursday, February 6, 2020, and property owners of real property located within 100 yards of the subject property were notified of this public hearing, all in accordance with the requirements of §16-192 of the Los Alamos Development Code.
2. The request is for approval of both a Preliminary Subdivision Plat and Final Subdivision Plat, which is permitted by Section 16-122(i)(1) of the Los Alamos County Development Code, to subdivide an existing parcel, which will provide individual lots for potential future sale.
3. The subdivision proposed is permitted within the R-3-L-NC zoning district, subject to review and approval by the Planning & Zoning Commission.
4. Single family attached and single family detached dwelling units are a permitted land use described within the R-3-L-NC zoning district, contained in Article XIII, Section 16-537 of the Los Alamos County Development Code.
5. The subject property addressed as 2436 46th Street is currently vacant. New addresses will be assigned by the County Addressor prior to recordation of the plat.
6. The subject property is addressed as 2442 46th Street is currently developed and is requesting a lot line adjustment.
7. Upon review by the IDRC, the petition was unanimously (5-0) recommended for approval.

STAFF RECOMMENDATION

Staff review has determined that the application meets the criteria for processing of a Sketch Plan and Preliminary Subdivision Plat and recommends approval.

EXHIBITS

- | | |
|-----------|--|
| Exhibit 1 | Vicinity Map |
| Exhibit 2 | Subdivision Application |
| Exhibit 3 | Proposed Subdivision of Lot 239a, North Community 1 Subdivision Plat |
| Exhibit 4 | Proposed Sketch Plan for future development (Duplex and Single family Residential Buildings) |
| Exhibit 5 | List of Property Owners within 100 Yards (300 Feet) |



LOS ALAMOS
Community Development

SUBDIVISION APPLICATION



Los Alamos County Community Development Department
1000 Central Ave, Suite 150, Los Alamos NM 87544
(505) 662-8120

This application is for: SKETCH PLAN ☐ PRELIMINARY PLAT ☐ FINAL PLAT ☐

Property to be Subdivided: 2436 46TH STREET AND 2442 46TH STREET
Address

Legal description: North Community 1, Lot 239A and North Pines, Lot 3-CR

Zoning District: R-3-L-NC Area (Acres): 0.4008 # Lots Proposed: 4

Lot 3-CR has a triplex residence and Lot 239A is vacant land
Current Use

Related Applications (if any): none

APPLICANT (Unless otherwise specified, all communication regarding this application shall be to Applicant):

Name: Mike Engelhardt-Precision Surveys Phone: 661-4262 Cell #:
Please Print

Address: 1362 Trinity Drive, Suite A-2 Email: MIKE_E@PRESURV.COM

SIGNATURE

DATE

PROPERTY OWNER(s) (If different from Applicant)

☐ Check here if same as above

Name: Ian and Davina Maes Phone: 505-412-1838 Cell #:
Please Print

Address: ReMax First-115 Central Park Sq, Los Alamos Email: ian@ianmaesgroup.com

My/Our signature(s) below indicates that I/We authorize the Applicant to make this subdivision application on my/our behalf

SIGNATURE

DATE

SIGNATURE

DATE

SUBDIVISION REVIEW CRITERIA:

The Los Alamos County Code of Ordinances, Chapter 16, Development Code, Sec. 16-153 establishes eight (8) criteria for the Planning and Zoning Commission to use when reviewing an application for subdivision approval. Please review each of the criteria listed and describe how your application meets the criteria. You will also be asked to discuss the criteria at your public hearings. Attach additional sheets as needed.

- (a) The development of the property shall substantially conform to the comprehensive plan and shall not be materially detrimental to the health, safety and general welfare of the county.***

There are no health or safety issues.

- (b) Except for the R-E and R-A zoning districts and developed areas where it is determined by the utilities manager that it is economically unfeasible to extend sewer lines, all subdivisions must be served or be capable of being served by all public utilities.***

The lots are served by existing public utilities.

- (c) Provisions shall be made for the safe ingress, egress and circulation of vehicles, bicyclists and pedestrians.*** Not applicable

- (d) Adequate provisions shall be made for accepting expected drainage from other properties, for controlling drainage on the site and for directing it to the storm sewer or drainage system, including considerations for impact on downstream properties. The county engineer shall approve, disapprove or recommend modifications to the storm drainage plans.***

To be determined by engineer/architect preparing site, grading and drainage plans.

- (e) The necessary easements shall be provided for both existing and proposed utilities in an acceptable manner to the county engineer and utilities manager. Development of the property shall be in accordance with adopted utilities department plans and specifications.***

See plat.

- (f) Outdoor activity areas, parking lots, outside storage areas, outdoor lighting, or other features or uses of the site or structures shall be adequately screened or otherwise controlled to effectively mitigate conflict with existing or potential adjacent land uses.***

Not applicable

- (g) The capacity of those public services and facilities required to serve the proposed development (including but not limited to water, sanitary sewer, electricity, gas, storm sewer, streets, etc.) shall be adequate, or made to be adequate if improvements are required.***

The lots are served by existing public utilities.

- (h) The subdivision is planned to retain as much as possible, all natural features such as watercourses, natural vegetation, terrain, existing structures, historic sites, archaeological sites, and other community assets, which if preserved, will contribute to the overall appearance and quality of life in the county of Los Alamos.***

- (i) Addresses and road names shall be in compliance with the standards as described in chapter 34, article IV, and shall be included on the original submission of the plat application.

To be determined by Los Alamos County Surveyor.

REQUIRED SUBMITTALS:

Check each of the boxes to indicate that you have attached two (2) full size (24" x 36") paper copies of each of the following, and one complete electronic copy of all materials:

- ☐ Proof of property ownership.
- ☐ A Vicinity map, showing the boundaries of the property to be subdivided, and all adjacent lots within 300 feet.
- ☐ A scaled Plat or survey at 1 inch to 100 feet, including all the following information: (Note: For smaller properties, a legal description with metes and bounds, may be acceptable. Check with CDD staff.)
- ☐ Locate and label all existing utility lines on the site. (Existing gas and electric service lines must be located by the Los Alamos County Utilities Department prior to submittal of this application.)
- ☐ Show and label the footprint of all existing buildings and structures on the site.
- ☐ Show the footprint of all buildings and public rights-of-way within 20 feet of all boundaries of the site.
- ☐ Show, dimension and label all existing and proposed easements.

THIS SECTION TO BE COMPLETED BY THE COMMUNITY DEVELOPMENT DEPARTMENT

For County Use:

Date of Submittal: _____

Staff Initial: _____

CDD Application Number: _____

Fees Paid: _____

Additional information for Subdivision Applicants:

Sec. 16-459. - Relationship between sketch, preliminary and final plat.

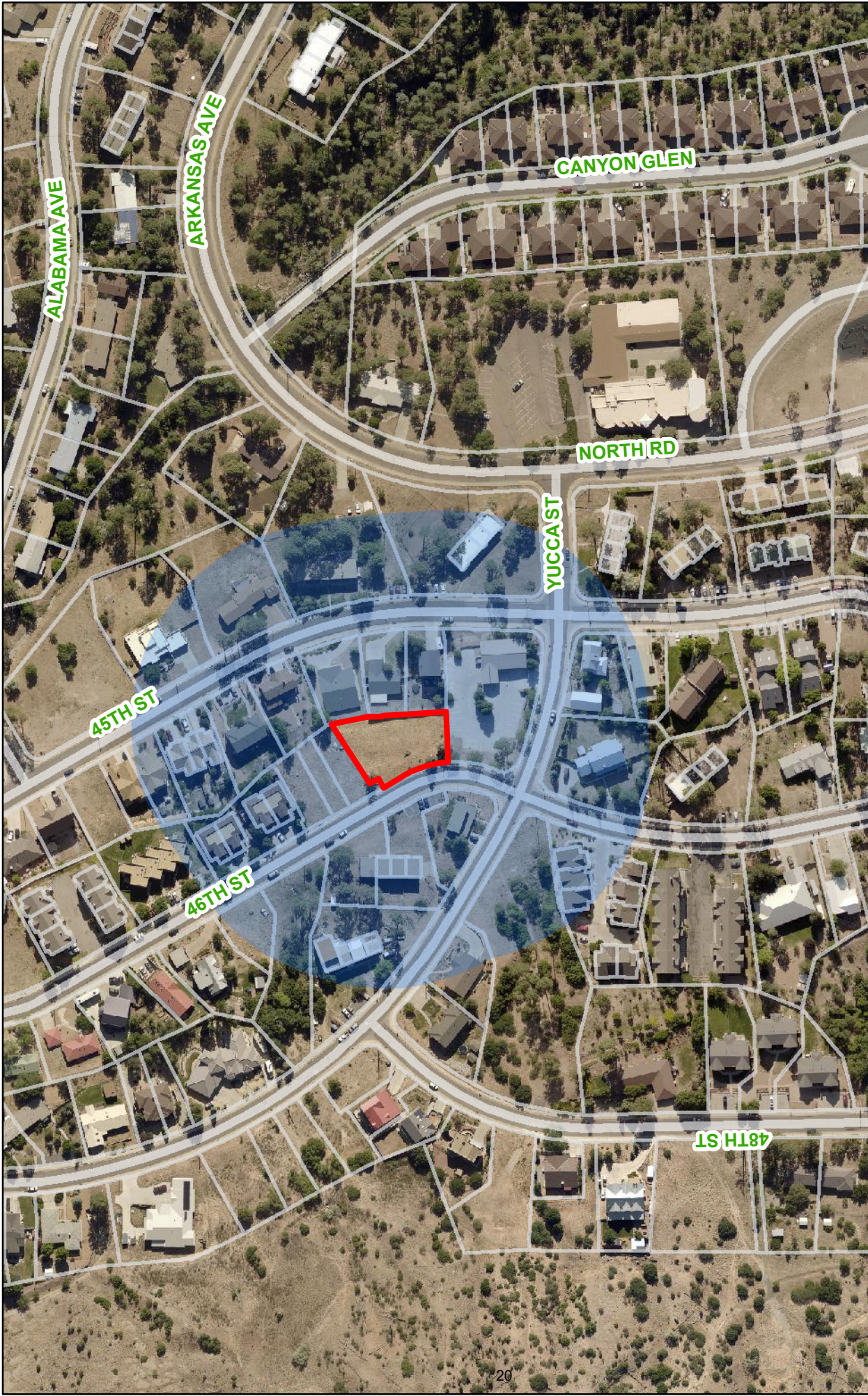
No preliminary plat shall be considered by the planning and zoning commission unless it substantially conforms to the approved or conditionally approved sketch plan. No final plat shall be considered by the planning and zoning commission unless it substantially conforms to the approved or conditionally approved preliminary plat. Plats that do not substantially conform shall be resubmitted at the sketch plat stage. Plats containing five lots or less after utility or

public or private roadway improvements under article VI of this chapter may submit sketch, preliminary and final plats as a single plat for approval.

Sec. 16-458. - Subdivision time periods.

- (a) There shall be no more than six months between final action on a sketch plan and application for preliminary plat. There shall be no more than 12 months between final action on a preliminary plat and application for final plat. Approved or conditionally approved final plats shall be filed by the applicant or agent with the county clerk within 12 months of the date of final action on a final plat.
- (b) Whenever the time period for filing of the application or filing with the county clerk expires, any and all applications for subdividing the same parcel of property shall be treated as a new application.

19



2436 46TH ST | SUB-2020-0011

-  SUBJECT SITE
-  100 YD BUFFER
-  PARCEL



Mapping information is for reference only. Users are solely responsible to confirm data accuracy. Los Alamos County assumes no liability for errors associated with the data.

SHADOW MOUNTAIN CONDOMINIUMS
2383 46TH ST
LOS ALAMOS, NM 87544

BEVERIDGE ANDREW C & LILLO ANTONIETTA M
2383 H 46TH ST
LOS ALAMOS, NM 87544

LOPEZ BEZANILLA ALEJANDRO & DUQUE KARIN T
336 MIMBRES
LOS ALAMOS, NM 87547

FERREIRA JORGE R & LU-ANNE HOERNER-
2383 A 46TH ST
LOS ALAMOS, NM 87544

DILLON ARTHUR P
2383 B 46TH ST
LOS ALAMOS, NM 87544

SHEN ZHAOCHUAN & ZHANG JIAXU
2383 C 46TH ST
LOS ALAMOS, NM 87544

2360 46TH ST CONDOS
2360 46TH ST
LOS ALAMOS, NM 87544

KENNEDY JAMES C III
2384 46TH ST
LOS ALAMOS, NM 87544

KROHN SUSAN E
2377 45TH ST
LOS ALAMOS, NM 87544

LEIBRECHT MARCUS A & ERIKA ARENDT
4531 YUCCA ST
LOS ALAMOS, NM 87544

4477 YUCCA ST CONDOS
4477 YUCCA ST
LOS ALAMOS, NM 87544

GEIST WILLIAM H
4771 YUCCA ST
LOS ALAMOS, NM 87544

J & L DUPLEXES LLC
3807 GOLD ST APT 10
LOS ALAMOS, NM 87544

4788 YUCCA ST CONDOS
4788 YUCCA ST
LOS ALAMOS, NM 87544

NOVAK MICHAEL ALAN
4788 YUCCA ST UNIT A
LOS ALAMOS, NM 87544

DEAL FAMILY LLC
4788 YUCCA ST UNIT B
LOS ALAMOS, NM 875441687

SCHWENGEL ROXANN
572 KIVA ST
LOS ALAMOS, NM 87544

KOETTER THOMAS D & VICKI L
4788 YUCCA ST UNIT D
LOS ALAMOS, NM 87544

SHEDD JOHN & KIMBERLY
2479 46TH ST
LOS ALAMOS, NM 87544-2679

COURTRIGHT INVESTMENTS LLC
2197 LOMA LINDA DR
LOS ALAMOS, NM 87544

HAM MICHAEL & ELISA
2439 D 46TH ST
LOS ALAMOS, NM 87544

2439 46TH ST CONDOS
2439 46TH ST
LOS ALAMOS, NM 87544

MARTINEZ SONJA A
2439 A 46TH ST
LOS ALAMOS, NM 87544

CASPERSEN ALEC R & DEANN REVOC TRUST
360 BRYCE AVE
LOS ALAMOS, NM 87547

WATERS LAURIE S
2439 C 46TH ST
LOS ALAMOS, NM 87544

NORTH PINES CONDOMINIUM
2466 46TH ST
LOS ALAMOS, NM 87544

YOON BORAM & SEONG YUNKYEONG
2460 D 46TH ST
LOS ALAMOS, NM 87544

OKHUYSEN BRETT S
2462 46TH ST
LOS ALAMOS, NM 87544

FADNER CRISTINA E & JEREMY J
2464 46TH ST
LOS ALAMOS, NM 87544

CHERNE III FRANK J
2466 46TH ST
LOS ALAMOS, NM 87544

DUPLECHAIN LENUS III & KIMBERLY
2437 46TH ST
LOS ALAMOS, NM 87544

KLUMPP JOHN & TERESA
2489 45TH ST
LOS ALAMOS, NM 87544

MAES IAN & DAVINA
116 CENTRAL PARK SQ
LOS ALAMOS, NM 87544

ZEYTUN AHMET
2487 45TH ST
LOS ALAMOS, NM 87544

MAES IAN & DAVINA
116 CENTRAL PARK SQ
LOS ALAMOS, NM 87544

COYOTE CROSSING CONDOMINIUM
2483 45TH ST
LOS ALAMOS, NM 87544

WALL ANDREW F & VALERIE L REV TRUST
2483 C 45TH ST
LOS ALAMOS, NM 87544

GRECO RICHARD R & ABIGAIL L
2483 B 45TH ST
LOS ALAMOS, NM 87544

STEINFELD BRYAN C
2483 A 45TH ST
LOS ALAMOS, NM 87544

MAES IAN & DAVINA
116 CENTRAL PARK SQ
LOS ALAMOS, NM 87544

VAN BUREN DALE T & DIANE T TRUST
2148 47TH ST
LOS ALAMOS, NM 87544

J & L DUPLEXES LLC
3807 GOLD ST APT 10
LOS ALAMOS, NM 87544

BRAND HOLMANN V
2136 A 34TH ST
LOS ALAMOS, NM 87544

FERRY MICHAEL R & NICOLE R
2449 45TH ST
LOS ALAMOS, NM 87544

KOSSAR NANCY M
2435 45TH ST
LOS ALAMOS, NM 87544-1665

CLAUSEN BJORN & HESSNER LENE
2425 45TH ST
LOS ALAMOS, NM 87544

LOVATO BOBBIE JO REVOC TRUST
2431 45TH ST
LOS ALAMOS, NM 87544

L A CONGREGATION OF JEHOVAH'S WITNESSES
4542 YUCCA ST
LOS ALAMOS, NM 87544

THOMAS SEAN M & ROSA PRISCILA F S
2472 45TH ST
LOS ALAMOS, NM 87544

YIN GUOHUA
2454 45TH ST
LOS ALAMOS, NM 87544

PIERCE RICHARD A
2436 A 45TH ST
LOS ALAMOS, NM 87544

2406 45TH ST CONDOS
2406 45TH ST
LOS ALAMOS, NM 87544

IRWIN TIMOTHY J & ROBERTA J
548 SULPHUR CREEK RD
JEMEZ SPRINGS, NM 87025

IRWIN TIMOTHY J & ROBERTA J
2406 B 45TH ST
LOS ALAMOS, NM 87544

MIDDLETON RICHARD S & ERIN J
2406 D 45TH ST
LOS ALAMOS, NM 87544

GAUNT ANDREW J & BARTLETT AMY R REVOC TR...
2451 NORTH RD
LOS ALAMOS, NM 87544



County of Los Alamos

Staff Report

February 26, 2020

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: B.

Index (Council Goals):

Presenters:

Legislative File: 12850-20

Title

Case No. 2020-0010: A request for approval of a subdivision Sketch Plan to divide a 11.62-acre lot into 49-residential lots. The vacant property, Ponderosa Estates Lot CTC A, addressed as 285 MAPLE DR, is zoned Planned-Development 2.0 (PD-2).

Property Owners

Bradley Parker; William D. Parker; Lorri Lynn Mcinroy; and Debora A. Holmes

Applicant

James Sieber, Siebert & Associates on behalf of Bradley Parker; William D. Parker; Lorri Lynn Mcinroy; and Debora A. Holmes

Case Manager

Desirae J. Lujan

Recommended Action

I move to approve Case No. SUB-2020-0010 - A request for approval of a subdivision Sketch Plan, Phase 3 of the Ponderosa Estates to divide a 11.62-acre lot into 49-residential lots on vacant property known as Ponderosa Estates Lot CTC A and addressed as 285 MAPLE DR. Approval is based on the reasons stated within the staff report and per testimony entered at the public hearing.

Alternate Action

I move that the Planning and Zoning Commission deny Case No. SUB-2020-0010, for the following reasons:

- 1.
- 2.

CASE SUMMARY

The request is for approval of a subdivision Sketch Plan to divide 11.62-acre lot (CTC A), addressed as 285 Maple Drive, into 49-residential lots as a part of a 1993 Master Sketch Plan approval for Ponderosa Estates Subdivision. The subdivision was approved for a maximum 222 dwelling units over the 111-acre subdivision and to be developed in four (4) phases. This request is for approval of the Phase 3 Sketch Plan, which would allow it to move forward to a Preliminary/Final plat submission.

FINDINGS OF FACT

1. The Sketch Plan application is Phase 3 of the 1993 approved Ponderosa Estates Subdivision.
2. Ponderosa Estates, a 111-acre lot, was approved for a maximum of 222 dwelling units and

is within the Planned-Development zoning district (P-D 2.0) where density is two-dwelling units per gross acre.

3. Phase 3 will create 49- residential lots within the 11.62-acre lot CTC A.

4. Notice of this public hearing, setting forth the nature of the request, the specific parcel of property affected, and the date, time and place of the public hearing, was announced and published in The Los Alamos Daily Post, the official newspaper of record; and property owners of real property located within 100 yards of the subject property were notified of this public hearing by U.S. mail, all in accordance with the requirements of §16-192 of the Los Alamos County Development Code.

INTERDEPARTMENTAL REVIEW COMMITTEE RECOMMENDATION

Recommends approval to proceed with Sketch Plan.

EXHIBITS

Staff Report_wExhibits



Los Alamos County

Community Development Department

PLANNING & ZONING COMMISSION STAFF REPORT

Public Hearing Date: February 26, 2020
Subject: Case No. SUB-2020-0010
Owners/Applicants: Bradley Parker; William D. Parker; Lorri Lynn McInroy;
Debora A. Holmes
Case Manager: Desirae J. Lujan, Associate Planner

Case No. SUB-2020-0010

A request for approval of a subdivision Sketch Plan to divide a 11.62-acre lot into 49-residential lots. The vacant property, Ponderosa Estates Lot CTC A, addressed as 285 MAPLE DR, is zoned Planned-Development 2.0 (PD-2).

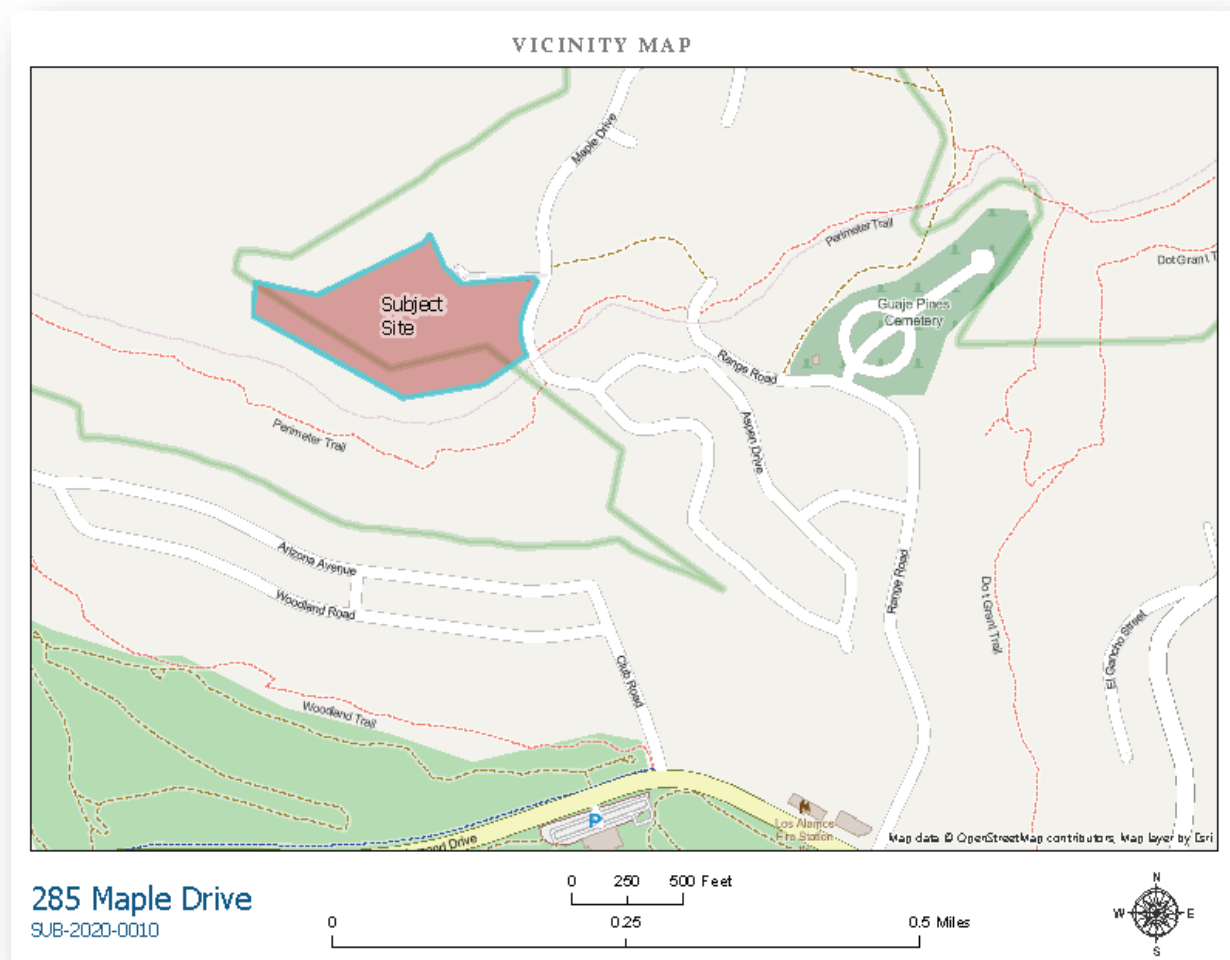


Exhibit B: Vicinity Map

Case No. SUB-2020-0010 Motion Option 1:

I move to **approve** Case No. SUB-2020-0010 — A request for approval of a subdivision Sketch Plan, Phase 3 of the Ponderosa Estates to divide a 11.62-acre lot into 49-residential lots on vacant property known as Ponderosa Estates Lot CTC A and addressed as 285 MAPLE DR. Approval is based on the reasons stated within the staff report and per testimony entered at the public hearing, subject to the following condition(s):

1. ...

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

Case No. SUB-2020-0010, Motion Option 2:

I move to **deny** Case No. SUB-2020-0010 — A request for approval of a subdivision Sketch Plan, Phase 3 of Ponderosa Estates to divide a 11.62-acre lot into 49-residential lots on vacant property known as Ponderosa Estates Lot CTC A and addressed as 285 MAPLE DR. Denial is due to the proposal failing to meet the Los Alamos County Code of Ordinances, Chapter 16 — Development Code, §16-153, Subdivision Review Criteria for the following reasons:

1. ...

HISTORY

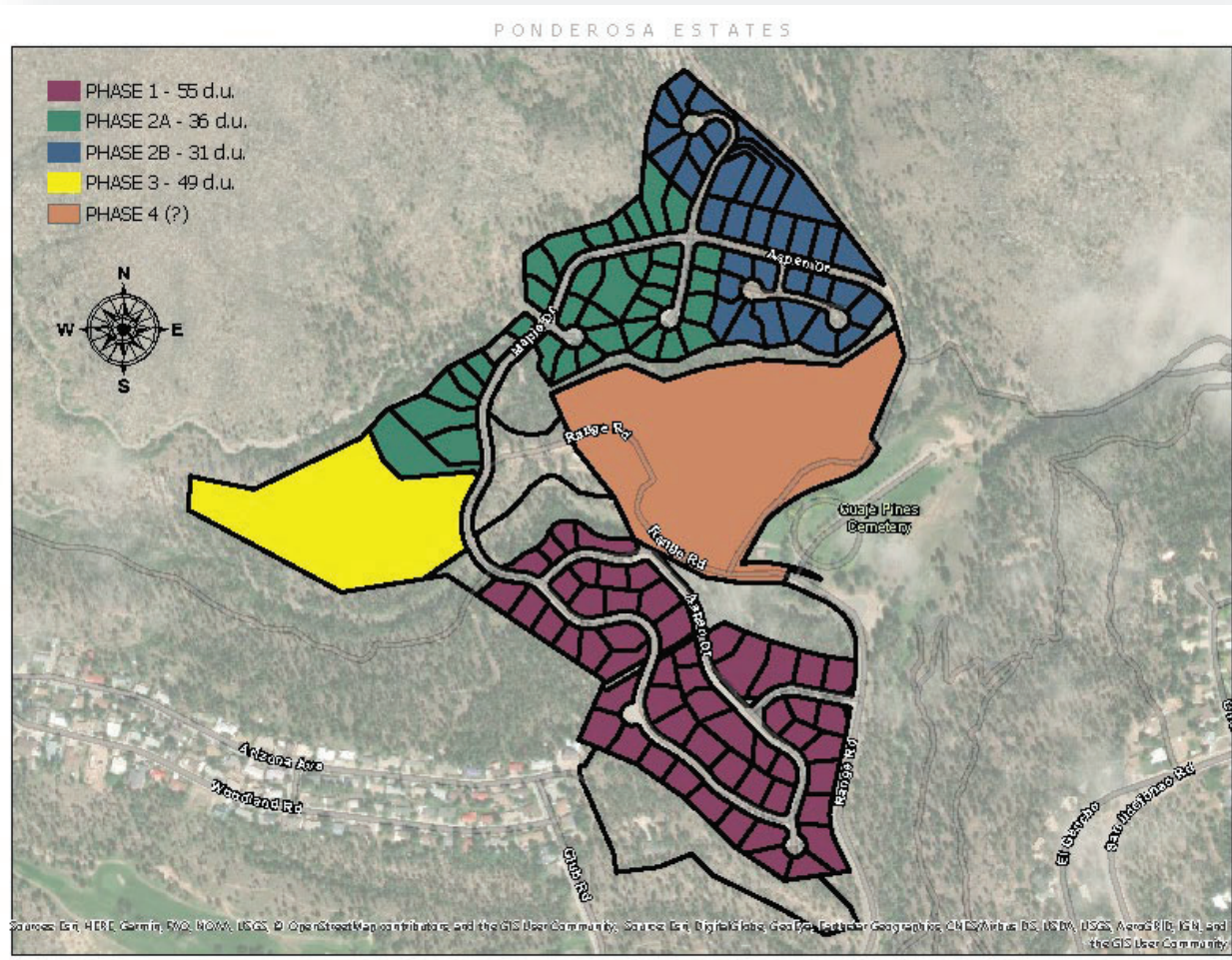
In 1993, Paul Parker, applicant and owner, proposed the development of 111-acres of property commonly identified as the “Cemetery Tracts” to provide a residential community with a maximum of 222-units. The development, Ponderosa Estates, was to be phased and based on the Cemetery Tracts Area Master Plan, which was adopted in 1990 as a part of the 1986 Los Alamos County Comprehensive Plan. The process required three (3) separate actions in the following order:

1. A recommendation to County Council for the rezone of Federal Land (F-L), Scenic Open Lands (W-2) and Recreation Wilderness (W-2) districts to Planned Development Residential (PD-2), totaling 111-acres [93-R-01] [Ord. 85-168];
2. Approval of the Ponderosa Estates Subdivision Sketch Plan [93-S-02]; and
3. Approval of the Master Site Plan [93-IP-02].

The rezone was adopted by County Council through Ordinance 85-168; the Subdivision Sketch Plan [93-S-02] to construct 87 units of cluster housing and 135 units of single-family detached housing was approved with conditions. Among the 17 Conditions of Approval: Condition #17 states that residential dwelling units developed over the entire 111-acres shall not exceed 222; and Condition #10 instructs each phase of development, as identified in the phasing plan, to be accepted by the County as complete prior to beginning the next phase of development. The Master Site Plan [93-IP-02] was also approved with 12 conditions [\[see Exhibit C\]](#).

Ponderosa Estates is located within the vicinity of the Los Alamos Country Golf Course, Guaje Pines Cemetery and mostly surrounded by Santa Fe National Forest. The subdivision proceeded in Phases, with Phase 1 (55-units), Phase 2A (36-units), and Phase 2B (31-units) moving from Sketch Plan to Preliminary/Final Plat and development — a total of 122 dwelling units, or 55% of the approved density.

Exhibit D: Ponderosa Estates – Phases with dwelling units



SUMMARY

In late October 2019, James Siebert, Siebert & Associates, on behalf of property owners, contacted the Planning Division to discuss moving Phase 3 forward. Discussions resolved that per Development Code, Sec. 16-458 (a):

"There shall be no more than six months between final action on a sketch plan and application for preliminary plat ... "

The 27 year gap made it necessary for Phase 3 to return to Planning and Zoning Commission for Sketch Plan approval — *"a simplified plat showing the initial concept of a proposed subdivision including a layout of lots, streets and open space"*, before proceeding with a Preliminary Plat, or more detailed plat that would represent the final design of the

subdivision. Therefore, the principle purpose for this petition is to begin the Subdivision process and evolve the Sketch Plan into a Final plat. Development Code, Sec. 16-459 states:

"No preliminary plat shall be considered by the planning and zoning commission unless it substantially conforms to the approved or conditionally approved Sketch Plan ..."

This is a review of the conceptual layout of lots, streets and open space. In comparison to the 1993 Ponderosa Estates, Master Sketch Plan, the 2020 Sketch Plan differs in the layout of middle and eastern lots, and the elimination of "z lots" to straight-lined lots. If approved, the conclusion of Phase 3 will result in a total of 171 dwelling units throughout the 111-acre subdivision, or 77% of the approved density.

Ponderosa Estates is accessed from Range Road at the intersection of Diamond Drive. Phase 3 is accessed from Maple Drive — a private street — and situated on a 11.62-acre parcel where proposed lots will vary between 0.15 and 0.31 acres. The zoning district (PD-2.0) accommodates such a residential development and is intended to encourage imaginative spatial design at a relatively high dwelling unit density — two dwelling units per gross acre. Planned Development districts allow for flexibly character of development with mixtures of residential types and accessory structures and uses. As with Phases 1-2, and in accordance with the Site Development Table, Article XIII, Zoning Districts Established, the setbacks for the Planned Development will be established during Final Plat; however, maximum building height is limited to 35' (main) and 12' (accessory). Additionally, each lot shall not exceed a 40% total lot coverage. The development requirements for each lot will be independently reviewed and applied during the homeowner's building permit process.

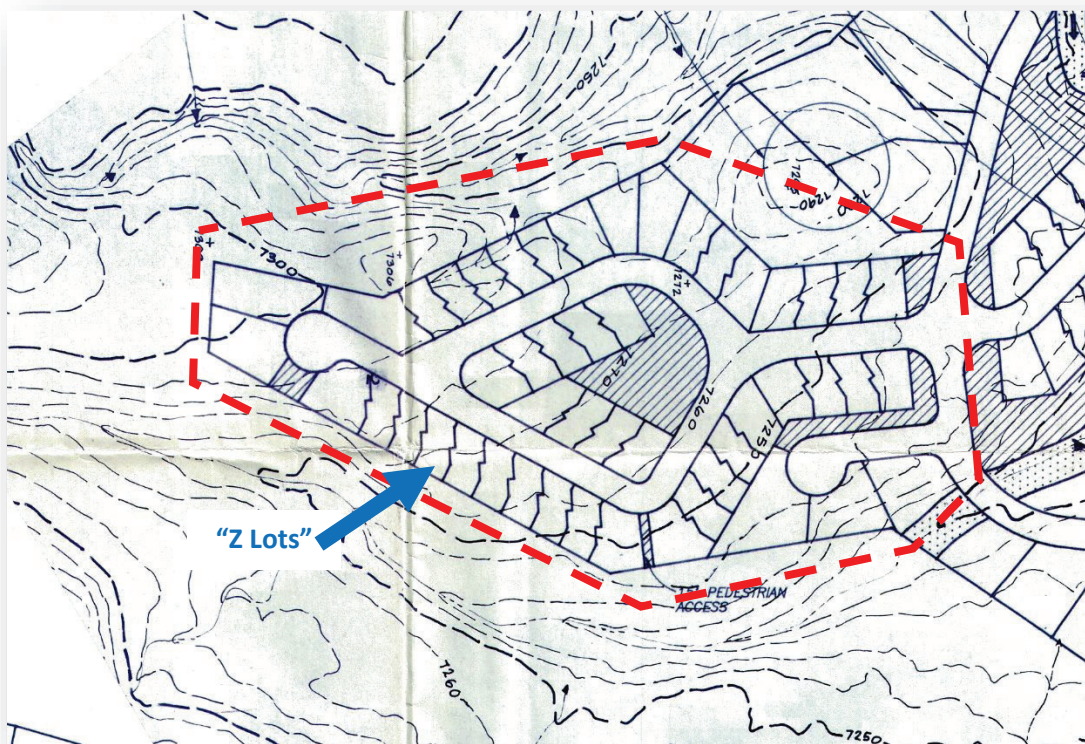


Exhibit E: 1993 Ponderosa Estates, Phase 3 – Excerpt

[illegible]

The Interdepartmental Review Committee (IDRC) reviewed application SUB-2020-0010, via email, from January 28 - January 30, 2020. The below members responded with comments, of which are not conditions for the Sketch Plan presented but provide a guidance to a future Preliminary/Final Plat submittal.

Public Works, Engineering

1. *The 50 ft. road right-of-way proposed is in accordance with the Public Works Design and Construction Standards for local road dedication to County.*
- a. *Please note, a section of Maple Drive that includes the proposed Phase 3 intersection has not been dedicated and accepted by the County. In order to ensure continuousness road right-of-way to the development site and continuity of associated county service and maintenance, the proper drainage analysis, drainage and road infrastructure for this section of Maple Drive shall be provided as part of the development proposal.*

2. *The road cross section proposed appears to be consistent with the previous phases of the Ponderosa Estates Subdivision. Consistency with previous phase is acceptable, but note the following:*

- a. *Recommend the sidewalk continue around the cul-de-sac and connect the sidewalk at the adjacent intersection to provide a continuous pedestrian loop.*
- b. *Pedestrian curb ramps shall be installed on the west and east sides of Maple Drive at the intersection of the access to the development site for ADA compliance.*

3. *Easements.*

- a. *Concur with pedestrian easements for access to established recreational trails and open space or as recommended by the Community Services/Parks, Rec. and Open Spaces Division.*
- b. *Drainage easements proposed may require adjustment pending completion of the drainage analysis.*
- c. *Utility easements as recommended by DPU.*

4. *Proposed roadway and drainage infrastructure and analysis shall be in accordance with Public Works Design and Construction Standards unless otherwise noted and/or approved by the County Engineer. Concur with the applicant's response to Subdivision Review Criteria D regarding storm water drainage shown below:*

- (d) *Adequate provisions shall be made for accepting expected drainage from other properties, for controlling drainage on the site and for directing it to the storm sewer or drainage system, including considerations for impact on downstream properties. The county engineer shall approve, disapprove or recommend modifications to the storm drainage plans.*

Public Works, Traffic & Streets

-
- 1. *Question: If/When the subdivision is built, will the streets become county-owned?*
 - 2. *In lieu of the surface drainage easements, place drop inlets and storm drainage pipes to outlet locations.*
 - 3. *Roadway drainage on the north side of the loop cannot be determine without contour labels.*

Public Works, Environmental Services

-
- 1. *The subdivision should ensure adequate space for a refuse truck to access the site and turn around.*
-

Community Development, Planning Division

1. *Street Name suggestions be submitted with the Preliminary/Final Plat subdivision application to be reviewed and approved at Preliminary/Final Subdivision IDRC.*

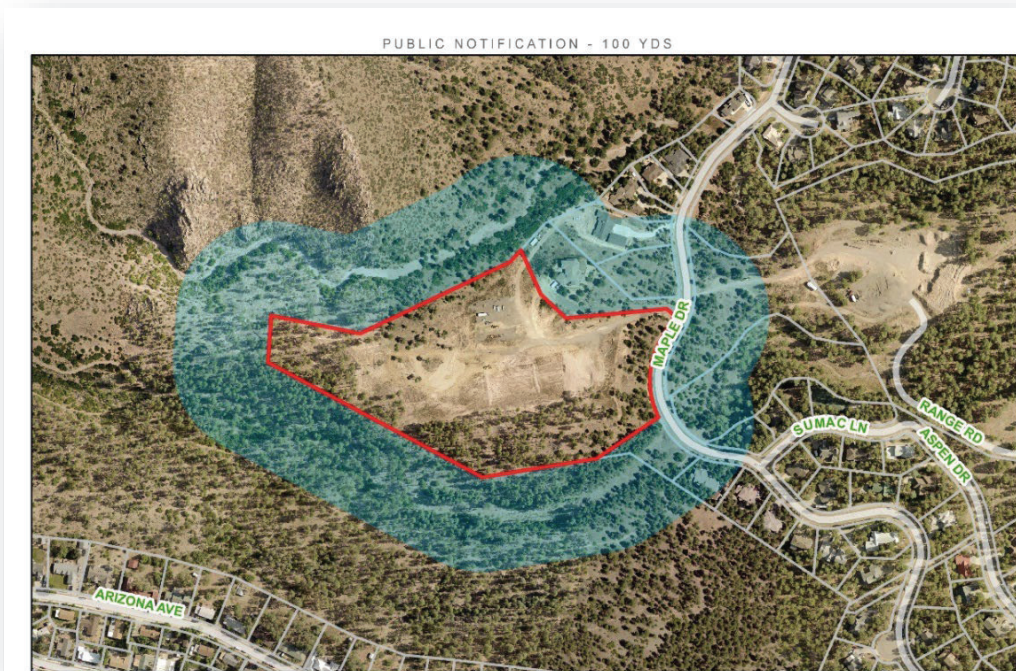
Department of Public Utilities

1. *Replace J1 with 200A Coffin Box: PJB2-4, Junction Loop Subdivision.*
 2. *Transformer placement and size will depend on home load calculations.*
 3. *Recommends Civil/Engineer coordination for sewer connection/location with DPU early in the design process.*
 4. *Off-site gas improvements may be required.*
 5. *10' public utility easement on each side of the Access Easement.*
-

The applicant has been made aware of the IDRC outcome and is working to include the requests into a Preliminary/Final Plat submittal.

PUBLIC NOTICE

Notice of this public hearing has been given per the requirements of the Los Alamos County Code of Ordinances, Chapter 16, Development Code, Sec. 16-192 (a), and included: U.S. mail to owners of real property within 100 yards (300') of the subject property; publication in the Los Alamos Daily Post (published 2/6/2020) the County's official newspaper of record; and posting at the Los Alamos County Municipal Building.



[Exhibit F: 100 yd Public Notification Buffer](#)

SUBDIVISION REVIEW CRITERIA

During the review of any Subdivision, the Planning and Zoning Commission shall utilize Section 16-153, Subdivision Review Criteria, in making its determination to approve, conditionally approve, or deny the request presented.

- (a) ***The development of the property shall substantially conform to the comprehensive plan and shall not be materially detrimental to the health, safety and general welfare of the county.***

Applicant Response: This tract of land is part of the Ponderosa Estates planned development that was approved by the County in 1993 as part of a larger project. It is consistent with the comprehensive plan that allows for a mix of residential densities. Utilities and roads have been constructed for phases 1 and 2 and phase 3 is consistent with the approved Master Plan. There is nothing associated with this project that is detrimental to the health, safety and general welfare of the sections of Ponderosa Estates allowing for a lower price point for the house.

Staff Response: The proposed subdivision supports the Comprehensive Plan Goals and Policies in many ways:

1. ***Housing, Goals and Economic Vitality and Land Use Policies.*** (H-G.2) Provide a variety of housing types, sizes and densities; (H-EV-P.1) Promote expanding the housing supply to meet the demand for employment growth and support economic diversification; (H-LU-P.1) Encourage the creation and retention of a variety of housing options for all segments of the Los Alamos community, including but not limited to housing for residents; and (H-LU-P.2) Promote workforce and market rate housing at a variety of price ranges, for both rental and ownership markets.
 2. ***Neighborhoods, Goals and Economic Vitality and Land Use Policies.*** (N-G.2) Promotes the creation of a variety of housing options for all segments of the Los Alamos community; and (N-EV-P.1) Ensures that infill development is consistent with existing zoning.
 3. ***Growth, Goals and Economic Vitality and Land Use Policies.*** (G-G.1) Plan for modest growth of an additional 2,000 residents in the next 5 to 10 years; (G-G.11) Strive to make housing available to those who work in the County and want to live in the County; and (G-LU-P.3) support infill development over expansion of current developed areas.
 4. ***Development, Re-Development and Downtown, Goals and Economic Vitality and Land Use Policies.*** (D-G.1) Keep development contained within current development boundaries — prevent sprawl.
- (b) ***Except for the R-E and R-A zoning districts and developed areas where it is determined by the utilities manager that it is economically unfeasible to extend sewer lines, all subdivisions must be served or be capable of being served by all public utilities.***

Applicant Response: Paul and Brad Parker, the developers of the first two phases have installed sewer, water, gas, electric and communication in order to develop phases one and two of the development. All these utilities are available within the development and are capable of service to phase 3. An off-site sewer line will be required to serve this property.

Staff Response: Staff concurs that utility lines have been developed for Phases 1 & 2 of Ponderosa Estates and allow for the ability for Phase 3 to connect to the system. Staff recommends that the applicant continue to work with DPU to address IDRC comments prior to the submission of a Preliminary/Final plat.

(c) *Provisions shall be made for the safe ingress, egress and circulation of vehicles, bicyclists and pedestrians.*

Applicant Response: The access to the development from Range Road, which is a County Road, already exists. No further improvements are required at this intersection in order to serve the project. Improvements were previously made at the Range Road and Trinity Drive intersection as part of the required improvements for Ponderosa Estates. Bicyclists do share the same road as automobiles but the limited traffic on the interior streets does not create safety problems for cyclists. There are pedestrian paths on both the Forest Service land and the County land that has been dedicated as open space by the developer.

Staff Response: The Subdivision Plat provides for an access point from Maple Drive, into Phase 3. The design, a 50' access easement, creates street widths of 13'-6" and provides a 4' buffer for a 5' sidewalk on one side of the street. The County Engineer recommends that the sidewalk continue around the cul-de-sac and connect to the sidewalk at the adjacent intersection to provide a continuous pedestrian loop. In addition, the pedestrian curb ramps shall be installed on the west and east sides of the Maple Drive intersection of the access to the development site for ADA compliance.

(d) *Adequate provisions shall be made for accepting expected drainage from other properties, for controlling drainage on the site and for directing it to the storm sewer or drainage system, including considerations for impact on downstream properties. The county engineer shall approve, disapprove or recommend modifications to the storm drainage plans.*

Applicant Response: A detailed drainage study, prepared by a professional engineer, will be included in the application for subdivision of this parcel. The drainage study will provide a description of storm water created by the site above historic flows and how that water will be managed off-site from the development. In this case, the drainage structure on Maple Drive will be evaluated to determine the carrying capacity of that structure based on a 100-year storm.

Staff Response: Staff defers to IDRC comments made by the County Engineer and encourages continued communication: drainage analysis and road infrastructure for the intersection of Maple Drive shall be provided as part of the development proposal in order to ensure continuous road right-of-way and continuity of associated county services and maintenance; proposed roadway and drainage infrastructure shall be in accordance with

Public Works Design and Construction Standards unless otherwise noted and/or approved by the County Engineer. Staff concurs with the applicant's response for a detailed drainage study as described and to be submitted with a Preliminary/Final plat application.

- (e) ***The necessary easements shall be provided for both existing and proposed utilities in an acceptable manner to the county engineer and utilities manager. Development of the property shall be in accordance with adopted utilities department plans and specifications.***

Applicant Response: A pre-application meeting was held with the County. Representatives from the Utilities Department and Public Works were present. Since that meeting there has been considerable communication on the road cross-sections and the location of utilities within the road cross-section. The plans that have been submitted for the Sketch Plan reflects that communication with the Utilities and Public Works departments.

Staff Response: County Engineer states that drainage easements proposed may require adjustment pending completion of the drainage analysis, and the Department of Utilities requests a 10' public utility easement on each side of the access easement. Easement locations will be approved and finalized by both the County Engineer and DPU at Preliminary/Final Plat.

- (f) ***Outdoor activity areas, parking lots, outside storage areas, outdoor lighting, or other features or uses of the site or structures shall be adequately screened or otherwise controlled to effectively mitigate conflict with existing or potential adjacent land uses.***

Applicant Response: Outdoor activity areas are limited to the walking paths along the drainage. There is no need to screen those since they are a part of the natural landscape. Restrictive covenants will control the parking of recreational vehicles and boats requiring adequate screening. Streetlights will be constructed to County standards. On lot light exterior lighting will be controlled through the covenants that will be imposed on the property.

Staff Response: Screening is not necessary, as adjacent lots are also residential and there are no proposals for outside storage, community parking lots, or other uses that would involve mitigation. Any subdivision lighting will be required to comply with the NM Dark Skies Act.

- (g) ***The capacity of those public services and facilities required to serve the proposed development (including but not limited to water, sanitary sewer, electricity, gas, storm sewer, streets, etc.) shall be adequate, or made to be adequate if improvements are required.***

Applicant Response: The utility and road infrastructure has already been installed in phases one and two. It is anticipated from an engineering standpoint that further construction would take place. The infrastructure was designed for more than phases one

and two. The final determination of infrastructure capacity will have to take place with the submittal of the subdivision and review of engineering plans by the subdivision engineer.

Staff Response: The initial on-site water and gas concept is good, but off-site gas improvements may be required; and transformer placement and size will be dependent on home load calculations. Early design coordination for sewer connection/location with DPU is recommended to provide adequate infrastructure for preliminary/final plat.

(h) *The subdivision is planned to retain as much as possible all-natural features such as watercourses, natural vegetation, terrain, existing structures, historic sites, archaeological sites, and other community assets, which if preserved, will contribute to the overall appearance and quality of life in the county of Los Alamos. If the property is designated on the county zoning map as a hillside area, the subdivision shall comply with the hill side development standards within §16-576.*

Applicant Response: Unfortunately, this area of Ponderosa Estates was devastated by the Viveash fire. The majority of fallen trees has been removed from the property and a significant portion of the site has limited vegetation. There are no known historic or archaeological sites within the property. The only water course is located off the property on the Santa Fe National Forest land. The land along the creek was preserved from the fire and is a natural feature that is an asset to the property.

Staff Response: Staff acknowledges the applicant's response and agrees that there are no known historic or archaeological sites within the property, nor existing structures or water courses to be disturbed. As much of the natural features on the site were destroyed in in the fire, natural features adjacent on the Santa Fe National forest preserves and contributes to the overall appearance of Los Alamos County.

(i) *Addresses and road names shall be in compliance with the standards as described in Chapter 34, Article IV, and shall be included on the original submission of the plat application.*

Applicant Response: At subdivision application the street names will be included on the plat. We will clear the name with the County before the application to avoid any duplication.

Staff Response: Staff agrees that street names will be coordinated with the applicant upon Preliminary/Final Plat and approved by IDRC.

STAFF RECOMMENDATION

Staff has applied the review criteria for Subdivision (Sketch Plan) and recommends approval of SUB-2020-0010. The applicant, should the Commission approve, shall take the comments made by IDRC and move forward with a Preliminary/Final Subdivision Plat application within six-months from Sketch Plan approval.

FINDINGS OF FACT

- The Sketch Plan application is Phase 3 of the 1993 approved Ponderosa Estates Subdivision.

- Ponderosa Estates, a 111-acre lot, was approved for a maximum of 222 dwelling units and is within the Planned-Development zoning district (P-D 2.0) where density is two-dwelling units per gross acre.
- Phase 3 will create 49- residential lots within the 11.62-acre lot CTC A.
- Notice of this public hearing, setting forth the nature of the request, the specific parcel of property affected, and the date, time and place of the public hearing, was announced and published in The Los Alamos Daily Post, the official newspaper of record; and property owners of real property located within 100 yards of the subject property were notified of this public hearing by U.S. mail, all in accordance with the requirements of §16-192 of the Los Alamos County Development Code.

EXHIBITS

- Exhibit A: Application
- Exhibit B: Vicinity Map
- Exhibit C: Certificate of Approval, 1993 [93-R-01] [93-S-02] [93-IP-02]
- Exhibit D: Ponderosa Estates, Phases with Dwelling Units
- Exhibit E: Ponderosa Estates 1993 Master Sketch Plan
- Exhibit F: Notification List and Map (100 yds)

LOS ALAMOS

Community Development

SUBDIVISION APPLICATION

Los Alamos County Community Development Department
1000 Central Ave, Suite 150, Los Alamos NM 87544
(505) 662-8120

This application is for: SKETCH PLAN ☐ PRELIMINARY PLAT ☒ FINAL PLAT ☐

Property to be Subdivided: Range Road
Address

Legal description: 11.62 acres, Ponderosa Estates- CTC A

Zoning District: PD-2 Area (Acres): 11.62 # Lots Proposed: 49

Vacant/Residential
Current Use

Related Applications (if any): _____

APPLICANT (Unless otherwise specified, all communication regarding this application shall be to Applicant):

Name: Bradley E. Parker Phone: _____ Cell #: 505-699-0212
Please Print

Address: #1 Karen Circle, Los Alamos Email: bradparkco@aol.com

 1/20/2020
SIGNATURE DATE

PROPERTY OWNER(s) (If different from Applicant)

☐ Check here if same as above

Name: _____ Phone: _____ Cell #: _____
Please Print

Address: _____ Email: _____

My/Our signature(s) below indicates that I/We authorize the Applicant to make this subdivision application on my/our behalf

SIGNATURE DATE

SIGNATURE DATE

LOS ALAMOS

Community Development

SUBDIVISION APPLICATION

Los Alamos County Community Development Department
1000 Central Ave, Suite 150, Los Alamos NM 87544
(505) 662-8120

This application is for: SKETCH PLAN ☐ PRELIMINARY PLAT ☐ FINAL PLAT ☐

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Address

Legal description: 11.62 acres, Ponderosa Estates- CTC A

Zoning District: PD-2 Area (Acres): 11.62 # Lots Proposed: 49

Vacant/Residential
Current Use

Related Applications (if any): _____

APPLICANT (Unless otherwise specified, all communication regarding this application shall be to Applicant):

Name: Lorri Lynn Mcinroy Phone: _____ Cell #: 5054707668
Please Print

Address: 18 Timber Ridge, Los Alamos Email: lòsmcinroy@aol.com

Lorri L. Mcinroy 1/18/20
SIGNATURE DATE

PROPERTY OWNER(s) (If different from Applicant) ☐ Check here if same as above

Name: _____ Phone: _____ Cell #: _____
Please Print

Address: _____ Email: _____

My/Our signature(s) below indicates that I/We authorize the Applicant to make this subdivision application on my/our behalf

SIGNATURE DATE

SIGNATURE DATE

LOS ALAMOS

Community Development

SUBDIVISION APPLICATION

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1000 Central Ave, Suite 150, Los Alamos NM 87544
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Current Use

Related Applications (if any): _____

APPLICANT (Unless otherwise specified, all communication regarding this application shall be to Applicant):

Name: Debora A. Holmes Phone: _____ Cell #: 505-660-3651
Please Print

Address: 305 Maple Drive, Los Alamos Email: homesholme@aol.com

Debora A. Holmes 1/16/20
SIGNATURE DATE

PROPERTY OWNER(s) (If different from Applicant)

☐ Check here if same as above

Name: _____ Phone: _____ Cell #: _____
Please Print

Address: _____ Email: _____

My/Our signature(s) below indicates that I/We authorize the Applicant to make this subdivision application on my/our behalf

SIGNATURE DATE

SIGNATURE DATE

LOS ALAMOS

Community Development

SUBDIVISION APPLICATION

Los Alamos County Community Development Department
1000 Central Ave, Suite 150, Los Alamos NM 87544
(505) 662-8120

This application is for: SKETCH PLAN ☐ PRELIMINARY PLAT ☐ FINAL PLAT ☐

Property to be Subdivided: Range Road
Address

Legal description: 11.62 acres, Ponderosa Estates- CTC, A

Zoning District: PD-2 Area (Acres): 11.62 # Lots Proposed: 49

Variant/Residential
Current Use

Related Applications (if any): _____

APPLICANT (Unless otherwise specified, all communication regarding this application shall be to Applicant):

Name: William D. Parker Phone: _____ Cell #: 505-699-0295
Please Print

Address: 5469 County Road #43, Parlin, CO 81239 Email: bill65@q.com

William D. Parker 1/16/2020
SIGNATURE DATE

PROPERTY OWNER(s) (If different from Applicant)

☐ Check here if same as above

Name: _____ Phone: _____ Cell #: _____
Please Print

Address: _____ Email: _____

My/Our signature(s) below indicates that I/We authorize the Applicant to make this subdivision application on my/our behalf

SIGNATURE DATE

SIGNATURE DATE

Sec. 16-458. - Subdivision time periods.

- (a) There shall be no more than six months between final action on a sketch plan and application for preliminary plat. There shall be no more than 12 months between final action on a preliminary plat and application for final plat. Approved or conditionally approved final plats shall be filed by the applicant or agent with the county clerk within 12 months of the date of final action on a final plat.
- (b) Whenever the time period for filing of the application or filing with the county clerk expires, any and all applications for subdividing the same parcel of property shall be treated as a new application.

SUBDIVISION REVIEW CRITERIA:

The Los Alamos County Code of Ordinances, Chapter 16, Development Code, Sec. 16-153 establishes eight (8) criteria for the Planning and Zoning Commission to use when reviewing an application for subdivision approval. Please review each of the criteria listed and describe how your application meets the criteria. You will also be asked to discuss the criteria at your public hearings. Attach additional sheets as needed.

- (a) The development of the property shall substantially conform to the comprehensive plan and shall not be materially detrimental to the health, safety and general welfare of the county.***

This tract of land is part of the Ponderosa Estates planned development that was approved by the County in 1993 as part of a larger project. It is consistent with the comprehensive plan that allows for a mix of residential densities. Utilities and roads have been constructed for phases 1 and 2 and phase 3 is consistent with the approved master plan. There is nothing associated with this project that is detrimental to the health, safety and general welfare of the county. It does address a badly needed housing shortage in Los Alamos County. These are smaller lots than other sections of Ponderosa Estates allowing for a lower price point for the house.

- (b) Except for the R-E and R-A zoning districts and developed areas where it is determined by the utilities manager that it is economically unfeasible to extend sewer lines, all subdivisions must be served or be capable of being served by all public utilities.***

Paul and Brad Parker, the developers of the first two phases have installed sewer, water, gas, electric, and communication in order to develop phases one and two of the development. All these utilities are available within the development and are capable of service to phase 3. An off-site sewer line will be required to serve this property.

- (c) Provisions shall be made for the safe ingress, egress and circulation of vehicles, bicyclists and pedestrians.***

The access to the development from Range Road, which is a County Road, already exists. No further improvements are required at this intersection in order to serve the project. Improvements were previously made at the Range Road and Trinity Drive intersection as part of the required improvements for Ponderosa Estates. Bicyclists do share the same road as automobiles but the limited traffic on the interior streets does not create safety problems for cyclists. There a pedestrian paths on both the Forest Service land and the County land that has been dedicated as open space by the developer.

- (d) Adequate provisions shall be made for accepting expected drainage from other properties, for controlling drainage on the site and for directing it to the storm sewer or drainage system, including considerations for impact on downstream properties. The county engineer shall approve, disapprove or recommend modifications to the storm drainage plans.***

A detailed drainage study prepared by a professional engineer will be included in the application for subdivision of this parcel. The drainage study will provide a description of storm water created by the site above historic flows and how that water will be managed off-site from the development. In this case the drainage structure on Maple drive will be evaluated to determine the carrying capacity of that structure based on a 100 year storm.

- (e) The necessary easements shall be provided for both existing and proposed utilities in an acceptable manner to the county engineer and utilities manager. Development of the property shall be in accordance with adopted utilities department plans and specifications.***

A pre-application meeting was held with the County. Representatives from the Utilities Department and Public Works Department were present. Since that meeting there has been considerable communication on the road cross sections and the location of utilities within the road cross section. The plans that have been submitted for the Sketch Plan are a reflection of that communication with the Utilities and Public Works departments.

- (f) Outdoor activity areas, parking lots, outside storage areas, outdoor lighting, or other features or uses of the site or structures shall be adequately screened or otherwise controlled to effectively mitigate conflict with existing or potential adjacent land uses.***

Outdoor activity areas are limited to the walking paths along the drainage. There is no need to screen those since there are part of the natural landscape. Restrictive covenants will control the parking of recreational vehicles and boats requiring adequate screening. Street lights will be constructed to County standards. On lot light exterior lighting will be controlled through the covenants that will be imposed on the property.

- (g) The capacity of those public services and facilities required to serve the proposed development (including but not limited to water, sanitary sewer, electricity, gas, storm sewer, streets, etc.) shall be adequate, or made to be adequate if improvements are required.***

The utility and road infrastructure has already been installed in phases one and two. It was anticipated from an engineering standpoint that further construction would take place. The infrastructure was designed for more than phases one and two. The final determination of infrastructure capacity will have to take place with the submittal of the subdivision and review of engineering plans by the subdivision engineer.

- (h) The subdivision is planned to retain as much as possible, all natural features such as watercourses, natural vegetation, terrain, existing structures, historic sites, archaeological sites, and other community assets, which if preserved, will contribute to the overall appearance and quality of life in the county of Los Alamos.***

Unfortunately this area of Ponderosa Estates was devastated by the Vivash fire. The majority of fallen trees have been removed from the property and a significant portion of the site has limited vegetation. There are no known historic or archaeological sites within the property. The only water course is located off the property on Santa Fe National Forest land. The land along the creek was preserved from the fire and is a natural feature that is an asset to the property.

- (i) Addresses and road names shall be in compliance with the standards as described in [chapter 34](#), article IV, and shall be included on the original submission of the plat application.

At subdivision application the street names will be included on the plat. We will clear the name with the County before the application to avoid any duplication.

REQUIRED SUBMITTALS:

Check each of the boxes to indicate that you have attached two (2) full size (24" x 36") paper copies of each of the following, and one complete electronic copy of all materials:

- ☒ **Proof of property ownership.**
- ☐ **A Vicinity map, showing the boundaries of the property to be subdivided, and all adjacent lots within 300 feet.**
- ☐ **A scaled Plat or survey at 1 inch to 100 feet, including all the following information:** (Note: For smaller properties, a legal description with metes and bounds, may be acceptable. Check with CDD staff.)
- ☒ **Locate and label all existing utility lines on the site.** (Existing gas and electric service lines must be located by the Los Alamos County Utilities Department prior to submittal of this application.) There are no utility lines on the property.
- ☒ **Show and label the footprint of all existing buildings and structures on the site.** There are no existing buildings on the property.
- ☒ **Show the footprint of all buildings and public rights-of-way within 20 feet of all boundaries of the site.** There are no buildings within 20 feet of the property boundary.

Show, dimension and label all existing and proposed easements.

THIS SECTION TO BE COMPLETED BY THE COMMUNITY DEVELOPMENT DEPARTMENT For

County Use:

Date of Submittal: _____

Staff Initial: _____

CDD Application Number: _____

Fees Paid: _____

Additional information for Subdivision Applicants:

Sec. 16-459. - Relationship between sketch, preliminary and final plat.

No preliminary plat shall be considered by the planning and zoning commission unless it substantially conforms to the approved or conditionally approved sketch plan. No final plat shall be considered by the planning and zoning commission unless it substantially conforms to the approved or conditionally approved preliminary plat. Plats that do not substantially conform shall be resubmitted at the sketch plat stage. Plats containing five lots or less after utility or public or private roadway improvements under article VI of this chapter may submit sketch, preliminary and final plats as a single plat for approval.



**JAMES W. SIEBERT
AND ASSOCIATES, INC.**

915 MERCER STREET * SANTA FE, NEW MEXICO 87505
(505) 983-5588 * FAX (505) 989-7313
jim@jwsiebert.com

January 21, 2020

Desirae Lujan
1000 Central Ave. Suite 150
Los Alamos, NM 87544

Re: Ponderosa Estates, Phase III

Dear Ms. Lujan:

On behalf of William Parker, Debora Holmes, Lorri Parker and Bradly Parker I am submitting a sketch plan for phase III of Ponderosa Estates. The following is a response to the required submittals.

Proof of property ownership

Special Warranty Deed included in this submittal

A vicinity map showing the boundaries of the property to be subdivided, and all adjacent lots within 300 feet

The map is included in the submittal

A scaled plat of survey at 1 inch to 100 feet.

The scale is one inch equals 200 feet, which is allowed as an alternative by this submittal

Locate and label all existing utility lines on the site

There are no existing utility lines on the site

Show and label the foot print of all existing buildings and structures on the site

There are no buildings or structures on the site

Desirae Lujan
Ponderosa Estates, Phase III
January 21, 2020
Page Two of Two

Show the foot print of all buildings and public rights-of-way within 20 feet of all boundaries on the site

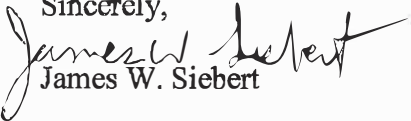
Show and dimension and label all existing and proposed easements

There are no existing easements on the site and the proposed rights-of-way are 50 feet in width with utility easements on either side of the road as described on the road cross section provided on the sketch plan.

Four copies of the sketch plan on a 24 x 36 inch format are delivered with this letter.

Four copies of the signed Subdivision Application are delivered with this letter.

The digital description of the sketch plan will be e-mailed to you directly. Please schedule this request before the IDRC at their meeting on January 30, 2020.

Sincerely,

James W. Siebert

Xc: Brad Parker

SPECIAL WARRANTY DEED (Tenants in Common)

Paul E. Parker and Mary Jo Parker, husband and wife, P.O. Box 459, Los Alamos, New Mexico, grant to: Bradley E. Parker, a married man dealing in his sole and separate property, a thirty-two percent (32%) interest; to William D. Parker, a married man dealing in his sole and separate property, a twenty-four percent (24%) interest; to Debora A. Holmes, a married woman dealing in her sole and separate property, a twenty-four percent (24%) interest; and to Lorri Lynn Parker, an unmarried woman, a twenty percent (20%) interest; each as tenants in common, to the following described real property located in Los Alamos County, New Mexico, with special warranty covenants:

PONDEROSA ESTATES, PHASE III.

ALL THAT PART OF TRACT A, CEMETERY TRACTS CADASTRAL SURVEY, RECORDED IN PLAT BOOK 6, PAGE 33, AND LYING WITHIN SECTION, T19N, R6E, NMPM, LOS ALAMOS COUNTY, NM, WHICH PART MAY BE MORE PARTICULARLY DESCRIBED AS FOLLOWS:

FIRSTLY

COMMENCING AT A POINT, ON THE WESTERLY RIGHT-OF-WAY OF MAPLE DRIVE, WHICH LIES S72° 56' 08"W, 2644.37 FEET;
THENCE S56° 06' 49"W, 56.09 FEET FROM MONUMENT "CEMETERY";

THENCE S6° 06' 49"W, 234.73 FEET;

THENCE S80° 39' 49"W, 364.53 FEET;

THENCE N61° 42' 28"W, 455.69 FEET;

THENCE N61° 49' 04"W, 310.84 FEET;

THENCE N03° 50' 26"E, 148.52 FEET;

THENCE S78° 28' 45"E, 285.77 FEET;

THENCE N84° 22' 41"E, 525.38 FEET;

THENCE N41° 46' 48"E, 49.64 FEET;

THENCE S24° 11' 47"E, 153.44 FEET;

THENCE S46° 21' 07"E, 109.42 FEET;

THENCE N84° 43' 44"E, 318.30 FEET;

THENCE S50° 12' 41"E, 30.96 FEET;

THENCE CLOCKWISE 15.16 FEET ON A CURVE HAVING A RADIUS OF 175.00 FEET AND A CHORD OF S26° 41' 29"W, 15.15 FEET;

THENCE S29° 10' 21"W, 76.40 FEET;

THENCE COUNTERCLOCKWISE 251.63 FEET ON A CURVE HAVING A RADIUS OF 259.13 FEET AND A CHORD OF S01° 21' 14"W, 241.86 FEET;

TO THE POINT OF COMMENCEMENT, CONTAINING 11.624 ACRES, MORE OR LESS.

SECONDLY

COMMENCING AT A POINT, ON THE EASTERLY RIGHT-OF-WAY OF MAPLE DRIVE, WHICH LIES S72° 56' 08"W, 2644.37 FEET; THENCE COUNTERCLOCKWISE 25.37 FEET ON A CURVE HAVING A RADIUS OF 175.00 FEET AND A CHORD OF N11° 55' 27"W, 25.35 FEET; THENCE N7° 46' 13"W, 12.55 FEET; FROM MONUMENT "CEMETERY";

THENCE S56° 46' 59"W, 12.28 FEET;

THENCE CLOCKWISE 160.50 FEET ON A CURVE HAVING A RADIUS OF 209.13 FEET AND A CHORD OF N07° 11' 12"E, 156.59 FEET;

THENCE N29° 10' 21"E, 76.40 FEET;

THENCE COUNTERCLOCKWISE 149.14 FEET ON A CURVE HAVING A RADIUS OF 225.00 FEET AND A CHORD OF N10° 10' 59"E, 146.43 FEET;

CURVE	DELTA ANGLE	RADIUS	ARC LENGTH	CHD LENGTH	CHD BEARING
C7	08°18'28"	175.00'	25.37'	23.35'	N11°55'27"W
C8	37°58'44"	225.00'	149.14'	146.43'	N10°10'59"E
C9	43°58'18"	209.13'	160.50'	156.59'	S07°11'12"W
C10	04°57'43"	175.00'	15.16'	15.15'	N26°41'23"E
C11	55°38'13"	259.13'	251.63'	241.88'	S01°21'14"W
C12	14°01'41"	181.78'	44.51'	44.40'	S01°47'30"E

LINE	BEARING	DISTANCE
L10	N07°46'13"W	12.55'
L11	N56°46'02"E	152.23'
L12	N46°53'35"E	79.64'
L13	N37°48'10"E	84.11'
L14	N53°04'10"E	67.74'
L15	N71°12'08"E	42.96'
L16	S68°55'40"E	35.50'
L17	S53°20'42"E	108.91'
L18	S78°36'00"E	76.67'
L19	S84°55'16"E	79.27'
L20	N03°50'26"E	148.52'
L30	S56°46'59"W	12.28'
L31	N41°46'48"E	49.64'

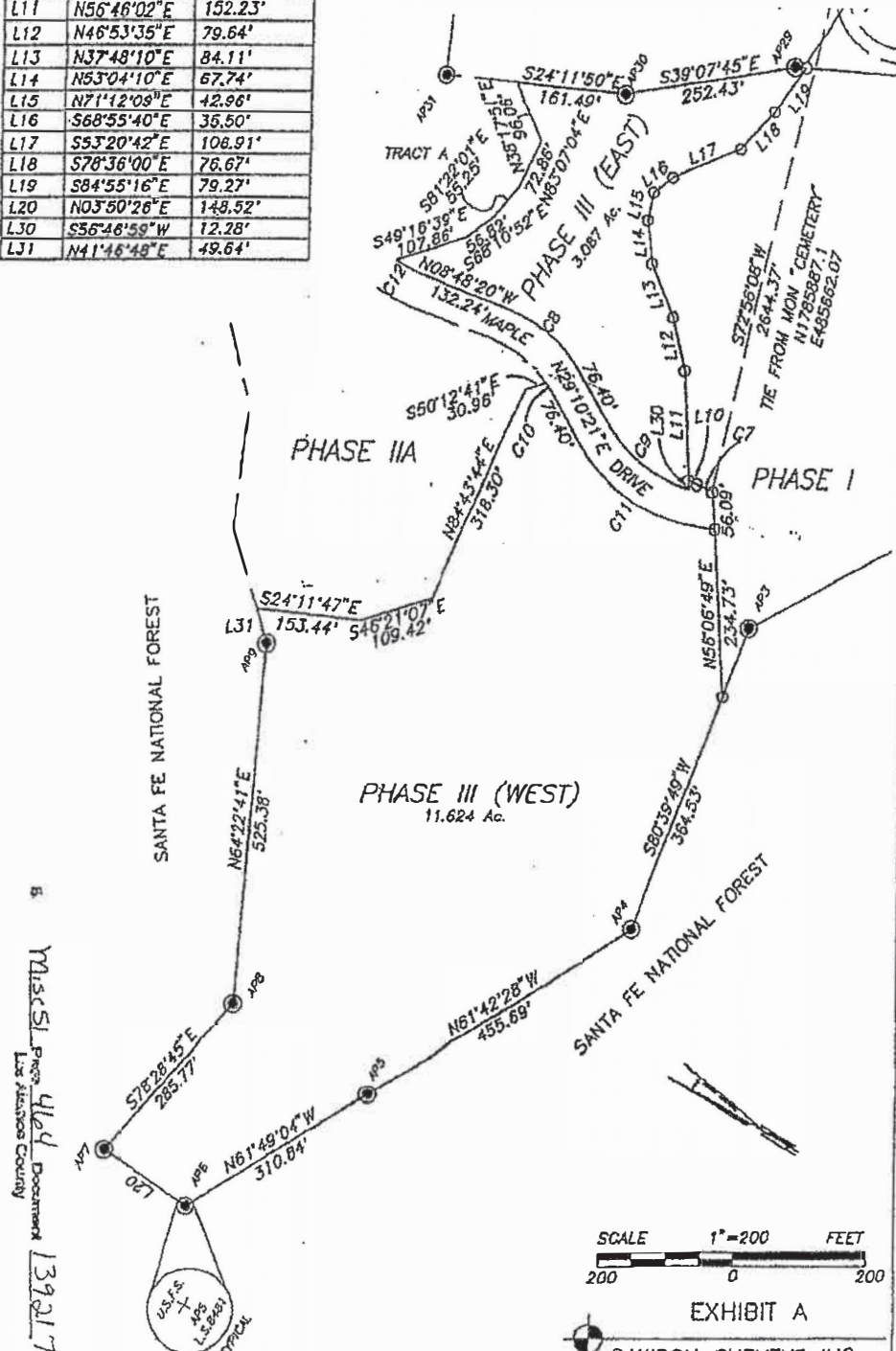


EXHIBIT A

SCALE 1"=200 FEET
200 0 200

EXHIBIT A

DAWSON SURVEYS INC.
PROFESSIONAL LAND SURVEYORS
2502B CAMINO ENTRADA
SANTA FE, N.M.
FILE# 4354 DATE: 4-24-99

EXHIBIT A

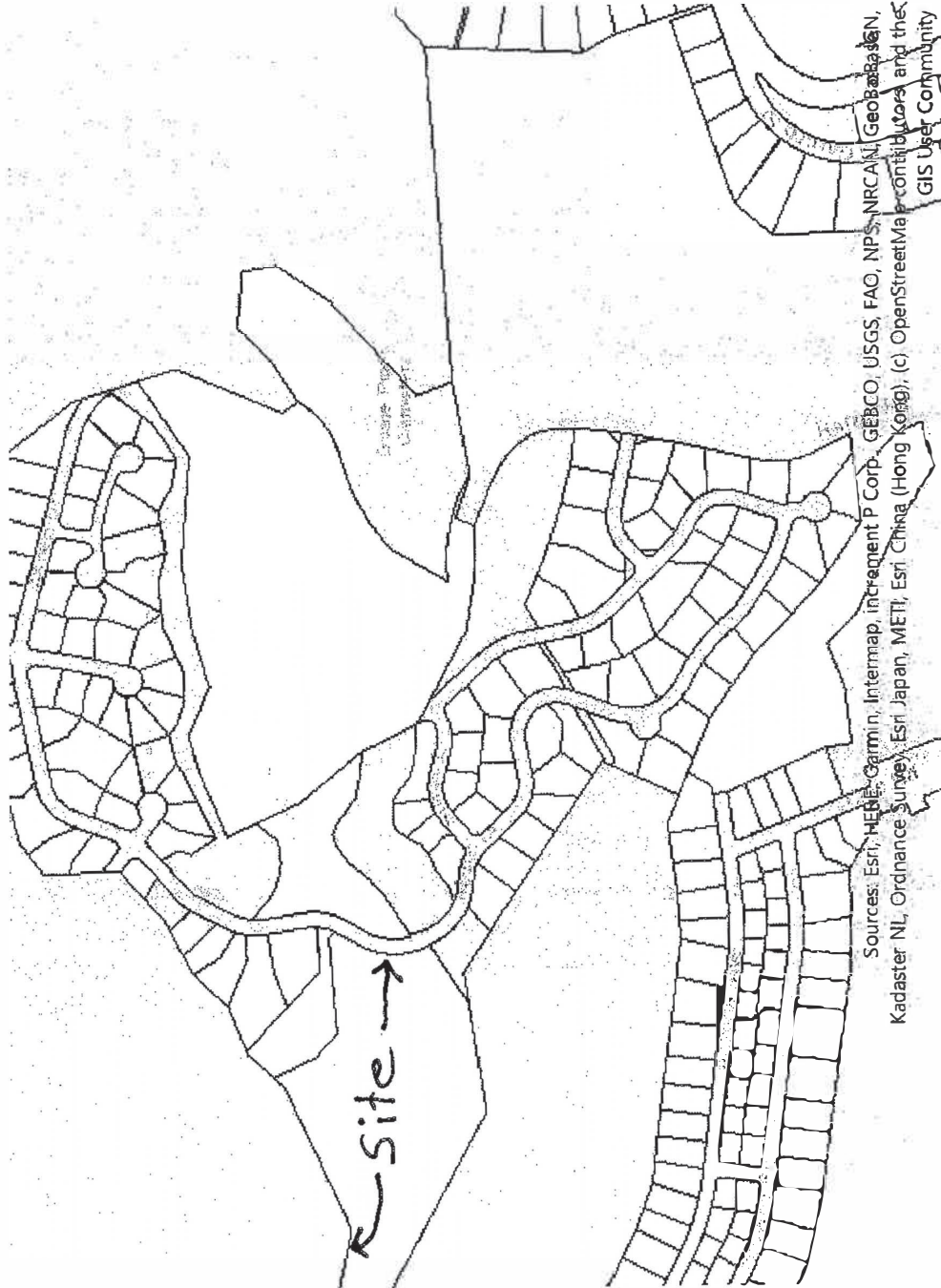
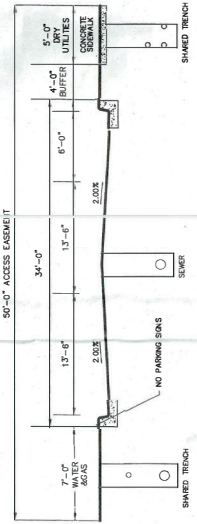


EXHIBIT A




SITE DATA:
PARCEL SIZE: 11.62 AC±
NO. OF LOTS: 49
SMALLEST LOT: 0.14 AC±
LARGEST LOT: 0.32 AC±
ZONING: PD-2
DENSITY: 4.21 DU/AC

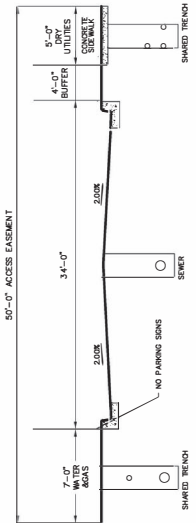
JAMES W. SIEBERT AND ASSOCIATES, INC. 815 MIRROR STREET • SANTA FE, NEW MEXICO 87505 (505) 883-5500 FAX (505) 888-2313	PONDEROSA ESTATES	CONCEPTUAL SITE PLAN	DATE 2019	SCALE 1"=40'	DATE 2019	PROJECT POND-2
			DESIGNED BY JWS	DRAWN BY JWS	FILE NAME P4-0000-0-2	SHEET ...




PARCEL SIZE:	11.62 AC±
NO. OF LOTS:	49 LOTS
SMALLEST LOT:	0.14 AC±
LARGEST LOT:	0.28 AC±
ZONING:	PD-2
DENSITY:	4.21 DU/AC

LEGEND:

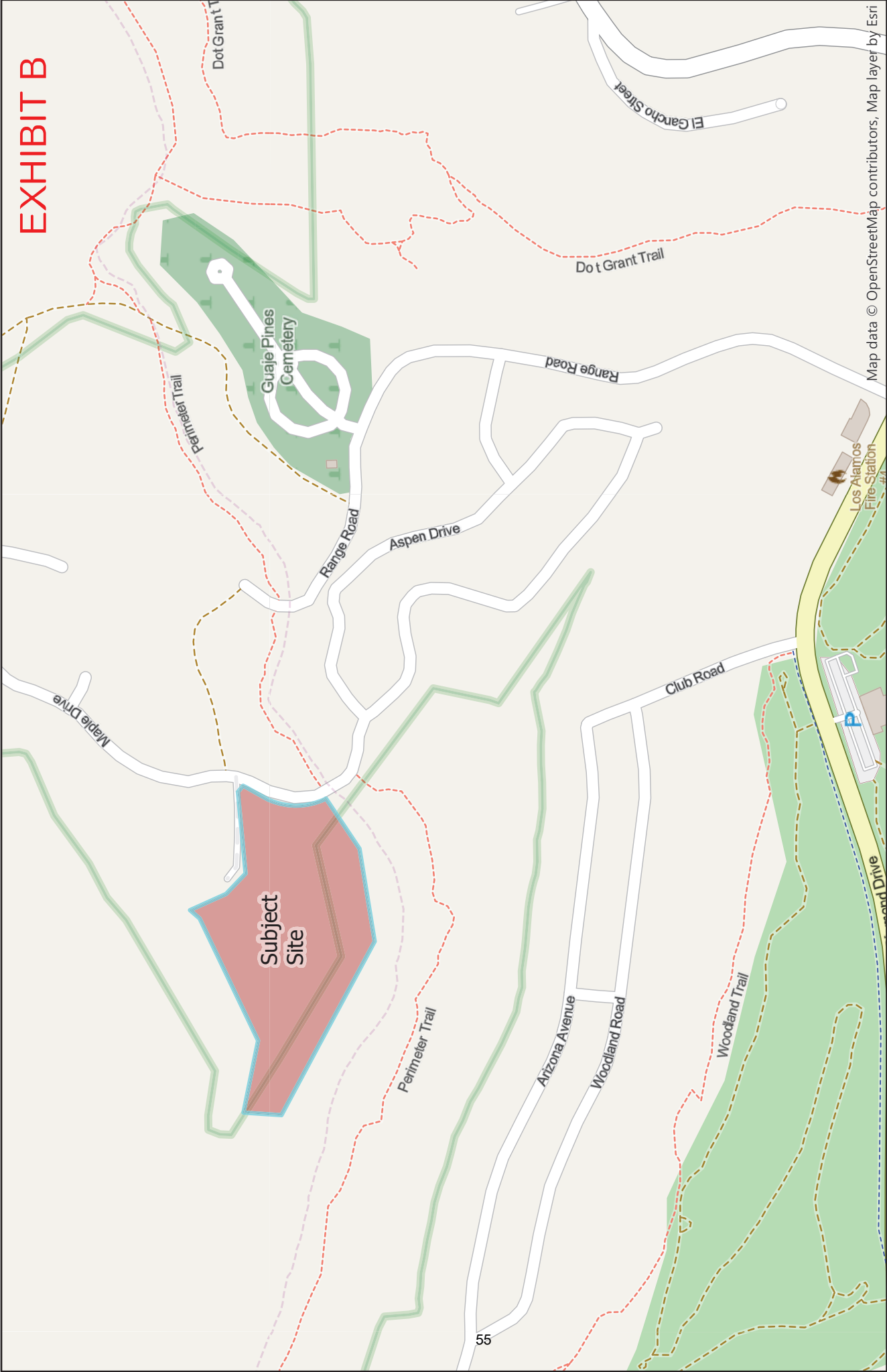
—■—	SHARED UTILITY TRENCH (ELECTRIC, TELEPHONE & CABLE)
—●—	SEWER LINE
—■—	WATER LINE
—x—	FIRE HYDRANT
	OPEN SPACE



JAMES W. SIEBERT AND ASSOCIATES, INC. 915 MERCER STREET • SANTA FE, NEW MEXICO 87505 (505) 984-5088 FAX (505) 989-2113		PONDEROSA ESTATES		SCALE 1"=40' DRAWN BY CHS HP	DATE DECEMBER 2019	SHEET 1 OF 1
		CONCEPTUAL SITE PLAN		REVISIONS 00/00/00 WORKED ON 10/00/2020	TITLE 8894 11/00/19	***

VICINITY MAP

EXHIBIT B



Map data © OpenStreetMap contributors, Map layer by Esri

285 Maple Drive
SUB-2020-0010

COUNTY OF LOS ALAMOS, NEW MEXICO

CERTIFICATION OF APPROVAL

This is to certify that Case Nos. 93-R-01 and 93-IP-02, a rezoning from Federal Land (FL), Scenic Open Lands (W-2) and Recreation Wilderness (W-2) district to Planned Development Residential (PD-2) and a site plan to construct 87 units of cluster housing and 135 units of single-family detached housing, at Ponderosa Estates, legally described as Township 19 North, Range 6 East, Sections 3 and 4, Tracts A and B, submitted by Paul Parker, applicant; James Siebert, agent, were considered and approved on February 10, 1993, by the Planning and Zoning Commission, subject to the following condition(s):

Conditions for Case No. 93-R-01, Rezoning:

1. The proposed subdivision shall comply with the guidelines established in the Cemetery Tracts Area Master Plan.
2. The proposed subdivision shall comply with all sections of the Subdivision Review Criteria as defined in Section 17.34.050 LACC.
3. The proposed development must comply with the requirements of the Hillside Development Standards, Section 17.34.130 LACC.
4. Traffic, erosion control, grading and drainage plans will be required for preliminary plat review.
5. Subdivision street design, including cross-sections, right-of-way and gradients must be to County standards.
6. Range Road must be improved to County Standards; improvement plans must be prepared.
7. Consideration must be given for the Western Perimeter Road as identified in the Comprehensive Plan and the Transportation Plan.
8. Drainage, grading, and erosion control plans must be designed by a professional engineer. The grading plan must include lot drainages and must minimize drainage easements. Cul-de-sacs should drain to the street.
9. Constructed pedestrian paths and sidewalks must be handicapped accessible.

10. Each phase of development as identified in the phasing plan must be accepted by the County as complete prior to beginning the next phase of development.
11. No lots may be accessed from Range Road.
12. Formal agreements must be provided between the U.S. Forest Service and the developer for the portion of the street system on the east side of the development outside the property boundary and within U.S. Forest Service property.
13. Pedestrian walkways, major drainageways, the Guaje Pines Cemetery buffer and all non-private open space shall be dedicated to Los Alamos County.
14. A survey establishing the legal boundaries of Range Road shall be provided consistent with the requirements of the County Surveyor.
15. Assurances should be provided prior to recordation of the final plat which guarantee the exchange of Title for Tracts A and/or B, Cemetery Tracts Cadastral Survey which is proposed for development.
16. All utilities costs, fees and escrow amounts will be determined when the preliminary plat is submitted. The Utilities Department will assist with the preliminary design of the utility systems.
17. A maximum of 222 residential dwelling units may be developed over the entire 111 acres contingent upon approval by the County Council of rezoning of the property from Federal Lands (FL) to Planned Development of two dwelling units per gross acre (PD-2).

Conditions for Case No. 93-IP-02, Site Plan:

1. Approval is granted for a maximum of 222 dwelling units on 111 acres contingent upon approval by the County Council of rezoning of the property from Federal Lands (FL) to Planned Development of two dwelling units per acre (PD-2).
2. The property shall be developed in substantial compliance with the Development Plan Report (Exhibit I), the Sketch Plan (Exhibit II), the Utilities Plan (Exhibit III) and the Phasing Plan (Exhibit IV).
3. The property shall be developed compliant with the Subdivision Review Criteria, Section 17.34.050 LACC.
4. The property shall be developed compliant with the requirements of the Hillside Development Standards, Section 17.34.130 LACC.
5. A copy of the Conditions, Covenants and Restrictions shall be submitted for review by the Community Development Department and shall be recorded prior to beginning construction of any residence or sale of any lot.
6. The bylaws and other documents establishing the Homeowner's Association shall be submitted for review by the Community Development Department and shall be recorded prior to beginning the sale of any lot or the construction of any residence.

7. Prior to commencement of construction all required building permits shall be obtained for all improvements, buildings, fences, signage.
8. Prior to the issuance of any construction permits, any grading, drainage, and soil erosion plans shall be submitted and approved by the County Engineer. The grading plan must indicate the grading to be performed which is limited to the actual dwelling footprint, garage and driveway. The remainder of each lot must be retained in a natural state.
9. Existing on-site trees shall be retained compliant with Section 17.50.050.A.5 LACC and consistent with the Cemetery Tracts Area Master Plan.
10. All streets within the zero lot-line, duplex and triplex development areas shall be designated as fire lanes and no on-street parking shall be allowed.
11. All residential dwellings shall provide a minimum of two off-street parking spaces within an enclosed garage.
12. No structure shall exceed thirty-five (35') in height.
13. A plan shall be provided which establishes uniform fencing including materials throughout the development. This plan shall be included as an element of the Conditions, Covenants and Restrictions (C,C & Rs).
14. A landscaping plan shall be submitted for the landscaping/entry area adjacent to Range Road. A Landscape Maintenance Agreement, which shall accrue to the Homeowners' Association, shall be executed and recorded with the County Clerk per Section 17.50.050.C. LACC.
15. Lighting shall comply with Sections 17.46.060 LACC.
16. A fuel break shall be established along the north tier of lots in accordance with criteria established by the Los Alamos County Fire Department under advisement of the U.S. Forest Service. The covenants shall contain any provision for maintenance of the fuel break.

In accordance with Section 17.22.070 LACC, this Certificate of Approval must be filed with the County Clerk prior to proceeding with the development or use approved and before the issuance of any building permit, license, or occupancy permit.

STATE OF NEW MEXICO	
COUNTY OF LOS ALAMOS	
DOC	103082
Filed for record on	
March 5 1993	
At	1:17 O'Clock P M
BOOK	Mike 40 PAGE 944
COUNTY CLERK	Beth L. Kern
DEPUTY	Sheryl Vitch

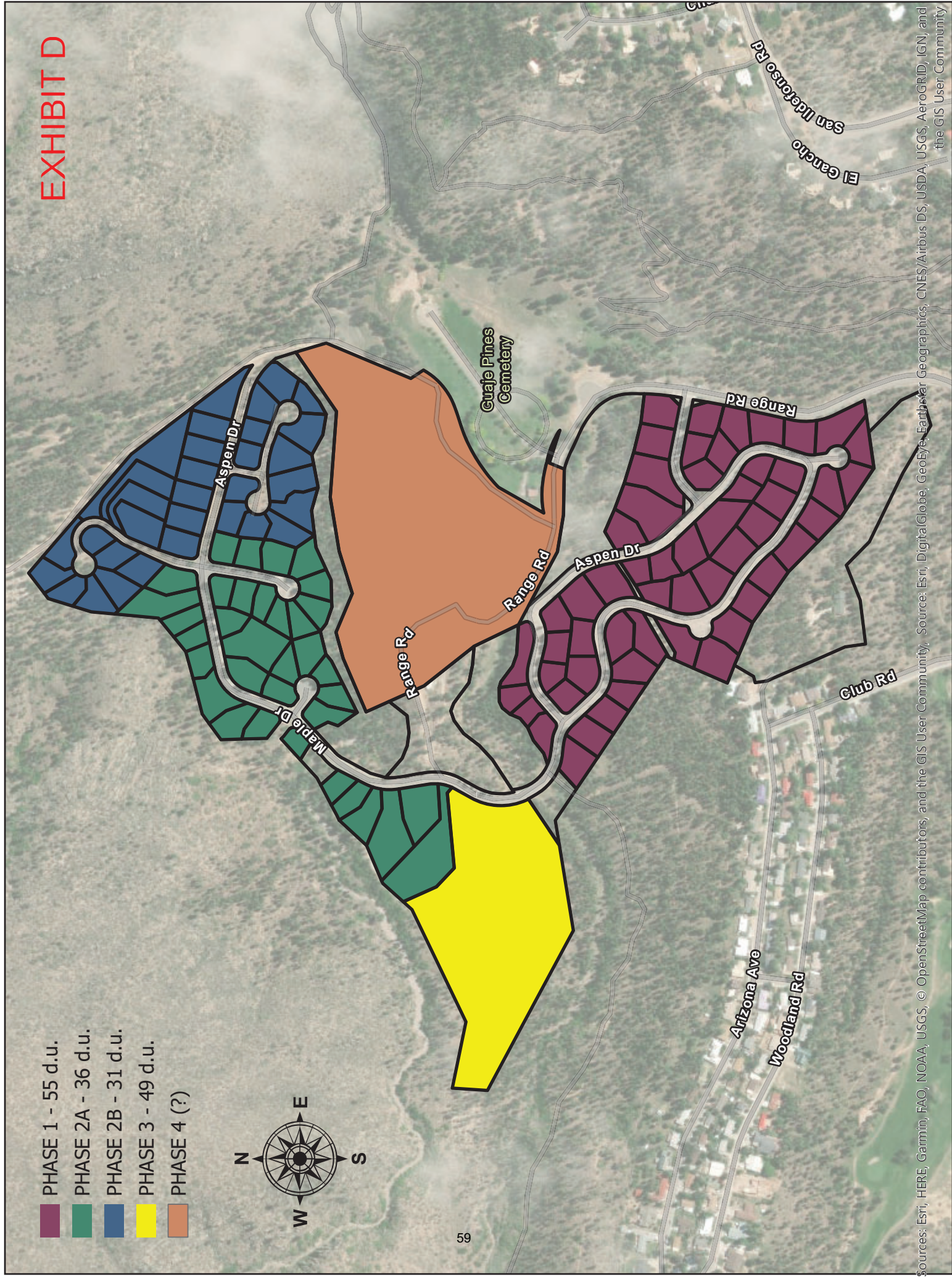
Fred Brueggeman
 Fred Brueggeman
 Community Development Director

March 4, 1993
 Date



EXHIBIT D

- PHASE 1 - 55 d.u.
- PHASE 2A - 36 d.u.
- PHASE 2B - 31 d.u.
- PHASE 3 - 49 d.u.
- PHASE 4 (?)



Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community. Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

EXHIBIT E

LEGEND

- EXISTING DRAINAGE
- ▨ PEDESTRIAN PATH
- ▨ PRIVATE OPEN SPACE
- ▨ CEMETERY BUFFER
- ▨ PARK

SITE DATA:

NUMBER OF ACRES: 111.0

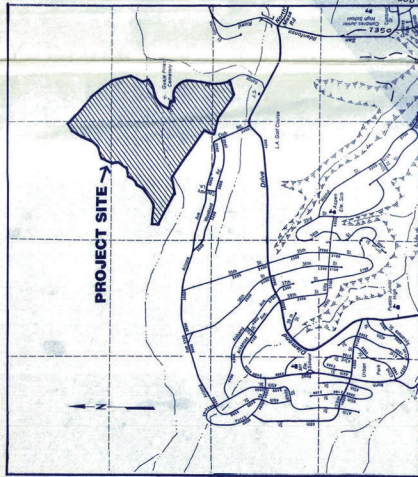
CLUSTER HOUSING: 87 UNITS
5,500 SQ. FT. TYPICAL

LARGER LOT HOUSING: 135 UNITS
10,000-32,000 SQ. FT.

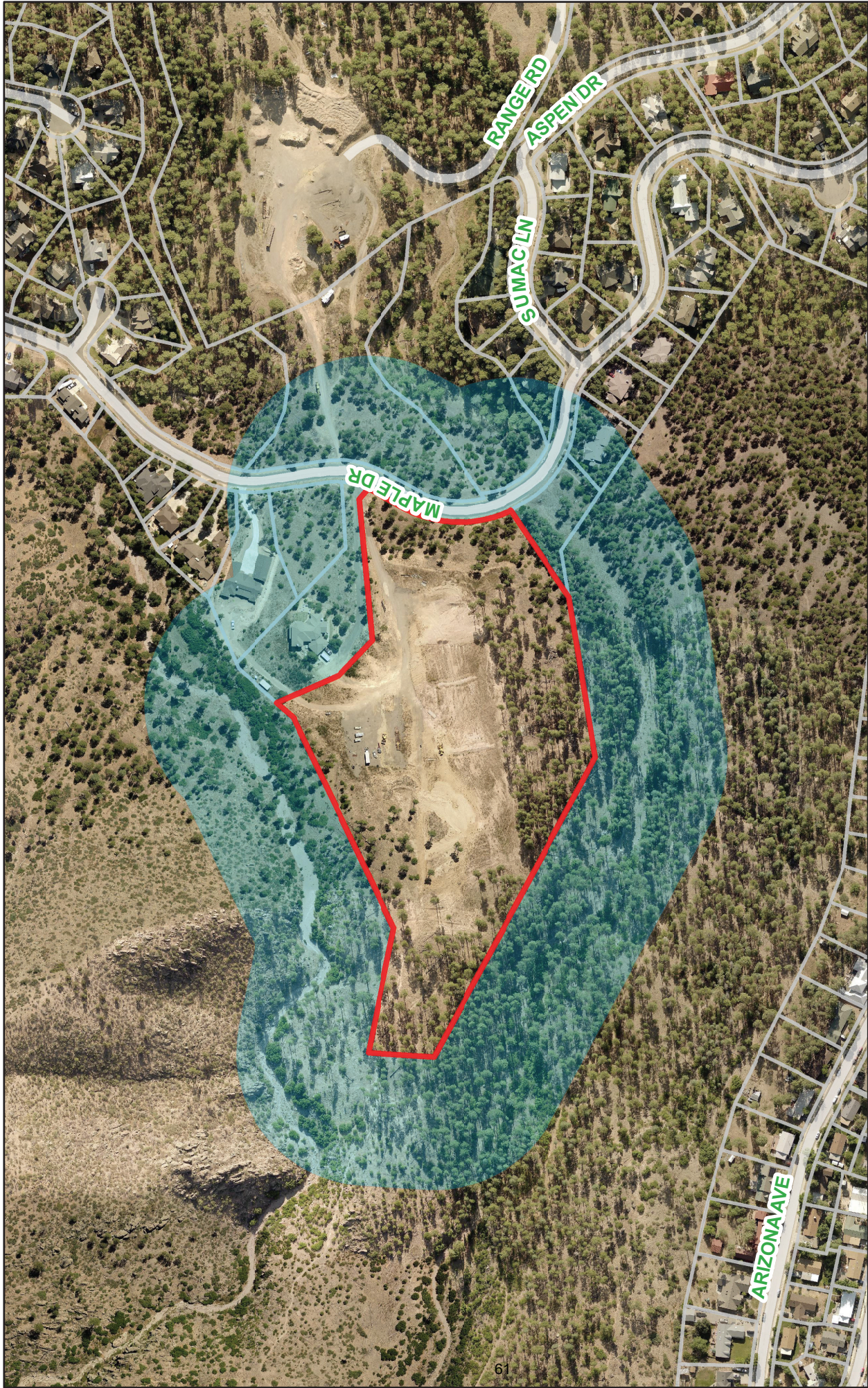
TOTAL: 222

AVERAGE DENSITY: 2 DWELLINGS/ACRE

ZONING: PD-2



JAMES W. SIEBERT AND ASSOCIATES, INC. 815 MONROE STREET • SANTA FE, NEW MEXICO 87501 (505) 844-5000	PONDEROSA ESTATES	SCALE 1" = 200'	DATE JAN. 1993	SOUTH
	SKETCH PLAN	DRAWN BY: CHECKED BY:	REVISED	REVISED
				2
				5



285 MAPLE DR | SUB-2020-0010

 SUBJECT SITE, PONDEROSA ESTATES LOT CTCA

 300' BUFFER

 PARCELS



Mapping information is for reference only. Users are solely responsible to confirm data accuracy. Los Alamos County assumes no liability for errors associated with the data.

100 YD - NOTIFICATION LISTING - MAILED 2/5/2020							
ADDRESS	LEGAL	NUM	ACRES	OWNERNAME	ADDRESS1	CITY	STATE ZIP
11 SUMAC LN	PON01048	11	0.32	HAYNES MICHAEL S & LAURA K	11 SUMAC LN	LOS ALAMOS	NM 87544
305 MAPLE DR	PON2A003	305	0.99	HOLMES TIMOTHY & DEBORA	305 MAPLE DR	LOS ALAMOS	NM 87544
271 MAPLE DR	PON C	271	0.58	LOS ALAMOS COUNTY	PO BOX 30	LOS ALAMOS	NM 87544
9999 MAPLE DR	PON02A	9999	4.09	LOS ALAMOS COUNTY	PO BOX 30	LOS ALAMOS	NM 87544
276 MAPLE DR	PON01B	276	2.93	LOS ALAMOS COUNTY	PO BOX 30	LOS ALAMOS	NM 87544
307 MAPLE DR	PON2A004	307	0.48	MCINROY DAVID J & LORRI L REVOC TRUST	307 MAPLE DR	LOS ALAMOS	NM 875441586
263 MAPLE DR	PON01049	263	0.46	NEAL JOHN B & RUTH A	263 MAPLE DR	LOS ALAMOS	NM 87544
RANGE ROAD	PON03		3.08	PARKER B & W & L & HOLMES D	305 MAPLE DR	LOS ALAMOS	NM 87544
303 MAPLE DR	PON2A002	303	0.72	PARKER PAUL & MARY JO	PO BOX 459	LOS ALAMOS	NM 87544
301 MAPLE DR	PON2A001	301	1.45	PARKER PAUL & MARY JO	PO BOX 459	LOS ALAMOS	NM 87544
STATE ROAD 4	NF1		28560.04	SANTA FE NATIONAL FOREST	PO BOX 1689	SANTA FE	NM 87505



County of Los Alamos

Staff Report

February 26, 2020

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters:

Legislative File: 12847-20

Title

Minutes from the Planning And Zoning Commission Meeting(s) on January 22, 2020.

Recommended Action

I move that the Commission approve the Minutes for January 22, 2020.

Attachments

A - Draft Minutes for January 22, 2020.

MINUTES

Planning and Zoning Commission

January 22, 2020– 5:30 P.M.

1000 Central Avenue, BCC Room, Suite 110

Present - 5 Commissioner Martin, Commissioner Dewart, Commissioner Wade, Commissioner Neal-Clinton and Commissioner Williams

Absent: -4 Commissioner Priestly, Commissioner Arias, Commissioner Martin and Commissioner Griffin

Staff Present: Ryan Foster, Principal Planner
Kevin Powers, Assistant County Attorney
Anita Barela, Associate Planner

1. CALL TO ORDER / ROLL CALL

Acting Chair Neal-Clinton called the meeting to order. A quorum was present.

2. PUBLIC COMMENTS

None

3. APPROVAL OF AGENDA

Commissioner C Martin made a motion to approve the agenda as presented. Commissioner Wade seconded; motion passed unanimously.

4. PUBLIC HEARING

A. Case No. SIT-2019-0037 – Flex Lab

I move to **approve** Case No. SIT-2019-0037 — request for Site Plan approval for construction of a research & development building totaling 83,798 SF, located at 4200 W Jemez. Approval is based on the reasons stated within the staff report and per testimony entered at the public hearing, subject to the following condition(s):

1. Per Department of Utilities:
 - a. Applicant shall submit final utility plans, stamped by a New Mexico professional engineer, with the application for building permit.
 - b. An Easement Plan dedicating easements for new and existing utilities shall be filed prior to occupying the building.
 - c. See the attached sheets for additional DPU comments.
2. Per County Engineer, Public Works: The applicant shall coordinate with appropriate LANL/Traffic staff ingress/egress and circulation of vehicles, bicycle and pedestrians within the LANL transportation network.
3. Per County Engineer, Public Works: The applicant shall coordinate with appropriate LANL/EM staff for providing storm water management and erosion control measures including, but not limited to the following:

- a. Divert increased storm water runoff from the proposed development away from an existing SWMU to ensure flow is not increased through the SWMU site;
 - b. Utilize LANL's 2017 Low Impact Development Standards where appropriate; and
 - c. Ensure adjacent trails are not impacted by the proposed development and storm water runoff.
4. Per County Engineer, Public Works: The applicant shall provide the County with confirmation that LANL staff is satisfied with any traffic and storm water mitigation measures proposed.
 5. Per Planning Division: Applicant will provide a bond for waived landscaping requirements before a Certificate of Occupancy is issued. The bond is to ensure the parking lot landscaping requirements are met with, or without, construction of a parking garage within 5 years.

In Favor: Commissioner Craig Martin
 Commissioner Beverly Neal-Clinton
 Commissioner Jean Dewart
 Commissioner Wade
 Commissioner Sean Williams

Absent: Melissa Arias
 Neal D. Martin
 Michelle Griffin
 Terry Priestley

Motion passed 5 -0 vote.

[waiver: Building Height]

Case No. WVR-2019-0086, Motion

request for waiver from §16-537, Los Alamos County building height requirements for the research & development building, located at 4200 W Jemez, for the reasons stated in the staff report and per testimony entered at the public hearing:

Commissioner Craig Martin motioned to approve the waive from §16-537, Los Alamos County building height requirements for the research & development building. Commissioner Wade seconded.

Motion Passed.

In Favor: Commissioner Craig Martin
 Commissioner Beverly Neal-Clinton
 Commissioner Jean Dewart
 Commissioner Wade

Abstained: Sean Williams

Absent: Melissa Arias
 Neal D. Martin
 Michelle Griffin
 Terry Priestley

Commissioner Craig Martin motioned to approve the waiver for height. Commissioner Griffin seconded.

Motion passed 4 -0 vote. 1 Abstention

[waiver: Landscaping]

Case No. WVR-2019-0087, Motion Option 1:

I move to **approve** Case No. WVR-2019-0087 — request for waiver from §16-574(b), Los Alamos County parking lot landscaping requirements for the research & development building, located at 4200 W Jemez, for the reasons stated in the staff report and per testimony entered at the public hearing,

Commissioner Craig Martin motioned to approve the waiver for tandem parking to be counted. Commissioner Dewart seconded.

Motion passed 5-0 vote.

<i>In Favor:</i>	<i>Commissioner Craig Martin Commissioner Beverly Neal-Clinton Commissioner Jean Dewart Commissioner Wade Commissioner Sean Williams</i>
<i>Absent:</i>	<i>Melissa Arias Neal D. Martin Michelle Griffin Terry Priestley</i>

1. PLANNING AND ZONING COMMISSION BUSINESS

A. Minutes from the Planning and Zoning Commission Meeting on December 11, 2019

Commissioner Craig Martin motioned to approve the minutes. Commissioner Dewart seconded.

Motion passed 4-0 vote:

<i>In Favor:</i>	<i>Commissioner Craig Martin Commissioner Beverly Neal-Clinton Commissioner Jean Dewart Commissioner Wade</i>
<i>Abstained:</i>	<i>Sean Williams</i>
<i>Absent:</i>	<i>Melissa Arias Neal D. Martin Michelle Griffin Terry Priestley</i>

B. Training on The Los Alamos County Development Review Process

2. COMMISSION/DIRECTOR COMMUNICATIONS

A. Department Report

B. Chair's Report

C. Board of Adjustment Report

D. Commissioners' Comments

3. PUBLIC COMMENT

4. ADJOURNMENT

9:23 PM

Terry Priestley, Chairman

Paul Andrus, CDD Director