



# TOWN OF BERNALILLO

*"The City of Coronado"*

## PLANNING & ZONING DEPARTMENT

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### Planning and Zoning Director

Janet Cunningham-  
Stephens

### Building Official

Joseph Benney

### Administrative Assistant

Alana Lovato

## PLANNING & ZONING COMMISSION

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Juanita Duran  
Chairperson

Mary Rose Abousleman

Sandra Candelario

James Hooper

Raul Montano

Joseph Moreno

Lynn Steiger

## Planning and Zoning Commission AGENDA

**Regular Meeting**  
**Tuesday, June 7, 2016**  
**6:30 p.m.**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
  - May 3, 2016
5. ELECTION OF VICE-CHAIRPERSON
6. SWEARING IN OF WITNESSES
7. PUBLIC HEARING
  - a) **CUP 16-013 Conditional Use Permit: Applicant - FDX LLC, on behalf of Big Brothers Big Sisters of New Mexico.**  
Request for approval of a Conditional Use Permit to allow a temporary commercial structure for the collection of donations at the following location: 118 W. US Highway 550, Town of Bernalillo, Sandoval County, New Mexico, zoned C-1 (Retail Commercial).
  - b) **CUP 16-014 Conditional Use Permit: Applicant - Apple New Mexico LLC, represented by Isaacson & Arfman, P.A. (Agent).**  
Request for approval of a Conditional Use Permit for an eating and drinking establishment (Applebee's Neighborhood Grill and Bar) at the southeast corner of US Highway 550 and Camino del Pueblo (NM313), having the legal description: Lot 10, Lands of Jeanene Gross, Town of Bernalillo, Sandoval County, New Mexico, zoned C-1 (Retail Commercial) and situated on approximately 1.2 acres.

- c) **CUP 16-015 Conditional Use Permit: Applicant - Crystal Gamboa.**  
Request for approval of a Conditional Use Permit for a licensed home daycare for approximately twelve children, ages 0-12 years old, at the following location: 304 Valencia Street, with a Legal Description of Hill Acres 1, Block 1, Lot 13, Unit 1, Section 5, Township 12 North, Range 4 East, Town of Bernalillo, Sandoval County, New Mexico, zoned R-R (Rural Residential) and containing approximately 0.540 acres.
- d) **CUP 16-016 Conditional Use Permit: Applicant - NMR, LLC, represented by Modulus Architects (Agent).**  
Request for approval of a Conditional Use Permit for an eating and drinking establishment (Dunkin Donuts/Baskin Robbins Dual Brand Restaurant with drive-up service window) located at 195 E. US Highway 550), having the legal description: Lot 8, Lands of Jeanene Gross, Town of Bernalillo, Sandoval County, New Mexico, zoned C-1 (Retail Commercial) and situated on approximately 0.655 acres.
- e) **ETZ SumP 16-001 Extraterritorial Zone/Summary Plat: Applicant - Dawn Roseberry, represented by Alpha Pro Surveying LLC (Agent).**  
Request for approval of a Summary Plat within the Three-Mile Extraterritorial Zone of the Town of Bernalillo, creating three lots from one existing tract of land, within the Felipe Gutierrez Grant, Tract 51, MRGCD Map 7, situate in projected Section 29, Township 13 North, Range 4 East, New Mexico Principal Meridian (NMPM), Sandoval County, New Mexico, and containing 3.0206 acres.
- f) **SumP 16-004 Summary Plat: Applicant - Frank G. Chavez, represented by Alpha Pro Surveying LLC (Agent).**  
Request for approval of a Summary Plat, creating Lots 1 and 2, formerly Tracts 30-A and 33-A-1, MRGCD Map 10, within the Felipe Gutierrez Grant, Projected Section 32, Township 13 North, Range 4 East, New Mexico Principal Meridian, Town of Bernalillo, Sandoval County, New Mexico, containing a total of 5.1121 acres more or less, at 438 S. Camino del Pueblo, zoned R-1 (Single-Family Residential), and granting a private access and public utility easement.
- g) **ZMA 16-001 Zone Map Amendment: Applicant - Frank G. Chavez, represented by Alpha Pro Surveying LLC (Agent).**  
Request for a recommendation of approval from the Planning and Zoning Commission for an Amendment to the Zoning Ordinance for a Map change from R-1 (Single Family Residential) to S-U (Special Use) and R-R (Rural Residential) zoning at the following location: Tracts 30-A and 33-A-1, M.R.G.C.D. Map 10, Felipe Gutierrez Grant, Section 32, Township 13 North, Range 4 East, New Mexico Principal Meridian (NMPM), Town of Bernalillo, Sandoval County, New Mexico, containing 5.112 acres.
- h) **VAR 16-004 Variance: Applicant - Tomas Montoya.**  
Request for approval of a Variance to Lot Size, and to Front and Side-yard Setback Requirements in the R-1A (Mixed Single-Family Residential Zone) for the purpose of adding a garage and living space at the following location: 1334 S. Oak Street, and having the following Legal description: Southern Addition, Block 1, Lot 9, Section 6 Township 12 North Range 4 East, New Mexico Principal Meridian (NMPM), Town of Bernalillo, Sandoval County, New Mexico.

**i) VAR 16-005 Variance: Applicant - Frank Chavez.**

Request for approval of a Variance to Lot Size in the R-1A (Mixed Single-Family Residential Zone) for the purpose of allowing the vacant site to be used for residential purposes at the following location: 1224 Calle San Lorenzo, and having the following Legal Description: Central Addition Subdivision, Block 6, Section 6, Township 12 North, Range 4 East, New Mexico Principal Meridian (NMPM), Town of Bernalillo, Sandoval County, New Mexico.

**j) VAR 16-006 Variance: Applicant - Norberto Montes.**

Request for approval of a Variance to Side and Rear Yard Setback Requirements in the R-1A Mixed Single-Family Residential Zone to add a second-story to an existing one-story structure, located at 449 Letitia Rd., Town of Bernalillo, Sandoval County, New Mexico.

**8. COMMISSION BUSINESS**

a. Department Updates:

- Staff attended meetings (May 17-18) with a consultant from North Line GIS to discuss GIS needs for each department. A strategic implementation and training plan will be developed by the consultant and presented to the Town.
- Alana Lovato, Administrative Assistant, is attending training in GIS and will be taking on those technical duties with the new fiscal year.

b. Project/Work Update:

- Ruby's Tortilleria, formerly located at 742 S. Camino del Pueblo, has reopened the restaurant at 118 W. Calle Montoya as per Conditional Use Permit 16-001, approved January 5, 2016.

c. General Discussion:

- A public meeting to solicit input on the proposed Small Farm Animal Ordinance is scheduled for **May 31st at 5:30 p.m. (Town Hall - Council Chambers)**. The date was changed from May 24<sup>th</sup> previously mentioned in the Town Newsletter due to scheduling conflicts.

d. Home-based Business Report:

**April** - *(after the May agenda finalized)*

- Eric Chavez, Classic Coverings, 401 Letitia Road, zoning R-1A, flooring installer.
- Brandon Casaus, Raww Rodeo and Western Wear, 1656 Los Arboles Road, zoning R-R, online retail - western clothes.

**May** -

- Barbara Albin, 1221 San Marcos Drive, zoning R-1, alternative dispute resolution service.

e. Next Meeting: Regular Meeting - **July 5, 2016**

**9. ADJOURNMENT**