



Planning and Land Use Department Planning Commission Staff Report

Case Numbers	#2025-11028 #2025-11029 #2025-11030
Hearing Date	November 6, 2025
Agent	JenkinsGavin, Inc
Applicant	Girls, Inc of Santa Fe
Request	General Plan Amendment, Rezoning, Master Plan
Location	2904 Rufina St, Santa Fe, NM 87507
Case Manager	Alexa Hempel
Current Zoning	Light Industrial (I-1), General Industrial (I-2), General Commercial (C-2)
Overlay	Suburban Archeological Review District
Pre-App Meeting	December 12, 2024
ENN Meeting	July 23, 2025
Proposal	Applicant requests approval of a General Plan Amendment to change the Future Land Use of a parcel, a Rezoning of a parcel from I-1 and I-2 to C-2, and a Master Plan for a youth center.



Site Map

Case #2025-11028: 2904 Rufina General Plan Amendment. JenkinsGavin, “Agent,” for Girls, Inc of Santa Fe, “Applicant,” asks the Planning Commission recommend the Governing Body approve a General Plan amendment changing the Future Land Use Map designation for Lot 3, comprising approximately 3.87-acres, located at 2904 Rufina St., from a dual mapped area of “Industrial” and “Business Park” to “Community Commercial.” (Alexa Hempel, Case Manager, anhempel@santafenm.gov)

Case #2025-11029: 2904 Rufina Rezoning. JenkinsGavin, “Agent,” for Girls, Inc of Santa Fe, “Applicant,” asks the Planning Commission to recommend that the Governing Body approve a rezoning, changing the Official Zoning Land Use Map designation for Lot 3 at 2904 Rufina St., comprising approximately 3.87-acres, from a dual mapped area of “Light Industrial” (I-1) and “General Industrial” (I-2) to “General Commercial” (C-2). (Alexa Hempel, Case Manager, anhempel@santafenm.gov)

Case #2025-11030: 2904 Rufina Master Plan. JenkinsGavin, “Agent,” for Girls, Inc of Santa Fe, “Applicant,” asks the Planning Commission to recommend the Governing Body approve a Master Plan of a proposed youth center at 2904 Rufina St on Lots 3 and 2A, 2-2, totaling approximately 4.27-acres. Lot 3 is approximately 3.87-acres, and Lot 2A, 2-2 is approximately 0.399-acres and is located adjacent to the southwest side of Lot 3. (Alexa Hempel, Case Manager, anhempel@santafenm.gov)

I. RECOMMENDATION

Staff recommends that the **Planning Commission recommend the Governing Body APPROVE** the following cases, subject to the Conditions of Approval and Technical Corrections outlined in Attachment A of this report.

1. **Case #2025-11028:** 2904 Rufina Lot 3 General Plan Amendment
2. **Case #2025-11029:** 2904 Rufina Lot 3 Rezoning
3. **Case #2025-11030:** 2904 Rufina Lot 2A, 2-2 and Lot 3 Master Plan

Three motions will be required for this case:

1. **Recommend the Governing Body APPROVE or DENY** Case #2025-11028, “*2904 Rufina Lot 3 General Plan Amendment.*”
2. **Recommend the Governing Body APPROVE or DENY** Case #2025-11029, “*2904 Rufina Lot 3 Rezoning.*”
3. **Recommend the Governing Body APPROVE or DENY** Case #2025-11030, “*2904 Rufina Lot 2A, 2-2 and Lot 3 Master Plan,*” subject to the Conditions of Approval and Technical Corrections outlined in Attachment A of Staff’s report.

II. EXECUTIVE SUMMARY

The subject property is located at 2904 Rufina St, at the intersection of Rufina St and Rufina Circle, north of Cerrillos Rd and west of Siler Rd (the "Property"). The Property is the site of a former retail plant nursery and greenhouse and is comprised of two (2) lots, totaling approximately 4.27-acres. The first lot, described as "Lot 3" is 3.877-acres, dually zoned I-1, "Light Industrial," and I-2, "General Industrial." The second lot, described as "Lot 2A, 2-2" is 0.398-acres, zoned C-2, "General Commercial."

Lot 3 has two (2) General Plan Future Land Use Map (FLUM) designations, "Industrial" and "Business Park." The applicant requests a general plan amendment to designate the entirety of Lot 3 to "Community Commercial" on the FLUM ("General Plan Amendment"). This General Plan Amendment supports the Applicant's concurrent application to rezone Lot 3 from I-1 and I-2 to C-2, "General Commercial" ("Rezoning"). This Rezoning would create zoning uniformity between Lots 3 and 2A, 2-2.

Collectively on the two (2) lots, Girls, Inc of Santa Fe (GISF), acting through its agent, JenkinsGavin (the "Applicant") proposes a master plan for a youth center. GISF is a non-profit corporation based at 310 Hillside Ave that provides educational, recreational, and mentorship activities to school-age children in Santa Fe. The proposed master plan ("Master Plan") of Lots 3 and 2A, 2-2 includes a 55,478 sq ft youth center including classrooms, a gymnasium, a gathering space, an entrepreneurship training center, a caretakers residence, and administrative offices. The Master Plan also designates 2.7-acres of the lot for open space, including areas for recreational activities, gardens, shade and fruit trees, a greenhouse, chicken coop, pavilion, and pathways. If the Master Plan is approved, the Applicant would be required to submit a Development Plan that provides further details for the youth center development, which would be reviewed and approved/denied by the Planning Commission.

The Applicant has complied with Subsections SFCC 14-3.1(E) "*Pre-Application Conferences*", SFCC 14-3.1(F) "*Early Neighborhood Notification Procedures*," and SFCC 14-3.1(H) "*Notice Requirements*."

Staff's analysis finds that the Applicant has addressed the necessary "*Approval Criteria*" per Subsections SFCC 14-3.2(E), SFCC 14-3.5(C), and SFCC 14-3.9(D) and **recommends that the Planning Commission recommend approval of all three (3) cases to the Governing Body**, with the Master Plan being subject to the "*Conditions of Approval*" & "*Technical Corrections*" identified in in Attachment A.

III. PROJECT ANALYSIS: GENERAL PLAN AMENDMENT & REZONING

Project Overview

The 1999 General Plan is a comprehensive, long-term plan for physical development and conservation in Santa Fe. It was intended to be a living document subject to amendments over time. The General Plan established the Future Land Use for parcels in the City in alignment with the themes of the plan. The two (2) parcels owned by GISF are designated “Industrial” and “Business Park” on the Future Land Use Map (FLUM).

Lot 3 is currently zoned Light Industrial (I-1) and General Industrial (I-2), and Lot 2A, 2-2 is currently zoned General Commercial (C-2). See future land use and current zoning maps in Figures 1 and 2.



Figure 1: Future Land Use. Gray is Industrial, Purple is Business Park, Red is Community Commercial.

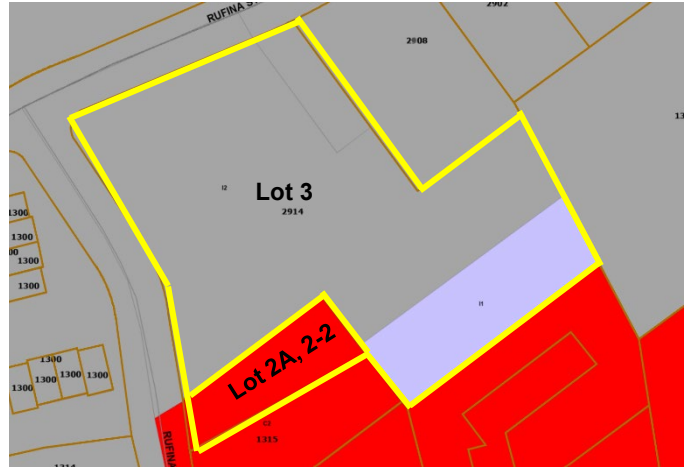


Figure 2: Current Zoning. Gray is I-2, Light Purple is I-1, Red is C-2.

The Applicant requests to rezone Lot 3, 3.877-acres, from I-1 and I-2 to C-2 to create zoning uniformity with Lot 2A, 2-2 which is currently zoned C-2. This uniformity is needed for their project because the use proposed in the Master Plan, a youth center, is permitted in C-2 zoning, but not in I-1 or I-2 zoning (See table 1).

CATEGORY	RR	R-1 R-6	R-7 R-9	R-7 I	RC-5, RC-8	R-10 R-29	MHP	RAC	AC**	C-1	C-2	C-4	HZ	BCD	I-1	I-2
Community Centers and Institutions																
Neighborhood and community centers, including youth and senior centers	S	S	S		S	S		S		P	P	P	P	P		

Table 1: SFCC Table 14-6.1-1, Table of Permitted Uses. “S” indicates Special Use Permit, “P” indicates Permitted, and a blank cell indicates Prohibited.

Due to the rezoning of Lot 3 going from Industrial to Commercial, the General Plan Amendment is first required because the Code requires that any rezoning be consistent with the General Plan, per SFCC 14-3.2(B)(2)(b):

“The general plan must first be amended before: approval of a change in zoning district designation that is inconsistent with the land use classification shown on the general plan’s future land use map.”

In compliance with this requirement, the applicant requests that the Future Land Use of Lot 3 be changed to “Community Commercial” to match the C-2 Rezoning request. A general plan amendment is not required for Lot 2A, 2-2 because a rezoning is not proposed for that parcel. See the General Plan Future Land Use definitions for Industrial, Business Park, and Community Commercial in Table 2.

Future Land Use Classification	General Plan Definition
Industrial	This classification provides and protects industrial lands for the full range of manufacturing, agricultural and industrial processing, general service, and distribution uses. Unrelated retail and commercial uses that could be more appropriately located elsewhere in the city would not be permitted. Performance standards in the Zoning Ordinance will minimize potential environmental impacts.
Business Park	<p>Business Parks shall provide areas appropriate for moderate- to low-intensity industrial and business park uses capable of being located next to commercial and residential areas with minimum buffering. Allowable uses include research and development related uses, light manufacturing, wholesaling, distribution and storage, retailing and small-scale restaurants as a related use only, and offices in a master planned landscaped setting. No raw materials processing or bulk handling would be allowed.</p> <p>The Business Park designation on the Future Land Use Map of the General Plan is intended to encompass the 11, Light Industrial District, and the IP, Industrial Park District, existing zoning categories. It is recommended that both districts be re-examined for allowable uses and appropriate standards. It is further recommended that the IP zoning district be restructured with a stronger emphasis on research and development, offices, and related uses, to be developed in a master planned landscaped setting, and that the district name be modified to Business and Industrial Park in order to reflect these changes.</p> <p>For new development and for rezonings within the Business Park designation, the appropriateness of 1 versus BIP (IP) is determined by the nature of adjacent land uses. Where an area designated Business Park on the Future Land Use map is adjacent to non-residential zoning, an existing non-residential use, or non-residential Future Land Use, then that area may be considered for 11 zoning. Where an area designated Business Park on the Future Land Use map is adjacent to residential zoning, an existing residential use, or residential Future Land Use, then that area may be considered for IP (BIP) zoning.</p>
Community Commercial	This classification provides sites for retail shopping areas, focus on a plaza, containing a wide variety of businesses, including retail stores; eating and drinking establishments; commercial recreation; service stations; automobile sales and repair services; financial, business, and personal services; and educational and social services.

Table 2: General Plan Future Land Use Classification Definitions

Figures 3 and 4 below demonstrate what the future land use and zoning of the property would look like if the Rezoning and General Plan Amendment are approved for Lot 3.

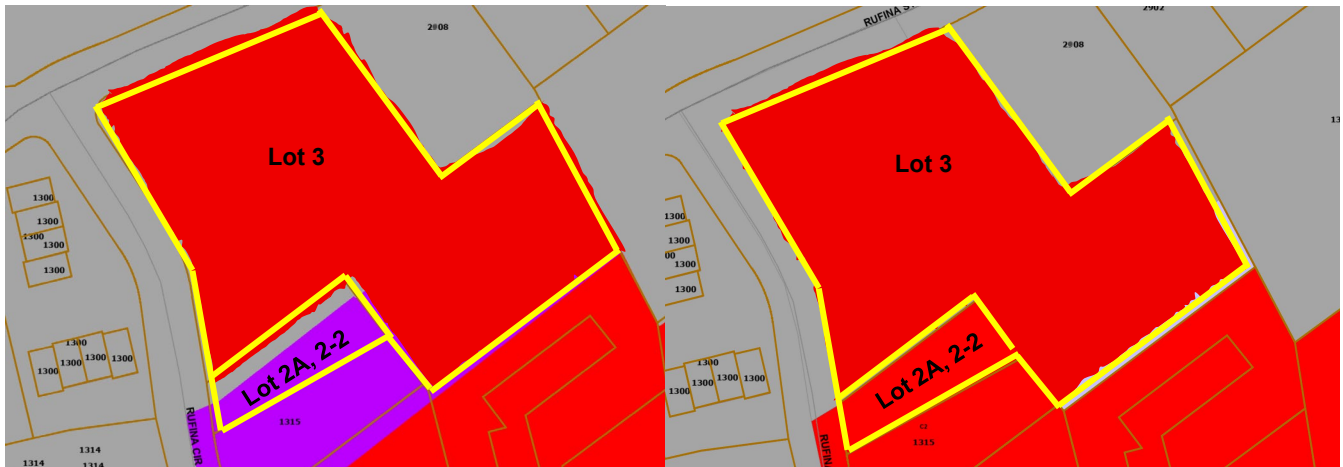


Figure 3: Future Land Use after General Plan Amendment. Gray is Industrial, Purple is Business Park, Red is Community Commercial.

Figure 4: Zoning after Rezoning. Red is C-2, Gray is I-2.

Review and Recommendation

Staff reviews General Plan Amendment and Rezoning applications for compliance with associated approval criteria (see SFCC 14-3.2(E) and 14-3.5(C)) and make recommendations to Planning Commission based on this compliance. Following a hearing, the Planning Commission makes a recommendation to Governing Body, who shall take final action to approve or deny cases. Conditions of Approval and Technical Corrections shall not be imposed on general plan amendments or rezonings.

IV. PROJECT ANALYSIS: MASTER PLAN

Project Description

The Applicant’s plan for the Property includes constructing a 55,478 square foot GISF youth center building including classrooms, gathering spaces, a gymnasium, and administrative offices (the “Project”). The Project also includes a separate teen enterprise space and caretaker’s residence. Outside, the space will house gardens, forested areas, a play field, greenhouse, chicken coop, pavilion, and connected pathways on 2.7-acres of the site. The main building is situated on the southeast corner of the property and parking is proposed off two (2) entrances along Rufina Circle.

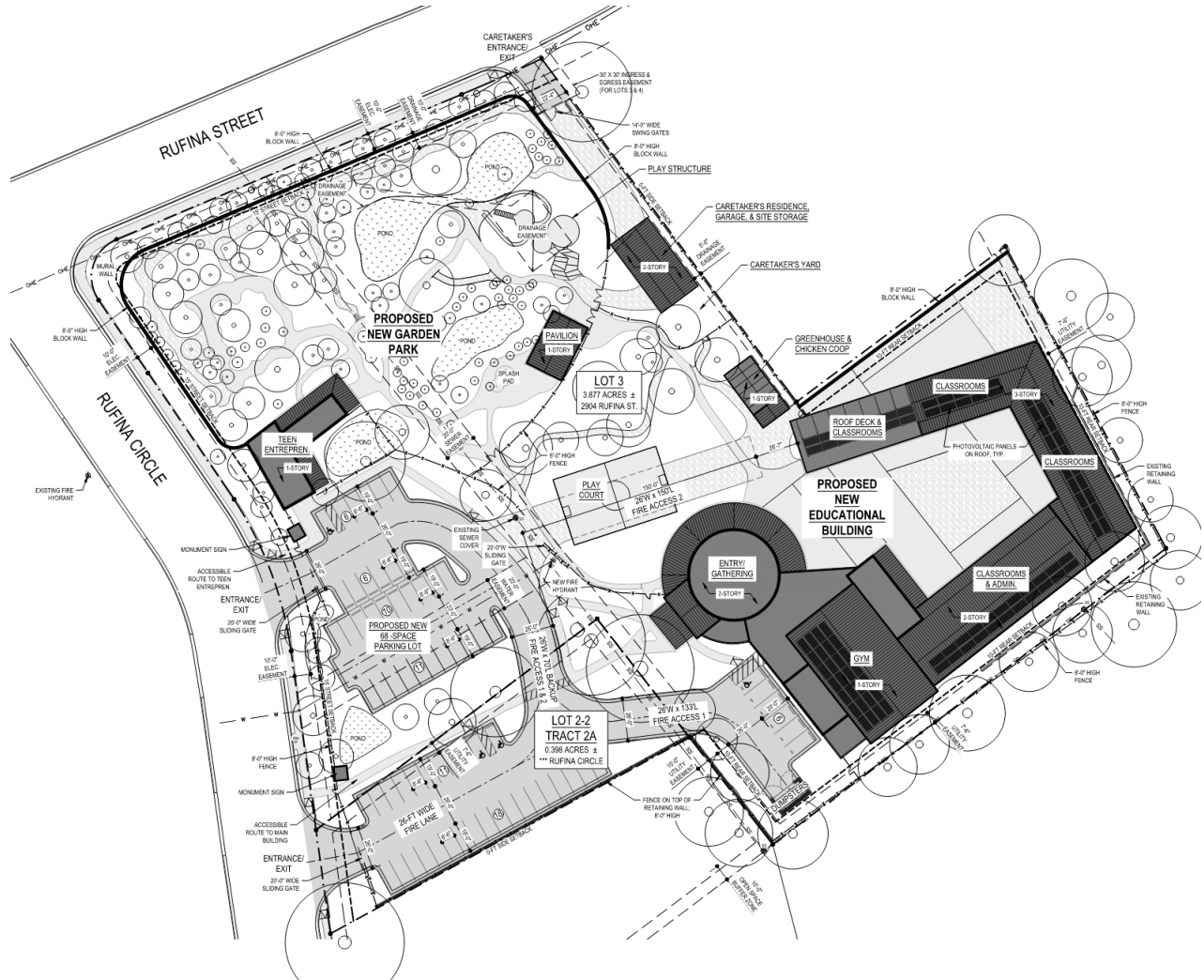


Figure 5: Proposed Site Master Plan. See full site plans in Attachment C-6.

Project Zoning

The Property is split between two (2) parcels. Lot 2A, 2-2 is currently zoned General Commercial (C-2) while Lot 3 is currently zoned Light Industrial (I-1) and General Industrial (I-2). This Project includes a rezoning request to change Lot 3 to C-2 to create uniformity between both parcels. This change will allow for the proposed youth center use. The Applicant has a Condition of Approval to either consolidate the two lots or ensure appropriate easements are in place in perpetuity at the time of Development Plan for this project.

For more information on the Rezoning request and General Plan Amendment, reference Section III of this Staff Report, *supra*.

In accordance with the rezoning request, the Project will meet all dimensional standards for C-2 zoning shown in Table 3.

Requirement	C-2	Proposed
Height	45 feet maximum	45 feet
Lot Coverage	60% maximum	24%
Open Space	25% non-residential and mixed use 0.25 x 186,291 sq ft = 46,555 sq ft	118,563 sq ft (63.7%)
Setbacks	Street: 15 feet Rear: 10 feet Side: 0 feet	Street: 15 feet + Rear: 10 feet + Side: 0 feet +

Table 3: C-2 Dimensional Standards

Surrounding Zoning and Land Use

The GISF site is outlined in yellow in Figure 6. Surrounding zoning includes primarily General Industrial (I-2) (Gray), with some areas of Light Industrial (I-1) (Purple) and General Commercial (C-2) (Red). The uses adjacent to the east of the Property include a variety of appliance, repair, and welding shops. South of the property are hotels along Cerrillos Rd and an auto repair shop along Rufina Circle. West of the property are mixed office buildings, and north is a bottling warehouse.

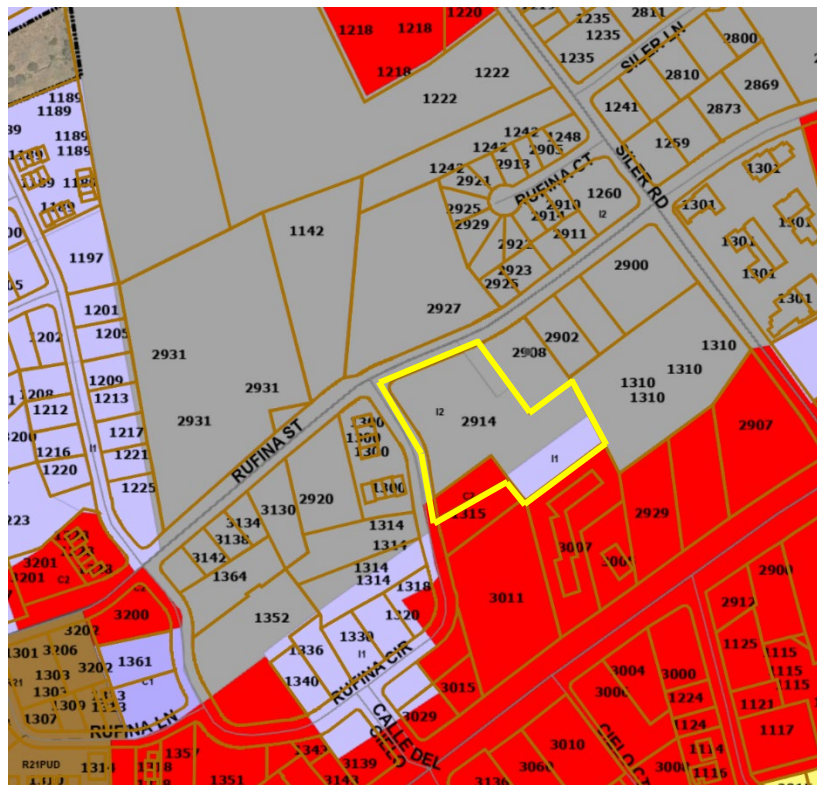


Figure 6: Surrounding zoning. 2904 Rufina outlined in yellow.

Existing Conditions and Terrain Management



The Property was previously used as a plant nursery but is currently vacant except for a few remaining greenhouses in the southeast of the Property (see Figure 7). The site slopes from southeast to northwest, with an overall grade change of approximately thirty-two (32) feet. There are no floodplains on the site and the Project includes passive storm water harvesting systems.

Figure 7: Oblique view of existing conditions. Yellow border approximates property boundaries.

In the past this area of town served as the industrial center for the community. Over time, many of the heavy industrial uses have moved from this area as it has urbanized in response to demand for more flex office, warehousing, and other commercial uses due to the site's proximity to Cerrillos Road and adjacency to properties in the General Commercial (C-2) zone district.

The applicant included a preliminary landscaping plan (Attachment C-6) that identifies the preservation of as many existing trees as feasible. The Applicant plans to incorporate landscaping into stormwater harvesting systems and included the planting of new trees on site and along adjacent streets.

Conditions of Approval and Technical Corrections for terrain management and landscaping can be found in Attachment A.

Traffic, Access, and Parking

The Project proposes the main entrances to the site be via two (2) driveways along Rufina Circle. A third access will exist along Rufina St to serve the caretakers residence.

A Traffic Impact Analysis (TIA) was completed by Bohannon Huston, Inc for this Project. In the 2038 Build scenario, the Rufina Street and Rufina Circle (east) intersection and two (2) new access driveways onto the property will operate acceptably. To mitigate the overall traffic impacts of this development, the TIA made the following recommendations:

- *Installation of a southbound left turn lane into the property off Rufina Circle,*
- *Installation of an eastbound right turn lane at the intersection of Rufina St and Siler Rd,*
- *Installation of a westbound left turn lane at Rufina Circle and Calle de Cielo,*

- Median modifications to the Cerrillos Rd and Calle de Cielo intersection,
- Restriping at the intersections of Rufina St and Rufina Cir E and Rufina St and Rufina Cir W,
- All designs for street improvements shall satisfy the Manual on Uniform Traffic Control Devices (MUTCD) and City of Santa Fe requirements.

The applicant has conditions of approval from the Traffic Division to address at the time of Development Plan for this site (Attachment A). To view the TIA, see Attachment C-5.

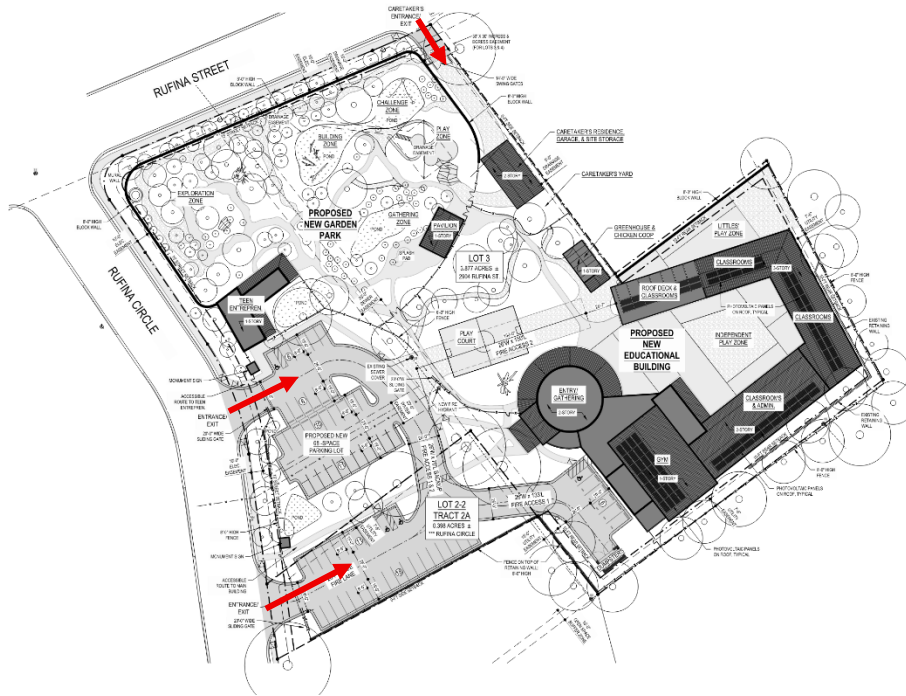


Figure 8: Red arrows showing site access. For more details view the TIA and Master Plan in Attachments C-5 and C-6.

The Master Plan proposes dedicated pickup and drop-off areas for students along the eastern edge of the parking area. To limit access and enhance safety of students, a mix of 8-foot-tall block walls, fences, and retaining walls with fences on top are proposed along the exterior of the property. Within the property, areas of 6-foot-tall fences are proposed to separate various spaces.

SFCC Table 14-8.6-1 does not define parking requirements for a youth center use. The applicant approximated a parking demand of 68 spaces, broken down in Table 4. To confirm the parking requirements for this development, a parking analysis will be required at time of Development Plan.

Parking Demand	Estimated Required Spaces
Peak Daily Staff Demand	42 spaces
Facility Vehicles	5 spaces
Guests/Overflow	21 spaces
Total Estimated Required Spaces	68 spaces
Total Parking Provided (Inc. 4 ADA)	68 spaces

Table 4: Estimated Parking Needs

Utilities

Water: There are existing 6-inch water mains along Rufina St and Rufina Circle. This property is serviced via a 2-inch water service line off Rufina Cir. The existing 5/8-inch water meter on the property is to be replaced by a double 1-inch meter. Additionally, a 6-inch public fire line will be connected off Rufina Cir into a new fire hydrant on the Property. The applicant has submitted a preliminary water budget and water plan with the City, subject to the Conditions of Approval from the City’s Water Division in Attachment A.

Existing Girls Inc. Hillside Facility - Average Annual Water Consumption	101,570	GPY
Existing Facility: Hillside Drive (GFA)	4,886	SF
Existing Facility Annual Usage:	20.8	Gal/SF
Proposed Facility: Rufina Street (GFA) =	55,478	Square Feet
Projected Annual Water Usage (20.8 Gal/SF) =	1,153,275	GPY
	3.54	AFY
Landscape Irrigation =	TBD	GPY
	TBD	AFY
Water Budget Subtotal =	3.54	AFY
Existing Rufina Water Usage Credit =	5.27	AFY
Per SFCC §14-8.13(B)(3)		
DEVELOPMENT WATER BUDGET =	(1.73)	AFY
9.8% Contingency per SFCC §14-8.13(E)(1)=	(0.17)	AFY
TOTAL WATER DEMAND OFFSET =	(1.90)	AFY

Figure 9: Preliminary Water Budget

Sewer: The Property is served by an existing 8-inch public sewer line that cuts north-south through the property via a 10-foot utility easement. The Applicant proposes installing a service connection to the main building and a 4-inch service line for the other structures. The City’s Wastewater Division has Conditions of Approval the applicant must satisfy Prior to Recordation of a future Development Plan for this Property (Attachment A).

Fire Prevention and Emergency Access

Fire and emergency access requirements will be satisfied by the project’s compliance with the International Fire Code 2021. All structures within the proposed development plan include fire alarm systems and sprinklers. The site access road is capable of supporting the load of a 75,000 lb fire apparatus and provides two remote exits. Two (2) fire hydrants (1 existing, 1 new) will serve the site.

Archaeology

The Project is within the Suburban Archaeological Review District, and will require archaeological clearance if the installation of subsurface utility lines will exceed 550-linear feet including water, gas, electric, power, sewer, etc (this may change to 200 linear feet with the adoption of the Land Development Code update).

Architecture, Lighting, and Signage

The Project does not include descriptions of the proposed architecture or elevations. Should the Master Plan be approved, the Applicant will be required to submit architectural drawings and descriptions detailing compliance with SFCC 14-8.7 at the time of Development Plan.

An outdoor lighting plan was not included with the Master Plan either, but the Applicant has a Condition of Approval to do so in compliance with SFCC 14-8.9(C), “*Outdoor Lighting*,” Prior to Recordation of a Development Plan for this site (Attachment A).

Signage was not included in the Master Plan but is reviewed during the Building Permitting process – after the Master Plan and future Development Plan.

Review and Recommendation

Staff reviews Master Plan applications for compliance with associated approval criteria (see SFCC 14-3.9(D)) and completeness of submission requirements (see SFCC 14-3.9(C)). Based on this, Staff makes a recommendation to Planning Commission who then makes a recommendation to Governing Body. Governing Body takes final action to approve or deny Master Plan cases subject to Conditions of Approval and Technical Corrections.

V. GENERAL PLAN AMENDMENT APPROVAL CRITERIA SECTION SFCC 14-3.2(E)(1)

SFCC Section 14-3.2 governs the authority, procedures, and restrictions for amendments to the general plan. Prior to recommending approval of an amendment to the general plan, the Planning Commission must make certain findings based off the approval criteria. The Criteria for approval of General Plan Amendment are detailed below:

<p>14-3.2(E)(1)(a): Consistency with growth projections for Santa Fe, economic development goals as set forth in a comprehensive economic development plan for Santa Fe and existing land use conditions such as access and availability of infrastructure;</p>	<p>Criterion Met: (Yes/No) YES</p>
<p>Applicant Response: <i>Economic development goals are upheld by the provision of quality childcare programs that support working parents. The 2004 report, Cultivating Santa Fe’s Future Economy, by Angelou Economics, recognizes the important role of quality of life in economic development. In Strategy Four: Economic Development, the report states, “The most successful economic development regions in the U.S. also contain very high quality-of-life amenities. Quality of life encompasses many attributes, including healthcare, safety, parks and recreation, arts and culture, and environmental cleanliness. A quality environment plays a large part in the choice of young, skilled professionals in deciding where to locate. It also plays a significant role in retaining good citizens.” The GISF program is a quality-of-life amenity serving the Santa Fe community and young families, enhancing the attractiveness of Santa Fe for existing residents and newcomers, alike. In addition, GISF will employ approximately 45 staff persons. The new facility will serve the growing southwest part of town, home to a majority of Santa Fe’s families. Lastly, the site has existing access via two public rights-of-way and is currently served by public utility infrastructure.</i></p>	
<p>Staff Response: Staff concurs that the proposed amendment is consistent with Santa Fe's growth management and economic development goals as outlined in the General Plan, Angelou Report, and the 2008 Economic Development Strategy. The amendment supports the City's efforts to direct growth toward areas with existing infrastructure and services and encourages balanced economic development. Overall, the proposal aligns with the General Plan’s vision for sustainable coordinated urban growth and is consistent with Criterion 1.</p>	

<p>14-3.2(E)(1)(b): Consistency with other parts of the general plan;</p>	<p>Criterion Met: (Yes/No) YES</p>
<p>Applicant Response: <i>This General Plan Amendment conforms to the following General Plan Themes and Policies:</i></p> <p>Themes <i>1.7.2 Quality of Life. GISF provides an important community service, offering after school and summer</i></p>	

programming and enrichment for school age girls throughout Santa Fe.

1.7.4 Economic Diversity. GISF supports economic diversity goals through sustainable development, enhancing quality of life for Santa Fe’s families, and educational equity that supports economic opportunities for local youth.

1.7.5 Sustainable Growth. The establishment of over 2.7 acres of open space within a dense existing neighborhood supports sustainability goals through preservation of natural outdoor space, enabling best practices with respect to stormwater management.

1.7.9 Urban Form. The rezone request supports the redevelopment of this infill site, which has access to existing transportation and utility infrastructure, maintaining a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl. By promoting higher-density commercial development, the rezoning aligns with the city’s vision of creating a more sustainable urban environment.

1.7.11 Community-Oriented Development. As a community service organization, the proposed GISF facility exemplifies community-oriented development. GISF plays an important role for families in the community, by providing quality out-of-school programs that meet the needs of working parents.

1.7.12 Mixed-Use. The proposed rezone is compatible with and expands the existing mix of uses in the Siler-Rufina neighborhood. Current zoning comprises Parcel #99309296. Lot 3, totaling 3.87 acres, is zoned Light Industrial (I-1) and General Industrial (I-2), and Lot 2, comprising 0.978 acres, is zoned C-2 (General Commercial).

Policies

3-G-2 There shall be a mix of uses and housing types in all parts of the City. The proposed rezone is compatible with and expands the existing mix of uses in the Siler-Rufina neighborhood.

3-G-3 There shall be infill development at densities that support the construction of ... a designated mix of land uses that provide an adequate balance of service retail and employment opportunities...”. The Siler-Rufina neighborhood exemplifies this policy through a vibrant mix of commercial, institutional, and residential uses, and the proposed GISF will contribute to this existing diversity.

4-1-G-3 Use a full range of growth management methods to achieve a superior quality of life to ensure a financially and environmentally sustainable community. As a local community service organization, GISF contributes to the community’s quality of life through mentoring school-age girls and serving working parents with quality after school and summer programming.

9-3-G5 through 9-3-G7 explicitly calls for programs and facilities that “enhance the quality of life” for children and youth, including grants and spaces for after-school, education, life-skills, and recreation. A Girls Inc. youth center directly fulfills these objectives.

Staff Response:

Staff finds that reclassifying Lot 3 as ‘Community Commercial’ is consistent with the General Plan Themes and Policies listed by the Applicant. The reclassification will allow for a youth center that promotes quality of life for Santa Fe residents and economic diversity for the Siler-Rufina area. Additionally, this project will provide infill development consistent with General Plan Themes and Policies.

<p>14-3.2(E)(1)(c): The amendment does not:</p> <ul style="list-style-type: none">(i) allow uses or a change that is significantly different from or inconsistent with the prevailing use and character in the area; or(ii) affect an area of less than two acres, except when adjusting boundaries between districts; or(iii) benefit one or a few landowners at the expense of the surrounding landowners or the general public;	<p>Criterion Met: (Yes/No) YES</p>
<p>Applicant Response:</p> <p>(i) <i>The proposed youth center is consistent with the character of the diverse Siler-Rufina neighborhood, which is home to several non-profit community organizations, including The Food Depot, Kitchen Angels, and Homewise.</i></p> <p>(ii) <i>The subject parcel comprises 3.87 acres. Nevertheless, the property is adjacent to the Community Commercial designation along its south boundary.</i></p> <p>(iii) <i>Contrary to harming surrounding landowners or the general public, this General Plan Amendment, and the new GISF youth center it will enable, provides numerous benefits. The redevelopment of the vacant site with a new, modern facility, inclusive of 2.7 acres of open space, will revitalize the property and beautify the neighborhood. Furthermore, GISF is an important community service organization that mentors school-age girls with dynamic after school and summer programs.</i></p>	
<p>Staff Response:</p> <p>(i) The Siler-Rufina neighborhood is home to a mix of industrial, commercial, and non-profit organizations. Reclassifying Lot 3 will allow for continued infill development consistent with the character of this area. This reclassification will also create consistency with lots south of this property that are currently classified ‘Community Commercial.’</p> <p>(ii) Staff finds that the subject parcel is 3.87-acres, exceeding the required 2-acres.</p> <p>(iii) The General Plan Amendment to reclassify the lot to “Community Commercial” will create the ability to rezone the lot to “General Commercial,” which allows for a variety of uses that have potential to serve the community at large, including the proposed youth center in the Master Plan. Reclassifying this lot can also encourage the redevelopment of the infill site, stated as a priority in the General Plan under policy 3-G-3.</p>	

14-3.2(E)(1)(d): An amendment is not required to conform with Subsection 14-3.2(E)(1)(c) if it promotes the general welfare or has other adequate public advantage or justification;	Criterion Met: (Yes/No) YES
Applicant Response: <i>This General Plan Amendment promotes the general welfare, because it will enable the construction of a new GISF youth center, offering after school and summer programs for school-age girls and much-needed support for working parents.</i>	
Staff Response: The proposed amendment conforms to the requirements of 14-3.2(E)(1)(c), while also promoting general welfare by allowing for the proposed Master Plan use of a youth center, offering quality care to school aged children and accelerating infill development of this site.	

14-3.2(E)(1)(e): Compliance with extraterritorial zoning ordinances and extraterritorial plans;	Criterion Met: (Yes/No) YES
Applicant Response: N/A	
Staff Response: N/A	

14-3.2(E)(1)(f): Contribution to a coordinated, adjusted and harmonious development of Santa Fe that in accordance with existing and future needs best promotes health, safety, morals, order, convenience, prosperity or the general welfare, as well as efficiency and economy in the process of development;	Criterion Met: (Yes/No) YES
Applicant Response: <i>Redevelopment of this infill site provides for efficient and economic development, leveraging existing infrastructure, and supporting the harmonious development of Santa Fe. This request not only supports the general welfare of the community by providing Santa Fe families with a safe and reliable place to send their children but is the sole motivation for this effort.</i>	
Staff Response: Staff agrees with the applicant and finds that reclassifying Lot 3 to ‘Community Commercial’ supports harmonious infill development that is efficient and consistent with properties in the vicinity which have been rezoned from industrial to commercial and subsequently redeveloped (Ord. #2016-44, #2022-4).	

14-3.2(E)(1)(g): Consideration of conformity with other city policies, including land use policies, ordinances, regulations and plans.	Criterion Met: (Yes/No) YES
Applicant Response: <i>The City of Santa Fe Land Use and Urban Design Plan recognizes the Siler Neighborhood as a Mixed-Use Corridor, stating, “Development and redevelopment along these corridors should be encouraged to</i>	

provide greater density of commercial uses...”. Furthermore, the Plan encourages the re–use of blighted or failing buildings and businesses. The redevelopment of a former, dilapidated nursery on an infill site in the Siler Neighborhood thoroughly aligns with these objectives. Furthermore, the City of Santa Fe Economic Development Department branded the subject neighborhood as the Siler-Rufina Nexus in a recent report issued to spur investment in the City’s Opportunity Zones. In keeping with this effort, the proposed GISF facility is a significant investment in the neighborhood, increasing job opportunities and redeveloping a deteriorated site.

Staff Response:

Staff agrees with the Applicant’s response while additionally acknowledging the previous references to the City’s General Plan policies. The proposed change does not conflict with existing city ordinances or regulations and the applicant’s Master Plan and future development plan of the site will conform with the City of Santa Fe’s Land Use Code and Policies.

VI. REZONING APPROVAL CRITERIA SECTION SFCC 14-3.5(C)

SFCC Section 14-3.5 governs the authority, procedures, and restrictions for Rezoning. Prior to recommending approval of a Rezoning, the Planning Commission must make certain findings based off the approval criteria. The Criteria for approval of Rezoning’s are detailed below:

<p>14-3.5(C)(1)(a): The planning commission and the governing body shall review all rezoning proposals on the basis of the criteria provided in this section, and the reviewing entities must make complete findings of fact sufficient to show that these criteria have been met before recommending or approving any rezoning:</p> <p>(a) one or more of the following conditions exist:</p> <p>(i) there was a mistake in the original zoning;</p> <p>(ii) there has been a change in the surrounding area, altering the character of the neighborhood to such an extent as to justify changing the zoning; or</p> <p>(iii) a different use category is more advantageous to the community, as articulated in the general plan or other adopted city plans;</p>	<p>Criterion Met: (Yes/No) YES</p>
<p>Applicant Response:</p> <p>(i) N/A</p> <p>(ii) <i>This area has evolved over the years into a diverse, mixed-use neighborhood of recreational uses, non-profit institutions, a mix of housing types, and various commercial enterprises. The rezone will support the construction of the proposed GISF facility, which aligns well with this current pattern of development.</i></p> <p>(iii) <i>Rezoning the property to C-2 is more advantageous to the community. A vacant site falling into disrepair creates no community benefit. Redevelopment of this infill site vitalizes the neighborhood and supports the provision of critical community services. Furthermore, the rezone request aligns with the Themes and Policies of the General Plan, as summarized below:</i></p> <p>Themes</p> <p><i>1.7.2 Quality of Life. GISF provides an important community service, offering after school and summer programming and enrichment for school age girls throughout Santa Fe.</i></p> <p><i>1.7.4 Economic Diversity. GISF supports economic diversity goals through sustainable development, enhancing quality of life for Santa Fe’s families, and educational equity that supports economic opportunities for local youth.</i></p> <p><i>1.7.5 Sustainable Growth. The establishment of over 2.7 acres of open space within a dense existing neighborhood supports sustainability goals through preservation of natural outdoor space, enabling best practices with respect to stormwater management.</i></p>	

1.7.9 Urban Form. The rezone request supports the redevelopment of this infill site, which has access to existing transportation and utility infrastructure, maintaining a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl. By promoting higher-density commercial development, the rezoning aligns with the city’s vision of creating a more sustainable urban environment.

1.7.11 Community-Oriented Development. As a community service organization, the proposed GISF facility exemplifies community-oriented development. GISF plays an important role for families in the community, by providing quality out-of-school programs that meet the needs of working parents.

1.7.12 Mixed-Use. The proposed rezone is compatible with and expands the existing mix of uses in the Siler-Rufina neighborhood. Current zoning comprises Parcel #99309296. Lot 3, totaling 3.87 acres, is zoned Light Industrial (I-1) and General Industrial (I-2), and Lot 2, comprising 0.978 acres, is zoned C-2 (General Commercial).

Policies

3-G-2 There shall be a mix of uses and housing types in all parts of the City. The proposed rezone is compatible with and expands the existing mix of uses in the Siler-Rufina neighborhood.

3-G-3 There shall be infill development at densities that support the construction of ... a designated mix of land uses that provide an adequate balance of service retail and employment opportunities...”. The Siler-Rufina neighborhood exemplifies this policy through a vibrant mix of commercial, institutional, and residential uses, and the proposed GISF will contribute to this existing diversity.

4-1-G-3 Use a full range of growth management methods to achieve a superior quality of life to ensure a financially and environmentally sustainable community. As a local community service organization, GISF contributes to the community’s quality of life through mentoring school-age girls and serving working parents with quality after school and summer programming.

9-3-G5 through 9-3-G7 explicitly calls for programs and facilities that “enhance the quality of life” for children and youth, including grants and spaces for after-school, education, life-skills, and recreation. A Girls Inc. youth center directly fulfills these objectives.

Staff Response:

- (i) Staff did not find a mistake in the original zoning.
- (ii) In recent years, the Siler-Rufina area has seen increasing multifamily residential developments and rezonings from industrial to commercial that have changed the character of the area (Ord. #2016-44, #2022-4). Commercial establishments and non-profit institutions have also come to occupy many industrial spaces surrounding the property. Staff recognizes a change in the character of the area.
- (iii) Staff finds the rezoning of this parcel to “General Commercial” to be more advantageous than the currently vacant industrial site. This change encourages redevelopment of the infill site, and the

associated Master Plan proposes a quality-of-life amenity to the community, supported by the General Plan.

14-3.5(C)(1)(b): All the rezoning requirements of Chapter 14 have been met.	Criterion Met: (Yes/No) YES
Applicant Response: <i>All the rezoning requirements of Chapter 14 have been met. A Pre-Application Conference was conducted with the Development Review Team on December 12, 2024, and the Early Neighborhood Notification Meeting was held on July 23, 2025.</i>	
Staff Response: Staff finds that the rezoning requirements of Chapter 14 have been met, including SFCC 14-3.1 “Applicable General Provisions,” and SFCC 14-3.5 “Rezoning.” This rezoning application has also been reviewed by the Development review Team (DRT) for compliance with Chapter 14.	

14-3.5(C)(1)(c): The rezoning is consistent with the applicable policies of the general plan, including the future land use map.	Criterion Met: (Yes/No) YES
Applicant Response: <i>A Request to amend the General Plan Future Land Use Map to Community Commercial accompanies this rezone application, which aligns with the requested C-2 zoning. Furthermore, the project conforms to the General Plan as outlined below:</i>	
Themes	
<i>1.7.2 Quality of Life. GISF provides an important community service, offering after school and summer programming and enrichment for school age girls throughout Santa Fe.</i>	
<i>1.7.4 Economic Diversity. GISF supports economic diversity goals through sustainable development, enhancing quality of life for Santa Fe’s families, and educational equity that supports economic opportunities for local youth.</i>	
<i>1.7.5 Sustainable Growth. The establishment of over 2.7 acres of open space within a dense existing neighborhood supports sustainability goals through preservation of natural outdoor space, enabling best practices with respect to stormwater management.</i>	
<i>1.7.9 Urban Form. The rezone request supports the redevelopment of this infill site, which has access to existing transportation and utility infrastructure, maintaining a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl. By promoting higher-density commercial development, the rezoning aligns with the city’s vision of creating a more sustainable urban environment.</i>	
<i>1.7.11 Community-Oriented Development. As a community service organization, the proposed GISF facility exemplifies community-oriented development. GISF plays an important role for families in the</i>	

community, by providing quality out-of-school programs that meet the needs of working parents.

1.7.12 Mixed-Use. The proposed rezone is compatible with and expands the existing mix of uses in the Siler-Rufina neighborhood. Current zoning comprises Parcel #99309296. Lot 3, totaling 3.87 acres, is zoned Light Industrial (I-1) and General Industrial (I-2), and Lot 2, comprising 0.978 acres, is zoned C-2 (General Commercial).

Policies

3-G-2 There shall be a mix of uses and housing types in all parts of the City. The proposed rezone is compatible with and expands the existing mix of uses in the Siler-Rufina neighborhood.

3-G-3 There shall be infill development at densities that support the construction of ... a designated mix of land uses that provide an adequate balance of service retail and employment opportunities...”. The Siler-Rufina neighborhood exemplifies this policy through a vibrant mix of commercial, institutional, and residential uses, and the proposed GISF will contribute to this existing diversity.

4-1-G-3 Use a full range of growth management methods to achieve a superior quality of life to ensure a financially and environmentally sustainable community. As a local community service organization, GISF contributes to the community’s quality of life through mentoring school-age girls and serving working parents with quality after school and summer programming.

9-3-G5 through 9-3-G7 explicitly calls for programs and facilities that “enhance the quality of life” for children and youth, including grants and spaces for after-school, education, life-skills, and recreation. A Girls Inc. youth center directly fulfills these objectives.

Staff Response:

The rezoning alone does not align with the Future Land Use designation of this parcel which currently includes “Industrial” and “Business Park.” However, the applicant is requesting a General Plan Amendment to designate the Future Land Use of this parcel “Community Commercial,” which would align with the rezoning and proposed Master Plan use of a youth center. The project aligns with other themes and policies of the General Plan including but not limited to quality of life, sustainable growth, urban form, and community-oriented development.

14-3.5(C)(1)(d):

The amount of land proposed for rezoning and the proposed use for the land is consistent with city policies regarding the provision of urban land sufficient to meet the amount, rate and geographic location of the growth of the city.

Criterion Met:

(Yes/No)

YES

Applicant Response:

General Plan Figure 4-4, Urban Sub-Areas, designates the 3.87-acre subject property and surrounding area as an “Infill Area.” The Growth Management Chapter of the General Plan specifically calls for prioritization of infill development in Santa Fe in order to maximize the efficient use of public infrastructure, while meeting the demand for urban land for development and directing new growth towards the historic core of the city rather than on the undeveloped fringes. The proposed infill project is in alignment with

these strategic directives and is responsive to community needs for public services and community engagement in this area of the City. General Plan Section 4.1 states, “In both ‘infill’ and ‘future growth’ areas, the city must encourage higher densities of residential and commercial development than existing zoning often allows” to help “create efficient use of already existing roads and utilities, help ensure cost-efficient public transit, and provide the type of housing that will be in demand...”.

Staff Response:

SFCC Section 14-3.5(C)(2)(b) prohibits a rezoning if the rezoning will “affect an area of less than two acres.” This Parcel is 3.87-acres and therefore exceeds the required 2-acres.

The Project meets city policies regarding the provision of urban land sufficient to meet the amount, rate, and geographic location of growth of the city. The Project is located within an infill area and proposes to meet the needs of the community while being served by sufficient infrastructure.

14-3.5(C)(1)(e):

The existing and proposed infrastructure, such as the streets system, sewer and water lines, and public facilities, such as fire stations and parks, will be able to accommodate the impacts of the proposed development.

Criterion Met:

(Yes/No)

YES

Applicant Response:

The subject property is served by existing roadways and public water and sewer infrastructure. Since the program includes the development of over 2.7 acres of outdoor recreational space, the GISF facility will not affect the capacity of area parks.

Staff Response:

Staff from the relevant City departments, including water, wastewater, and traffic engineering have reviewed the zoning criteria as it relates to the Master Plan and determined that the property is sufficiently served by infrastructure so long as the Applicant meets the Conditions of Approval and Technical Corrections identified in Attachment A of this report.

14-3.5(C)(2)(a):

Unless the proposed change is consistent with applicable general plan policies, the planning commission and the governing body shall not recommend or approve any rezoning, the practical effect of which is to:

Criterion Met:

(Yes/No)

YES

Allow uses or a change in character significantly different from or inconsistent with the prevailing use and character in the area;

Applicant Response:

The proposed youth center is consistent with the character of the diverse Siler-Rufina neighborhood, which is home to several non-profit community organizations, including The Food Depot, Kitchen Angels, and Homewise.

Staff Response:

The Applicant stated in response to (1)(a)(iii) the General Plan Themes and Policies that this project aligns with. Staff finds that this use fits the surrounding Siler neighborhood which is currently a mix of industrial, commercial, and multi-family dwellings.

14-3.5(C)(2)(b): Affect an area of less than two acres, unless adjusting boundaries between districts; or	Criterion Met: (Yes/No) YES
Applicant Response: <i>The subject parcel is 3.87 acres.</i>	
Staff Response: The subject parcel is 3.87-acres, therefore exceeding the required 2-acres for a rezoning.	

14-3.5(C)(2)(c): Benefit one or a few landowners at the expense of the surrounding landowners or general public.	Criterion Met: (Yes/No) YES
Applicant Response: <i>Contrary to harming surrounding landowners or the general public, this rezone, and the new GISF youth center it will enable, provides numerous benefits. The redevelopment of the vacant site with a new, modern facility, inclusive of 2.7 acres of open space, will revitalize the property and beautify the neighborhood. Furthermore, GISF is an important community service organization that mentors school-age girls with dynamic after school and summer programs.</i>	
Staff Response: The C-2 Zoning for Lot 3 is consistent with the existing land use patterns in adjacent areas south of the parcel. This alignment indicates that the rezoning does not disproportionately benefit a select few at the expense of the wider community. Furthermore, the Master Plan of a youth center for this site is anticipated to bring broader economic benefits, such as increased employment and expanded services, which would serve the general public interest.	

SFCC 14-3.5(D): Additional Applicant Requirements

14-3.5(D)(1): If the impacts of the proposed development or rezoning cannot be accommodated by the existing infrastructure and public facilities, the city may require the developer to participate wholly or in part in the cost of construction of off-site facilities in conformance with any applicable city ordinances, regulations or policies;	Criterion Met: (Yes/No) YES
Applicant Response: <i>The property is currently served by existing public roadway and utility infrastructure. The Applicant is prepared to construct any necessary infrastructure upgrades at the time of property development, and these improvements will be documented in the approved development plans.</i>	
Staff Response: The Traffic Impact Analysis (TIA) submitted by the Applicant identified the need for various streets improvements to the area surrounding the proposed development due to the increased traffic volume a youth center will cause. The Applicant understands these infrastructure improvements and acknowledges that the City may require the developer to construct necessary infrastructure improvements.	

<p>14-3.5(D)(2): If the proposed rezoning creates a need for additional streets , sidewalks or curbs necessitated by and attributable to the new development , the city may require the developer to contribute a proportional fair share of the cost of the expansion in addition to impact fees that may be required pursuant to Section 14-8.14.</p>	<p>Criterion Met: (Yes/No) YES</p>
<p>Applicant Response: <i>The Traffic Impact Analysis identifies the need for a southbound left-turn lane on Rufina Circle serving the north access drive. No other off-site improvements are warranted. The developer is aware that required upgrades by the City of Santa Fe will be at the expense of the developer.</i></p>	
<p>Staff Response: Additional streets, sidewalks, and curb improvements shall be determined when the Applicant submits a Development Plan for this site. The Applicant acknowledges this criterion.</p>	

VII. MASTER PLAN APPROVAL CRITERIA SECTION SFCC 14-3.9(D)(1)

SFCC Section 14-3.9 governs the authority, procedures, and restrictions for Master Plans. Prior to recommending approval of a Master Plan, the Planning Commission must make certain findings based off the approval criteria. Per SFCC 14-3.9(D)(2), approval of the Master Plan may specify conditions of approval that are necessary to ensure compliance with the provisions of Chapter 14 and implement the policies of the general plan, including:

- (a) requirements for construction and funding of private or public infrastructure, including utilities, municipal buildings, roads, parks and trails;
- (b) provisions for the use and protection of areas of special hazards or environmental sensitivity;
- (c) modifications to the proposed plan, including changes to the boundaries of land use tracts, patterns of land uses, infrastructure plans, phasing plans and special development standards and guidelines.

The Criteria for approval of Master Plans are detailed below:

<p>14-3.9(D)(1)(a): The master plan is consistent with the general plan</p>	<p>Criterion Met: (Yes/No) YES</p>
<p>Applicant Response: <i>The proposed Master Plan aligns with various Themes and Polices in the General Plan, as summarized below.</i></p> <p>Themes</p> <p><i>1.7.2 Quality of Life. GISF provides an important community service, offering after school and summer programming and enrichment for school age girls throughout Santa Fe.</i></p> <p><i>1.7.4 Economic Diversity. GISF supports economic diversity goals through sustainable development, enhancing quality of life for Santa Fe’s families, and educational equity that supports economic opportunities for local youth.</i></p> <p><i>1.7.5 Sustainable Growth. The establishment of over 2.7 acres of open space within a dense existing neighborhood supports sustainability goals through preservation of natural outdoor space, enabling best practices with respect to stormwater management.</i></p> <p><i>1.7.9 Urban Form. The rezone request supports the redevelopment of this infill site, which has access to existing transportation and utility infrastructure, maintaining a compact urban form. The requested rezone to C-2 maximizes land use efficiency in an urban setting, reducing urban sprawl. By promoting higher-density commercial development, the rezoning aligns with the city’s vision of creating a more sustainable urban environment.</i></p> <p><i>1.7.11 Community-Oriented Development. As a community service organization, the proposed GISF facility exemplifies community-oriented development. GISF plays an important role for families in the</i></p>	

community, by providing quality out-of-school programs that meet the needs of working parents.

1.7.12 Mixed-Use. The proposed rezone is compatible with and expands the existing mix of uses in the Siler-Rufina neighborhood. Current zoning comprises Parcel #99309296. Lot 3, totaling 3.87 acres, is zoned Light Industrial (I-1) and General Industrial (I-2), and Lot 2, comprising 0.978 acres, is zoned C-2 (General Commercial).

Policies

3-G-2 There shall be a mix of uses and housing types in all parts of the City. The proposed rezone is compatible with and expands the existing mix of uses in the Siler-Rufina neighborhood.

3-G-3 There shall be infill development at densities that support the construction of ... a designated mix of land uses that provide an adequate balance of service retail and employment opportunities...”. The Siler-Rufina neighborhood exemplifies this policy through a vibrant mix of commercial, institutional, and residential uses, and the proposed GISF will contribute to this existing diversity.

4-1-G-3 Use a full range of growth management methods to achieve a superior quality of life to ensure a financially and environmentally sustainable community. As a local community service organization, GISF contributes to the community’s quality of life through mentoring school-age girls and serving working parents with quality after school and summer programming.

9-3-G5 through 9-3-G7 explicitly calls for programs and facilities that “enhance the quality of life” for children and youth, including grants and spaces for after-school, education, life-skills, and recreation. A Girls Inc. youth center directly fulfills these objectives.

Staff Response:

The Master Plan is consistent with the General Plan themes and policies listed by the applicant, including quality of life, economic diversity, sustainable growth, urban Form, community oriented development, and mixed use. The proposed use is currently not supported on the Future Land Use Map, but would be if the General Plan Amendment to change Lot 3 to “Community Commercial” is approved.

14-3.9(D)(1)(b):

The master plan is consistent with the purpose and intent of the zoning districts that apply to, or will apply to, the master plan area, and with the applicable use regulations and development standards of those districts;

Criterion Met:

(Yes/No)

YES

Applicant Response:

The C-2 zoning district is a robust mixed-use zoning category that supports both commercial uses and residential development at higher densities. The proposed GISF youth center is a permissible use in the C-2 district and an appropriate commercial development in the Siler-Rufina neighborhood. Furthermore, the Master Plan demonstrates compliance with C-2 development standards with respect to height, lot coverage, open space, terrain management, and landscaping.

Staff Response:

The Master Plan is consistent with the purpose and intent of the proposed C-2 zoning district and has been conditioned to meet specific design criteria that shall apply when a Development Plan application is

submitted. The Master Plan conforms with dimensional standards for C-2 zoning including height, lot coverage, setbacks, and lot size.

<p>14-3.9(D)(1)(c): Development of the master plan area will contribute to the coordinated and efficient development of the community; and</p>	<p>Criterion Met: (Yes/No) YES</p>
<p>Applicant Response: <i>The Master Plan includes provisions for pedestrian and vehicular connectivity to the surrounding area, as called for in the General Plan. In addition, the subject property makes efficient use of existing infrastructure as an infill site – a value repeatedly emphasized in the General Plan.</i></p>	
<p>Staff Response: The Master Plan proposes efficient use of an infill parcel within the diverse Siler-Rufina area, utilizing existing infrastructure and improving connectivity. This use is an asset to the general welfare of the community as it will allow a quality-of-life amenity to be in a more accessible location for the growing Santa Fe community.</p>	

<p>14-3.9(D)(1)(d): The existing and proposed infrastructure, such as the streets system, sewer and water lines, and public facilities, such as fire stations and parks, will be able to accommodate the impacts of the planned development.</p>	<p>Criterion Met: (Yes/No) YES</p>
<p>Applicant Response: <i>The existing roadway and utility infrastructure are adequate to serve the project. The Traffic Impact Analysis (TIA) demonstrates that the roadway network has the capacity for the proposed development, with the inclusion of a new left-turn lane serving the north access drive on Rufina Circle.</i></p>	
<p>Staff Response: The proposed infrastructure has been reviewed based on the regulations established in Chapter 14 by Land Use Staff and the Development Review Team (DRT) encompassing fire, water, wastewater, public works, terrain management, traffic, and landscaping. Existing and proposed infrastructure can accommodate the development of this site as proposed, with street modifications as described in the Applicant’s Traffic Impact Analysis. Individual DRT comments can be found in Attachment A of this report.</p>	

VIII. EARLY NEIGHBORHOOD NOTIFICATION

The Applicant conducted an Early Neighborhood Notification (ENN) meeting on July 23, 2025. Members of the Applicant’s team, City Staff, and a local news reporter were in attendance. The Applicant team presented an overview of the Project and did not receive any questions or comments. Meeting notes from the Early Neighborhood Notification meeting can be found in Attachment C-4.

IX. EXPIRATION

SFCC Section 14-3.19 sets expiration, extension, and amendment criteria for certain development approvals. Both General Plan Amendments and Rezonings are not included in this section and are therefore not associated with any expirations. Master Plans, however, are subject to SFCC 14-3.19(B)(1) which states:

“Approval of a master plan shall expire five years after all applicable appeal periods, and any appeals of the final action approving it unless:

- (a) approval is granted for a development plan or subdivision plat within the master plan boundaries; or*
- (b) actual development of the site or off-site improvements is begun and is continued pursuant to Subsection 14-3.19(B)(6).”*

X. ATTACHMENTS

ATTACHMENT A: Conditions of Approval & Technical Corrections

- 1. Table of Conditions of Approval
- 2. Table of Technical Corrections
- 3. Development Review Team Compiled Comments

ATTACHMENT B: Maps & Photos

- 1. Aerial View
- 2. Existing Condition photos
- 3. Current Zoning Map
- 4. Future Land Use Zoning Map

ATTACHMENT C: Applicant Submittals

- C-1: Applications, Authorization Letter, Letter of Application, and Statements Addressing Approval Criteria, Lot Consolidation Letter
- C-2: Legal Lots of Record
- C-3: Utility Service Application & Preliminary Water Budget
- C-4: Early Neighborhood Notification Meeting Notes and Posting
- C-5: Traffic Impact Analysis
- C-6: Master Plan

ATTACHMENT D: General Plan 1999 Chapter 1: Introduction and General Plan Themes

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

Title	Name	Initials
Department Director	Heather Lamboy	HLL
Assistant Department Director	Maggie Moore	MRM
Planner Manager	Daniel A Esquibel	DAE
Planner Senior	Alexa Hempel	ANH