

## **MEMORANDUM**

**DATE:** December 14, 2010

**TO:** Board of County Commissioners

**FROM:** Jose E. Larrañaga, Commercial Development Case Manager

**VIA:** Jack Kolkmeier, Land Use Administrator  
Shelley Cobau, Building and Development Services Manager  
Wayne Dalton, Building and Development Services Supervisor

**FILE REF:** CDRC CASE # MP 10-5351 Rio Santa Fe Business Park

---

**ISSUE:**

Peña Blanca Partnership Applicant, Jim Seibert Agent, request Master Plan Zoning approval for a 31.44 acre parcel as a Commercial/Industrial Use.

The property is located at 54 Colony Drive, North West of N.M. 599, North of Paseo De River, Within Section 10, Township 16 North, Range 8 East, (Commission District 2).

**SUMMARY:**

On September 16, 2010, the County Development Review Committee (CDRC) met and acted on this case, the decision of the CDRC was to recommend approval, of Case # MP 10-5351 with staff conditions (Exhibit "I").

On August 10, 2010, the Applicant was granted Master Plat Authorization approval, by the Board of County Commissioners, on a 31.44 acre parcel. Approval of the Master Plat delegates authority to the Land Use Administrator to administratively approve a specific lot layout plan when it determines that due to the size, scale or marketing requirements that approval of a plat with a specific lot layout is in the best interest of the county and developer.

After such a delegation is made, the County Development Review Committee and Board shall establish development standards applicable to the subdivision as authorized by the Code and other applicable ordinances and laws, establish the maximum number of lots to be permitted,

intensity of use, and required improvements, and may then approve both the Preliminary and Final Plat which will be known and designated as a Master Plat.

The Applicant requests Master Plan Zoning, in conformance with the requirements of Article V, Section 5 of the Land Development Code to allow for commercial/industrial use on 31.44 acres. The property has been used as a mine site for excavation of sand and gravel which is located in an area of the county where the predominant use is commercial.

Article V, Section 5.2.1.b states: "A master plan is comprehensive in establishing the scope of a project, yet is less detailed than a development plan. It provides a means for the County Development Review Committee and the Board to review projects and the sub-divider to obtain concept approval for proposed development without the necessity of expending large sums of money for the submittals required for a preliminary and final plat approval."

Article V, Section 5.2.1.c states: "The master plan submittal will consist of both plans and written reports which include the information required in Article V, Section 5.2.2. A typical submittal would include a vicinity map, a plan showing existing site data, a conceptual environmental plan with written documentation, a master plan map, a master plan report, a schematic utilities plan and the phasing schedule. Maps and reports may be combined or expanded upon at the discretion of the applicant to fit the particular development proposal as long as the relevant information is included (Exhibit "F"). "

**The Application was reviewed for the following (Exhibit "E"):**

**EXISTING CONDITIONS:**

The property was used for the extraction of sand and gravel. Prior to abandoning the sand and gravel operation the site was re-contoured to provide a gradual slope to the south, re-establishing the original gradient on the property.

**ADJACENT PROPERTIES:**

Highway 599 is located to the east, an existing sand and gravel operation is located to the west, City, State and Federal lands, where commercial office buildings have been built, are located to the north and La Farge, Colony Materials as well as other commercial/industrial type uses front the property to the south.

**PARKING:**

A detailed parking plan shall be submitted along with the application for Preliminary Development Plan. Parking shall be compliant with ADA standards. This application meets the requirements set forth in Article III, Section 9 (Parking Requirements) for Master Plan Requirements.

**ACCESS:**

Public works has reviewed the Traffic Impact Analysis (TIA), dated July 2010, and supports Master Plan approval for the Rio Santa Fe Business Park subject to the following conditions:

1. The TIA stated it would be several years prior to development of the park. An updated TIA shall be submitted at the time of development to determine any changes in conditions that may occur in the interim.
2. Rio Santa Fe Business Park shall enter into a cost share agreement with Paul Parker, Espanola Mercantile and NMDOT to construct an all weather crossing on Paseo de River to supply adequate access to their developments.

**OUTDOOR LIGHTING:**

No street lights are proposed. The details provided for light poles and wall mounted lighting within the Park are in accordance with the criteria set forth in Article III, Section 4.4.4. (Outdoor Lighting).

**SIGNAGE:**

The applicant proposes a 10'x15' (150 sq ft) Monument sign at the south entry of the Park. The setbacks for the free standing Monument sign are not illustrated on the plan set. Building mounted signs shall not to exceed 70 sq ft. The applicant shall meet the criteria set forth in Article VIII (Sign Regulations) prior to recordation of the Master Plan.

**ARCHITECTURAL STANDARDS:**

A Commercial /Industrial use list has been submitted for the Rio Santa Fe Business Park. The Applicant shall meet the Architectural Standards of the Land Development Code at Final Development Plan. This submittal meets the criteria set forth in the Land Development Code, Article V, Section 5 (Master Plan).

**WATER:**

The Applicant proposes to supply water to the site from the Buckman Direct Diversion water line. The Applicant states that the project is within the water service area of Santa Fe County and a request for water service has been submitted to the County Utility Department (Appendix G of Applicant report).

The Santa Fe County Utility (SFCU) has reviewed the Applicants request and states: "the extension of service south from the existing BDD transmission line would be necessary if any development, such as what is being proposed, were to occur in the general triangular area within the Santa Fe River, NM 599 and Airport Road in the next five years. The SFCU would serve the proposed development, contingent upon the developer's installation of distribution lines and appurtenant features."

**FIRE PROTECTION:**

The Santa Fe County Fire Department Fire Prevention Division has reviewed the submittal for Master Plan and has recommended approval subject to conditions (Exhibit "E").

**LIQUID WASTE:**

The Applicant proposes that the Business Park wastewater system connect to the City sewer system. Two options are presented by the Applicant, one is to connect at an existing City sewer line on Colony Road and the other is to the City sewer line on Airport Road. This process shall involve both City and County approvals.

The Santa Fe County Utility (SFCU) has reviewed the Applicants request and states: "infrastructure includes provisions connecting to the existing City of Santa Fe sewer system in Paseo de River Road or Colony Drive. Topographic conditions will require a lift station, which should be designed and built to public standards and within properly dedicated easements."

**TERRAIN MANAGEMENT:**

Article VII, Section 3.1.2 Adaption of development to the existing natural topography, soils, vegetation, geology, hydrology, landforms and other conditions existing on a lot or parcel prior to development; by retaining trees and natural vegetation; by minimizing cuts and fills and earth grading; by blending graded areas with undisturbed natural terrain; and by minimizing the amount of exposed raw earth at any time in a project by careful phasing of development and re-vegetation.

The Applicants must submit an updated grading and drainage plan with calculations on all storm water detention ponds, directional conveyance of onsite and offsite flows that affect the property, and details of culverts and sizes prior to recording the approved development plan.

A minimum setback of 75 feet must be provided from all Special FEMA Flood Hazard Areas.

**LANDSCAPING:**

The Applicant has met the requirements of the Santa Fe County Land Development Code for Landscaping for Master Approval.

**ARCHAEOLOGY:**

This submittal was forwarded to SHIPO for review on July 16, 2010. SHIPO has not commented on this Application.

The property has been entirely excavated in the past therefore the Applicant is requesting an exemption to the archaeological requirement for Master Plan.

Article VI, Section 3.4.3.a.v (Reconnaissance Survey and Report Required) states: "the Code Administrator may waive the survey and reporting requirements, or may reduce the area to be

surveyed and the sampling methods to be employed for developments that are located in areas with extensive surface disturbance, such as gravel quarries.”

The Land Use Administrator has waived the survey and reporting requirements for this site as allowed in Article VI, Section 3.4.3.a.v (Reconnaissance Survey and Report Required).

**REQUIRED ACTION:**

The BCC should review the attached material and consider the recommendation of staff; take action to approve, deny, approve with conditions, or table for further analysis of this request.

**RECOMMENDATION:**

Staff has reviewed this Application and has found the following facts presented to **support** this request: the application satisfies the submittal requirements set forth in Article V, Section 5.2.2; the application is comprehensive in establishing the scope of the project; the proposed site is located in a predominately commercial developed area of the county; the proposed Master Plan meets the criteria set forth in the Land Development Code.

The review comments from State Agencies and the Building and Development Services Department have established findings that this Application is in compliance with Article V, Section 5, Master Plan Procedures of the Land Development Code. Staff recommends Master Plan Zoning **approval**, of the Rio Santa Fe Business Park, to allow commercial/industrial use on 31.44 acres, subject to the following conditions:

1. All Staff redlines shall be addressed, original redlines will be returned with final plans for Master Plan.
2. The Applicant shall comply with all requirements of the County Fire Marshal, County Public Works and County Utilities Department.
3. Master Plan with appropriate signatures shall be recorded with the County Clerk.

**ATTACHMENTS:**

- Exhibit “A” – Applicant’s MP Report
- Exhibit “B” – Vicinity Map
- Exhibit “C” – Drawings
- Exhibit “D” - Plat of Record
- Exhibit “E” – Reviewing Agencies Comments
- Exhibit “F” - Article V, Section 5
- Exhibit “G”– Article VI, Section 3.4.3
- Exhibit “H” –Aerial Photo of Property
- Exhibit “I” – CDRC Minutes
- Exhibit “J” – Agent Correspondence

