



PLANNING
&
ZONING
DEPARTMENT

**Planning and Zoning
Director**

Janet Cunningham-
Stephens

Building Official

Joseph Benney

**Code Compliance
Officer**

Vacant

**Administrative
Assistant/GIS Tech**

Alana Lovato

TOWN OF BERNALILLO

"The City of Coronado"

**Planning and Zoning Commission
AGENDA**

**Regular Meeting
Tuesday, August 8, 2017
6:30 p.m.**

PLANNING
&
ZONING
COMMISSION

Juanita Duran
Chairperson

Joseph Moreno
Vice-Chair

Mary Rose Abousleman

Sandra Candelario

James Hooper

Raul Montano

Joseph O. Quintana

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. WELCOME TO NEW COMMISSIONER - Joseph O. Quintana
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - May 30, 2017
6. SWEARING IN OF WITNESSES
7. PUBLIC HEARING
 - a) **ZMA 17-004 Zone Map Amendment: Applicant - Town of Bernalillo.** Request for a recommendation of approval from the Planning and Zoning Commission for a Zone Map Amendment from R-1A (Mixed Single-Family Residential) to C-1 (Retail Commercial) at the following location: 842 Camino Don Tomas, within the Town of Bernalillo, described as MRGCD Map 11, Tract 12A1,317, Section 6, Township 12 North, Range 4 East, Sandoval County, New Mexico, containing 1.890 acre/s, and occupied by the former Roosevelt School.

b) ETZ SumP 17-006 Summary Plat: Applicant - 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 110-A), 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 1.6812 acres.

c) ETZ SumP 17-008 Summary Plat: Applicant - Viking Properties LLLP, represented by Wayjohn Surveying Inc. (Agent).

Request for approval of a Summary Plat within the Three-Mile Extraterritorial Zone (ETZ) of the Town of Bernalillo, to adjust the interior lot line between Lot 3, Placitas Trails South II Subdivision and Tract A, Roadrunner Trails Subdivision to eliminate an existing encroachment, and to create a new parcel designation for the portion of Tract A that lies within the Town of Bernalillo, located within the Town of Alameda Grant, Placitas, Sandoval County, New Mexico, situate in projected Section 33, Township 13 North, Range 4 East, New Mexico Principal Meridian (NMPM), and containing 12.6583 acres, more or less.

d) SumP 17-007 Summary Plat: Applicant - Julian Garza.

Request for approval of a Summary Plat, adjusting lot lines to replat 4 lots into 4 lots, vacating easements, and granting easements as per the proposed plat of 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, within Section 36, Township 13 North, Range 3 East, New Mexico Principal Meridian, Town of Bernalillo, Sandoval County, New Mexico, containing a total of 19.8059 acres, zoned R-R (Rural Residential), located north of Calle Bona Tierra, south of Enchanted Hills Boulevard NE, east of Lincoln Ave NE, and west of NM 528 (Pat D'Arco Highway). (Part A of requested action)

e) SumP 17-009 Summary Plat: Applicant - Julian Garza.

Request for approval of a Summary Plat, adjusting lot lines to replat 4 lots into 4 lots, vacating easements, and granting easements as per the proposed plat of 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, within Section 36, Township 13 North, Range 3 East, New Mexico Principal Meridian, Town of Bernalillo, Sandoval County, New Mexico, containing a total of 19.8059 acres, zoned R-R (Rural Residential), located north of Calle Bona Tierra, south of Enchanted Hills Boulevard NE, east of Lincoln Ave NE, and west of NM 528 (Pat D'Arco Highway). (Part B of requested action)

f) CUP 17-014 Conditional Use Permit: Applicant - Gary W. Culler, on behalf of Hawks Aloft, Inc.

Request for approval of a Conditional Use Permit for the purpose of allowing the organization's office headquarters (future expansion to include a sanctuary and public education area) for the non-profit, 501(c)3 organization, Hawks Aloft, to be located at 1394 Calle La Bona Tierra, and having the following Legal Description: La Bona Tierra, Lot 5A1, Section 36, Township 13 North, Range 3E, New Mexico Principal Meridian, Town of Bernalillo, Sandoval County, New Mexico, zoned R-R (Rural Residential) and situated on a parcel of approximately 2.104 acres.

g) CUP 17-015 Conditional Use Permit: Applicant - NMR, LLC, represented by Modulus Architects (Agent).

Request for approval of an Amended 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 0.7309 acres. The amendment will extend the roadway between the Dunkin Donuts site and Piedra Lisa Street, and be a part of the Dunkin Donuts construction.

h) VAR 17-009 Variance: Applicant - NMR, LLC, represented by Modulus Architects (Agent).

Request for approval of a Variance to "sign standard Type C - Business Signs" to increase the size of the sign face of the pylon sign for the 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 0.7309 acres.

i) VAR 17-008 Variance: Applicant - C' de Baca Homeowners Association, represented by June Ortiz (Agent).

Request for approval of a Variance to lot area and lot width requirements as they pertain to existing Lots 9, 10, and 11 (each containing 3,884 square feet) of the C' de Baca Casitas, Section 36, Township 13 North, Range 4 East, New Mexico Principal Meridian, Town of Bernalillo, Sandoval County, New Mexico, containing a total of 0.267 acres, and located west of Sheriff's Posse Road and south of C' de Baca Lane.

8. COMMISSION BUSINESS

a. Department Updates:

- Interviews for the Code Compliance Officer position have been completed.
- Alana Lovato, Administrative Assistant/GIS Tech, has taken the final exam at CNM for the summer session (GIS training).

b. Project/Work Update:

- The Piedra Lisa Appeal case was heard by Town Council on July 10th and the proposal was approved with conditions.
- An appeal of the Planning and Zoning Commission action re: VAR 17-005 (Applicant-Vincent Montoya) has been filed.
- Dunkin Donuts construction is underway.
- Mr. Carwash has broken ground.
- MCT Bldg #6 is in the review stage (grading and drainage plan is not complete).
- Bosque Brewery - grading and drainage plan is in the review process.
- Sandia RV and Self Storage - grading and drainage plan has been submitted for review.

c. General Discussion:

- The Planning and Zoning Department issued thirty (30) permits for the following: new construction (residential/commercial), solar system installations, a remodel, reroofing work, a retaining wall, carports, and a portal between July 1, 2017 and July 31, 2017 for total fees of **\$18,766.60**.
- Code Compliance: **July 2017**
Code compliance staff mailed a dozen violation letters to property owners and worked with an individual to come into compliance re: water and sewer hookups.

d. Home-based Business Report:

July -

- None

e. Next Meeting: Regular Meeting - **September 12, 2017 (2nd Tuesday of the Month)**

9. ADJOURNMENT