



PLANNING
&
ZONING
DEPARTMENT

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Janet Cunningham-
Stephens

Building Official

Joseph Benney

**Code Compliance
Officer**

Suzanne Hathon

**Administrative
Assistant/GIS Tech**

Alana Lovato

PLANNING
&
ZONING
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TOWN OF BERNALILLO

"The City of Coronado"

**Planning and Zoning Commission
AGENDA**

**Regular Meeting
Tuesday, March 13, 2018
6:30 p.m.**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES**
 - February 13, 2018
5. **SWEARING IN OF WITNESSES**
6. **PUBLIC HEARING**
 - a) **ETZ SumP 18-001 EXTRATERRITORIAL ZONE SUMMARY PLAT: Applicants - Allan and Lonna Trosclair, represented by Alpha Pro Surveying LLC (Agent).**
Request for approval of a Summary Plat within the Three-Mile Extraterritorial Zone (ETZ) of the Town of Bernalillo, combining two (2) lots into one (1) new lot (Lot 85-A-P8), within the Felipe Gutierrez Grant, situate in projected Section 28, Township 13 North, Range 4 East, New Mexico Principal Meridian (NMPM), Sandoval County, New Mexico, and containing 1.9224 acres.
 - b) **CUP 18-003 CONDITIONAL USE PERMIT: Applicant - Wizer Electric, LLC.**
Request for approval of a Conditional Use Permit in order to use an office warehouse complex for an electrical and general construction business, at

the following location: 576 Eldridge Lane, with a Legal Description of Mountain View Estates 2, Lot 13B, Town of Bernalillo, Sandoval County, New Mexico, zoned M-1 (Light Industrial) and containing approximately 3.000 acres per Sandoval County records.

c) CUP 18-004 CONDITIONAL USE PERMIT: Applicant - Bosque Brewing, represented by Modulus Architects (Agent).

Request for approval of an updated Conditional Use Permit for an Eating and Drinking Establishment (beer microbrewery/wine) at 834 W. Highway 550, Town of Bernalillo, Sandoval County, New Mexico, zoned C-1 Retail Commercial Zone and containing approximately 2.95 acres.

d) CUP 18-005 CONDITIONAL USE PERMIT: Applicant - Irene Saenz.

Request for approval of a Conditional Use Permit for a licensed home daycare for twelve (12) children, ages 0-12 years old, at the following location: 352 Mahogany Road, with a Legal Description of The Old Sawmill Addition, Block 2, Lot 48, Town of Bernalillo, Sandoval County, New Mexico, zoned R-2 (Multiple-Family Residential) and containing approximately 0.078 acres.

CANCELLED at REQUEST of AGENT - RESCHEDULED for HEARING on APRIL 10, 2018

e) ZMA 17-006 ZONE MAP AMENDMENT: Applicant - Western Hills Real Estate and Development, Inc., represented by Lastrapes, Spangler and Pacheco, (Agent).

Request 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: Lot 3 of Summary Plat for Venada Plaza Park, being comprised of Tract A, Middle Venada Arroyo Property, and Tract labeled "Arroyo Easement" Lots 7-A and 6-B1, La Bona Tierra, Town of Bernalillo, Sandoval County, New Mexico, containing 3.0379 acres.

f) VAR 18-002 VARIANCE: Applicant - Josephine D. Quintana.

Request for approval of a Variance to Setback Requirements in the R-1A (Mixed Single-Family Residential) Zone, to allow the construction of a covered patio at 435 Carolina Drive, and having a legal description as follows: Mountain View Estates, Block A, Lot 37, Section 32, Township 13 North, Range 4 East, New Mexico Principal Meridian, Town of Bernalillo, Sandoval County, New Mexico, containing a total of 0.180 acres.

g) VAR 18-003 VARIANCE: Applicant - Buckskin Properties, LLC, represented by Kenneth Chavez (Owner/Agent).

Request for approval of a Variance to Lot Area in the R-R (Rural Residential) Zone, to allow the applicant to develop the property for residential use, and having a legal description as follows: Eastern Addition, Block 1, Lot 23, Section 5, Township 12 North, Range 4 East, New Mexico Principal Meridian, Town of Bernalillo, Sandoval County, New Mexico, containing a total of 0.100 acres.

7. COMMISSION BUSINESS

- a. Department Updates: February 2018
 - ◆ The Mid-Region Council of Governments (MRCOG) will be offering the annual Planning Commissioners Workshop on Friday, May 11th. An RSVP is needed if you will be attending.
 - ◆ Staff are continuing to respond to verbal, walk-in and electronic complaints.
 - ◆ Joseph Benney attended ADA training on March 1st-2nd.
 - ◆ Suzanne Hathon attended an annual ICC Asbestos Refresher Training on March 6th.
 - ◆ Alana Lovato will attend Bureau of the Census LUCA training March 12th-15th.

- b. Project/Work Update:
 - Sandia RV and Storage (1-25 RV and Boat Storage) has submitted and been approved for the sign permit for the business (sign adjacent to the interstate and office sign).
 - Bosque Brewing has installed the business sign/graphic on the building.
 - Avenida Autoworx will be opening the 2nd week of March.

- c. General Discussion:
 - The Planning and Zoning Department issued thirteen (13) permits for the following: 2 demolitions, a garage, residential additions, new construction (residential) and re-roofing jobs between February 1, 2018 and February 28, 2018 for total fees of **\$11,916.69**.

 - Code Compliance: **February 2018**
The Code Compliance Officer made 47 inspections of properties including 30 re-inspections, closed 8 cases, opened 17 new cases, dealt with 4 substandard structures and one zoning issue involving livestock, and took 3 cases to court. Violation letters were sent to property owners as follow: Weeds - 6, Outdoor storage/trash - 15, Inoperative vehicles - 9, and Occupied RVs - 5.

- d. Home-based Business Report:
February - Applicant: Vivian Herrmann, Vivata Enterprise, 307 Calle Onate, zoning R-1, accounting and data entry services

- e. Next Meeting: Regular Meeting - **April 10, 2018 (2nd Tuesday of the Month)**

8. ADJOURNMENT