

# Old Santa Fe Trail Building

National Park Service  
U.S. Department of the Interior



## Project Scoping

January 2008

### Old Santa Fe Trail Building Office Space Planning Santa Fe, New Mexico

Santa Fe-based Intermountain Region employees are presently located in two office buildings in Santa Fe; the Paisano building (leased space) and the Old Santa Fe Trail building (NPS owned).

In an effort to become more efficient and reduce space costs, the Intermountain Region proposes to reduce the size of the support office in Santa Fe and consolidate all employees by moving them back to the Old Santa Fe Trail building.

As the superintendent of the Old Santa Fe Trail building, I invite you to participate in this scoping process.

Sincerely,

Aaron Mahr, Superintendent

### Overview of the Process

Project milestones include:

- Public meeting and scoping period
- Analysis of public comment
- Preparation of proposed office space plan
- Consultation with State Historic Preservation Office under §106 of the National Historic Preservation Act
- Second public meeting/analysis of comment
- Preparation of final office space plan
- Announcement of decision on office space plan

### Project Objectives

- Reduce lease costs by consolidating offices
- Accomplish move in 2008
- House a maximum of about 90 employees for the short term and approximately 70 people for the long term
- Preserve historic integrity by avoiding changes to interior or exterior of the building
- Retain all historically significant artifacts, artwork, and furniture, unless removals are necessary for security or preservation reasons
- Ensure the protection of important spaces (lobby, Maier conference room, and former regional director's office)
- Retain integrity of courtyard and parking lot landscaping



### Resources and Concerns

Initial internal project scoping identified the following resources and other concerns for consideration in the project.

The Old Santa Fe Trail building, constructed in 1939, was listed on the National Register of Historic Places in 1970 and designated a national historic landmark in 1987.

The National Register (NR) nomination specifically identifies the main entrance and lobby, Maier conference room, and former regional director's office as important spaces. Some of the building's furniture was designed by the building's architect. Paintings, drawings, etching, lithographs, block prints, rugs, and ceramic vessels were also identified as important in the NR nomination.

**What does the scoping period mean?** Scoping is done in the initial phase of a project to seek input from a variety of sources. The input is used to identify issues, areas requiring additional study, and topics to be analyzed. This is an opportunity for you to provide us with your suggestions, comments, and concerns regarding this project at the Old Santa Fe Trail building.

**Is scoping my only opportunity to comment on the project?** No, we will have a second public meeting before making the final decision.

**The deadline for comment is February 12th:**

1. What do you think are the most important features of the building?
2. Are there any issues/concerns about the project that you think we should consider?
3. Do you have any other comments and suggestions for us to consider in the review process?
4. Do have any historic photos or documents of the building and its interiors that you would like to share with the National Park Service?

**If you wish to comment on the scoping brochure or on any other issues associated with the project, you may submit your comments by any one of several methods.**

The scoping brochure and an electronic form to submit comments on the internet can be found at the Planning, Environment and Public Comment (PEPC) website at <http://parkplanning.nps.gov/ostb>.

You may submit written comments to:  
Aaron Mahr  
P.O. Box 728  
Santa Fe, NM 87504-0728

Finally, you may hand-deliver comments to the Old Santa Fe Trail building.

***Comments will not be accepted over the phone, by fax, or e-mail.***

**If you wish to be notified of the next public meeting, please provide your name and address below.**

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Before including your address, phone number, e-mail address, or other personal identifying information in your comment, you should be aware that your entire comment (including your personal identifying information) may be made publicly available at any time. Although you can ask us in your comment to withhold your personal identifying information from public review, we cannot guarantee that we will be able to do so.