



47 following location: Easterly portion of Parcel 2 Lands of Liberman-Grevey, South  
48 Hill Road (Parcel ID: 1020073345315), within the Town of Bernalillo, Section 32,  
49 Township 13 North, Range 4 East, New Mexico Principal Meridian, Sandoval  
50 County, New Mexico, containing 11.29 acres.

51  
52 The subject site had been rezoned to C-1 in 2001; however, the previous applicant  
53 did not develop the property within the one year timeframe allowed by the  
54 Comprehensive Zoning Ordinance (Section 20.D.5), and the change became void.

55  
56 If the zone change proposal is approved by the Town Council, it is the applicant's  
57 intent to develop the site for self-storage and RV storage. This type of development  
58 requires the approval of a Conditional Use Permit by the Planning and Zoning  
59 Commission. That application (CUP 16-021) was reviewed and approved on  
60 December 6<sup>th</sup>, contingent upon the approval of the Zone Map Amendment, and  
61 subject to Conditions that must be complied with by the applicant.

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63  
64 *Planning and Zoning Commission Meeting*  
65 *December 6, 2016 – Staff Report*

66  
67 **Subject:**

68 The applicant, Willow Village Investments, LLC, requests a recommendation of  
69 approval from the Planning and Zoning Commission for a Zone Map Amendment  
70 from R-R (Rural Residential) to C-1 (Retail Commercial) at the following location:  
71 Easterly portion of Parcel 2 Lands of Liberman-Grevey, South Hill Road (Parcel ID:  
72 1020073345315), within the Town of Bernalillo, Section 32, Township 13 North,  
73 Range 4 East, New Mexico Principal Meridian, Sandoval County, New Mexico,  
74 containing 11.29 acres.

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76 According to records on file, the subject site was rezoned from A-R Agricultural  
77 Residential (a former zoning classification) to C-1 Retail Commercial by the Town  
78 Council on February 26, 2001. At that point in time, there were no proposed uses to  
79 occupy the site. Section 20.D.5 of the Comprehensive Zoning

80  
81 Ordinance states that “an approved zone change shall become void one (1) year after  
82 the date of approval if a building permit has not been issued for the proposed  
83 development authorized by the zone change. Furthermore, an approved zone change  
84 shall become void six months after a building permit has been issued for the  
85 proposed development authorized by the zone change if no construction has begun on  
86 the premises.” It appears the zoning reverted to the R-R Rural Residential zone

87 classification which is the newer version of the A-R zoning. The site is currently  
88 vacant.

89  
90 C-1 permissive uses include stores for the sale of retail goods and products, small  
91 repair shops, and laundry/dry cleaning facilities. A Conditional Use Permit is  
92 required for other uses such as restaurants, grocery markets, lumber yards, hotels and  
93 motels, automobile service stations, *and any other similar use which is compatible*  
94 *with the general nature and intent of this zone district.* NOTE: A Conditional Use  
95 Permit application for the purpose of constructing a Storage Facility for Self-Storage  
96 and RV Storage accompanies this request. (CUP 16-021)

97  
98 The subject site is located south of US 550, east of S. Hill Road, west of Interstate  
99 25, and north of Eldridge Lane.

100  
101 **Site Data:**

102  
103  
104 **Zone:** R-R (Rural Residential)

105 **Proposed Zone/s:** C-1 (Retail Commercial)

106 **Surrounding Zoning:** North – C-1, South – M-1 (Light Industrial), East – Interstate  
107 25, West – C-1

108 **Current Land Use:** Vacant

109 **Surrounding Land Uses:** Commercial (storage units to the west), vacant (north), I-  
110 25 (east), M-1 developed property to the south

111 **Required Lot Size:** C-1 – No requirements for commercial use

112 **Existing Lot Size:** 11.29 acres (491,792.4 square feet) - one acre equals 43,560  
113 square feet

114 **Access:** S. Hill Road

115 **Utilities:** Municipal water is available, no sewer service at this location

116 **Required Parking:** To be determined based on use

117 **Proposed Parking:** To be determined based on use

118 **Handicapped Parking:** To be determined based on size of parking lot, i.e. number  
119 of spaces needed for the use

120 **Setbacks:** Front-10 feet, Side-0 feet (if not abutting the side or rear of a lot in a  
121 residential use or zone), Rear-10 feet

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**Plans, Policies, and Regulations:**

Comprehensive Land Use Plan:

The Comprehensive Land Use Plan contains goals and objectives that serve as a guide for policy decisions regarding the future management and development of the Town. A Resolution approving the goals and objectives was adopted by the community on May 13, 2002.

Goals and Objectives applicable to this proposal are as follow:

*Form of Development –*

*Goal:* Preserve and enhance the unique small town character and culture of Bernalillo.

*Objective:* Use zoning and other regulatory ordinances to control the density and distribution of development.

The site was rezoned in 2001 to C-1; however, development did not occur within the allowed timeframe/s and so the zoning classification reverted to A-R/R-R. The site is adjacent to I-25 on the east. Other C-1 and M-1 zoning/uses are located in the immediate area and within close proximity to the property.

Subdivision Regulations (April 1997):

Not applicable to this application.

Comprehensive Zoning Ordinance:

The C-1 Retail Commercial zone district allows those commercial and business activities that serve the community on a day-to-day basis. It also allows single-family residential use, boarding and lodging houses, and garage apartments as permissive uses. Conditional uses include eating and drinking establishments, grocery markets, convenience food stores, banks, theaters, lumber yards, research and development offices, hotels and motels, amusement enterprises, and automobile service stations *as well as any other similar use which is compatible with the general nature and intent of this zone district.*

Storage facilities fall within the nature of “any other similar use” and must receive the approval of a Conditional Use Permit to operate.

Mainstreet Overlay District:

The Design Guidelines *are not applicable* to the subject site.

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**Notifications:**

Notices were posted at US Bank, T&T Supermart, Town Hall, US Eagle Federal Credit Union, US Post Office, and on the Town of Bernalillo website. Notices were mailed (certified, return receipt requested) to abutting property owners within 100 feet of the subject site.

**Staff Recommendation:**

Refer to Findings. The applicant is requesting a recommendation of APPROVAL to Town Council.

**Findings:**

1. **ZMA 16-004** is a request by Willow Village Investments, LLC, for a recommendation of approval from the Planning and Zoning Commission for a Zone Map Amendment from R-R (Rural Residential) to C-1 (Retail Commercial) at the following location: Easterly portion of Parcel 2 Lands of Liberman-Grevey, South Hill Road (Parcel ID: 1020073345315), within the Town of Bernalillo, Section 32, Township 13 North, Range 4 East, New Mexico Principal Meridian, Sandoval County, New Mexico, containing 11.29 acres.
2. The subject property was rezoned to C-1 in 2001, but the zone classification reverted when prescribed timeframes for development were not met.
3. The proposal supports the Comprehensive Land Use Plan, Form of Development (goal and objective).
4. The surrounding neighborhood is comprised of a mix of C-1 and M-1 zoned properties and uses.

Janet Cunningham-Stephens made the following presentation.

Subject: Zone Map Amendment--  
From Rural Residential (R-R) to Retail Commercial (C-1) zoning

Applicant: Willow Village Investments, represented by Tierra West LLC

Legal Description: Easterly portion of Parcel 2 Lands of Liberman-Grevey, South Hill Road (Parcel ID: 1020073345315), within the Town of Bernalillo, Section 32, Township 13 North,

203 Range 4 East, New Mexico Principal Meridian, Sandoval County, New Mexico, containing  
204 11.29 acres.

205 The subject site had been rezoned to C-1 in 2001; however, the previous applicant did not  
206 develop the property within the one year timeframe allowed by the Comprehensive Zoning  
207 Ordinance (Section 20.D.5), and the change became void.

208  
209 If the zone change proposal is approved by the Town Council, it is the applicant's intent to  
210 develop the site for self-storage and RV storage. This type of development requires the approval  
211 of a Conditional Use Permit by the Planning and Zoning Commission. That application (CUP  
212 16-021) was reviewed and approved on December 6<sup>th</sup>, contingent upon the approval of the Zone  
213 Map Amendment, and subject to Conditions that must be complied with by the applicant.

214  
215 Zoning classifications in the immediate area include: North C-1, South M-1 (Light Industrial),  
216 East – Interstate 25, and West C-1. There is an existing storage facility (formerly Coronado  
217 Storage) across S. Hill Road from this site.

218  
219 Mayor Torres asked if the site was already leased.

220  
221 Joe Hernandez of Tierra West stated yes, it was and there is a preliminary site plan for the  
222 location. There will be self-storage units, a two-story manager's office/residence with security,  
223 and covered and open parking for Recreation Vehicles.

224  
225 Mayor Torres asked what type of fencing the property would have.

226  
227 Jose Hernandez of Tierra West stated it will be wrought iron. The fencing plan is still to be  
228 approved by Planning and Zoning.

229  
230 Janet Cunningham-Stephen stated that one of the drainage plan must be presented prior to site  
231 work. The drainage plan was discussed in length by the Planning and Zoning Commission.

232  
233 Councilor Prairie asked if the project will be built in stages or all at once. The covered parking  
234 areas may be in stages.

235  
236 Jose Hernandez stated all at once.

237  
238 Councilor Sisneros asked the time frame on the project.

239  
240 Jose Hernandez stated that architect is in the processes of drawing up the plans for the  
241 development. Then we will apply for the proper permitting to begin the project.

242  
243 Mayor Torres asked if anyone in the public would like to speak there was no one wishing to  
244 speak for or against the Zone Map Amendment.

245  
246 Mayor Torres asked for a motion to affirm the Planning and Zoning Commission decision.

247  
248 Councilor Sisneros made a motion to uphold the approval of the Zone Map Amendment (Zone  
249 Change) from R-R (Rural Residential) to C-1 (Retail Commercial) at the following location:  
250 Easterly portion of Parcel 2 Land of Liberman-Grevey, South Hill Road (Parcel ID:  
251 1020073345315); within the Town of Bernalillo, Section 32, Township 13 North, range 4 East,  
252 New Mexico Principal Meridian Sandoval, County, New Mexico, containing 11.29 acres.  
253 Multiple-Family Residential Zone at 960 Sawmill. The motion was seconded by Councilor  
254 Prairie and the motion carried unanimously.

255  
256 **APPROVAL OF MINUTES: 7a) Regular Meeting of December 27, 2016**  
257 Councilor Prairie moved to approve the minutes of December 27, 2016 as amended. The motion  
258 was seconded by Councilor Dominguez and the motion carried unanimously.

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261 **NEW BUSINESS: 8a) Discussion, Consideration, Action, Approval and Adoption of**  
262 **Resolution 01-09-17 Title VI Plan for the Town of Bernalillo. Presenter: Andy**  
263 **Edmondson**

264  
265 **Town of Bernalillo**  
266 **Resolution 1-9-17**

267  
268  
269 **WHEREAS**, the Town of Bernalillo, New Mexico, has the legal authority to apply for, receive,  
270 and administer federal funds; and,

271  
272 **WHEREAS**, the Town of Bernalillo, New Mexico, is an active recipient of Federal Highway  
273 Administration funding; and,

274  
275 **WHEREAS**, recipients of Federal Highway Administration funding must submit a Title VI Plan  
276 to the New Mexico Department of Transportation Construction and Civil Rights  
277 Bureau; and,

278  
279 **WHEREAS**, the Town of Bernalillo, New Mexico assures that no person shall on the grounds of  
280 race, color, or national origin, gender, age, or disability be excluded from participation

281 in, be denied the benefits of, or be subjected to discrimination under any program or  
282 activity under any Town of Bernalillo Program, activity or service.  
283

284 **NOW, THEREFORE BE IT RESOLVED**, by the governing body of the Town of Bernalillo,  
285 New Mexico, that:

286  
287 The Town of Bernalillo adopts the attached Title VI program.  
288

289 **PASSED, APPROVED AND ADOPTED this 9<sup>th</sup> day of January, 2017.**  
290

291 Mayor Torres entertained a motion.  
292

293 Councilor Dominguez moved to adopt Resolution 1-09-17 Title VI Plan for the Town of  
294 Bernalillo. The motion was seconded by Councilor Sisneros and the motion carried unanimously.  
295

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298 **NEW BUSINESS: 8b) Discussion, Consideration, Action, Approval and Adoption of**  
299 **Holiday Schedule for 2017. Presenter: Ida Fierro**  
300

301 **Town of Bernalillo**  
302 **Holiday Schedule**  
303 **For 2017**  
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|-----|--------------------|----------------------------|
| 305 |                    |                            |
| 306 | Presidents Day     | Monday, February 15, 2016  |
| 307 |                    |                            |
| 308 | Memorial Day       | Monday, May 30, 2016       |
| 309 |                    |                            |
| 310 | Independence Day   | Monday, July 4, 2016       |
| 311 |                    |                            |
| 312 | San Lorenzo Day    | Wednesday, August 10, 2016 |
| 313 | Martin Luther King | Monday, January 16, 2017   |
| 314 | Jr. Birthday       |                            |
| 315 |                    |                            |
| 316 | Presidents Day     | Monday, February 20, 2017  |
| 317 |                    |                            |



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|-----|------------------------|-----------------------------|
| 318 | Memorial Day           | Monday, May 29, 2017        |
| 319 |                        |                             |
| 320 | Independence Day       | Tuesday, July 4, 2017       |
| 321 |                        |                             |
| 322 | San Lorenzo Day        | Thursday, August 10, 2017   |
| 323 |                        |                             |
| 324 | Labor Day              | Monday, September 4, 2017   |
| 325 |                        |                             |
| 326 | Veterans Day           | Friday, November 10, 2017   |
| 327 |                        |                             |
| 328 | Thanksgiving Day       | Thursday, November 23, 2017 |
| 329 |                        |                             |
| 330 | Day after Thanksgiving | Friday, November 24, 2017   |
| 331 |                        |                             |
| 332 | Christmas Day          | Monday, December 25, 2017   |
| 333 |                        |                             |
| 334 | New Year's Day         | Monday, January 01, 2018    |
| 335 |                        |                             |

336  
337 Mayor Torres entertained a motion.

338  
339 Councilor Dominguez made a motion to approve and adopt the 2017 Holiday Schedule for the  
340 Town of Bernalillo. The motion was seconded by Councilor Sisneros and the motion carried  
341 unanimously

342  
343 **FINANCIAL SECTION: 9a) Approval of Accounts Payable Voucher List.**

344 Mayor Torres asked for a motion to approve the accounts payable voucher list in the amount of  
345 \$254,468.53.

346  
347 Councilor Sisneros made a motion to approve the accounts payable voucher list in the amount of  
348 \$254,468.53. The motion was seconded by Councilor Prairie and the motion carried  
349 unanimously.

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351 **MISCELLANEOUS SECTION: 10a) Public Comment.**

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**MISCELLANEOUS SECTION: 10b) Announcements. Presenter: Mayor Torres**

Police Chief Tom Romero announced the promotions at the Police Department; Shane Hernandez was promoted to Sergeant, Monica Torres, Stephen Stover and Sal Tortorici were promoted to Corporals. This will leave a supervisor on duty for all shifts in the event a Sergeant is out or on vacation, the Corporals will be in charge.

Mayor Torres mentioned the newsletter that was given to them at their stations. It includes the retirement of Maria Rinaldi and at a later date it would be appropriate to recognize her for her years of service to the Town. There is also an article thanking the businesses that donated to the Christmas Fund.

Councilor Prairie also wanted to thank those individuals that came into Town Hall to donate toys and coats.


Mayor Torres stated that on January 4, 2017 Andy, Ida and I attended a Capital Outlay Presentation meeting in Rio Rancho to present our Capital Outlay request. Senator Brandt and several other Senators in Rio Rancho have a meeting for all request to be presented to them in a public forum. The message was if there was any Capital Outlay it was going to be small.

Councilor Dominguez stated that several residents that live on Gutierrez are concerned with the speeding in that area.

There being no further business, Councilor Sisneros moved to adjourn the meeting at 6:56 P.M. The motion was seconded by Councilor Prairie and carried unanimously.

Done this 09th day of January 2017.

ATTEST:

  
\_\_\_\_\_  
Ida Fierro, Town Clerk  
(seal)

  
\_\_\_\_\_  
Jack S. Torres, Mayor