



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, September 12, 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. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - July 11, 2017
 - August 8, 2017
5. SWEARING IN OF WITNESSES
6. PUBLIC HEARING
 - a) **ZMA 17-005 Zone Map Amendment: Applicant - Garza Western Venada Plaza, LLC represented by Julian Garza (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: 623 NM 528, within the Town of Bernalillo, described as being comprised of Tract A, Middle Venada Arroyo Property, and Tract Labeled "Arroyo Easement", Lots 7-A and 6-B1, La Bona Tierra, Section 36, Township 13 North, Range 3 East, Sandoval County, New Mexico, containing 19.8059 acres.

b) 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.

c) 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. NOTE: The request was postponed on August 8th to receive additional information.

i) VAR 17-010 Variance: Applicant - KOA, represented by Electrical Products Co. (EPNM, Inc.).

Request for approval of a Variance to “sign standard Type C - Business Signs” to increase the height of the KOA’s pylon sign and to increase the size of the sign face, located at 555 S. Hill Road, having the legal description: Map 10 (1-IN), Tract 32N, Plat 2991-A, Tract 1B5, Tract 1A5, Section 5, Township 12 North, Range 4 East, Town of Bernalillo, Sandoval County, New Mexico, zoned S-U (Special Use) and situated on approximately 8.904 acres.

7. COMMISSION BUSINESS

a. Department Updates:

- Interviews for the Code Compliance Officer position will be held on September 8th.
- Alana Lovato, Administrative Assistant/GIS Tech, is continuing GIS studies at CNM. The fall semester began August 28th.
- Joseph Benney, Building Official/Floodplain Manager, will be attending the Fall New Mexico Floodplain Manager’s conference in Angel Fire on September 13-15.

b. Project/Work Update:

- The appeal of VAR 17-005 (Applicant-Vincent Montoya) was heard by Town Council on August 28th and no action was taken.
- MCT Bldg #6 is in the review stage (grading and drainage plan is not complete).

- Bosque Brewery - the grading and drainage plan for the existing building has been approved. If additional buildings are constructed in the future, a new grading and drainage review will be required.
 - Sandia RV and Self Storage - grading and drainage plan has been submitted for review.
- c. General Discussion:
- The Planning and Zoning Department issued fifteen (15) permits for the following: new construction (residential/commercial), solar system installations, remodeling, carports, a garage, portals, and a demolition between August 1, 2017 and August 31, 2017 for total fees of **\$11,310.38**.
 - Code Compliance: **August 2017**
Code compliance staff dealt with nineteen violations of the following types: weeds/trash, inoperative vehicle/s, substandard housing, using an RV as a dwelling, using sheds as a dwelling, and sewer discharge to ground surface. Three of the cases are closed: sixteen remain open due to non-compliance by the property owners.
- d. Home-based Business Report:
- August -*
- Yvette Chavez, Maintenance Matters, 596 Avenida Perea, zoning R-1A, home office for property cleaning business.
 - Kat Brown, Kat Brown Enterprises, Inc., 320 Nazcon Court, zoning R-R, home office for non-profit financial consulting.
- e. Next Meeting: Regular Meeting - **October 10, 2017 (2nd Tuesday of the Month)**

9. ADJOURNMENT