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**MINUTES  
VILLAGE OF LOS RANCHOS  
Planning and Zoning Commission  
6718 Rio Grande Blvd. NW  
Warren J. Gray Hall  
January 12, 2016  
7:00 P.M.**

9 **Present:**

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11 **STAFF**

12 **Administrator:** Kelly Ward

**Attorney:** Bill Chappell

13 **Planning Staff:** Tim McDonough, Director

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16 **1. CALL TO ORDER – Chairman** called the meeting to order at 7:00 p.m...

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18 **A. ROLL CALL** - Commissioner Craig, Commissioner Riccobene,  
19 Commissioner Brawley, Commissioner Seligman, Commissioner Phillips,  
20 Commissioner Colman, Commissioner Tourville.

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22 **Chairman Seligman** stated there was a quorum present for the meeting.

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24 **B. APPROVAL OF THE AGENDA**

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26 **Chairman Seligman** asked Planner McDonough if there were changes to the  
27 agenda.

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29 **Planner McDonough** stated there were no changes.

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31 **Chairman Seligman** asked for a motion of approval of the agenda.

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33 **MOTION: Commissioner Brawley** moved approval of the agenda as  
34 presented.

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36 **SECOND: Commissioner Phillips** seconded the motion.

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38 **Chairman Seligman** called for a vote.

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40 **VOTE:** The motion carried unanimously (7-0).

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43 **2. PUBLIC COMMENT PERIOD-NONE**

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45 **3. CONSENT AGENDA**

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47 **A. APPROVAL OF CONSENT AGENDA**

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49 1. Minutes of the December 8, 2015 meeting.

1 **Chairman Seligman** asked if there were any changes or corrections to the  
2 minutes of the December 8, 2015 meeting. Recognized Commissioner  
3 Brawley.

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5 **Commissioner Brawley** stated that on page 3 of 7 line 8 the word bumper  
6 should be buffer. Then on page 4 of 7 line 13 it should read “the lots are small  
7 and too expensive.

8  
9 **Chairman Seligman** asked if there were any other corrections or changes.

10  
11 **Attorney Chappell** stated on page 2 of 7 line 14 under New Business the  
12 word improvements should be “amendments.

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14 **Chairman Seligman** asked if there was a motion to approve the minutes as  
15 amended.

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17 **MOTION: Commissioner Phillip** moved approval of the Minutes of the  
18 December 8, 2015 meeting as amended.

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20 **SECOND: Commissioner Craig** seconded the motion.

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22 **Chairman Seligman** called for an aye or nay vote.

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24 **VOTE:** The motion carried unanimously (7-0).

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26 **4. PUBLIC HEARINGS AND APPLICATIONS**

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28 **Attorney Chappell** swore those persons who would be speaking before the  
29 Commission.

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31 **A. SDP-15-05** A request for a Preliminary Site Development Plan Review for  
32 new commercial development in the Retail Commercial Zone of the  
33 Fourth Street Commercial Character Area. The property is located at  
34 7108 4th Street NW and is legally known as Parcel A-1 Lands of Anita  
35 Dimas being comprised of Parcels A & B, Lands of Anita Dimas, Village  
36 of Los Ranchos de Albuquerque, Bernalillo County, New Mexico, filed in  
37 the Office of the Bernalillo County Clerk on June 23, 2015. The property  
38 contains 0.9070 acres more or less.

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40 **Chairman Seligman** gave instructions that the Commission would be to  
41 review and then approve forwarding the plan to the Board of Trustees for final  
42 approval. Then asked Planner McDonough for the planning report.

43  
44 **Planner McDonough** gave the planning report with recommendation for  
45 approval to forward to the Board of Trustees with conditions and findings.

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47 **Chairman Seligman** opened the discussion by asking the applicant to come  
48 forward.

1           **SUMMARY OF THE DISCUSSION:** Jon Stern of Modulus gave a short  
2 presentation on the site plan. Stating they had met with George Radnovich on  
3 the landscaping and what was happening with the 4<sup>th</sup> Street project.  
4 Commissioner Colman started the discussion with what she saw as a security  
5 issue and that was the back parking lot. There were no eyes on the parking  
6 lot for anyone going into it at night. Commissioner Tourville suggested  
7 security cameras, but Commissioner Colman stated that only showed things  
8 after the fact.  
9

10           Chairman Seligman questioned Mr. Stern on the entrance from 4<sup>th</sup> Street and  
11 Mr. Stern clarified that to her. At this time Chairman Seligman asked if there  
12 was anyone in opposition to the plan.  
13

14           Mr. Ross E. Dimas of 7116 4<sup>th</sup> Street NW stated that he was not in opposition  
15 to the plan he thought it a wonderful plan. What he was in opposition was the  
16 gate that they were proposing to the residents who lived on the private  
17 access road. He read a letter to the Commission from his mother, who also  
18 lived on the road, but was in California at this time. As he stated they did not  
19 want to be fenced in. And gave his reasoning why he did not favor the gate.  
20 Mr. Ernest Gallegos, the neighbor directly east of the property spoke in favor  
21 of the gate to prohibit vehicle traffic travelling down and turning around on his  
22 property. After a lengthy discussion the gate issue was set aside as a  
23 problem that the residents and Mr. Shoats would have to work out. Mr.  
24 Brawley suggested that they put up an architectural feature or signage that  
25 would deter vehicles from driving down the private access road.  
26

27           Mr. Ernest Gallegos then asked why Mr. Shoats was allowed to tap into the  
28 water line his mother put in. Mr. Shoats stated he had documentation from  
29 the Albuquerque Bernalillo County Water Utility Authority to tap into that line.  
30 A question came up on the paving of the road and Mr. Chappell stated that it  
31 would be the property owner, who could pave the road, but that only half of  
32 that was Mr. Shoats. The property owner to the south would have to agree on  
33 that.  
34

35           **Chairman Seligman** closed the floor to public comments and asked if there  
36 was a motion.  
37

38           **MOTION: Commissioner Colman** moved to approve forwarding to the  
39 Board of Trustees on condition that more glazing be on the rear of the  
40 building for more eyes on the parking lot.  
41

42           **Chairman Seligman** asked for a second. No one seconded. The motion  
43 failed and Chairman Seligman then asked for a new motion.  
44

45           After more discussion on some friendly amendments about the glazing and  
46 concern about altering the design.  
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48           **MOTION: Commissioner Phillips** motioned that they approve forwarding  
49 the plan to the Board of Trustees on the following conditions.  
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51           With the following conditions:

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1. All the requirements of the Albuquerque/Bernalillo County Water Utility Authority shall be met in the installation of the utilities and governing rules and regulations adhered to by the development.
2. The grading and drainage plan must be approved by the Village engineer prior to obtaining a building permit.
3. Landscaping shall be maintained according to the Site Development Plan.
4. Dark Skies Ordinance requirements must be met.
5. Sign permits must be obtained from the Village.
6. Construction shall meet all current Village, County and State Codes.
7. That there be more glazing on the side facing the parking lot to increase sight visibility such as a side light in the door to increase sight visibility to the back parking lot.
8. That the applicant will install signage and/or architectural features to discourage vehicle travel east of the sight on the southern access easement.

**SECOND: Commissioner Colman** seconded the motion.

**Chairman Seligman** called for an aye or nay vote.

**VOTE:** carried unanimously (7-0).

5. **OLD BUSINESS-NONE**
6. **NEW BUSINESS-NONE**
7. **REPORTS**

**A. PLANNING DEPARTMENT REPORT**

**Chairman Seligman** asked Planner McDonough for his report.

**Planner McDonough** gave his report on the department.

**HOUSEKEEPING NOTE THERE WAS A RECESS FROM 8:25 TO 8:33 P.M.**

**8. COMMISSIONER’S INFORMAL DISCUSSION**

**A.** Revisions to the Village Center Zoning Code.

There was an informal discussion about the zoning in the Village Center Zone.

1           **9.       ADJOURNMENT**

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3           **Chairman Seligman** called for a motion to adjourn the meeting.

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5           **MOTION: Commissioner Brawley** moved to adjourn the meeting.

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7           **SECOND: Commissioner Tourville** seconded the motion.

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9           **VOTE:** carried unanimously (7-0).

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11          **Chairman Seligman** closed the meeting at 10:10 p.m.

12  
13          **APPROVED by the Planning and Zoning Commission of the Village Los**  
14          **Ranchos de Albuquerque this 9th day of February, 2016.**

15  
16          **ATTEST:**

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18          \_\_\_\_\_  
19          Tim Tourville, Secretary  
20          Planning and Zoning Commission  
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