



PLANNING  
&  
ZONING  
DEPARTMENT

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TOWN OF BERNALILLO  
*"The City of Coronado"*

**Planning and Zoning  
Director**

Janet Cunningham-  
Stephens

**Building Official**

Joseph Benney

**Code Compliance  
Officer**

Jerry Lujan

**Administrative  
Assistant/GIS Tech**

Alana Lovato

**Planning and Zoning Commission  
AGENDA**

**Regular Meeting  
Tuesday, February 7, 2017  
6:30 p.m.**

PLANNING  
&  
ZONING  
COMMISSION

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Juanita Duran  
Chairperson

Joseph Moreno  
Vice-Chair

Mary Rose Abousleman

Sandra Candelario

Joyce Cordova

James Hooper

Raul Montano

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
  - January 3, 2017
5. SWEARING IN OF WITNESSES
6. PUBLIC HEARING
  - a) **SumP 17-002 Summary Plat: Applicant - 144 Commercial Development LLC, represented by Surv-Tek Inc.**  
Request for approval of a Summary Plat, adjusting the existing rear lot line for Lots 8 and 9, vacating an existing public waterline and public utility easement, granting new private and public easements, and showing the New Mexico Department of Transportation (NMDOT) parcel exceptions taken from Lot 5 -10, situate within the Felipe Gutierrez Grant in Projected Section 32, Township 13 North, Range 4 East, New Mexico Principal Meridian (NMPM), Town of Bernalillo, Sandoval County, New Mexico, containing a total of 6.9932 acres, zoned C-1 (Retail Commercial).
  - b) **VAR 16-009 Variance: Applicant - Nanci and Gary Davis.**  
Request for approval of a Variance to the ten (10) foot rear-yard setback requirement for the purpose of building a swimming pool in the back yard at 905 Palo Alto Court, zoned R-1 (Single-Family Residential Zone), and having the following Legal description: The Orchards 2, Lot 129, Town of Bernalillo, Sandoval County, New Mexico. (TABLED at September 7, 2016 hearing)

## 7. COMMISSION BUSINESS

- a. Department Updates:
  - A Planning and Zoning Commissioner Training Workshop will be held in February. The Mid-Region Council of Governments will provide staff for the workshop. MRCOG provides training for agency members annually in April as well as other times throughout the year.
- b. Project/Work Update:
  - Several projects are under construction and will be/have been completed. These include Pfeifer Studios, ServiceMaster, and a canopy at WalMart for their new pick-up service.
- c. General Discussion:
  - The Planning and Zoning Department issued six permits for the following: new construction (residential), a solar system installation, manufacturing, a storage shed, and a canopy between December 23, 2016 and January 24, 2017 for total fees of **\$4,473.70**.
  - Code Compliance: January 2017  
Staff have been dealing with substandard housing units located at 1291 Calle San Ysidro, 1300 Old Highway 85 and 392 Calle El Oso Negro. According to ordinance, housing is substandard if it is lacking proper utility service. Other compliance efforts involve 30 residential properties with overgrown weeds and trash, and 5 commercial properties with trash and debris. Department staff also assisted the Fire Marshal in the inspections of the Super 8 Motel and Holiday Inn to verify compliance with building/zoning/fire codes.
  - A Small Farm Animal Ordinance is still under consideration. A draft Ordinance will be brought to the Planning and Zoning Commission in March for discussion.
- d. Home-based Business Report:  
*January -*
  - Steven Milner, Media Magic, 201 Calle Damiano, zoning C-1 (R-1 use), digital photo scanning and archiving.
- e. Next Meeting: Regular Meeting - **March 7, 2017**

## 8. ADJOURNMENT