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**MINUTES
VILLAGE OF LOS RANCHOS
Planning and Zoning Commission
6718 Rio Grande Blvd. NW
Warren J. Gray Hall
December 13, 2016
7:00 P.M.**

9 **Present:**

10
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 7:42
17 p.m...

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

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23 **Chairman Brawley** stated there was a quorum present for the
24 meeting.

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27 **B. APPROVAL OF THE AGENDA**

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29 **Chairman Brawley** asked if there were changes to the agenda.

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31 **Planner McDonough** stated there were no changes to the agenda.

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33 **Chairman Brawley** asked if there was a motion to approve the agenda.

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35 **MOTION: Commissioner Tourville** moved approval of the agenda.

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

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

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42 **2. PUBLIC COMMENT PERIOD**

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44 *There was no public comment.*

1 **3. CONSENT AGENDA**

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3 **A.** Approval of minutes–October 11, 2016 regular meeting.

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5 **Chairman Brawley** asked if there were any changes or corrections to
6 the minutes.

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8 **Commissioner Eby** asked for clarification on Item 4B and how it
9 named Mr. & Mrs. Abel Garcia with Knight Seavey agent. She thought
10 that would have changed because Mr. Garcia had sold the property.

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12 **Chairman Brawley** stated that was mentioned further down in the
13 minutes.

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15 **Planner McDonough** clarified that for the guest house if you scroll
16 down to page 3 on line 6 & 7 where he stated that the request had
17 been assigned to the new owners by Mr. Garcia.

18
19 **Commissioner Eby** stated that on page 2 it says the request is by
20 Abel and Lucille Garcia.

21
22 **Planner McDonough** stated that the original request was by Mr.
23 Garcia that was how the paperwork was filed.

24
25 **Chairman Brawley** stated at the time he was concerned and asked
26 about the request.

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28 **Planner McDonough** stated that was how the agenda went out and
29 was posted as Abel & Lucille Garcia. They were not notified of the sale
30 until after the agenda was posted.

31
32 **Commissioner Eby** stated that it was in Mr. Garcia’s name until it got
33 to us.

34
35 **Planner McDonough** stated that was correct.

36
37 **Chairman Brawley** asked if there were any other comments. Then
38 asked if there was a motion to approve.

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40 **MOTION: Commissioner Phillips** moved approval of the October 11,
41 2016 meeting minutes.

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43 **SECOND: Commissioner Eby** seconded the motion.

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45 **VOTE:** The motion carried unanimously (7-0).
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1 **4. PUBLIC HEARINGS AND APPLICATIONS**

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3 **Chairman Brawley** stated there were no public hearings.

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6 **5. OLD BUSINESS**

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8 **Chairman Brawley** stated there was no old business.

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11 **6. NEW BUSINESS**

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13 **A. Discussion and action on text amendments to the Commercial**
14 **Zoning Code**

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16 **Summary of The Discussion**

17 The discussion was started with a short background of what they
18 accomplished with the first zone they worked on, which was the Village
19 Center Zone (V-C Zone) and now they needed to concentrate on the
20 Commercial One Zone (C-1 Zone). Planner McDonough showed a
21 proposal for a five (5) townhouse development on a small property just
22 north of the Nuevo Hacienda Subdivision. Comments were that there
23 are a lot of elderly people, who have lived in the Village for many years
24 and are now having to leave the Village not because they want to, but
25 because they can no longer take care of their larger properties. And
26 there is a lack of small properties for them to move to. The discussion
27 moved to density and how the C-1 Zone has 6-units per acre with a
28 common wall. A suggestion was that they needed to actually see what
29 a higher density site plan looked like. And a field trip was discussed
30 and agreed upon. Some of the questions that were brought to the
31 forefront was egress onto 4th Street and the traffic problems. A list of
32 sites was made to look at and other suggestions were to be sent to
33 Planner McDonough.

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36 **7. REPORTS**

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38 **A. PLANNING DEPARTMENT REPORT**

39 **Chairman Brawley** asked Planner McDonough to give the department
40 report.

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43 Planner McDonough stated that he continued to meet with the 4th Street
44 consultants and the Water Utility Authority. Keen sent out weed letters.
45 Marcy sent out business renewal notices by email getting a great
46 response. Worked with the attorney on the V-C Zone revisions. Worked

1 with O'Reilly on various issues. And hired an intern, who will begin on
2 January 16, 2017. Also attended the Rio Rancho Water fair to teach 4th
3 graders about stormwater. Participated with the EPA on the stormwater.
4 Drafted, posted for public review and submitted to the EPA the
5 Stormwater Management Plan Annual Report on November 30, 2016.
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8 **9. COMMISSIONER'S INFORMAL DISCUSSION**

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10 There was no informal discussion.
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13 **10. ADJOURNMENT**

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15 **Chairman Brawley** asked if there was a motion to adjourn.
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17 **Commissioner Craig** moved to adjourn at 9:30 p.m.
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19 **Commissioner Colman** seconded the motion.
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21 **VOTE:** was unanimously (7-0).
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23
24 **APPROVED by the Planning and Zoning Commission of the Village Los**
25 **Ranchos de Albuquerque this day of February 2017.**
26

27 **ATTEST:**
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30 _____
31 Tim Tourville, Secretary
32 Planning and Zoning Commission