



**PLANNING AND DEVELOPMENT DEPARTMENT  
OFFICE OF LONG RANGE PLANNING**

**DATE:** December 4, 2009

**TO:** Los Alamos Planning Advisory Committee (LAPAC)

**FROM:** Bret McNulty, Planner, Office of Long Range Planning *BM*

**CC:** Derek Johnson, Director, Office of Long Range Planning  
Vicki Parker, Deputy Director, Office of Long Range Planning  
Doug Anthony, Deputy Director, Development Review, North  
Chris Henson, Chief of Staff, 3<sup>rd</sup> District Supervisor's Office  
David Lackie, Supervising Planner, Office of Long Range Planning  
John Karamitsos, Supervising Planner, Development Review North  
Administrative Record Binder

**SUBJECT: Staff Report and Transmittal of Agenda for the December 10, 2009  
LAPAC Meeting**

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The items detailed below are included on the agenda for the Thursday, December 10, 2009 LAPAC meeting.

1. **Pledge of Allegiance and Roll Call:** The LAPAC Chair will lead attendees in the Pledge of Allegiance, staff will call LAPAC Roll, and LAPAC Chair will convene the meeting.
2. **Public Comment Items Not on Agenda:** The Public Comment period is set aside to allow public testimony on items not on today's agenda. The time allocated to each speaker will be set at the discretion of the Chair.
3. **LAPAC Administrative Tasks**
  - a. Minutes – The meeting minutes of October 28, 2009 will be considered (See Attachment 1).
  - b. Report from Staff – A report on items potentially of interest to the LAPAC will be provided.

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- 4. Presentation – Los Alamos Community Plan Update:** A refresher of the goals and implementing programs of the Plan Update will be provided to the current LAPAC and the community.

Items to be covered include:

- Goals established for the Community Plan Update;
  - Proposed CM-LA zone permit requirements and allowed uses;
  - Proposed Los Alamos Bell Street Form Based Code; and,
  - Proposed Los Alamos Bell Street Design Guidelines.
- 2. Discretionary Project Review Procedures** – Staff will introduce new procedures and timing of LAPAC review of discretionary projects.
  - 3. Citizen Access Portal** – Staff will provide an introduction to this useful, publically accessible data base that enables remote research of permit activity and property information in the unincorporated areas of the County. A user guide for the portal is included in this packet for your reference (Attachment 2).
  - 4. Future Meeting Dates:** On Thursday, January 7, 2010, the LAPAC will receive a report from Long Range Planning summarizing all comments received on the Draft EIR.

**Enclosures:** 1.Unapproved Minutes, October 28, 2009 LAPAC Meeting  
2.December 10, 2009 Meeting Agenda  
3.Citizen Access Portal User Guide

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