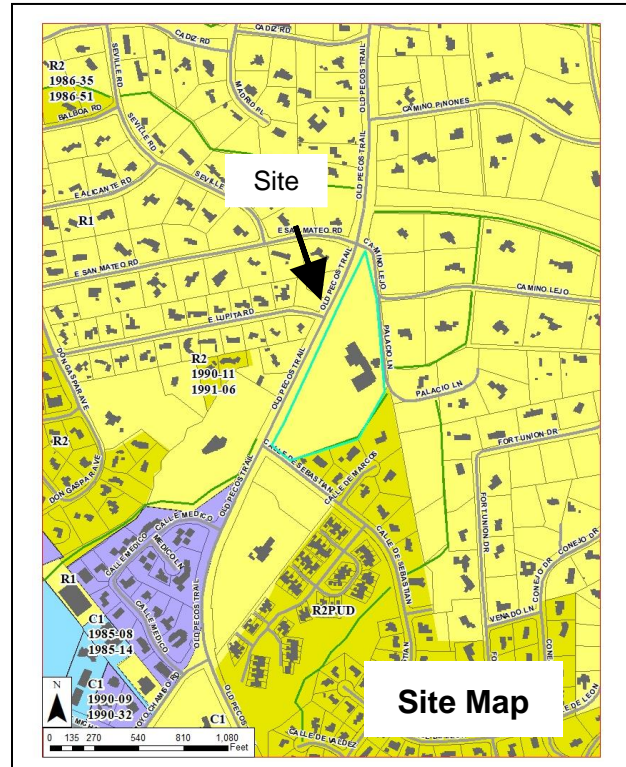




Land Use Department Board of Adjustment Staff Report

Case No: 2022-5066
Hearing Date: May 3, 2022
Applicant: Liaison Planning Services Inc.
Owner: First Baptist Church
Request: Special Use Permit
Location: 1605 Old Pecos Trail
Case Mgr.: Daniel Alvarado
Zoning: R-1 (One Residential Unit per Acre)
Overlay: None
Pre-app Mtg: December 23, 2021
ENN Mtg: February 8, 2022
Proposal: Special Use Permit request for a Private School in an existing church building located on a lot totaling approximately 9.7 acres.



Case #2022-5066. 1605 Old Pecos Trail Private School Special Use Permit. Liaison Planning Services, Inc, Agent, for First Baptist Church, Owner, requests approval of a Special Use Permit for a private school at 1605 Old Pecos Trail. The property is zoned R-1 (One residential unit per acre), and is an existing church building on a lot of 9.7 acres. (Daniel Alvarado, Case Manager, djalvarado@santafenm.gov, 955-6670).

I. RECOMMENDATION:

The Land Use Department recommends **APPROVAL** of the Special Use Permit with the conditions of approval as outlined in this report.

One motion will be required in this case:

- *Approve or deny the Special Use Permit subject to the conditions of approval and technical corrections recommended by staff.*

II. CONDITIONS OF APPROVAL

Staff recommends the following conditions of approval:

#	Condition of Approval	Dept. or Division	To be completed by:
1	Include required number of bicycle parking spaces (1.5 per 20 student seating capacity)	MPO	Prior to filing a Building Permit
2	2 Bicycle parking should be of the inverted U style	MPO	Prior to filing a Building Permit
3	Shall meet the IFC code requirements 2015 edition or the most current edition the governing body has adopted at the time of permitting.	Fire Prevention	Prior to filing a building permit
4	Special use permit to allow a private school K-6 will require review of site features for ADA compliance. Site currently is providing (11) accessible parking stalls with (3) access aisle with (3) curb ramps to allow access from accessible parking to main primary function entrance(s). Current accessible parking and accessible route do not comply with current ADA code.	Terrain Management - ADA	Prior to construction permit application
5	Contractor shall ensure ADA compliance for construction of required ADA accessible features and appurtenances, as detailed in, and, as required, in addition to the approved construction permit documents. Improvements shall comply with ICC ANSI A117.1-2009 Chapters 1-5 and Chapter 7, MUTCD, DOJ, and NM State Statute and Code such as the New Mexico Accessible Parking Checklist, latest published version.	Terrain Management - ADA	At time of any construction
6	Applicant will consult with City traffic engineers to determine the need to relocate and/or other improvements the rear entrance/exit to the property off of Camino Lejo. Applicant will then submit an updated site plan reflecting any changes to the driveway layout, as well as a detailed traffic-flow plan within the church parking lot complete with signage designations.	Traffic Engineering	Prior to Issuance of the Special Use Permit

Following standard practice, redline comments will be provided to the surveyor who shall make any necessary changes to comply with technical corrections, and submit the corrected plan sheets to the Case Manager to collect staff signatures. The “technical corrections” that must be made to the plan sheets

prior to issuance of the Special Use Permit are found in Exhibit B.

III. EXECUTIVE SUMMARY:

The Santa Fe Christian School is a newly created private school seeking to begin enrollment for the 2022-2023 school year in an approximately 10,700 square feet portion of the 27,000 square foot existing facility at the First Baptist Church located at 1605 Old Pecos Trail. The school plans to remain at this location for only 3 years, at which time the school would move to a permanent, purpose built location. In the time the school would be located at the First Baptist Church, the school anticipate enrolling 105 students for K-6 for the first year, 120 students for K-7 for the second year, and 135 students for K-8 in the third year.

The First Baptist Church has previously been home to a private school, and thus very little modification to the existing building are proposed. No exterior modifications are proposed, except for temporary signage for traffic flow management within the student drop off area.

The proposed school hours are as follows:

8:00AM - 8:30AM	<i>Student Drop Off</i>
8:30AM - 3:00PM	<i>School in Session</i>
3:00PM	<i>Student Pickup</i>
3:00PM - 5:00PM	<i>After School Program (STUDENT PICKUP)</i>

The proposed Santa Fe Christian School is located at 1605 Old Pecos Trail, approximately half a mile from the St Michael's Drive intersection. The property is located in an R-1 (One residential unit per acre) zone, which requires a Special Use Permit for "Elementary and secondary schools, public and private" as per City Code.

The existing facility houses the First Baptist Church, which is primarily in activity on the weekends. The building is 27,000 square feet in size, and varies between 1 and 3 stories. The proposed Santa Fe Christian School would use approximately 10,700 square feet of the facility, located in the East wing, known as the "School Wing." The campus also includes a sizable parking lot with 125 standard parking spots and 11 ADA accessible parking spots, include 45 dedicated for faculty and visitors. Finally, the campus features a playground in the southeast sector, adjacent to the school wing.

IV. EXISTING CONDITIONS:

1605 Old Pecos Trail is currently used by the First Baptist Church, with an existing facility is approximately 27,000 square feet on a 9.7 acre parcel. The lot is accessible via two driveways off of Old Pecos Trail, a smaller unimproved driveway off of Camino Lejo, and a sidewalk which extends from Old Pecos Trail to the facility.

There are two parking lots, one accessed from Old Pecos Trail, and one accessed from Camino Lejo. The parking lots have X amount of parking, including X ADA accessible parking spots.

There are no significant slopes or natural features on the developed portions of the site. The remainder of the parcel slopes gently to the south but remains undeveloped.

Surrounding land uses are primarily residential, mostly zoned R-1 or R-2. Other nearby uses include the Museum Hill District, Santa Fe Woman's Club, The Elks Lodge, and further to the south, the Christus St. Vincent Regional Medical Center. There is a small section of the Museum Hill trail to the north, which is slated to be expanded in the future.

V. PROJECT ANALYSIS:

Architecture

The existing building was constructed in 1960 for the First Baptist Church. It is one to three stories tall, and features a three or four story "watchtower." The roughly L shaped facility is in the Santa Fe-style, but with several large windows lending to a more institutional presence.

The School Wing is the furthest east section of the building, and is characterized as a relatively simple institutional design with a Santa Fe Style façade.

Access and Parking

Under the new use, the parking lot's traffic flow will be temporary augmented with signs and barricades during school hours. The permanent facilities will remain unchanged, except for the driveway exiting onto Camino Lejo. During school hours, the applicants propose to close the southern-most right-in-only driveway, and redirect access to the driveway adjacent to E Lupita Road. Access to this driveway will be restricted to right in, right out only for northbound traffic, however southbound traffic will still be permitted to turn left into the driveway from Old Pecos Trail. Southbound traffic exiting the campus will be required to exit the campus via Camino Lejo, and travel to the signalized intersection at Old Pecos Trail and East San Mateo Road, where they can safely turn left with the signal. Parents and faculty will be encouraged to use the signalized entrance as much as possible for safety and congestion reasons. Traffic entering from both Old Pecos Trail and Camino Lejo will be funneled into a drop off roundabout in the southern parking lot, where students will walk directly to the School Wing.

The applicant has agreed to improve the rear entrance driveway onto Camino Lejo to create a standard four-way intersection with Palacio lane and Camino Lejo to improve safety and visibility concerns.

The parking lot configuration will be unchanged. The parking lot is comprised of 125 standard parking spots and 11 ADA accessible parking spots, include 45 dedicated for faculty.

Students arriving by foot can access the campus via a sidewalk on the either side of Old Pecos Trail and crosswalks at the San Mateo Road intersection. The sidewalks connects to the Museum Hill Bicycle Trail, which is slated for future expansion. Students arriving by bicycle are limited to unprotected bicycle lanes on Old Pecos Trail, which are not considered an all-ages and ability facility according to NACTO (National Association of City Transportation Officials) standards. Students would likely choose to ride on the sidewalk along Old Pecos Trail, despite not being designated bicycle facility. The applicant will be required to add 1.5 bike parking spaces per 20 student seating capacity as per the above conditions of approval.

There are no transit stops on Old Santa Fe Trail, and the nearest facility is on Galisteo Street. With no sidewalks directly connecting the transit stops to the school, it is unlikely any students will arrive using transit.

Landscaping

Landscaping will be unchanged, except for changes identified in the technical corrections section of this report. The existing landscaping includes several shrubs and landscaped beds near the main entrance of the campus, and naturalized trees and grasses throughout. The playground includes several shade trees.

Water and Sewer

The existing building is served by water and sewer via mains off of Old Pecos Trail and Lupita Road, respectively. The project has submitted a proposed water budget based on typical usage of "place of

worship” as defined by CoSF Water Resources. The budget is .88 Acre Feet annually, a 9.8% contingency.

Fire and Emergency Access

The site has emergency access from both Old Pecos Trail and Camino Lejo to the east.

Grading and Drainage

The developed portion site is mostly flat, with a slight slope towards the southeast. The undeveloped section of the parcel slopes slightly more to the south.

The proposed new use will not increase stormwater runoff as no exterior changes will be made.

Archaeology

The Project is located within the River & Trails Archaeological Review District. There is no ground disturbance, so archeological clearance is not triggered.

VI. SPECIAL USE PERMIT APPROVAL CRITERIA SECTION 14-3-6(D)

SFCC §4-3.6(D) details the approval criteria for a special use permit:

<p>Criterion 1: Necessary Finding §14-3.6(D)(1)(a) that the land use board has the authority under the section of Chapter 14 described in the application to grant a special use permit ;</p>	<p>Criterion Met: (Yes/No/conditional/N/A) YES</p>
<p>Per Santa Fe City Code (SFCC) §14-3.6(B): <i>“The Planning Commission and the Board of Adjustment have the authority to hear and decide applications for special use permits as authorized by Chapter 14; to decide questions that are involved in determining whether special use permits should be granted; and to grant special use permits with such conditions and safeguards as appropriate under Chapter 14 or to deny special use permits when not in harmony with the intent and purpose of Chapter 14”.</i></p>	
<p>Criterion 2: Necessary Finding §14-3.6(D)(1)(b) that granting the special use permit does not adversely affect the public interest; and</p>	<p>Criterion Met: (Yes/No/conditional/N/A) YES</p>
<p>The term <i>“Public Interest”</i> is not defined in Chapter 14; however, 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 development. Staff has reviewed the proposed development plan application in accordance with Chapter 14. Subject to staff recommended conditions of approval, the proposed development plan complies with minimum standards of Chapter 14 SFCC and would not adversely affect the public interest.</p> <p>The Santa Fe Christian School seeks to add a high-quality, private educational option to the growing City of Santa Fe. The granting of this special use permit to establish the school in the Fall of 2022 while they seek a permanent facility.</p>	
<p>Criterion 3: Necessary Finding §14-3.6(D)(1)(c) 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.</p>	<p>Criterion Met: (Yes/No/conditional/N/A) YES</p>

The design of the existing facility, which previously housed a different private school, does not require any significant changes to accommodate the new use. The existing church building has been in this location for over 60 years, and has positively served the predominately residential neighborhood and greater Santa Fe Baptist community for their entire tenure. The Project will comply with applicable City code requirements with regard to height, setbacks, mass and scale, architectural style, landscaping, lighting and open space.

VII. EARLY NEIGHBORHOOD NOTIFICATION

An Early Neighborhood Notification meeting was held on February 8th, 2022. Seven neighbors attended. The applicant presented the school's enrollment proposal, a site plan for the campus, and several traffic flow options. The applicants emphasized that the school would only reside at this location for 3 years, so no permanent changes to the building or neighborhood would occur.

The attendees voiced concerns mostly about traffic safety, which hinged on the campus access points. The attendees agreed that improvements should be made to the Camino Lejo entrance to improve visibility, and were in favor of traffic flow configurations that reduced or eliminate left turns off of Old Pecos Trail. A handful of attendees were generally opposed to the project, but preferred if access off of Old Pecos Trail was limited if the project does go forward. Several attendees expressed explicit support for the project, either as a parent planning to send their student to the school, or as a neighbor who is in favor of more educational options. Other concerns raised included appropriate outdoor recreational facilities and child safety from wildlife.

VIII. EXPIRATION

The Special Use Permit shall expire three (3) years from the date of final action by the Board of Adjustment as provided in SFCC §14-3.19(B)(5). Should the Board approve the Special Use Permit, the expiration of the permit shall be May 3, 2025. Approval of the special use permit may be extended as provided in SFCC §14-3.19(C).

IX. ATTACHMENTS:

EXHIBIT A: Findings of Fact and Conclusions of Law

EXHIBIT B: Development Review Team Comments

1. Compiled Technical Corrections
2. Traffic Engineer Review
3. Fire Prevention Review
4. MPO Review
5. Terrain Management- Landscape/Irrigation Review

EXHIBIT C: Maps and Photos

1. Future Land Use Map
2. Current Zoning Map
3. Aerial Photo
4. Street View Photo

EXHIBIT D: Applicant Materials

1. Application Submittals
2. Legal Lot of Record
3. Site Plan, Traffic Analysis Plan, Signage Plan, Landscape Plan
4. Traffic Impact Study
- 5.

APPROVED BY:

Title	Name	Initials
Planning and Land Use Department Director	Jason M. Kluck	<i>jmk</i>
Land Use Department Case Manager	Daniel Alvarado	<i>DA</i>