



## DEVELOPMENT APPLICATION

### PROJECT INFORMATION

Title:

Project Address:

Description:

Check all application types, if applicable:

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

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

**PROPERTY & OWNER INFORMATION**

Property Address: \_\_\_\_\_  
Address City State ZIP

Zoning District: \_\_\_\_\_ Overlay Zone: \_\_\_\_\_ N/A

Existing Structure(s) Sq. Ft.: \_\_\_\_\_ Proposed Structure(s) Sq. Ft.: \_\_\_\_\_

Lot Area (sq.ft.): \_\_\_\_\_

Property Owner(s) Name: \_\_\_\_\_

Owner(s) Email: \_\_\_\_\_

Owner(s) Phone(s)#: \_\_\_\_\_

Owner's Address same as Property Address

Owner(s) Address: \_\_\_\_\_  
Address City State ZIP

**APPLICANT / OWNER'S AGENT INFORMATION**

Applicant is same as Owner

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_  
Address City State ZIP

Applicant Email: \_\_\_\_\_

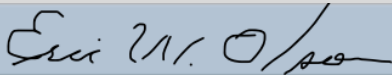
Applicant Phone(s)#: \_\_\_\_\_

**ASSOCIATED APPLICATONS**


Application Type: \_\_\_\_\_

Case Number: \_\_\_\_\_

*I hereby certify and affirm, under penalty of perjury, that the information I have provide in this application is true and accurate to the best of my knowledge, information, and belief. [NMSA 1978, §30-25-1]*

Signature: 

Date: \_\_\_\_\_

Signature: 

Date: \_\_\_\_\_

**STAFF USE ONLY**

Date Received: \_\_\_\_\_ Staff: \_\_\_\_\_

Case No.#: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

**SUBMITTALS**

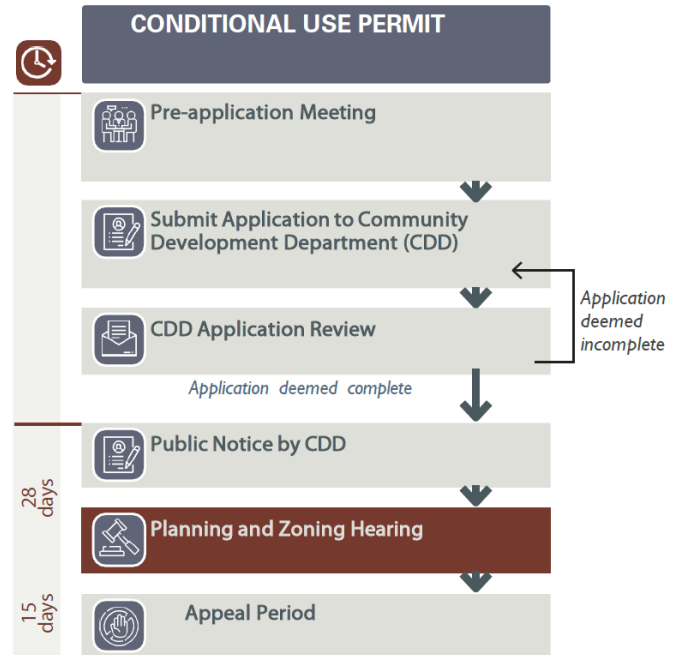
- Proof of Ownership or Letter of Authorization from Owner
- Items from associated Application Checklist

- Complete Application - Date: \_\_\_\_\_
- Payment - Accepted upon verification of a complete application - Date: \_\_\_\_\_

## CONDITIONAL USE CHECKLIST

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

PRE-APPLICATION MEETING	
Date Held:	
VICINITY MAP	
<input type="checkbox"/> Vicinity Map showing the boundaries of the subject property and all adjacent lots within 300'.	
PLANS	
Scaled plans at a minimum of 1" = 100' that illustrates the following:	
<input type="checkbox"/> <u>Site Plan</u>	
<input type="checkbox"/> Graphic Scale and North Arrow	
<input type="checkbox"/> Property Lines according to recorded survey	
<input type="checkbox"/> Existing and proposed structures	
<input type="checkbox"/> Existing and proposed easements	
<input type="checkbox"/> Existing and proposed setbacks	
<input type="checkbox"/> Existing and proposed utility lines	
<input type="checkbox"/> Existing and proposed fencing	
<input type="checkbox"/> Existing and proposed lighting	
<input type="checkbox"/> Existing and proposed signage	
<input type="checkbox"/> <u>Parking Plan</u>	
<input type="checkbox"/> Access and parking related to site	
<input type="checkbox"/> Parking analysis based on proposed use	
<input type="checkbox"/> Width of aisle(s)	
<input type="checkbox"/> Parking stall dimensions	
<input type="checkbox"/> <u>Lighting Plan</u> , if applicable	
<input type="checkbox"/> Proposed lighting that notes the Correlated Color Temperature, Color Rendering Index, Lumens and all other attributes related to lighting to show compliance with Ch. 16, Division 6: Outdoor Lighting.	
<input type="checkbox"/> <u>Landscaping Plan</u>	
<input type="checkbox"/> Existing plant material, amount and species and size	
<input type="checkbox"/> Proposed plant material, amount and species and size	
ELEVATIONS	
Elevations drawing(s) at a minimum scale of 1/8" = 1' that indicates:	
<input type="checkbox"/> Height (above existing grade) of all four sides	



**PLEASE SEE EXHIBIT A FOR REQUIRED DRAWINGS.**

See Reverse.





**DECISION CRITERIA 16-74-(b)(3)**

f. There are adequate utilities, access roads, drainage, and other necessary improvements to allow the land use, or improvements are planned to provide adequate measures. Explain.

.....  
.....  
.....  
.....  
.....  
.....

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

g. The location, size, design, and operating characteristics of the Conditional Use will be compatible with the use and development of properties in the vicinity. Explain.

.....  
.....  
.....  
.....  
.....  
.....

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

h. The Conditional Use is in compliance with the Site Plan procedures and requirements of Sec. 16- 74(h) and demonstrates that the site development will be compatible with properties in the vicinity. Explain.

.....  
.....  
.....  
.....  
.....  
.....

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

**Attach additional sheets, if needed.**



# Bethlehem Evangelical Lutheran Church

## CLASSROOM MODIFICATIONS FOR ZEPHYR RIDGE ACADEMY

**22 FEBRUARY 2026 Pre-application meeting**

**In attendance:**

To: Eric Olson <eric.william.olson@gmail.com>  
Morgan Celina <morgan.cel1000@gmail.com >  
Cc: 🇺🇸 Dave Williams; Lovato, Adrienne <adrienne.lovato@losalamosnm.gov>;  
Cordova, Colorado <colorado.cordova@losalamosnm.gov>;  
Romero, Joseph <joseph.romero@losalamosnm.gov>;  
Martinez, David <david.martinez@losalamosnm.gov>; k8hovey@yahoo.com

**Exhibit A: Required Drawings to  
accompany Development Application to be  
submitted by 11 March 2026**





## **GOALS:**

- **Allocate four (4) existing lower level classrooms (currently only for religious purposes) to be used for PRIVATE school (Zephyr Ridge)**
- **Classrooms will be used 5 days per week and 8 hours per day.**
- **BELC does not want to incur any additional costs or assume any additional liability, but would like to assist the potential client.**
- **BELC and Zephyr Ridge are asking Los Alamos County for the steps for approval to allow this to occur, given the existing zoning designation of MFR-L (previously R-3-L-NC).**



**Bethlehem Evangelical  
Lutheran Church**  
Classroom Modifications - 2026

**BELC Physical Location**



ATTACHMENT C



**Bethlehem Evangelical  
Lutheran Church**  
Classroom Modifications - 2026

**Potential User Group:  
Zephyr Ridge Academy**



<https://zephyrridgeacademy.tutorbird.com>  
zra.learn@gmail.com ~ 505-695-9368 or 570-656-0201

**October 9, 2025**  
**CONFIDENTIAL**

**To: BELC**

**From: Kate Hovey and  
Celina Morgan**

Children with learning differences like dyslexia, ADHD, dyscalculia, dysgraphia, and giftedness deserve a learning environment that is positive, and recognizes their strengths. It is commonplace for neurodivergent children to begin traditional school well-adjusted and happy, only to find themselves struggling with anxiety, low self-esteem, depression, or social anxiety. They watch their peers succeed while they continue to fall behind. There may be little opportunity for divergent learners to access the academics using their unique set of strengths.

We envision a school where qualified staff create a positive learning environment, continue to develop staff skills and maintain an open mind for learning as professionals. We will implement research and evidence-based strategies to develop the reading, writing, math, and executive function instruction that is most beneficial for teaching our learners. Our goal is to provide strengths-based opportunities for the education of whole learners, while providing curriculum and instruction that maintains high expectations. In a positive environment, curiosity can be fostered, and a love for learning nurtured. Our children will be given the opportunity to build their confidence as learners and see their own value.

We are seeking to lease or cost-share a space to begin intervention services on a 1:1 or small group basis during the current school year, and to grow into a full-time educational program beginning in August 2026. We would love to discuss the possibility of using space at Bethlehem Evangelical Lutheran Church of Los Alamos.

Thank you for your consideration,

Kate Hovey  
570-656-0201

Zra.learn@gmail.com  
zra.learn@gmail.com

Celina Morgan  
505-695-9368

ATTACHMENT C



**Zephyr Ridge Academy** is a 501(c)3 non-profit organization founded in Los Alamos, New Mexico.

**Mission Statement:** Zephyr Ridge Academy promotes a safe and supportive environment for neurodiverse learners to grow in academics and core knowledge using evidence-based methods. We encourage social-emotional learning and executive-functioning growth to support the whole child as a confident learner

**Objectives**

- o Whole child learning
- o Strengths focused opportunities
- o Evidence based instruction and intervention
- o Executive function education and scaffolding
- o Build self-confident learners
- o Assessment and diagnostic decision making
- o Create an open-environment to build family connections
- o Parent education
- o Multidisciplinary approach to education
- o Community resource
- o Social Emotional Learning

**Structure:** We hope to open a full-time program for children in grades 2-12 beginning in August of 2026. The class sizes will be small. Grades will be grouped into three classrooms. We also want to maintain a one-on-one or small group tutoring intervention program for students that attend the public school. Ideally, we would like to use the three classrooms in the wing during the weekdays, with the possibility of using other open spaces as appropriate and when not needed by the church, which may include spaces to work with small breakout groups, the kitchen, and the game room.

Grades 2-5	<ul style="list-style-type: none"> <li>• Foundational skills and knowledge-based education.</li> <li>• Project-based learning.</li> <li>• Social emotional skill setting.</li> <li>• Multi-disciplinary approach.</li> </ul>
Grades 6-8	<ul style="list-style-type: none"> <li>• Goal setting and high school transition skills</li> <li>• Foundational skill intervention combined with high academic opportunities.</li> <li>• Project based learning.</li> <li>• Multi-disciplinary approach.</li> </ul>
Grades 9-12	<ul style="list-style-type: none"> <li>• Access to accredited coursework.</li> <li>• Transition Programming with job or college skills.</li> <li>• Project-based learning and goal setting opportunities.</li> <li>• Multi-disciplinary approach.</li> </ul>

*“A child must know that he is a miracle, that since the beginning of the world there hasn’t been, and until the end of the world there will not be, another child like him.”*

~Casals



**Bethlehem Evangelical  
Lutheran Church**  
Classroom Modifications - 2026

**BELC Current Zone  
Designation as per  
current on-line LA  
County Zoning Map**



**Proposed Zoning**

ADDRESS	2390 NORTH RD
ACCT	R007753
ACCT_TYPE	EXEMPT CHURCH
OWNER	PVT
ZONE	R-3-L-NC
ACRES	2.69

ATTACHMENT C

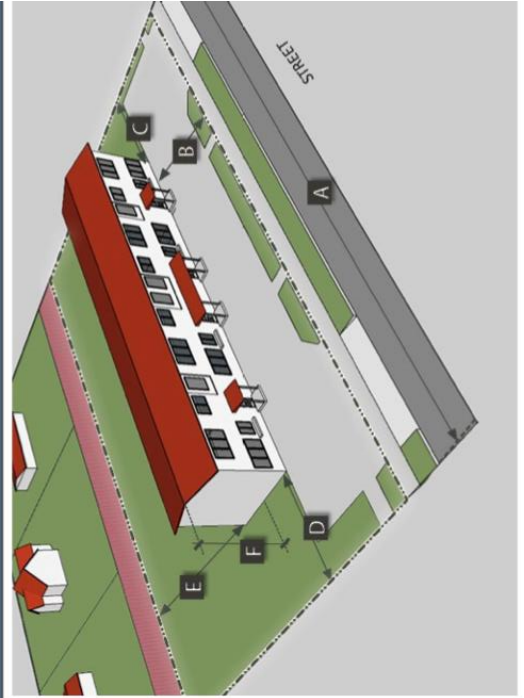


**2-3(A)(VI) MULTI-FAMILY LOW-RESIDENTIAL ZONE DISTRICT (MFR-L)**

The Multi-family Low-Residential (MFR-L) zone district is intended to accommodate a variety of low- to medium-density housing options characterized by single-family, duplex, fourplex, and townhouses, and small-scale multi-family dwellings types. The MFR-L zone district may include limited civic and institutional uses and incidental or accessory uses that serve the surrounding residences.

**TABLE 9: MFR-L DIMENSIONAL STANDARDS**

Lot Standards	SF	DPX/TH	MF
Lot area, min	6,500	10,000	12,000
A Lot width, min	65'		
<b>Setbacks</b>			
B Front, min	20'		
C Interior side, min	5'		
D Street side, min	15'		
E Rear, min	20'		
<b>Heights</b>			
F Primary Building Height, max	35'		
<b>Density</b>			
Lot coverage, max	40%		



**All current setback meet or exceed current requirements, see site plan.**

**18% for current property which is below the 40% max, therefore OK**

**2-3(A)(VI)(I) MFR-L ZONE DISTRICT STANDARDS**

1. Minimum common open space shall be provided per any applicable standards for the residential uses provided on site pursuant to Use Specific Standards in *Section 3-2(A)*.
2. A maximum of 3 Accessory Structures including any carports or garages shall be permitted per lot provided they comply with the following standards:
  - A. Except as allowed otherwise below, any Accessory Structures shall comply with the standards of *Section 3-2(D)(III)*.
  - B. Accessory Structures are permitted to be located within the required rear setback area, provided that the square footage of the structures shall not exceed 25 percent of the total coverage of the required rear setback area.

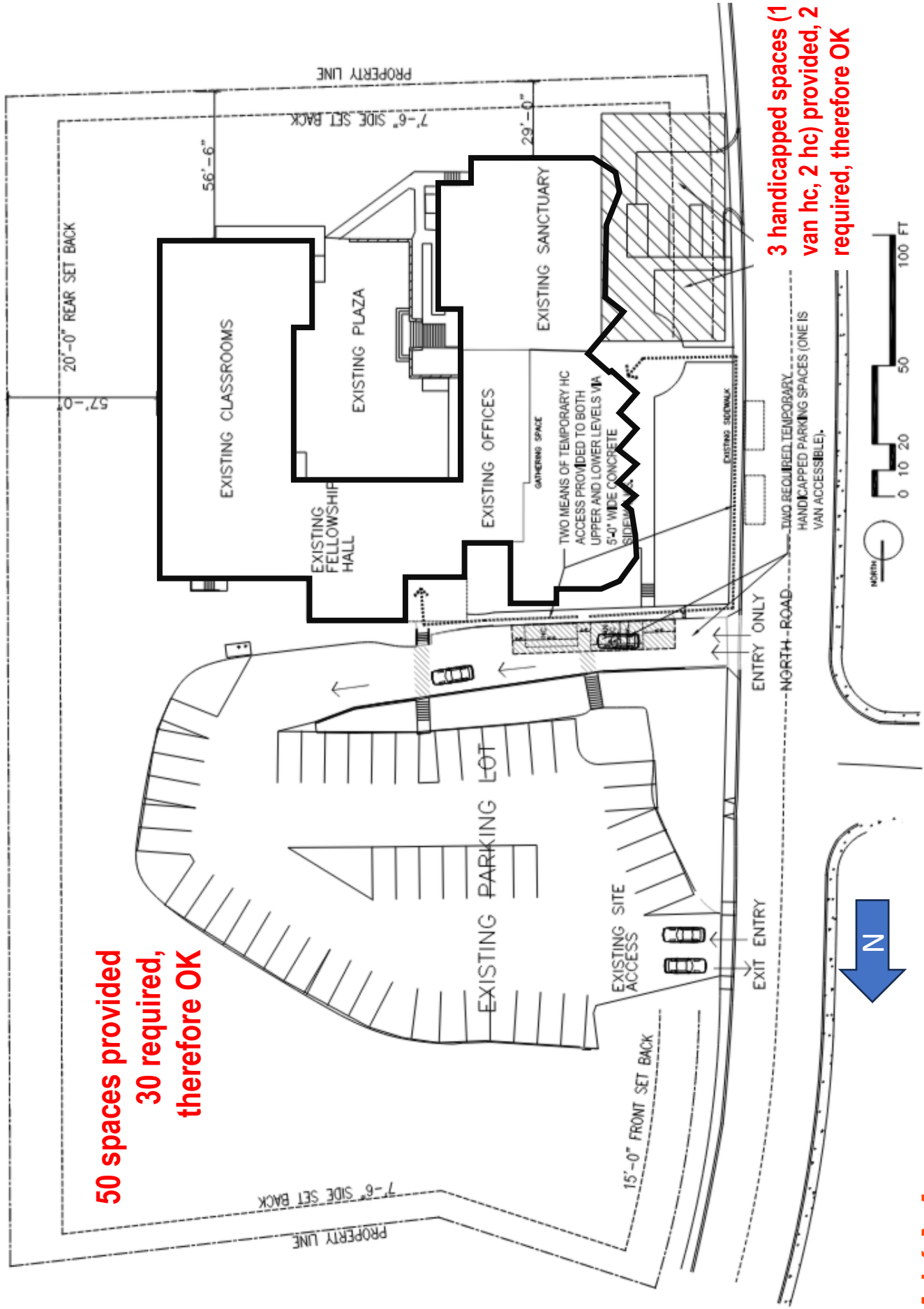


**Bethlehem Evangelical Lutheran Church**  
Classroom Modifications - 2026

**§ 16-364. Location of required off-street parking:**

All required off-street parking spaces shall be located on the same lot or within 500 feet of the use to be served. If not on the same lot, the right granted to provide off-site parking space shall not be subject to termination during the existence of the use served. **All off-street parking is located on the same lot. See below:**  
(Ord. No. 85-210, § 3, 1994; Code 1985, § 17.60.040)

**BELC Current Existing Site Plan and parking locations with setbacks**



**50 spaces provided,  
30 required,  
therefore OK**

**3 handicapped spaces (1 van hc, 2 hc) provided, 2 required, therefore OK**



Based on the LAZC Section 16.370, 1 space per 4 seats in the main seating area, based on maximum capacity (each 30 inches of pew equals 1 seat):

- There currently 300 linear ft of pew space at 30" / seat = 300' / 2.5' = 120 seats
- 120 seats / 4 = 30 total parking spaced required, currently there are about 50 spaces in the north parking lot (please verify)

Based on the LAZC Section 16.369, the required amount of handicapped parking for 26-35 spaces is only 2 required handicapped spaces, currently there are 3 provided in the upper parking lot, but at least one has to be a VAN-accessible space.

Here are the LAZC requirements for handicapped parking spaces:

Standards for handicapped parking spaces are as follows:

At least 12 feet in width and 20 feet in length or 8½ feet in width if an additional 3½ feet at one side is protected and available for handicapped ingress or egress;

Designated for use by the physically disabled by the international symbol of accessibility. Signs shall be constructed according to the Manual of Uniform Traffic-Control Devices (MUTCD), as approved by resolution of the county council, and shall be located on a vertical surface above the level of naturally fallen and plowed snow;

- Centrally located to main building entrances;
- So located that occupants of vehicles in these spaces can go to the related building on a path at least 36 inches wide, which is unobstructed by bumpers, curbs or other obstacles to wheelchairs and without going behind parked vehicles.
- (Ord. No. 85-210, § 3, 1994; Code 1985, § 17.60.090)

**501 General**

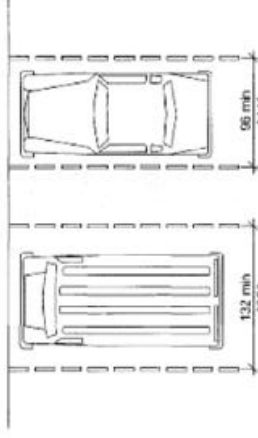
**501.1 Scope.** General site and building elements required to be accessible by the scoping provisions adopted by the administrative authority shall comply with the applicable provisions of Chapter 5.

**502 Parking Spaces**

**502.1 General.** Accessible car and van parking spaces shall comply with Section 502.

**502.2 Vehicle Space Size.** Car parking spaces shall be 96 inches (2440 mm) minimum in width. Van parking spaces shall be 132 inches (3350 mm) minimum in width.

**EXCEPTION:** Van parking spaces shall be permitted to be 96 inches (2440 mm) minimum in width where



**FIG. 502.2  
VEHICLE PARKING SPACE SIZE**

the adjacent access aisle is 96 inches (2440 mm) minimum in width.

**502.3 Vehicle Space Marking.** Car and van parking spaces shall be marked to define the width. Where parking spaces are marked with lines, the width measurements of parking spaces and adjacent access aisles shall be made from the centerline of the markings.

**EXCEPTION:** Where parking spaces or access aisles are not adjacent to another parking space or access aisle, measurements shall be permitted to include the full width of the line defining the parking space or access aisle.

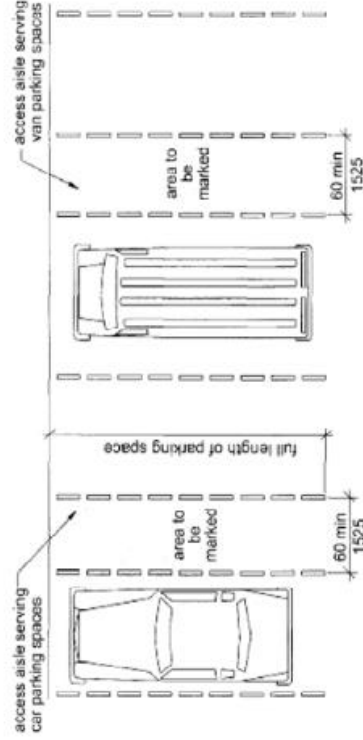
**502.4 Access Aisle.** Car and van parking spaces shall have an adjacent access aisle complying with Section 502.4.

**502.4.1 Location.** Access aisles shall adjoin an accessible route. Two parking spaces shall be permitted to share a common access aisle. Access aisles shall not overlap with the vehicular way. Parking spaces shall be permitted to have access aisles placed on either side of the car or van parking space. Van parking spaces that are angled shall have access aisles located on the passenger side of the parking space.


**502.4.2 Width.** Access aisles serving car and van parking spaces shall be 60 inches (1525 mm) minimum in width.


**502.4.3 Length.** Access aisles shall extend the full length of the parking spaces they serve.

**502.4.4 Marking.** Access aisles shall be marked so as to discourage parking in them. Where access

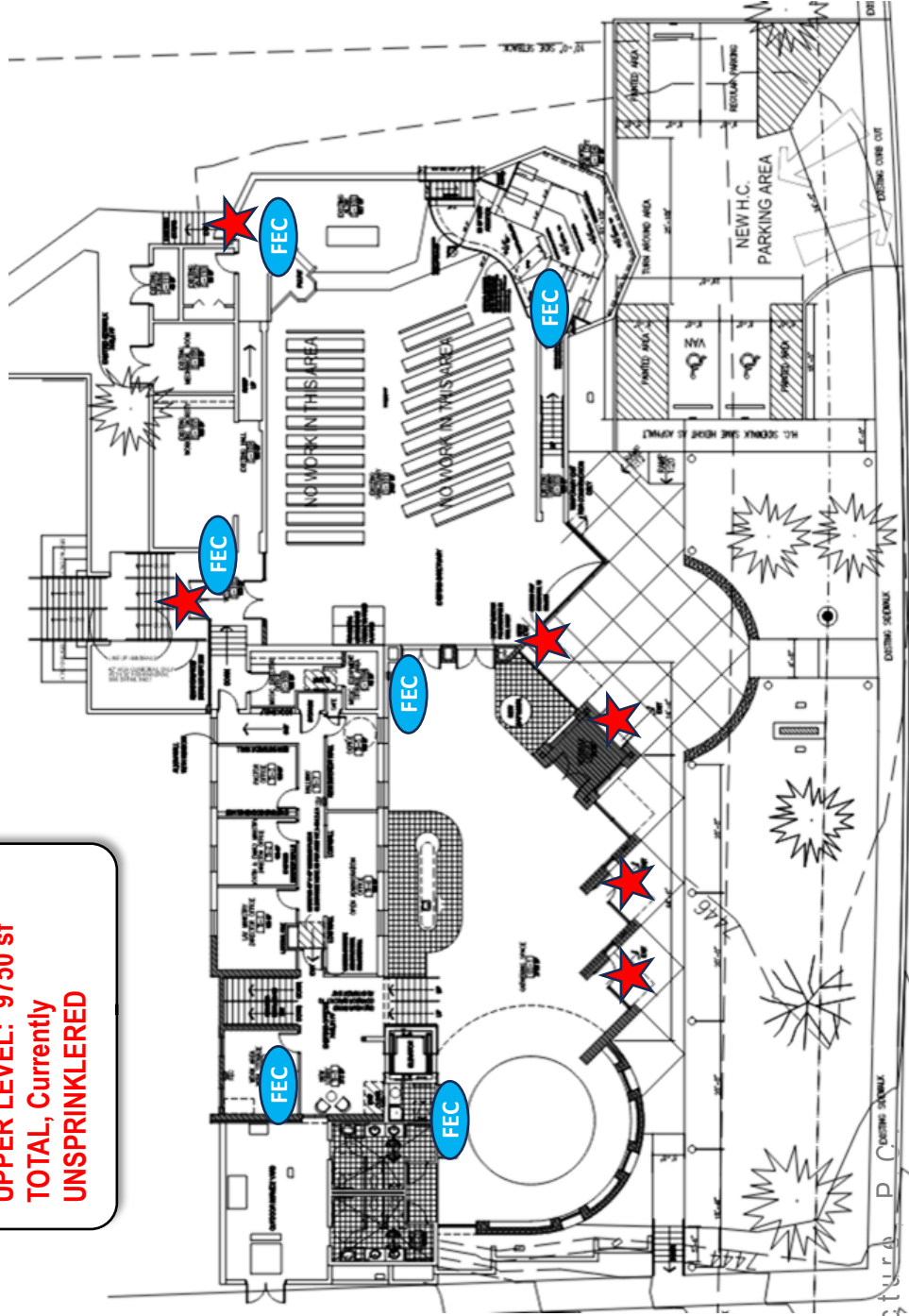




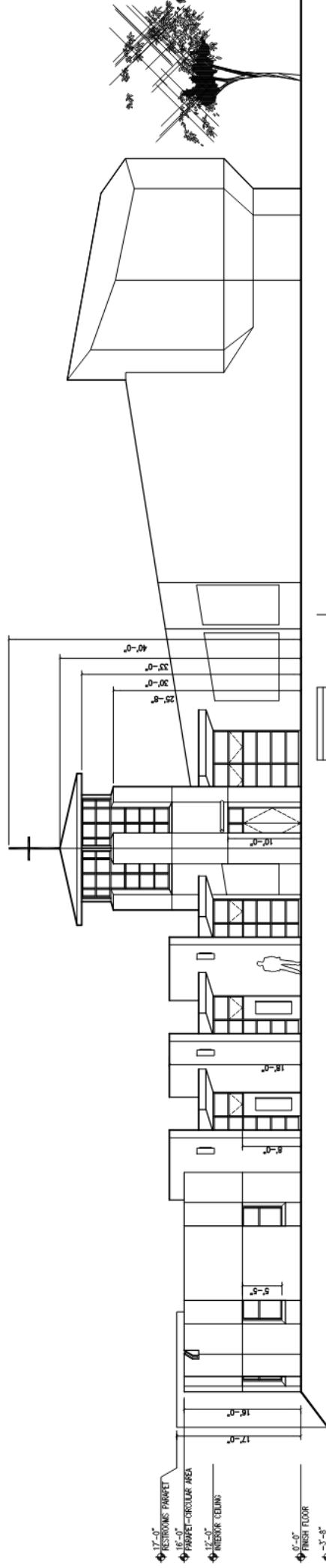
 Indicates existing EXIT

 Indicates Fire Extinguisher

**UPPER LEVEL: 9750 sf  
TOTAL, Currently  
UNSPRINKLERED**

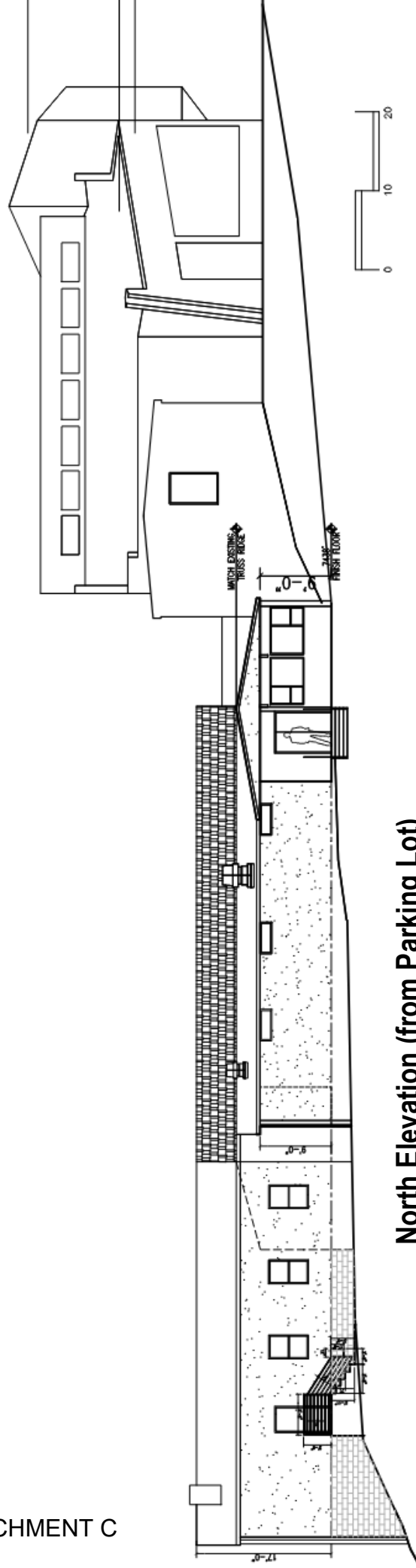






**West Elevation (along North Road)**

ATTACHMENT C



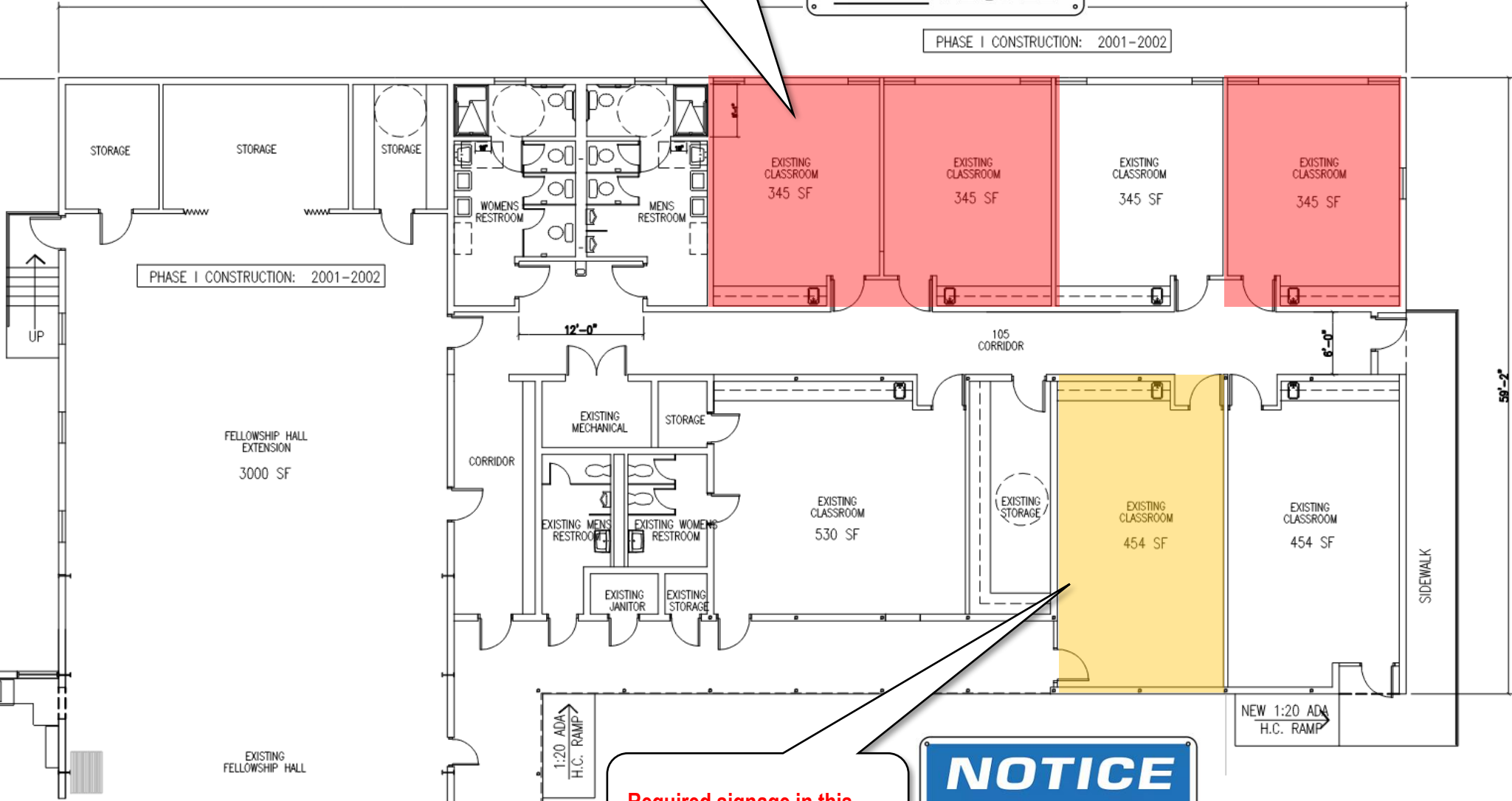
**North Elevation (from Parking Lot)**



**Bethlehem Evangelical  
Lutheran Church**  
Classroom Modifications - 2026

**BELC lower level enlargement  
with required maximum  
occupancy signage**

**Required signage in these  
three classrooms to state:**



**Required signage in this  
three classrooms to state:**







**Existing Fire Pull Stations  
along west side doors  
located next to outside  
egress doors.**

**All classrooms are  
equipped with lever type  
door hardware (HC  
accessible)**



**All classrooms are  
equipped with a visual and  
horn strobe**



**Apparatus has access to three sides**

**EXISTING FIRE HYDRANT LOCATIONS:** **FH**

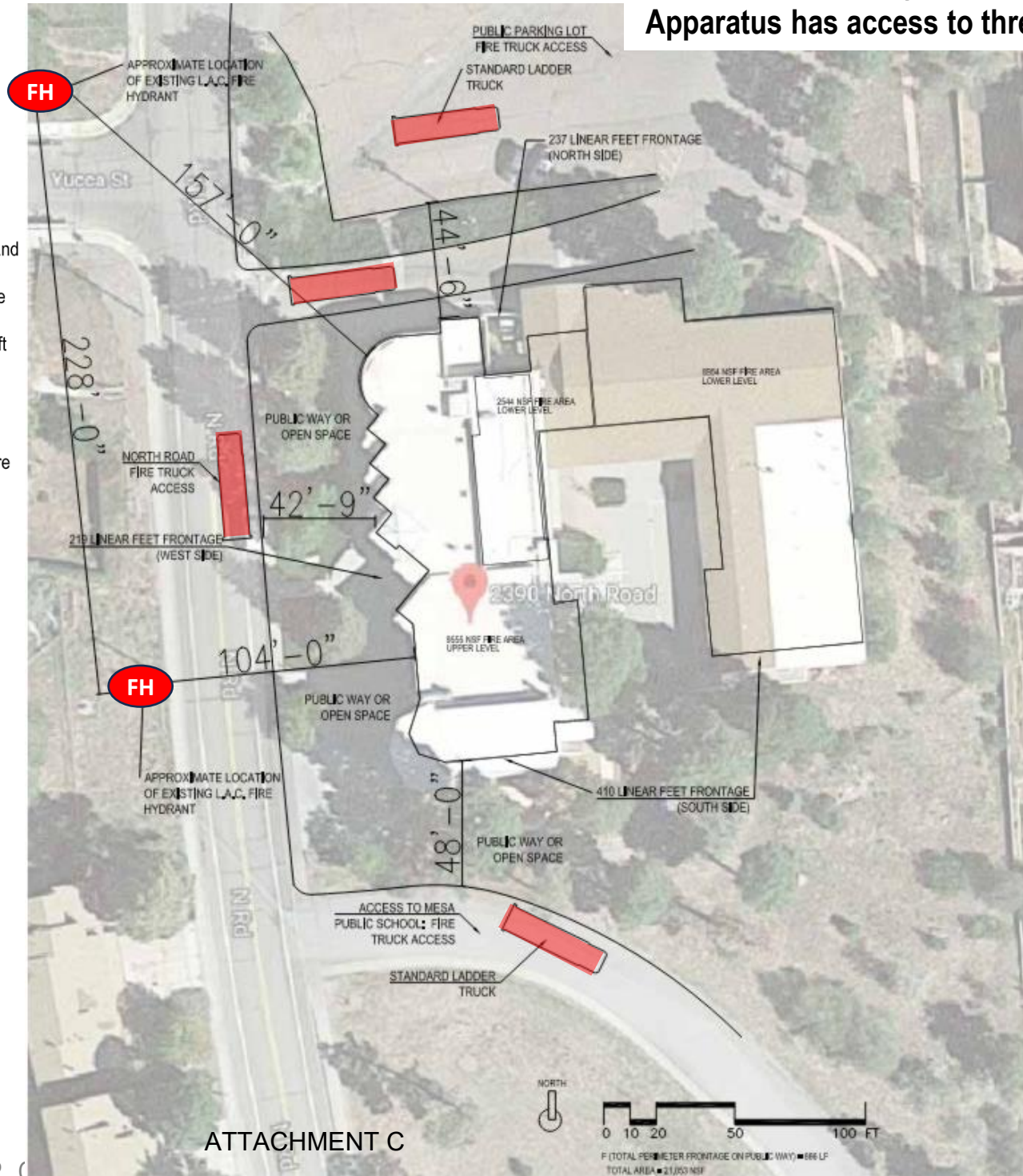
AS PER NFPA 1 (2015):

18.5.3 Buildings Other than Detached One- and Two-Family Dwellings. Fire hydrants shall be provided for buildings other than detached one- and two-family dwellings in accordance with both of the following:

- (1) The maximum distance to a fire hydrant from the closest point on the building shall not exceed 400 ft (76122 m).
- (2) The maximum distance between fire hydrants shall not exceed 500 ft (152 m).



**FIRE ALARM SYSTEM:**

Currently, the existing facility is equipped with a smoke detection and fire alarm system.







### Regulatory Requirements •

- According to the 2012 International Fire Code (IFC), all new educational occupancies must have a manual fire alarm system equipped with emergency voice/alarm communication systems. This includes elementary, middle, and high schools .
- Additionally, any new school building with an occupant load exceeding 30 persons is mandated to have an EVAC fire alarm system .

### Purpose of Voice Evac Systems

- These systems are designed to broadcast emergency messages automatically or manually, ensuring effective communication during emergencies .
- They facilitate real-time instructions for sheltering, evacuation, or lockdown scenarios, enhancing overall safety .

**Question: since this is not a NEW school, do these classrooms need the Voice Evac system? If so, does it need to be in the entire facility or only in these rooms?**



**Type 3: Ordinary**

Type 3 buildings can be of either new or old construction, and they have non-combustible walls and a wood roof. Older construction buildings may consist of unreinforced masonry and have a conventionally framed roof, while newer buildings will have lightweight roof systems supported by reinforced masonry or tilt slab. The most common types of roof systems in a commercial setting of Type 3 construction include parallel cord truss and panelized roof systems.

← OLD CONSTRUCTION:  
**REINFORCED MASONRY THROUGHOUT,  
COMBINATION OF NON-COMBUSTIBLE  
MATERIALS:**

RMKM ARCHITECTURE  
400 GOLD AVE SW STUDIO 1100 AL

**506.2 Allowable area determination.**

The allowable area of a building shall be determined in accordance with the applicable provisions of Sections 506.2.1 through 506.2.4 and Section 506.3.

**TABLE 506.2<sup>a, b</sup>**  
**ALLOWABLE AREA FACTOR ( $A_t$  = NS, S1, S13R, or SM, as applicable) IN SQUARE FEET**

OCCUPANCY CLASSIFICATION	SEE FOOTNOTES	TYPE OF CONSTRUCTION								
		TYPE I		TYPE II		TYPE III		TYPE IV	TYPE V	
		A	B	A	B	A	B	HT	A	B
A-1	NS	UL	UL	15,500	8,500	14,000	8,500	15,000	11,500	5,500
	S1	UL	UL	62,000	34,000	56,000	34,000	60,000	46,000	22,000
	SM	UL	UL	46,500	25,500	42,000	25,500	45,000	34,500	16,500
A-2	NS	UL	UL	15,500	9,500	14,000	9,500	15,000	11,500	6,000
	S1	UL	UL	62,000	38,000	56,000	38,000	60,000	46,000	24,000
	SM	UL	UL	46,500	28,500	42,000	28,500	45,000	34,500	18,000
A-3	NS	UL	UL	15,500	9,500	14,000	9,500	15,000	11,500	6,000
	S1	UL	UL	62,000	38,000	56,000	38,000	60,000	46,000	24,000
	SM	UL	UL	46,500	28,500	42,000	28,500	45,000	34,500	18,000

← BECUASE OF THE ALLOWABLE AREA INCREASE AS PER SECTION 506.3, THE BUILDING QUALIFIES FOR AN ALLOWABLE AREA INCREASE FROM 14,000 SF TO 22,783 SF. THIS IS ABOVE THE EXISTING TOTAL BUILDING AREA OF 21,053 SF, THEREFORE IT QUALIFIES AS (NS) NON-SPINKLERED, TYPE III-A CONSTRUCTION, , THEREFORE **NO** AUTOMATIC SPRINKLER SYSTEM IS REQUIRED.

← THERE ARE 3 FIRE AREAS WITHIN THIS BUILDING AND NONE EXCEED 12,000 EACH, THEREFORE **NO** AUTOMATIC SPRINKLER SYSTEM IS REQUIRED.

← THE TOTAL OCCUPANCY OF THE ENTIRE BUILDING IS LESS THAN 300 OCCUPANTS ON A SUNDAY MORNING FOR A FULL WORSHIP SERVICE, THEREFORE **NO** AUTOMATIC SPRINKLER SYSTEM IS REQUIRED.

**[F] 903.2.1.3 Group A-3.**

An automatic sprinkler system shall be provided for fire areas containing Group A-3 occupancies and intervening floors of the building where one of the following conditions exists:

1. The fire area exceeds 12,000 square feet (1115 m<sup>2</sup>).
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.





**ASSEMBLY OCCUPANCY A-3 (LESS THAN 300 OCCUPANTS), TYPE III-A CONSTRUCTION:  
AUTOMATIC FIRE SPRINKLER SYSTEM IS NOT REQUIRED IN THIS FACILITY:  
AREA INCREASE / FRONTAGE INCREASE AS PER IBC 2015 SECTION 506.3:**

1. Increase is allowable because it does have access to the public way (North Road)
2. As per 506.3.1, the increase is allowable because the building has MORE than 25% of its perimeter on a public way. Both interior parking lots have complete access from North Road.
3. As per 506.3.2: the minimum distance (W) which is the width of the public way or open space between building face and roadway. In this case it is 40 ft average. The value of W must be greater than 20 ft.
4. As per table 506.2, the Allowable Area Factor (A sub t) for BELC (which is primarily A-3 occupancy with some B and some E), for a Type III-A building is 14,000 sf for a NS (Non-Sprinklered) building.
5. Using 506.3.3 Amount of Increase:  $I(\text{sub } f) = \text{Area Factor increase due to frontage} = [F/P - 0.25] W/30$ . If W is greater than 30 ft, then  $W=30$ . F = Building Perimeter that fronts on a public way or open space having minimum distance of 20 ft. = 320 ft. There are three (3) surrounding roads which have fire truck access (North Road, the north parking lot and the access road to Mountain Elementary School). P = total perimeter of the Bethlehem Lutheran Church = 987 ft. Therefore  $I(\text{sub } f) = [866 \text{ ft} / 987 \text{ ft} - 0.25] \times 30/30 = 0.627$
5. Using 506.2.4 Mixed Occupancy, multi-story building the calculation for Area Increase is:  $A(\text{sub } a) = A(\text{sub } T) + (NS \times I(\text{sub } f)) = 14,000 + 14,000 (0.627) = \underline{22,783 \text{ SF}}$ . In this case  $A(\text{sub } T) = NS = 14,000 \text{ sf}$  as per table 506.2.
6. This confirms the fact that the entire BELC worship building qualifies as a Construction Type III-A, NON-SPRINKLERED because, with the Allowable Area Increase to 22,783 sf it is above the actual area of 21,053 sf. Therefore, NO SPRINKLERS ARE REQUIRED.
7. There are four FIRE AREAS in the existing building: NONE of these exceed 12,000 net s.f. As per IBC 2015, Section 903.2.1.3 Group A-3. Fire areas one and two on the lower level are separated by a 2-hour fire separation with 1 1/2 hour rated doors.



**Bethlehem Evangelical  
Lutheran Church**

Classroom Modifications - 2026

**303.4 Assembly Group A-3.** INSIGHTS

Group A-3 occupancy includes assembly uses intended for worship, recreation or amusement and other assembly uses not classified elsewhere in Group A including, but not limited to:

- Amusement arcades
- Art galleries
- Bowling alleys
- Community halls
- Courtrooms
- Dance halls (not including food or drink consumption)
- Exhibition halls
- Funeral parlors
- Greenhouses* for the conservation and exhibition of plants that provide public access
- Gymnasiums (without spectator seating)
- Indoor *swimming pools* (without spectator seating)
- Indoor tennis courts (without spectator seating)
- Lecture halls
- Libraries
- Museums
- Places of religious worship*
- Pool and billiard parlors
- Waiting areas in transportation terminals

**303.1.4 Accessory to places of religious worship.**

Accessory religious educational rooms and religious auditoriums with *occupant loads* of less than 100 per room or space are not considered separate occupancies.



**308.5.1 Classification as Group E.**

A child day care facility that provides care for more than five but not more than 100 children 2<sup>1</sup>/<sub>2</sub> years or less of age, where the rooms in which the children are cared for are located on a *level of exit discharge* serving such rooms and each of these child care rooms has an exit door directly to the exterior, shall be classified as Group E.

**308.5.2 Within a place of religious worship.**

Rooms and spaces within *places of religious worship* providing such care during religious functions shall be classified as part of the primary occupancy.

 LAC DEVELOPMENT CODE | USE REGULATIONS

**TABLE 27: PERMITTED USE TABLE**

PROPOSED ZONE DISTRICTS		POS-P	POS-AO	POS-PO	RA	RE	SFR	MHC	RM	RM-NC	MFR-L	MFRL-NC
EXISTING ZONE DISTRICTS		PL	W2	W1	R-A	R-E	R-1	R4 R5 R6	R-M	R-M-NC	R-3-L	R-3-L-NC
Public, Institutional, and Civic Uses	Medical Or Dental Clinic <sup>21</sup>											
	Private Club or Lodge											
	Religious Institution <sup>22</sup>				P	P	P	P	P	P	P	P
	School, Private				S	S	S	S	S	S	S	S
	School, Public				P	P	P	P	P	P	P	P
<b>COMMERCIAL USES</b>												
	Fish Hatchery		P									



Religious Institution is PERMITTED in MFR-L (previously R-3-L)

Conditional Use Permit approval by Community Development Department

An "S" indicates that the land use is permitted in the respective zone district upon approval of a Special Event Permit by the Community Development Department as described in [section 16-73\(m\)](#).



**Los Alamos County  
2026 Planning and Zoning Commission Meeting Dates**

Application submitted by 3 p.m.	IDRC 10 a.m.	Deadline to submit to Los Alamos Daily Post	Legal Notice Published "Los Alamos Daily Post"	Planning & Zoning Commission Wednesday-5:30 PM
<b>Scheduled for Planning and Zoning Commission Business/Training Only</b>				January 14, 2026
December 17, 2025	<b>December 30, 2025</b>	January 5, 2026	January 8, 2026	January 28, 2026
December 31, 2025	January 15, 2026	<b>January 16, 2026</b>	January 22, 2026	February 11, 2026
January 14, 2026	January 29, 2026	February 2, 2026	February 5, 2026	February 25, 2026
January 28, 2026	February 12, 2026	<b>February 13, 2026</b>	February 19, 2026	March 11, 2026
February 11, 2026	February 26, 2026	March 2, 2026	March 5, 2026	March 25, 2026
February 25, 2026	March 12, 2026	March 16, 2026	March 19, 2026	April 8, 2026
March 11, 2026	March 26, 2026	March 30, 2026	April 2, 2026	April 22, 2026
<b>April 1, 2026</b>	<b>April 16, 2026</b>	<b>April 20, 2026</b>	<b>April 23, 2026</b>	<b>May 13, 2026</b>
April 15, 2026	April 30, 2026	May 4, 2026	May 7, 2026	May 27, 2026
April 29, 2026	May 14, 2026	May 18, 2026	May 21, 2026	June 10, 2026
May 13, 2026	May 28, 2026	June 1, 2026	June 4, 2026	June 24, 2026
May 27, 2026	June 11, 2026	June 15, 2026	June 18, 2026	July 8, 2026
June 10, 2026	June 25, 2026	June 29, 2026	July 2, 2026	July 22, 2026
July 1, 2026	July 16, 2026	July 20, 2026	July 23, 2026	August 12, 2026
July 15, 2026	July 30, 2026	August 3, 2026	August 6, 2026	August 26, 2026
July 29, 2026	August 13, 2026	August 17, 2026	August 20, 2026	September 9, 2026
August 12, 2026	August 27, 2026	August 31, 2026	September 3, 2026	September 23, 2026
<b>September 2, 2026</b>	<b>September 17, 2026</b>	<b>September 21, 2026</b>	<b>September 24, 2026</b>	<b>October 14, 2026</b>
<b>September 16, 2026</b>	<b>October 1, 2026</b>	<b>October 5, 2026</b>	<b>October 8, 2026</b>	<b>October 28, 2026</b>
<b>October 7, 2026</b>	<b>October 22, 2026</b>	<b>October 26, 2026</b>	<b>October 29, 2026</b>	<b>November 18, 2026</b>
October 28, 2026	November 12, 2026	November 16, 2026	November 19, 2026	December 9, 2026
December 2, 2026	December 17, 2026	December 21, 2026	December 24, 2026	January 13, 2027
December 16, 2026	December 31, 2026	January 4, 2027	January 7, 2027	January 27, 2027



Deadline dates in **red** have been adjusted for county recognized holidays. IDRC meetings may be adjusted or held via email as needed.  
 Meeting loctions are scheduled at the Municipal Building, 1000 Central Ave, Los Alamos, NM, Council Chambers, except for those in **bold**.  
 Meeting dates are subject to change. Contact [planning@lacnm.us](mailto:planning@lacnm.us) to confirm all dates and location at (505)662-8120.



**NEXT STEPS: ITEMS TO BE COMPLETED  
FOR IDRC APPLICATION BY 11 MARCH  
2026 FOR THE 22 APRIL 2026 HEARING.**



**Bethlehem Evangelical  
Lutheran Church**  
Classroom Modifications - 2026



Community Development—Planning

1000 Central Ave, Suite 150  
Los Alamos, NM 87544  
505.662.8120  
planning@locnm.us

**DEVELOPMENT APPLICATION**

**PROJECT INFORMATION**

Title: \_\_\_\_\_  
 Project Address: \_\_\_\_\_  
 Description: \_\_\_\_\_

Check all application types, if applicable:

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

\* Application reviews require a pre-application meeting.

**NEXT STEPS**  
**Conditional Use Permit**  
 Please see separate completed application

**PROPERTY & OWNER INFORMATION**

Property Address: \_\_\_\_\_  
Address City State ZIP

Zoning District: \_\_\_\_\_ Overlay Zone: \_\_\_\_\_  N/A

Existing Structure(s) Sq. Ft.: \_\_\_\_\_ Proposed Structure(s) Sq. Ft.: \_\_\_\_\_

Lot Area (sq.ft.): \_\_\_\_\_

Property Owner(s) Name: \_\_\_\_\_

Owner(s) Email: \_\_\_\_\_

Owner(s) Phone(s)#: \_\_\_\_\_

Owner's Address same as Property Address

Owner(s) Address: \_\_\_\_\_  
Address City State ZIP

**APPLICANT / OWNER'S AGENT INFORMATION**

Applicant is same as Owner

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_  
Address City State ZIP

Applicant Email: \_\_\_\_\_

Applicant Phone(s)#: \_\_\_\_\_

**ASSOCIATED APPLICATIONS**

Application Type: \_\_\_\_\_

Case Number: \_\_\_\_\_

*I hereby certify and affirm, under penalty of perjury, that the information I have provide in this application is true and accurate to the best of my knowledge, information, and belief. [NMSA 1978, §30-25-1]*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**STAFF USE ONLY**

Date Received: \_\_\_\_\_ Staff: \_\_\_\_\_

Case No.#: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

**SUBMITTALS**

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





c. The Conditional Use is in conformance with all applicable provisions of this Code and other adopted County regulations. Explain.

Handwritten response area for criterion c.

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

d. The Conditional Use shall conform to all applicable regulations of the district in which it is located. Explain.

Handwritten response area for criterion d.

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

e. The Conditional Use does not cause significant adverse impacts on properties in the vicinity. Explain.

Handwritten response area for criterion e.

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

**DECISION CRITERIA 16-74-(b)(3)**

f. There are adequate utilities, access roads, drainage, and other necessary improvements to allow the land use, or improvements are planned to provide adequate measures. Explain.

Handwritten response area for criterion f.

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

g. The location, size, design, and operating characteristics of the Conditional Use will be compatible with the use and development of properties in the vicinity. Explain.

Handwritten response area for criterion g.

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

h. The Conditional Use is in compliance with the Site Plan procedures and requirements of Sec. 16- 74(h) and demonstrates that the site development will be compatible with properties in the vicinity. Explain.

Handwritten response area for criterion h.

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

**Attach additional sheets, if needed.**