



**Environmental
Planning
Commission**

*Agenda Number: 4
Project Number: 1009923
Case #: 13EPC-40158
March 13, 2014*

Staff Report

Agent	Rio Grande Engineering
Applicant	Carlisle Plaza United Methodist Church
Request	Amendment to Site Development Plan for Building Permit
Legal Description	Lot 1/Methodist Church Block 13, Carlisle Plaza Addition
Location	1 block north of Candelaria Rd NE on the west side of Montclair Dr NE at the corner of Valverde Dr NE
Size	Approximately .688 acres
Existing Zoning	SU-1 for Church and Related Facilities
Proposed Zoning	No Change

Staff Recommendation
APPROVAL of Case #13EPC-40158 based on the Findings beginning on Page 6, and subject to the Conditions of Approval beginning on Page 7.

Staff Planner
Lorena Patten, Associate Planner

Summary of Analysis

This request is for an amendment to an approved Site Development Plan for Building Permit to allow for a proposed accessory building on the above referenced site. The proposed accessory building is a 1500 square foot modular building to be used as a related facility to the existing church. The property is within the city limits and is currently zoned SU-1 for Church and Related Facilities.

The request is consistent with the Established Urban Area Goal and Policy II.B.5.d. of the Comprehensive Plan.

The McKinley Neighborhood Association and the District 7 Coalition of Neighborhood Associations were notified, as well as property owners within 100-feet of the subject site. The McKinley Neighborhood Association is in full support and there is no known opposition.

Staff recommends approval, subject to conditions.



City Departments and other interested agencies reviewed this application from February 3, 2014 to February 14, 2014. Agency comments used in the preparation of this report begin on Page 9.

I. AREA CHARACTERISTICS AND ZONING HISTORY

Surrounding zoning, plan designations, and land uses:

	<i>Zoning</i>	<i>Comprehensive Plan Area; Applicable Rank II & III Plans</i>	<i>Land Use</i>
<i>Site</i>	SU-1 for Church and Related Facilities	Established Urban Area	Church
<i>North</i>	R-1 Residential	Established Urban Area	Single Family
<i>South</i>	R-1 Residential	Established Urban Area	Single Family
<i>East</i>	R-1 Residential	Established Urban Area	Single Family
<i>West</i>	R-1 Residential	Established Urban Area	Single Family

II. INTRODUCTION

Proposal

This is a request for an amendment to an approved Site Development Plan for Building Permit to allow for a proposed accessory building on a site with an existing church. The proposed accessory building is a 1500 square foot modular building to be used as a related facility to the existing church. It will provide space for different religious programs such as children’s ministry, adult education, and youth groups. The property is within the city limits and is currently zoned SU-1 for Church and Related Facilities. This application will amend the original City approved Site Development Plan for Building Permit (case file A-76-82).

EPC Role

The EPC has decision-making authority for site plan approval, pursuant to §14-16-2-22(A)(1) of the Zoning Code.

History/Background

The subject property has been developed and used as a church since 1976. The original Site Development Plan was approved by the City to allow the development of a church and related facilities on the site.

The current owner purchased the property approximately six months ago to provide a permanent location for the X-Factor Church. The church has invested over \$250,000.00 in renovations since the purchase.

Context

The subject site is in the Established Urban Area of the Comprehensive Plan. There is no applicable Sector Plan. The site is located 1 block north of Candelaria Rd NE and is on the west side of Montclair Dr NE at the corner of Valverde Dr NE. The site is isolated by public streets and a public alley to the south. All surrounding and adjacent properties are zoned R-1 Residential and are developed with single family dwelling units.

Transportation System

The Long Range Roadway System (LRRS) map, produced by the Mid-Region Council of Governments (MRCOG), identifies the functional classifications of roadways.

The Long Range Roadway System designates Candelaria Road as a Principal Arterial.

Comprehensive Plan Corridor Designation: Candelaria is not designated an Enhanced Transit, Express or Major Transit Corridor.

Trails/Bikeways: There are bike routes on both Valverde Drive to the west and on Montclair Drive to the east.

Transit: Route #7, Candelaria commuter route, is located 150' south, from the south corner of the property.

Public Facilities/Community Services

There are three APS schools and two fire stations within one mile of the subject site. For more specific information, see the Public Facilities Map in the packet.

III. ANALYSIS

APPLICABLE ORDINANCES, PLANS AND POLICIES

§14-16-3-11 of the Zoning Code states, "...Site Development Plans are expected to meet the requirements of adopted city policies and procedures." As such, staff has reviewed the attached site development plan for conformance with the Zoning Code and applicable goals and policies of the Comprehensive Plan. There are no other applicable plans.

Albuquerque Comprehensive Zoning Code

The subject site is zoned SU-1, Special Use Zone for Church and Related Facilities. Accessory buildings are allowed and permissive incidental uses include educational uses.

This request would normally qualify for an administrative amendment however; the Environmental Planning Commission must hear the case because the proposed accessory building would add more than 10% to the approved site plan.

The applicant has provided a letter that explains why an amendment to the approved Site Development Plan for Building Permit should be allowed for the proposed accessory building. The reasons cited include:

1. The proposed building is designed to be architecturally integrated with the existing building on the site, and will be in compliance with section 14-16-3-18 General Building and Site Design Regulations for Non-Residential Uses of the Comprehensive City Zoning Code.
2. The parking requirements for the existing church use are already fulfilled and exceeded on the site, and the proposed classroom building will not require any additional parking pursuant to section 14-16-3-1 of the City Zoning Code.
3. The existing landscaping on the site will be improved and enhanced in order to comply with current landscaping regulations.
4. There will be no changes to the existing drainage pattern, driveway locations nor offsite transportation or utility infrastructure.
5. There is no anticipated increase in traffic to the site as a result of this request since the use of the proposed building is purely incidental to the primary use of the property as a religious institution.
6. Many improvements to the property are planned and anticipated in conjunction with the construction of the proposed classroom building and the overall site improvements will substantially improve the presence and look of the church in the neighborhood.

Staff agrees with the applicant's justification for this request.

Albuquerque / Bernalillo County Comprehensive Plan

Policy Citations are in Regular Text; Staff Analysis is in ***Bold Italics***

The Comprehensive Plan, the Rank I planning document for the City, contains goals and policies that provide a framework for development and service provision. The Plan's goals and policies serve as a means to evaluate development proposals such as this.

The subject site is located in the area designated Established Urban by the Comprehensive Plan with a Goal to "create a quality urban environment which perpetuates the tradition of identifiable, individual but integrated communities within the metropolitan area and which offers variety and maximum choice in housing, transportation, work areas, and life styles, while

creating a visually pleasing built environment.” The Developing Urban Area is subject to policies of Comprehensive Plan Section II.B.5.

The additional building is for a classroom that will provide space for different religious programs such as children’s ministry, adult education, and youth groups. The site improvements include parking improvements and landscaping to create a visually pleasing built environment. The request is consistent with the Goal for the Established Urban Area.

Policy II.B.5.d: The location, intensity, and design of new development shall respect existing neighborhood values, natural environmental conditions and carrying capacities, scenic resources, and resources of other social, cultural, recreational concern.

The subject site has been developed and used as a church since 1976. The proposed building is designed to match the existing building’s stucco finish and parking requirements will not increase. The site improvements will substantially improve the presence and look of the property and provide services in the neighborhood. The proposed building and site improvements respect existing neighborhood values and are consistent with the intensity and design of the existing development and the site’s SU-1 zoning. The request is consistent with Policy II.B.5.d.

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT

Request

The request is for an amendment to a site development plan for building permit to allow for a proposed 1500 square foot accessory building.

Site Plan Layout / Configuration

- The proposed building is north of the main church building and adjacent to Valverde Drive NE.
- Parking is provided on-site and meets the number of spaces required by the zoning code.
- There is a small commercial roll-out trash receptacle on the site.
- The height of the proposed building is approximately 10’ 3”. Average setback adjacent to Valverde Drive is approximately 8 feet. There is no minimum required setback because the site is zoned SU-1 with site plan control.

Public Outdoor Space

There will be no change to the existing public outdoor space.

Vehicular Access, Circulation and Parking

- Parking spaces abutting Montclair Drive will be relocated out of the City right-of-way, the parking lot will be restriped and wheel stops installed.
- The new parking layout will provide a buffer between the COA sidewalk and parking stalls.

- The existing drive aisle width of 39 feet will be reduced to 29 feet which allows for more predictable and safe for vehicles and pedestrians.
- Parking requirements are met and no additional spaces are required.

Pedestrian and Bicycle Access and Circulation, Transit Access

Sidewalks are proposed to provide pedestrian connectivity between the main church, the proposed classroom building and the public sidewalks on Valverde Drive and Montclair Drive.

Landscaping

The Site Development Plan shows landscaping along the east side of the existing building that meets the current landscape requirement. The applicant will add an additional 2719 square feet around the proposed building.

Architecture

The proposed building is designed to match the existing building's stucco finish.

IV. AGENCY & NEIGHBORHOOD CONCERNS

Reviewing Agencies

Agency comments begin on page 9 of this staff report. During the postponement of this case, several comments received from Transportation Development regarding site design were addressed. The existing sign will not be relocated, wheel stops are setback, parking lot will not be repaved, and solid waste approves the existing roll-out receptacle. Their recommendations for conditions remain in the agency comments section because staff believes they are already addressed in conditions 1, 2 and 3 on page 7 of this staff report.

Neighborhood/Public

The McKinley Neighborhood Association and the District 7 Coalition of Neighborhood Associations were notified of this request. There is no known opposition.

No facilitated meeting was held or requested.

The McKinley Neighborhood Association is in full support of the proposal.

V. CONCLUSION

This is a request for an amendment to an approved Site Development Plan for Building Permit to allow for a proposed 1500 square foot accessory building on a site with an existing church and parking area.

The request is consistent with applicable Comprehensive Plan policies. The request is consistent with the Established Urban Area Goal and Policy II.B.5.d.

The McKinley Neighborhood Association and the District 7 Coalition of Neighborhood Associations was notified, as well as property owners within 100-feet of the subject site. The McKinley Neighborhood Association is in full support and there is no known opposition.

Staff recommends approval, subject to conditions.

FINDINGS - 13EPC-40158 – March 13, 2014 - Site Development Plan for Building Permit

1. This is a request for an amendment to a Site Development Plan for Building Permit for Tract 1, Block 13, Carlisle Plaza Addition located at 3023 Montclair Drive NE and containing approximately .688 acres.
2. The purpose of this request is to allow for a proposed 1500 square foot accessory building. The subject site is zoned SU-1, Special Use Zone for Church and Related Facilities. Accessory buildings are allowed and permissive incidental uses include educational uses.
3. The subject property has been developed and used as a church since 1976. The original Site Development Plan was approved by the City to allow the development of a church and related facilities on the site.
4. There are no governing sector plans, overlay zones or special designations applicable to this site.
5. The Albuquerque/Bernalillo County Comprehensive Plan and the City of Albuquerque Zoning Code are incorporated herein by reference and made part of the record for all purposes.
6. The request is consistent with the Established Urban Area Goal and Policy II.B.5.d. because the proposed building and site improvements are consistent with the intensity and design of the existing development and the site's SU-1 zoning.
7. The McKinley Neighborhood Association is in full support of this request.

RECOMMENDATION - 13EPC-40158 – March 13, 2014 - Site Development Plan for Building Permit

APPROVAL of 13EPC-40158, a request for an amendment to a Site Development Plan for Building Permit for Tract 1, Block 13, Carlisle Plaza Addition located at 3023 Montclair Drive NE, based on the preceding Findings and subject to the following Conditions of Approval.

CONDITIONS OF APPROVAL - 13EPC-40158 – March 13, 2014 - Site Development Plan for Building Permit

1. The EPC delegates final sign-off authority of this site development plan to the Development Review Board (DRB). The DRB is responsible for ensuring that all EPC Conditions have been satisfied and that other applicable City requirements have been met. A letter shall accompany the submittal, specifying all modifications that have been made to the site plan since the EPC hearing, including how the site plan has been modified to meet each of the EPC conditions. Unauthorized changes to this site plan, including before or after DRB final sign-off, may result in forfeiture of approvals.
2. Add the following note to the General Notes and Landscaping Plan: “Landscaping, fencing and signing will not interfere with clear sight requirements. Therefore, signs, walls, trees, and shrubbery between 3 and 8 feet tall (as measured from the gutter pan) will not be acceptable in this area.”
3. Prior to application submittal to the DRB, the applicant shall meet with the staff planner to ensure that all conditions of approval are met.
4. The Site Development Plan shall comply with the General Regulations of the Zoning Code, the Subdivision Ordinance, and all other applicable design regulations, except as specifically approved by the EPC.

***Lorena Patten-Quintana
Associate Planner***

Notice of Decision cc list:

David Soule, Rio Grande Engineering, P.O. Box 903926, ABQ, NM 87199
Jonathan Turner, Garcia/Kraemer & Assoc, 600 First St NW, Suite 211, ABQ, NM 87102
Geri Griego, 3018 Solano Dr NE, ABQ, NM 87110
Marge Padilla, 3616 Aztec Rd NE, ABQ, NM 87110
Bill Hoch, 813 Calle Del Corte NE, ABQ, NM 87110

Attachments

1. Application
 - a. Cover page
 - b. TIS form
 - c. Authorization letter
 - d. Request letter
 - e. Letter requesting postponement
 - f. Letter requesting phasing of improvements
 - g. Zone Atlas page
 - h. History map
 - i. Land use map
 - j. Zoning map
 - k. Public facilities map

2. Neighborhood info/input
 - a. ONC letter
 - b. Applicant letters/certified mail receipts
 - c. Neighborhood Association letter of project support

CITY OF ALBUQUERQUE AGENCY COMMENTS

PLANNING DEPARTMENT

Zoning Enforcement

No adverse comments.

Office of Neighborhood Coordination

Neighborhood and/or Homeowner Associations affected by this proposal are McKinley NA and District 7 Coalition of NA's

Long Range Planning

No adverse comments.

Metropolitan Redevelopment Agency

No comments received.

CITY ENGINEER

Transportation Development

Based on an aerial photo, the "Existing Sign" appears to be in the COA ROW in a different location than what is indicated on the Amended SPBP. The current sign location does not conform to the approved SPBP however, because it is now a "pre-existing condition," it can remain in its current location within the COA ROW if it does not present a safety issue. However, if the sign is to be relocated, as the Amended SPBP indicates, it will require a Revocable Permit from the City to be placed within the COA ROW.

The proposed location of the Sign may interfere with the clear sight triangle at the intersection of the driveway / sidewalk/ street. Please provide details.

Add the following note to the General Notes and Landscaping Plan: "Landscaping, fencing and signing will not interfere with clear sight requirements. Therefore, signs, walls, trees, and shrubbery between 3 and 8 feet tall (as measured from the gutter pan) will not be acceptable in this area."

Wheel stops abutting proposed 6 ft internal sidewalk and landscaping must be setback 2 ft to prevent encroachment from vehicle overhang.

In an effort to provide ADA pedestrian access across the existing driveway, the proposed landscape flanking both sides of the driveway could be pulled back at least 4 ft to accommodate a continuous 4 ft concrete sidewalk transition at 2% slope. Please make every effort to provide ADA accessibility.

Is the parking lot going to be repaved? How will proposed realignment of pavement markings supersede existing markings?

Label radii at pavement markings, minimum end isles are 15 ft for passenger vehicles.

Has Solid Waste approved the refuse location?

Site plan shall comply and be in accordance with all applicable City of Albuquerque requirements, including the Development Process Manual and current ADA criteria.

RECOMMENDED CONDITIONS FROM CITY ENGINEER, MUNICIPAL DEVELOPMENT and NMDOT:

Conditions of approval for the proposed Amended Site Development – Building Permit shall include:

1. The Developer is responsible for permanent improvements to the transportation facilities adjacent to the proposed site development plan, as required by the Development Review Board (DRB).
2. Site plan shall comply and be in accordance with all applicable City of Albuquerque requirements, including the Development Process Manual and current ADA criteria. *This includes responding to all comments provided in detail under Transportation Comments.
3. Please add the following note to the General Notes on sheet C1.1 and Landscaping Plan: “Landscaping, fencing and signing will not interfere with clear sight requirements. Therefore, signs, walls, trees, and shrubbery between 3 and 8 feet tall (as measured from the gutter pan) will not be acceptable in this area.”

Hydrology Development

No adverse comments.

DEPARTMENT of MUNICIPAL DEVELOPMENT

Transportation Planning

No comments received.

Traffic Engineering Operations

No comments received.

WATER UTILITY AUTHORITY

Utility Services

No adverse comments.

ENVIRONMENTAL HEALTH DEPARTMENT

No comments received.

PARKS AND RECREATION

Planning and Design

No comments.

Open Space Division

No comments received.

City Forester

No comments received.

POLICE DEPARTMENT/Planning

This project is in the Northeast Area Command.

Recommend reducing the amount and scope of the proposed landscaping between the existing building and the new structure. The proposed plant varieties, at maturity, will reduce lines-of-sight and natural surveillance. Suggest planting only low-level variety plants, which should be maintained no more than three feet from the ground.

Some of the proposed tree planting locations could obstruct and reduce available parking lot and facility lights. Suggest current and proposed new lights not be in conflict with large trees. Also, new and existing lights should illuminate all parking lots, walkways, common areas and building entrances.

Recommend adding to the plans a video surveillance system. Cameras should be positioned to view all parking lots, walkways, common areas, building entrances and maintenance areas. Each camera should be monitored and recorded for real-time and historical use.

SOLID WASTE MANAGEMENT DEPARTMENT

Refuse Division

Division will allow the owner to continue to use his existing commercial roll-out receptacle.

FIRE DEPARTMENT/Planning

No comments received.

TRANSIT DEPARTMENT

Route #7, Candelaria commuter route passes near the site.

COMMENTS FROM OTHER AGENCIES

BERNALILLO COUNTY

No comments received.

ALBUQUERQUE METROPOLITAN ARROYO FLOOD CONTROL AUTHORITY

No comments received.

ALBUQUERQUE PUBLIC SCHOOLS

This will have no adverse impacts to the APS district.

MID-REGION COUNCIL OF GOVERNMENTS

No comments received.

MIDDLE RIO GRANDE CONSERVANCY DISTRICT

No comments received.

PUBLIC SERVICE COMPANY OF NEW MEXICO

It is the applicant's obligation to determine if existing utility easements cross the property and to abide by any conditions or terms of those easements.

NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT):

The NMDOT has no objections to the site amendment.

AMAFCA:

Reviewed, no comment.

NMDOT:

The NMDOT has no objections to the amendments to the site development plan.