1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES
   - August 6, 2019

5. SWEARING IN OF WITNESSES

6. PUBLIC HEARING
   a) VAR 19-017 VARIANCE: Applicant - Mauro Torres-Ginez.
      The applicant, Mauro Torres-Ginez (property owner), requests approval of a
      Variance to the required front setback at 1255 Calle Madera, legally
      described as Lot 1, Block 1, Old Sawmill Addition, located in Township 12
      North, Range 4 East, Section 6, New Mexico Principal Meridian, Town of
      Bernalillo, Sandoval County, New Mexico, zoned R-2 and containing
      approximately 0.164 acres (according to Sandoval County Assessor records).

   b) VAR 19-018 VARIANCE: Applicant - Virgil Tinklenberg, represented by
      Dreamstyle Remodeling.
      The agent, Dreamstyle Remodeling, on behalf of the applicant, Virgil
      Tinklenberg (property owner), requests approval of a Variance to the
      required rear setback at 876 Golden Yarrow Trail, legally described as Lot
      148-A, The Orchards Unit 3, located in Township 13 North, Range 3 East,
      Section 36, New Mexico Principal Meridian, Town of Bernalillo, Sandoval
      County, New Mexico, zoned R-1 and containing approximately 0.117 acres
      (according to Sandoval County Assessor records).

   c) SumP 19-004 SUMMARY PLAT: Applicant - Placitas Development LLC., represented by Alpha Pro Surveying LLC.
      Alpha Pro Surveying LLC (agent), on behalf of Placitas Development LLC
      (property owner), requests approval of a Summary Plat within the 3-Mile
      Planning and Platting Jurisdiction of the Town of Bernalillo, to combine Lots
      73-P7 and 74-P7, Petroglyph Place at Petroglyph Trails Subdivision Phases 6,
      7 & 9, into one new lot in Township 13 North, Range 4 East, Section 28, New
Mexico Principal Meridian, Sandoval County, New Mexico, containing approximately 4.14 acres.

d) CUP 19-006 CONDITIONAL USE PERMIT: Applicant - Zach Snyder and Philip Lindborg, represented by Modulus Architects, Inc.
Modulus Architects, Inc. (agent), on behalf of Zach Snyder and Philip Lindborg (property owners), requests approval of a Conditional Use Permit to allow Townhouses to be constructed in a proposed residential development, on or effecting all or portions of Nazcon Subdivision, Phase 2, Tract A, Tract 8A, Tract 9A and the existing 50’ private road known as Sandoval Lane, located off Sheriff’s Posse Road in Township 13 North, Range 4 East, Sections 30 and 31, New Mexico Principal Meridian, Sandoval County, New Mexico, zoned R-2 and containing approximately 10.057 acres (according to Sandoval County Assessor records).

e) VAR 19-013 VARIANCE: Applicant - Zach Snyder and Philip Lindborg, represented by Modulus Architects, Inc.
Modulus Architects, Inc. (agent), on behalf of Zach Snyder and Philip Lindborg (property owners), requests approval of a 10’ Variance to the 60’ Lot Width requirement for Single-Family Dwelling Units in the R-2 zone, on or effecting all or portions of Nazcon Subdivision, Phase 2, Tract A, Tract 8A, Tract 9A and the existing 50’ private road known as Sandoval Lane, located off Sheriff’s Posse Road in Township 13 North, Range 4 East, Sections 30 and 31, New Mexico Principal Meridian, Sandoval County, New Mexico, zoned R-2 and containing approximately 10.057 acres (according to Sandoval County Assessor records).

f) VAR 19-014 VARIANCE: Applicant - Zach Snyder and Philip Lindborg, represented by Modulus Architects, Inc.
Modulus Architects, Inc. (agent), on behalf of Zach Snyder and Philip Lindborg (property owners), requests approval of a 5’ Variance to the 15’ Side Setback spacing requirement for Townhouses in the R-2 zone, on or effecting all or portions of Nazcon Subdivision, Phase 2, Tract A, Tract 8A, Tract 9A and the existing 50’ private road known as Sandoval Lane, located off Sheriff’s Posse Road in Township 13 North, Range 4 East, Sections 30 and 31, New Mexico Principal Meridian, Sandoval County, New Mexico, zoned R-2 and containing approximately 10.057 acres (according to Sandoval County Assessor records).

g) VAR 19-015 VARIANCE: Applicant - Zach Snyder and Philip Lindborg, represented by Modulus Architects, Inc.
Modulus Architects, Inc. (agent), on behalf of Zach Snyder and Philip Lindborg (property owners), requests approval of a 1,000sf Variance to the Lot Area requirement of 4,000sf for Townhouses in the R-2 zone, on or effecting all or portions of Nazcon Subdivision, Phase 2, Tract A, Tract 8A, Tract 9A and the existing 50’ private road known as Sandoval Lane, located off Sheriff’s Posse Road in Township 13 North, Range 4 East, Sections 30 and 31, New Mexico Principal Meridian, Sandoval County, New Mexico, zoned R-2 and containing approximately 10.057 acres (according to Sandoval County Assessor records).

h) VAR 19-016 VARIANCE: Applicant - Zach Snyder and Philip Lindborg, represented by Modulus Architects, Inc.
Modulus Architects, Inc. (agent), on behalf of Zach Snyder and Philip Lindborg (property owners), requests approval of a 1,000sf Variance to the Lot Area requirement of 6,000sf for Single-Family Dwellings in the R-2 zone, on or effecting all or portions of Nazcon Subdivision, Phase 2, Tract A, Tract 8A, Tract 9A and the existing 50’ private road known as Sandoval Lane,
located off Sheriff’s Posse Road in Township 13 North, Range 4 East, Sections 30 and 31, New Mexico Principal Meridian, Sandoval County, New Mexico, zoned R-2 and containing approximately 10.057 acres (according to Sandoval County Assessor records).

i) SP 19-001 Sketch Plan: Applicant - Zach Snyder and Philip Lindborg, represented by Modulus Architects, Inc.
Requests approval of a Summary Plat within the Three-Mile Planning and Platting Jurisdiction of the Town of Bernalillo, to adjust the lot line between Lots C & D and splitting one (1) existing lot (Lot D) into two (2) new lots (Lots D-1 & D-2) for the property located within Sandia Pueblo Grant, Lands of the Independent Baptist Church of Bernalillo, projected Section 6, Township 12 North, Range 4 East, New Mexico Principle Meridian (NMPM), Town of Bernalillo, Sandoval County, and containing approximately 2.82 acres.

7. COMMISSION BUSINESS
   a. Department Updates:
      • Staff are continuing to respond to verbal, walk-in and electronic complaints.
      • Joseph Benney is working on the new Stormwater and Erosion Ordinance.
      • Joseph Benney will be submitting the EPA Permit Annual Report by the end of September.
      • Alana Lovato has received LUCA (Local Update of Census Addresses) Operation Addressing feedback and must submit all required appeals regarding addressing verifications by October 7th, 2019 for Census 2020.
      • Appeal of PZ decision VAR19-010, a request for a lot size variance at 1546 Los Arboles Road, zoned R-R (Applicant Partick Gabaldon). Appeal hearing scheduled for Sept 23, 2019.
   b. Project/Work Update:
      • Comprehensive Zoning Ordinance update - The ordinance was introduced at the Aug. 12, 2019 Town Council meeting. The Town Council voted to have a Study Session on Sept. 17, 2019, from 9:30 to noon, to review all of the proposed changes. A complete list of changes was provided to the Town Council at their Aug. 26, 2019 meeting so they will have time to review them prior to the Study session.
      • Piedra Lisa Subdivision has been revived and will begin construction around Sept. 23, 2019.
      • New coffee shop to locate a 340 US Hwy 550. Construction to begin in October.
      • Walmart, Burger King and McDonalds updating exterior facades.
      • Breakmasters still moving forward.
      • US Hwy 550 Ph 2 construction to begin this fall.
      • Staff submitted the Town’s Infrastructure Capital Improvement Plan to DFA on Aug. 27, 2019.
      • Staff is working with engineer to update Town’s Subdivision Regulations.
      • Staff will research CDBG Planning Grant to update Comprehensive Plan.
• In September, staff will attend NMAPA and NMLZO training/conferences and in October, will attend NM Infrastructure Finance Conference.
• Staff appointed to Sandoval County Infrastructure Planning Committee.

c. General Discussion:
• **Building Permit Activity: August 2019**
The Certified Building Official issued twenty-five (25) permits for the following: 2 re-roof permits, 6 new construction (residential) permits, 1 new construction (commercial) permits, 5 solar system installations, 1 porch permits, 2 residential remodel, 2 carport installations, 1 demolition, and 5 other constructional permits. Between August 1, 2019 and August 30, 2019, a total of $22,313.73 in permit fees were collected.

• **Code Compliance: August 2019**
The Code Compliance Officer made 120 inspections of properties, closed 2 court cases, closed 15 cases, opened 20 new cases, re-opened 10 cases, and took 10 cases to court. Notices of Violation letters were also sent to 38 properties regarding weeds and/or outdoor storage and trash. There are 185 active cases being processed.

• **Code Compliance: July 2019**
The Code Compliance Officer made 162 inspections of properties, closed 2 court cases, closed 22 cases, opened 32 new cases, re-opened 15 cases, and took 14 cases to court. Notices of Violation letters were also sent to 73 properties regarding weeds and/or outdoor storage and trash. There are 185 active cases being processed.

d. Home-based Business Report: **August 2019** - None

e. Next Meeting/s: **Regular Meeting - October 1, 2019 at 6:30pm**

8. **ADJOURNMENT**