



County of Los Alamos
BCC Meeting Minutes
Planning and Zoning Commission

1000 Central Avenue
Los Alamos, NM 87544

*Terry Priestley, Chair; Beverly Neal-Clinton, Vice-Chair; Jean Dewart; Michelle Griffin;
Stephanie Nakhleh; Craig Martin; Neal Martin, and April Wade, Commissioners*

Wednesday, January 13, 2021

5:30 PM

In accordance with New Mexico
Department of Health's public
emergency order governing mass
gathering due to COVID-19, this meeting
will be held remotely via Zoom.
Proceedings can be viewed at
<http://losalamos.legistar.com/Calendar.aspx>

To attend or give public comment, please click the link below to join the webinar:

https://zoom.us/webinar/register/WN_cCLCi5IWQvKuWZ7UGcOEqQ

Or iPhone one-tap:

US: +16699009128,,91446815437# or +12532158782,,91446815437#

Or Telephone:

Dial(for high

1. CALL TO ORDER/ ROLL CALL

Commissioner Neal-Clinton chaired the meeting.

Commissioners Griffin and Neal Martin arrived after the roll call at 5:35

Present 7 - Commissioner Griffin, Commissioner Martin, Commissioner Wade,
Commissioner Dewart, Commissioner Martin, Commissioner
Nakhleh and Commissioner Neal-Clinton

Absent 1 - Commissioner Priestley

2. PUBLIC COMMENT

This section of the Agenda is reserved for comments from the public on items that are not otherwise included on this Agenda.

3. APPROVAL OF AGENDA

A motion was made by Commissioner Martin, seconded by Commissioner Nakhleh, that this item be approved as written. The motion passed unanimously.

4. PUBLIC HEARING

A. [13716-21](#)

Case No. SIT-2020-0045, WVR-2020-0089:

A request for site plan approval of a conference center and hotel, located at 1925 Trinity Drive in Los Alamos, and located within the DT-NCO, Downtown-Neighborhood Center Overlay District; and a request for waiver from Los Alamos County Code Section § 16-578-t1. - Downtown district and

mixed-use district development standards (table) to allow additional height for a hotel building exceeding the maximum height limit of 45 feet within 150 feet of the Los Alamos Canyon; height range is 49 feet 6 inches to 60 feet 3 inches at the structures highest point.

Attachments: [StaffReport SIT-2019-0045-FINAL_MA](#)

The Parties of the case were sworn in: Phil Clark; Engineer, Tushar Patel Hotel/ Property owner, and Sid Parkeh; Architect for the project.

Lynn Johnson was sworn in as party who is a property owner on the east end of the proposed hotel's property.

The case that was introduced was for a waiver from Los Alamos County Code of the maximum height of a building 45 feet within 150 feet of the Los Alamos Canyon to add 15 feet and a Site Plan for an 86 room hotel and conference center. Mr. Patel gave the presentation of the case and requested the Commission consider approval of the project.

Commissioners had questions for the applicant.

Commissioner Griffin asked the applicant if he felt the proposed parking numbers will be adequate. Mr. Patel said he did.

Commissioner Neal Martin asked why they applicant needed the extra height for the building. Mr. Patel said in order to accommodate the number of hotel rooms that was required in the LEDA Grant, they would need to go up another floor and that would necessitate the requested height in the building. Parapets are required in the County's downtown architecture standards for shielding the rooftop equipment, which added to the height.

Commissioner Craig Martin asked how far the building will be from the canyon's edge; will the building be 150 away from the canyon's edge as required. Mr. Clark measured the plans and said at one end it will be 183 feet and at the other, 151 feet.

Lynn Johnson, property owner, asked about drainage and ponding that this new building would create and felt that County Engineer, Eric Martinez answered satisfactorily.

Margaret Ambrosino, Senior Planner for Los Alamos County gave her presentation with a PowerPoint.

Commissioner Nakhleh asked how the shared parking agreement with LAPS will be handled during busy times in the community such as with community events downtown and would they conflict with events at the hotel, how the parking would be handled. Mr. Patel stated that it's important to have parking for his customers and since most who attend conferences probably will stay at the hotel he believes the parking supplied is adequate. The shared parking will be used if it is ever needed.

Commissioner Neal Martin had concerns with any illuminated signs and the visibility of the any sign from the pond how it would take away from the small town feel that Los Alamos has. Mr. Patel noted that the placement of the building will most likely ensure the signage on the building won't be visible from Trinity.

Motion for the Building's Height Waiver Case No. WVR-2019-0089 :

Commissioner Dewart moved to approve Case No. WVR-2019-0089 and seconded by Commissioner Nakhleh - The case is a request for waiver from Los Alamos County Code Section § 16-578-t1. - Downtown district and mixed-use district development standards (table) to allow additional height for a hotel building exceeding the maximum height limit of 45 feet within 150 feet of the Los Alamos Canyon; height range is 49 feet 6 inches to 60 feet 3 inches at the structures highest point; for the reasons stated in the staff report and per testimony entered at the public hearing, subject to the following condition(s):

1. Height allowance, if approved, shall apply to only the hotel structure. The conference center building shall be built not to exceed 45 feet as proposed by Applicant;

Motion passed unanimously 7- 0.

Motion for the Site Plan for Case No. SIT-2019-0045:

Commissioner Dewart moved to approve Case No. SIT-2020-0045 and was seconded by Commissioner Craig Martin - A request for site plan approval of a conference center and hotel, located at 1925 Trinity Drive in Los Alamos, and located within the DT-NCO, Downtown-Neighborhood Center Overlay District. Approval is based on the reasons stated within the staff report and per testimony entered at the public hearing, subject to the following conditions:

Prior to the issuance of building permits, Applicant shall have met the following:

1. Applicant shall record the Project Participation Agreement (PPA) with the Los Alamos County Clerk's office;
2. The County is presently the owner of record on the subject lots. Pursuant to Ordinance No.695 and the PPA, these documents grant the subject lots to TNJLA, LLC to be developed under the term specified. Upon recordation of the associated summary plat, the developer shall work with the County Attorney and County Manager's offices to finalize transfer of title to TNJLA, LLC with new ownership reflected in County records;
3. Vacation of Public Utility Easements (PUE's) and CenturyLink easements are subject to Summary Plat approval by County Council; the plat shall be signed by the County Chair, CenturyLink, and recorded with Los Alamos County Clerk's Office before transfer of ownership to TNJLA, LLC, is complete and as described in Condition #2;
4. Site Plan, Landscape Plan, Grading & Drainage and Summary Plat sheets shall not show any features obstructing access to the electrical substation or any other easements requiring access for the Department

of Public Utilities; all corrections as noted in DPU emailed correspondence dated October 15, 2020 affirming feasibility as reflected in the Applicant’s latest drawings shall be verified at permit. DPU’s sketch with required corrections in red provided to the Applicant on May 28 shall be incorporated in the final drawings.

5. The developer shall pay all development application fees for summary plat and site plan review, and as calculated by the Applicant for total project valuation including the hotel and conference center structures; waiver application fees not required.

6. Revise the shared parking map from the most recent version, to a scaled drawing reflecting 56 parking spaces with required dimensions pursuant to Section §16-367(a). If there are any parking space numeric discrepancies from the agreement to the map; or if a reduction of the 56 spaces, the Applicant shall record a revised shared parking agreement with neighboring

Los Alamos Public Schools, including the matching revised exhibit reflecting the actual number of spaces provided.

7. Provide a construction schedule for the entire project to the County Engineer’s Office, Department of Public Works for coordination on the County’s traffic signal buildout at Trinity and 20th Streets;

8. Re-addressing for both hotel and conference center shall be in accordance with County Addressing Standards and new addresses will be assigned;

9. The DOE/N3B has preliminarily approved the relocation of the retention ponds to no longer flow over SWMU 01-003(d), as conveyed in correspondence dated July 28, 2020

Should the Applicant make any changes to the design, DOE/N3B SHALL review and approve prior to permit.

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.

Motion passed unanimously 7-0

Yes: 6 - Commissioner Griffin, Commissioner Martin, Commissioner Wade, Commissioner Dewart, Commissioner Martin and Commissioner Nakhleh

Absent: 1 - Commissioner Priestley

5. PLANNING AND ZONING COMMISSION BUSINESS

A. [13702-20](#) Planning and Zoning Commission MInutes, December 9, 2020

Attachments: [PZ Minutes 20201209 draft](#)

**A motion was made by Commissioner Craig Martin, seconded by Commissioner Neal Martin, that this item be approved as amended. The motion passed 6-1
Yes 6 - Commissioner Griffin, Commissioner Martin, Commissioner Wade, Commissioner Dewart, Commissioner Martin and Commissioner Nakhleh
Abstained 1 Commissioner Neal Martin**

6. COMMISSION/STAFF COMMUNICATIONS

A. Department Report

Margaret Ambrosino, Senior Planner and Paul Andrus gave updates on the Downtown Master Plan and the review of Chapter 16's progress.

B. Chair's Report

C. Council Liaison's Report

Councilor Robinson gave an update on council actions since the last Planning and Zoning Commission meeting. He will no longer be Council Liaison and wished the Commission well.

D. Commission 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 the 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 Office at 505-662-8006 if a summary or other type of accessible format is needed.