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3 **MINUTES OF A REGULAR MEETING**
4 **OF THE PLANNING & ZONING COMMISSION**
5 **OF THE TOWN OF BERNALILLO**
6 **HELD AT THE TOWN HALL**
7 **JULY 8, 2008**

8 The Planning & Zoning Commission of the Town of Bernalillo met in Regular Session
9 within the laws and rules of the Town on July 8, 2008 at 6:30 pm.

10
11 Commissioner Debbie Kilfoy, Chairman
12

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14 **Applicants / Members of Public Signed In:**
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16 Sheryl Russell	Margaret Geller	BrannonPorch
17 Carl Taraddei	Helen Sandoval	Margie Amiot
18 Linda Kuhn	Mary Kwapich(sentinel)	Steve Amiot
19 Juan Nevarez	Tim Montoya	Josephine Marquez
20 Monica Cordova	Arthur Montano	Rosalie M. Dome
21 Leo Archuleta	John A Estrada	Wade Longly
22 Narcisa Azua	Margaret L. Wright	Paul Madrid

23
24 The Planning & Zoning Director (Kelly Moe), and Others, were also present but
25 not signed in.
26

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28 **1. CALL TO ORDER**
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30 Chairman Kilfoy called the meeting to order at 6:30 pm, and led those attending
31 in a recitation of the Pledge of Allegiance.
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34 **2. ROLL CALL**
35

36 Commissioner Debbie Kilfoy	Present
37 Commissioner Teresa Young	Not Present
38 Commissioner Hazel Dameron	Not Present
39 Commissioner Tom Wilson	Present
40 Commissioner Georgina Chavez	Present
41 Commissioner Cipriano Montoya	Present
42 Commissioner Robert Satriana	Not Present

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44 A quorum was present.
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3. APPROVAL OF AGENDA

The Chairman asked if all Commissioners had reviewed the Agenda, and asked if there were any changes to propose. Items A and B should be switched to reflect the packets given to commissioners.

The Chairman entertained a motion to approve the Agenda with corrections. Commissioner Chavez so moved. Commissioner Wilson seconded the motion. All voted aye. The motion was carried.

4. APPROVAL OF MINUTES

The Minutes for June 10, 2008 were submitted for approval. Chairman Young called for corrections. Proposed corrections were: Page 3, Line 4, add an “e” to the end of sit, and remove the “t” in the, making it He.

The Chairman entertained a motion to approve the minutes of June 10, 2008 as amended. Commissioner Wilson so moved. Commissioner Chavez seconded the motion. All voted aye. The motion was carried.

5. REPORTS

a) **Next Meeting**

Mr. Moe informed the Commission that their next regular meeting was scheduled for August 5, 2008 all Commissioners voiced their assent.

6. ACTION ITEMS

a) **Variance – Subdivision Requirements – (Fence/Wall) (Sheryl Russell):** Applicant requests a Variance from Subdivision Requirements for a Fence/Wall at the property located at 200 Riesling Road.

The Chairman introduced the item to the Commission, and asked the applicant to present their request. Ms. Russell Described the nature of her request for a Variance from subdivision requirements. She explained that the family/living rooms of her home as well as the neighbors face each other and that there was a

1 necessity for a privacy wall. The wall would be constructed of block to match
2 what the developer has use for the perimeter of the subdivision. A brief general
3 discussion by the Commission ensued. Some of the concerns of the Commission
4 were: that the town's ordinance for setback requirements is maintained, and that
5 the irrigation ditch is not blocked.

6
7 The Chairman entertained a motion. The Commissioner Montoya motioned to
8 approve the request with the following conditions: that all town ordinances are
9 maintained, and that coyote fencing be used as well as the brick. Commissioner
10 Wilson seconded. All voted aye. The Motion was carried.

- 11
12 b) **Variance – Setback Requirements – (Mobile Home) (Arthur Montano):** Applicant requests
13 a Variance from Setback Requirements for a Mobile Home at the property located at Lots 7, 8
14 and Portion of Lot 9, Portion of vacated alley a.k.a 1313 Old Hwy 85.

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16 The Chairman introduced the item to the Commission, and asked the applicant to
17 present their request. Mr. Montano described the nature of his request for a
18 Variance from setback requirements. He would like to place a mobile home on his
19 property but that he would not be able to meet the 20 ft. setback requirement. His
20 property is just of the main road, Camino Del Pueblo. A brief general discussion
21 by the Commission ensued. Some of the concerns of the Commission are: there is
22 already an existing home on the same lot, the lot is very small and utilities
23 availability. Several neighbors were concerned with the appearance of the mobile
24 home.

25
26 The Chairman entertained a motion. Commissioner Montoya motioned to deny
27 the application request. Commissioners Wilson seconded the motion. 2 votes, aye.
28 1 vote, nay. The motion was carried.

- 29
30 c) **Conditional Use Permit – Home Based Business- Photography (Kimber Richardson):**
31 Applicant requests approval of a Conditional Use Permit for a Home Based Business,
32 Photography, at the property located at 161 W. Avenida Bernalillo.

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34 The Chairman introduced the item to the Commission, and asked the applicant to
35 present their request. No one was present to represent the application. A brief
36 general discussion by the Commission ensued.

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38 The Chairman entertained a motion. The Chairman motioned to deny the request
39 due to lack of representation. All voted aye. The Motion was denied due to lack of
40 representation.

- 41
42 d) **Conditional Use Permit –Home Based Business- Handyman Services(storage of**
43 **materials and paperwork) (Felipe Cordova):** Applicant requests approval of a Conditional
44 Use Permit for a Home Based Business, Handyman Services, at the property located at 820
45 Banco Court.

46
47 The Chairman introduced the item to the Commission, and asked the applicant to
48 present their request. Mr. Cordova briefly described the nature of his request. He

1 is requesting a conditional use permit to operate a home based business. His home
2 would be mainly just for office work, not storage of materials, no visible signs of
3 the business, and no company vehicles and he mainly works alone. A brief
4 general discussion by the Commission ensued. Mr. Rick Bela, Town of Bernalillo
5 Housing Director, spoke on behalf of the applicant. The Housing Dept.
6 encourages tenants to pursue business opportunities.

7
8 The Chairman entertained a motion. Commissioner Chavez motioned to approve
9 with the following conditions: that nothing be stored outside on property and no
10 commercial vehicles except own onsite. Commissioner Wilson seconded the
11 motion. All voted aye. The Motion was carried.

- 12
13 e) **Conditional Use Permit – Home Based Business- MTZ Trucking (Dirt Hauling) (Victor**
14 **Martinez):** Applicant requests approval of a Conditional Use Permit for a Home Based
15 Business, MTZ Trucking, at the property located at 1005 Sawmill Road.

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17 The Chairman introduced the item to the Commission, and asked the applicant to
18 present their request. No one was present to represent the application. A brief
19 general discussion by the Commission ensued.

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21 The Chairman entertained a motion. The Chairman motioned to Table the request
22 until next month’s meeting. All voted aye. The Motion was tabled due to lack of
23 representation.

- 24
25 f) **Conditional Use Permit – Tire Shop (Carl Taraddei):** Applicant requests approval of a
26 Conditional Use Permit for a Tire Shop at the property located at Tract B, Lands of Garrett-
27 Wing Investments.

28
29 The Chairman introduced the item to the Commission, and asked the applicant to
30 present their request. Mr. Taraddei briefly described the nature of his request. He
31 is requesting a conditional use permit for a tire shop on Camino Don Tomas, in
32 front of the Freedom Storage. A brief general discussion by the Commission
33 ensued. Some of the Commissions concerns were: shielding the residential area to
34 the south with a solid wall, lot size, and large vehicle (semi) traffic. Severla
35 neighbors were concerned with the environmental hazards of the materials stored
36 at the shop. Mr.Taraddei assured that he would properly dispose or recycle the
37 materials.

38
39 The Chairman entertained a motion. Commissioner Wilson motioned to approve
40 with the following requirements: that a 6-7 ft high solid wall be constructed on the
41 south side to shield residential areas, no semi’s or large vehicles parked on Don
42 Tomas (public ROW) except for loading/off-loading, business hours are 7:30am-
43 6:00pm, 6 days a week. Commissioner Chavez seconded the motion. All voted
44 aye. The motion was carried.

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46 g) **Summary Plat – Re-Plat, Lot Consolidation- Tracts 165a1, 165a2, 165a3 and 165a4,**
47 **Lands of Gilbert, Fermina, Christopher and Linda Salazar (Gilbert and Fermina Salazar-**
48 **Leo Archuleta, agent):** Applicant requests approval of a Summary Plat, Re-Plat, Lot

1 consolidation of Tracts 165a1, 165a2, 165a3 and 165a4, Lands of Gilbert, Fermina,
2 Christopher and Linda Salazar.
3

4 The Chairman introduced the item to the Commission, and asked the applicant to
5 present their request. Mr. Archuleta, the applicant's agent, briefly described the
6 nature of their request. The applicant wishes to combine 4 small tracts into two
7 larger tracts. A brief general discussion by the Commission ensued. Some of the
8 concerns of the Commission were: access to the new tracts and existing housing,
9 fencing for new tract, square footage of the new tract. The agent assured the
10 Commission that all property owners were in agreement of this lot consolidation.
11

12 The Chairman entertained a motion. Commissioner Wilson motioned to approve.
13 Commissioner Chavez seconded the motion. All voted aye. The motion was
14 carried.
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- 16 h) **Summary Plat – Re-Plat, Lot Consolidation- Tracts 4, and 5A, Block 2, Alamo Grande**
17 **Addition (Narcisa Azua Garcia-Leo Archuleta, agent):** Applicant requests approval of a
18 Summary Plat, Re-Plat, Lot consolidation of Tracts 4, and 5A, Block 2, Alamo Grande
19 Addition.
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21 The Chairman introduced the item to the Commission, and asked the applicant to
22 present their request. Mr. Archuleta, the applicant's agent, briefly described the
23 nature of their request. They are requesting to combine the existing tracts to create
24 on large tract and bring the tracts and existing building in conformance with the
25 current zoning code. A brief general discussion by the Commission ensued.
26

27 The Chairman entertained a motion. Commissioner Wilson motioned to approve.
28 Commissioner Chavez seconded the motion. All voted aye. The motion was
29 carried
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34 **7. DISCUSSION ITEMS**

35 Discussion items were presented and a general discussion by the commission
36 ensued.
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38 **8. ADJOURNMENT**

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40 The Chairman entertained a motion to adjourn. All voted aye. Motion carried and
41 meeting adjourned at 7:38pm.