



PLANNING
&
ZONING
DEPARTMENT

**Planning and Zoning
Director**

Janet Cunningham-
Stephens

Building Official

Joseph Benney

**Code Compliance
Officer**

Jerry Lujan

**Administrative
Assistant/GIS Tech**

Alana Lovato

TOWN OF BERNALILLO

"The City of Coronado"

**Planning and Zoning Commission
AGENDA**

**Special Meeting
Tuesday, May 30, 2017
6:30 p.m.**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - May 9, 2017 – To be approved at Regular meeting (June)
5. SWEARING IN OF WITNESSES
6. PUBLIC HEARING
 - a) ETZ SumP 17-003 Extraterritorial Zone - Summary Plat: Applicants - Leland and Dorothy Bowen, 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, adjusting lot lines between two existing lots (Lot 62-A and Lot 84-A) into two new lots, within the Placitas Small Tracts, situate in Section 34, Township 13 North, Range 4 East, New Mexico Principal Meridian (NMPM), Sandoval County, New Mexico, containing 3.3904 acres.

PLANNING
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COMMISSION

Juanita Duran
Chairperson

Joseph Moreno
Vice-Chair

Mary Rose Abousleman

Sandra Candelario

James Hooper

Raul Montano

Vacant

b) **CUP 17-012 Conditional Use Permit: Applicant - CMH Homes, Inc.**
Request for approval of a Conditional Use Permit for the purpose of operating a display home center and sales office, to be located at 500 N. Hill Road, Town of Bernalillo, Sandoval County, New Mexico, described as a parcel of land within projected Sections 28 and 29, Township 13 North, Range 4 East, New Mexico Principal Meridian (NMPM) within the Felipe Gutierrez Grant, zoned M-1 (Light Industrial) and situated on a parcel of approximately 1.25 acres.

7. COMMISSION BUSINESS

- a. Department Updates:
 - Jerry Lujan, Code Compliance Officer, has been approved by Envirocert International to test for the erosion, sediment and stormwater inspector certification. The Town is required to have a certified inspector to be in compliance with the NPDES-MS4 permit.
- b. Project/Work Update:
 - The building permit for Mr. Carwash has been issued and the permit for Dunkin Donuts/Baskin Robbins is ready for pickup.
 - A retaining wall permit was issued for Bosque Brewery.
- c. General Discussion:
 - The Planning and Zoning Department issued nineteen (19) permits for the following: new construction (residential/commercial), solar system installations, a residential addition, a portal, a garage, and a demolition between April 24, 2017 and May 24, 2017 for total fees of **\$19,534.76**.
 - Code Compliance: **May 2017**
Twelve properties (substandard and/or vacant) have been secured by either the property owners or the Town. Fifteen weed violations were brought to the attention of property owners. Approximately 5 of those have not yet come into compliance and the Town will take further action. Staff worked on a Saturday and found various violations including the following: no peddlers licenses, various people selling items at private business parking lots and on the public right-of-way (taco truck, vendors selling wooden tables and chairs, and clothing).
- d. Home-based Business Report:
May - None
- e. Next Meeting: Regular Meeting - **June 13, 2017 (2nd Tuesday of the Month)**

8. ADJOURNMENT