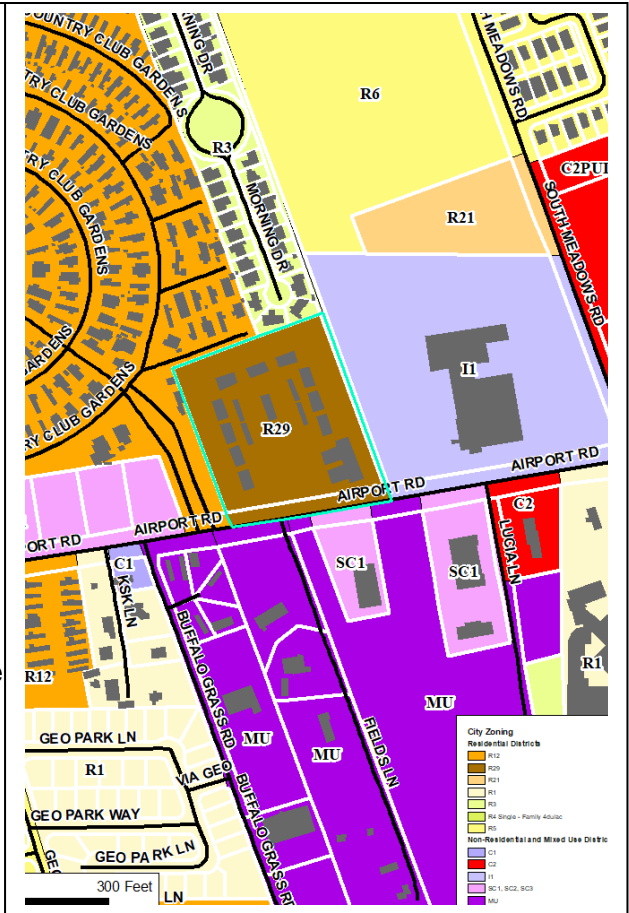




Planning and Land Use Department Planning Commission Staff Report

Case No: 2025-9707
Hearing Date: April 3rd, 2025
Agent: JenkinsGavin Inc.
Owner: Santa Fe Civic Housing Authority
Request: Development Plan
Location: 5999 Airport Road
Case Mgr.: Daniel Alvarado
Zoning: R-29
Future Land Use: Residential High Density
Overlay: Airport Road Overlay District
Master Plan: None
Pre-app Mtg: September 26th, 2024
ENN Mtg: December 17th, 2024
Proposal: The applicant requests approval of a Development Plan for the redevelopment of an existing multifamily complex with 62 units. The redevelopment result in a multifamily complex with 84 units totaling 84,396 SF.



Case #2025-9707. Country Club Apartments Development Plan. JenkinsGavin, Agent, for Santa Fe Civic Housing Authority, Owner, requests approval of a development plan to establish development standards for an 84,396 SF, 84-unit multifamily development located at 5999 Airport Road on a property totaling approximately 5.89 acres. The property is zoned R-29(Residential – 29 unit per acre) and is within the Airport Road Overlay District (Daniel Alvarado, Case Manager, djalvarado@santafenm.gov, (505) 946-7072).

I. RECOMMENDATION:

Staff recommends **APPROVAL** of the Development Plan for Case #2025-9707.

One motion will be required for this case:

1. Approve or deny the Development Plan (Case #2025-9707), subject to the conditions of approval and technical corrections recommended by staff.

II. CONDITIONS OF APPROVAL AND TECHNICAL CORRECTIONS

Should the Commission vote to approve the development plan as proposed, staff recommends the conditions and technical corrections listed in Attachment A. Following standard practice, redline comments will be provided to the applicant who shall make all necessary changes to comply with conditions of approval and technical corrections, and submit the development plan in Mylar for signature.

III. EXECUTIVE SUMMARY:

The 5.89 acre subject property is located at 5999 Airport Rd, just west of the South Meadows and Airport intersection. The proposed development plan is comprised of 11 multifamily buildings totaling 84,396 SF with 84 units on a property totaling 5.89 acres. Of the 11 buildings, 9 are existing structures that are slated to be renovated, 1 is an existing building that will not be renovated, and 1 is a newly constructed building that will replace two existing buildings which currently are comprised of four dwelling units and resident amenities. The project will bring the total dwelling unit count from 62 to 84 units and add new amenities such as landscaping and outdoor recreation areas. The development would provide 112 parking spaces including 8 ADA accessible spaces.

Staff recommends approval of the Development Plan. The proposed development meets the Development Plan Approval Criteria, as outlined below in the staff report.

Figure 1: Development Area (boundary for illustrative purposes only)



IV. BACKGROUND

The Country Club Apartment Complex is an existing 62-unit apartment complex that is currently owned by the Santa Fe Civic Housing Authority (SFCHA). SFCHA received financing for the project through Low Income Housing Tax Credits (LIHTC) from the New Mexico Mortgage Finance Authority to renovate the complex and add 22 units. The renovations will be phased to prevent any tenants from being relocated to another complex or evicted.

V. PROJECT ANALYSIS: DEVELOPMENT PLAN

A. Project Description

The proposed development plan is comprised of 11 multifamily buildings totaling 84,396 SF square feet with 84 units on a property totaling 5.89 acres. The buildings are categorized into 3 “design types” – A, B, and C. Building 1 will replace an existing building and pool which are slated to be demolished. The distinctions between the design types are further described in Section D below.

Table 1. Building Details

Building	Design Type	Gross Floor Area	Units	Height
1	A (New)	29,528 SF	26	35' 11" (3 stories)
2	B (Renovation)	3,456 SF	4	23' 6" (2 stories)
3	B (Renovation)	3,456 SF	4	23' 6" (2 stories)
4	B (Renovation)	3,456 SF	4	23' 6" (2 stories)
5	B (Renovation)	3,456 SF	4	23' 6" (2 stories)
6	B (Renovation)	3,456 SF	4	23' 6" (2 stories)
7	B (Renovation)	3,456 SF	4	23' 6" (2 stories)
8	B (Renovation)	3,456 SF	4	23' 6" (2 stories)
9	B (Renovation)	3,456 SF	4	23' 6" (2 stories)
10	B (Renovation)	3,456 SF	4	23' 6" (2 stories)
11	C (No Work)	15,851 SF	22	23' 6" (2 stories)

Buildings 2-10 are arranged in a horseshoe pattern around a central area where Building 1 will be constructed. Building 11 is located in the southeast corner of the site adjacent to the eastern entrance. The buildings will be connected via access driveways and ADA accessible pedestrian paths.

In addition to the residential buildings, the proposed redevelopment features a “Plazuela” multi-use space, a children’s play area, and a dog park. Building 1 will also include an office for property management.

B. Surrounding Zoning and Land Use

The property is surrounded by diverse zoning districts, including industrial, residential, mixed use and shopping center, reflecting the mix of uses along Airport Rd at the time of its annexation. The surrounding land uses include single-family residential units to the north and northwest, vacant parcels to the west, manufactured homes to the southwest, restaurants and retail to the south, and a vacant commercial building to the east. The parcel to the project’s northeast is currently vacant, but will soon be the location of the Los Prados subdivision and park.

C. Project Zoning

The Property is zoned R-29, or Residential, 29 units per acre. “Dwelling, Multiple-Family” is allowed under this zoning category. As per SFCC 14-7.2(E)(1) and 14-7.2(F)(1), the project requests an increase in the maximum height and maximum density as part of this development plan. The applicant responded to the evaluation criteria for both maximum density and maximum height in their Development Plan Report, which is included in Exhibit C. Staff finds that the applicant has met the evaluation criteria and recommends approval for both maximum height and maximum density.

The property is also within the Airport Road Overlay District. This overlay district includes additional requirements for site design, architecture, landscaping, signage, site furnishings and outdoor lighting. The proposal meets these additional overlay requirements.

The proposal meets all dimensional standards as shown in Table 2 below.

Table 2. Zoning and Overlay Requirements

Requirement	R-29	Airport Road Overlay	Proposed
Height	Max. 24 ft, or 36 ft with Development Plan	N/A	35.1 ft
Building Setbacks	Street: 10 feet Rear: 0 feet Side: 0 feet	Street: 20 feet	30 feet +
Open Space	250 SF/unit = 21,000 SF	N/A	23,000 SF
Lot Coverage	40% maximum	N/A	8%
Density	Max. 10 units/acre, or 29 units/acre with Development Plan	N/A	14.26/acre

D. Architecture

The proposed development is subject to the architectural standards for a R-29 district, which requires designs to reach 180 points using Table 14-8.7-1: Point Requirements by Zoning District. The applicant has submitted a design which reaches 205 points for Building Type A (new building) and 190 points for building type B (renovated buildings). The applicant did not submit a design for Building Type C (existing, no renovation planned). Staff reviewed photos of Building Type C and determine it reaches 190 points.

The only new building proposed, Building 1/Building Type A, is by far the largest at 29,528 SF and 26 units. The I-shaped building is located in the center of the site and includes the property management office. The overall design reflects a contemporary Santa Fe style with flat roofs, monolithic walls, accented by balconies. The building is split into two sections connected by open-air, covered walkways. The façade is primarily grey and rust colored stucco, articulated by sections of White Hardipanel accents. Most of the residential units are accessed via a central stairwell and stairwells at both ends of the building. Some ground floor units are directly accessible via ground floor entrances.

Buildings 2-10 all share the Building Type B design. Each Type B building is 3,456 SF, split between 4 units. These buildings reflect a garden-apartment, neo-colonial style including pitched metal roofs,

exterior stairways and accessways framed by an unadorned colonnade and a central, protruding pediment. The façade material is primarily red brick with wood siding on the second floor. The buildings are slated for renovations, however most of the renovations are planned for the interiors.

Building 3 (Building Type C) is moderately sized at 15,851 SF and 22 units. It is very similar in design to Building Type B, including pitched roofs, exterior access stairwells, brick construction and white wood siding. However, the building configured into a U shape creating an interior courtyard. This building is not slated for renovation.

In addition to the standard Architectural Design requirements, the Airport Road Overlay also includes several architectural regulations. However, because most of the development is existing and is not directly adjacent to Airport Road, few of these regulations apply. The applicant has addressed the Airport Road Overlay Architecture regulations in their Development Plan Report, which is included in Exhibit C.

E. Access and Traffic

Vehicular ingress and egress to the property is via two existing driveways off Airport Road. The west driveway is 32' wide and accommodates right-in, right-out access. The east driveway is 25' wide and accommodates right-in, right-out and left-in access. Vehicles will circulate the development via an existing, two-way, horseshoe-shaped driveway.

Pedestrian, transit and cycling access is also via Airport Road. Pedestrians will access the site via the sidewalk on Airport Road, which will enter the site via new sidewalks extending from the property. Cyclists can access the property via a bicycle lane on Airport Road and enter through the main vehicular driveways. Transit riders are served by a westbound transit stop just outside the east driveway, as well as an eastbound stop directly across Airport Road, although riders must travel approximately 800 ft to the nearest crosswalk to access the northbound stops.

Bohannon Huston, a private engineering firm, conducted an Initial Transportation Assessment (ITA) The ITA found that the small increase in traffic from the additional 22 units is below the City's threshold for additional traffic analysis. The Public Works Department concurred with this finding.

F. Fire Prevention and Emergency Access

Primary fire access to all buildings is provided via the entrances off Airport Rd. All internal access roads are 26' wide in accordance with the IFC. All buildings will be equipped with automatic fire suppression. Additionally, the site will be protected via two existing fire hydrants and one new hydrant proposed as part of this development plan.

G. Vehicular Parking

The Parking requirements in Chapter 14 Appendix, Exhibit A, Table 14-8.6-1 is 1.25 spaces per dwelling unit for attached dwelling units less than 800 SF, and 1.5 spaces per dwelling units for attached dwelling units between 800 and 1,200 SF. The parking is calculated per unit but can be distributed throughout the site as needed so long as the total parking required count is achieved. Due to a rounding error, the project's proposed parking count is 1 unit short of the requirement, therefore correction of the project's parking count is being required as a condition of approval.

Table 3. Parking

Requirement	Unit Count	Parking Requirement	Parking Proposed
1.25 parking spaces per ≤ 800 SF unit	57	72	71
1.5 spaces per 800 SF - 1,200 SF unit	27	41	41
ADA Accessible	N/A	8	8
Total		113	112

H. Bicycle Parking

A development with a requirement of more than 100 vehicular parking spaces is required to provide at least 12 bicycle parking spaces. The applicant has proposed 31 uncovered, short-term bicycle parking spaces.

I. Grading and Drainage/Terrain Management

The site gently slopes from the east to west. There are no arroyos, floodplains or other major terrain features on the site. The development's lot coverage will increase by 6,500 SF as part of this development, however that lot coverage is offset by an increase in landscape/drainage facilities.

J. Landscaping, Signage and Lighting

The proposed landscape plan depicts significant landscaping throughout the site, including several types of deciduous and evergreen trees and shrubbery ornamental grasses and a small area of turf grass in the recreational areas. Landscaping is particularly concentrated along Airport Rd, along pedestrian paths, recreational areas and stormwater features to maximize shade, screening and infiltration. The Landscape and Irrigation review staff have provided significant technical corrections to the landscape plan requesting additional details and corrections.

In addition to the standard landscaping requirements, the Airport Road Overlay also includes several additional landscape regulations, including additional street trees along the Airport Rd. frontage. The applicant has addressed the Airport Road Overlay landscape regulations in their Development Plan Report and Landscape Plan, which is included in Exhibit C.

The development plan does not include a sign or striping plan, which has been requested as a condition of approval.

A lighting plan is provided which meets code requirements. The lighting is focused on the driveways and pedestrian areas, and there is no light spill at the edge of the property line.

K. Water and Sewer

The lot is served by an existing 14-inch water main in Airport Road. The lot is connected to the main via an existing 3" domestic water line and an existing 8" fire line.

The lot is currently served by a private sewer line that connects to a trunk line along the old Rufina St R.O.W. As part of this project, the lot will disconnect from this line and construct a new connection to the public sewer main in the Morning Drive cul-de-sac north of the property via an existing 20-foot public utility easement. This new connection includes the construction of a private lift station near the northeast

corner of the property.

L. Water Budget

The water budget was calculated using an estimation of the average water use per unit and landscaping. However, because the development is comprised 100% of Low Priced Dwelling Units (LPDU), no water demand offsets are required from this development as per SFCC 14-8.13(B)(5). A detailed Water Budget can be found in Exhibit C.

Table 4. Water Budget Details

Use per unit annually	41,843.9 gallons	.128-acre feet
Total domestic use for 26 new units	1,087,940.5 gallons	3.34-acre feet
First 3 Years of Landscaping	103,936 gallons	.32-acre feet
9.8% CONTINGENCY per SFCC §14-8.13(E)(1)	N/A for LPDUs	N/A for LPDUs
Total annual water consumption	1,191,876.5 gallons	3.66 A/F/Y

M. Impact on Schools

A School Impact Form has been submitted as part of this application and is included in Exhibit C. The schools impacted include Sweeny Elementary, Ortiz Middle School and Capital High School.

N. Santa Fe Homes Program

100% of the units in the project will be affordable, financed by Low Income Housing Tax Credits (LIHTC) issued by the New Mexico Mortgage Finance Authority. Under SFCC 26-1.31, projects financed by LIHTC are deemed in compliance with the Santa Fe Homes Program Ordinance. The project will have the following income limits:

- 4 units at 30% of Area Median Income (AMI)
- 23 units at 50% AMI
- 57 units at 60% AMI

O. Archaeology

The proposed development is within the Suburban Archaeological Review Overlay District; however the development area is less than 10 acres and therefore does not trigger the requirement for an archaeological clearance permit. Utility trenching will be monitored by an archaeologist during construction.

VI. DEVELOPMENT PLAN APPROVAL CRITERIA SECTION 14-3.8(D)(1)

SFCC Section 14-3.8 governs the purpose, applicability, procedures, and approval criteria for development plans. To approve a development plan, the Planning Commission must make the following findings:

Criterion 1: that the Planning Commission has the authority and is empowered to approve the development plan under the section of Chapter 14 described in the application;	Criterion Met: (Yes/No) YES
Applicant Response:	

SFCC §14-2.3 (C)(1) states, “ the planning commission shall review and approve or disapprove various specific development plans, requests and subdivision plats. When specifically authorized by Chapter 14, the decision of the planning commission is final, subject to any appeal right provided in this chapter.”

Staff Response:

Santa Fe City Code (SFCC) Subsection 14-2.3(C)(1) authorizes the Planning Commission to review and approve or disapprove development plans.

Criterion 2: that approving the development plan will not adversely affect the public interest; and

Criterion Met:
(Yes/No)
YES

Applicant Response:

The Project does not adversely affect public interest, and it serves the public interest through the construction of much-needed affordable housing for Santa Fe residents in a desired location. The location is within walking distance of public transportation and several amenities such as retail services, pharmacies, restaurants, and places of employment. The public interest is further served through investment in redevelopment of the 60-year old project, providing much needed upgrades and beautification.

Staff Response:

The Governing Body has implemented the General Plan and ordinances in order to establish minimum standards for health, safety and welfare affecting land uses and developments as a means to protect the public interest. Multifamily residential developments are a permissible land use under both the zoning district, R-29, and the Future Land Use designations, Residential High Density. Therefore, the proposed development meets the goals of the General Plan is not adverse to the public interest.

Criterion 3: that the use and any associated buildings are compatible with and adaptable to buildings, structures and uses of the abutting property and other properties in the vicinity of the premises under consideration.

Criterion Met:
(Yes/No)
YES

Applicant Response:

The subject property is located on the Airport Road Overlay District, which is a diverse mixed-use area comprising a variety of residential, commercial, and institutional uses, including multi-family and single-family development, a public school, restaurants, and retail. The proposed residential use and scale of the Project are compatible with land uses in the vicinity and the addition of quality multi-family housing aligns with the General Plan’s policies regarding in fill development, mixed-use, and a mix housing types in all neighborhoods.

Staff Response:

The proposed use is compatible with the neighboring uses, buildings and structures. There are several other high density residential developments in the immediate vicinity, and the property has strong access to transportation options and amenities via Airport Rd. The development has taken

into account the possible impact to the existing tenants and have made plans to ensure no existing residents are displaced under the proposal.

VII. EARLY NEIGHBORHOOD NOTIFICATION

The applicant conducted an Early Neighborhood Notification (ENN) meeting for this project on December 17th, 2024.

At the ENN meeting, members of the applicant team, city staff, and approximately 16 members of the public were in attendance. The applicant team presented an overview of the proposed development and received questions from the public and City staff. Questions included addressing issues of pedestrian access to the forthcoming Los Prados Park, the type of the housing in the development, plans for the existing buildings and facilities, the timeline of the project, tenant relocation during construction, utilities, and ADA accessibility.

VIII. EXPIRATION

Per SFCC Section 14-3.19(B)(4) "Approval of a final development plan, or any development plan for which no preliminary development plan was required, shall expire three years after final action approving it unless actual development of the site or offsite improvements has begun and is continued pursuant to Subsection 14-3.19(B)(6)."

IX. EXHIBITS

EXHIBIT A: Development Review Team

1. Landscape and Irrigation
2. Traffic
3. City Engineer
4. Fire Prevention
5. Wastewater
6. Water

EXHIBIT B: Maps and Photos

1. Future Land Use
2. Current Zoning
3. Aerial Photos
4. Street View
5. Birdseye View

EXHIBIT C: Applicant Materials

1. Application Report and Development Plan Criteria Response
2. Development Plan Application and Authorization
3. Warranty Deeds
4. ENN Notes
5. Utility Service Application
6. Water and Sewer Budgets
7. Initial Transportation Assessment
8. School Impact Form

EXHIBIT D: Development Plan Sheets

APPROVED AS TO FORM BY THE PLANNING AND LAND USE DEPARTMENT:

Title	Name	Initials
Department Director	Heather Lamboy, AICP	HL
Assistant Director	Maggie Moore	MM
Planning Division Manager	Dan Esquibel	DE
Planner Senior	Daniel Alvarado, AICP	DA