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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 6, 2010**  
8

9 The Planning & Zoning Commission of the Town of Bernalillo met in Regular Session  
10 within the laws and rules of the Town on July 6, 2010 at 6:30 pm.

11 **This meeting was not recorded due to a glitch in the sound system.**

12 Commissioner Debbie Kilfoy, Chairman  
13

14 **Applicants / Members of Public Signed In:**

15 Glenda Durano

16 Bill Hartman

17 James Pike

18 Joe Jaramillo

19 Kenneth Martinez

20 Steve Amiot  
21  
22

23 Kelly Moe, Director of Planning and Zoning, and Others were also present but not  
24 signed in, or their signatures were not legible.  
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27 **1. CALL TO ORDER**  
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29 Chairman Kilfoy called the meeting to order at approx. 6:30 pm, and led those  
30 attending in a recitation of the Pledge of Allegiance.  
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32

33 **2. ROLL CALL**  
34

35 Commissioner Debbie Kilfoy Present

36 Commissioner Tom Wilson Present

37 Commissioner Georgina Chavez Present

38 Commissioner Cipriano Montoya Present

39 Commissioner Robert Satriana Not Present

40 Commissioner Rita Last Present

41 Commissioner Christopher Hyer Present  
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43 A quorum was present.  
44

45 **3. APPROVAL OF AGENDA**  
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47 Chairman Kilfoy asked if there were any changes to the agenda. Mr. Moe  
48 explained that there were some changes to the agenda. He went on to say that

1 Item C would be moved to the next meeting by request of the applicant.  
2 Commissioner Chavez motioned to approve the agenda without Item C.  
3 Commissioner Hyer seconded the motion. All voted aye. Motion to approve was  
4 carried.  
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7 **4. APPROVAL OF MINUTES**

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9 **Meeting of June 9, 2010**

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11 The Chairman asked if there were any changes to the Minutes. There being no changes,  
12 Commissioner Hyer motioned to approve the minutes with no corrections.  
13 Commissioner Last seconded the motion. All voted aye. The motion to approve the  
14 minutes was carried.  
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17 **5. REPORTS**

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19 a) **Next Meeting:**

20 Director Moe reported that the next regular meeting of the Commission was  
21 scheduled for August 3, 2010 and he asked if this date was acceptable to the  
22 Commission. The Commissioners voiced their assent.  
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24

25 **6. ACTION ITEMS**

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27 a) **Conditional Use Permit Review – Church (Joe Jaramillo, Applicant):** Applicant  
28 requests approval of a Conditional Use Permit for a church located on Lot 9, T13N R4E  
29 SEC29, NMPM, Bernalillo New Mexico aka: 373 N. Camino Del Pueblo  
30

31 The Chairman introduced the item and Mr. Jaramillo came forward to explain the  
32 need for approval for his Conditional Use Permit. After his explanation the  
33 Commissioners were concerned about the parking situation regarding the  
34 easement that went around the building that is to be the church. It was then  
35 explained that there is a letter given to P & Z from Gary Van Valen vacating the  
36 easement. A brief discussion continued. Chairman Kilfoy entertained a motion.  
37 Commissioner Hyer moved to approve with the condition that a copy of the letter  
38 be obtained to show that the easement has been vacated. Commissioner Chavez  
39 seconded the motion. All voted aye. The motion to approve with conditions was  
40 carried.  
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42

43 b) **Conditional Use Permit – Church (Priscilla Martinez, Agent):** Applicant requests  
44 approval of a church located on Tract 111B1A1B2, T13N R4E SEC29 NMPM,  
45 Bernalillo New Mexico aka: 213 N. Camino Del Pueblo  
46

47 The Chairman introduced the item and Mr. Johnson and Ms. Martinez came  
48 forward. The Commissioners were concerned about the parking at the last

1 meeting and gave the church time to ask Bernalillo Public Schools permission to  
2 park on their property during their Sunday Church Service. Mr. Johnson  
3 expressed that they were waiting for the BPS school board to meet to vote on the  
4 church using their parking lot. Mr. Moe explained that the NMDOT did not have  
5 a problem with the church using the side of Hwy 313 for parking as long as they  
6 were 8 feet off the road. A brief discussion continued. Commissioner Chavez  
7 motioned to approve with the following conditions: (1) Obtain parking from  
8 Bernalillo Public Schools for their primary parking (2) Obtain a Fire Marshall's  
9 review (3) No parking on east side of Hwy 313. Commissioner Hyer seconded  
10 the motion. All voted aye. The motion to approve with conditions was carried.  
11

12 c) **Conditional Use Permit – Home-based Business (Kenneth Martinez, Applicant)**  
13 Applicant requests approval of a Conditional Use Permit for a mobile  
14 mechanic/transmission repair home-based business located at Tract 6A2B1, T13N R4E  
15 SEC30 NMPM, Bernalillo New Mexico aka: 207 Rostro Lane  
16

17 The Chairman introduced the item to the Commissioners, and Mr. Martinez came  
18 forward and explained that he wants to start a mobile mechanic business but also work on  
19 transmissions at his residence. The Commissioners were concerned about there not being  
20 a garage on the property to work on the vehicles. Mr. Martinez explained that he would  
21 mainly be working under a contract basis with another business owner but if he did have  
22 any customers at the house there was a storage shed in the back that was big enough to  
23 accommodate the work. Discussions continued. Commissioner Hyer motioned to  
24 approve with the following conditions: (1) Business hours will be 8 – 5 Mon-Fri (2)  
25 Annual renewal of Conditional Use Permit (3) Business could not be larger than what is  
26 proposed (4) No storage outside for vehicles or materials (5) All hazardous materials will  
27 be disposed of daily. Commissioner Chavez seconded the motion. All voted aye. The  
28 motion to approve with conditions was carried.  
29  
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31 d) **Conditional Use Permit – Home-based Business (William Hartman, Applicant):**  
32 Applicant requests approval of a Conditional Use Permit for a technology consulting  
33 home-based business at the property of Lot 28, T13N R3E SEC36 NMPM, Bernalillo  
34 New Mexico aka: 638 Camino Vista Rio  
35

36 The Chairman introduced the item to the Commissioners and Mr. Hartman came  
37 forward and explained that he would only be using his home as a home office only. A  
38 brief discussion ensued. Chairman Kilfoy asked if there was anyone in the audience that  
39 would wish to comment on this item. After no one coming forward, Chairman Kilfoy  
40 entertained a motion. Commissioner Chavez motioned to approve. Commissioner Hyer  
41 seconded the motion. All voted aye. The motion to approve was carried.  
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1 e) **Conditional Use Permit – Home-based Business** (Glenda Durano, Applicant):  
2 Applicant requests approval of a Conditional Use Permit for an advisement/coaching  
3 home-based business at the property of Lot 46-A, Phase 3B, T13N R4E SEC31 NMPM,  
4 Bernalillo, New Mexico aka: 468 Avenida C’ De Baca

5  
6 Chairman Kilfoy introduced the item and Glenda Durano came forward and  
7 explained what type of home-based business she was proposing. A brief discussion  
8 ensued and Chairman Kilfoy entertained a motion. Commissioner Hyer motioned to  
9 approve. Commissioner Last seconded the motion. All voted aye. The motion to  
10 approve was carried.

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13 **7. DISCUSSION ITEMS**  
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17 **8. ADJOURNMENT**

18 Meeting was adjourned at 7:40 pm by unanimous consent  
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