



Planning & Zoning Commission
of the
Village of Los Ranchos de Albuquerque

MINUTES
March 10, 2020

Commissioners Present:

Acting Chairman Lynn Eby
Commissioner Gil Benavides
Commissioner Karen Christensen
Commissioner Drew Seavey
Commissioner Rachel Berenson
Commissioner Dan Gay

Staff Present:

Tiffany Justice – Planning & Zoning Director
Jennifer Schilling – Admin. Assistant, Scribe
Nann Winter – Village Attorney

Commissioners Excused or Absent:

Commissioner Al Park was excused.

1. CALL TO ORDER

The regular meeting of the Planning & Zoning Commission was called to order at 7:00 p.m., March 10, 2020 at the Warren J. Gray Hall, by Acting Chairman Lynn Eby. A quorum was present. The agenda was approved as read.

2. PUBLIC COMMENT

There were no speakers for the Public Comment period.

3. CONSENT AGENDA

A. Approval of the Consent Agenda

1. Minutes of the February 11, 2020 Planning & Zoning Regular Meeting

Motion: Commissioner Gay made a motion to approve the minutes as read.

Second: Commissioner Benavides seconded the motion.

Vote: The motion carried (4-0) with Commissioners Christensen and Berenson abstaining.

4. PUBLIC HEARINGS & APPLICATIONS

A. V 20-04 A request by John & Kathleen Avila for a Variance from §9.2.7(E)(2)(a)1 and 3 “Front setback shall be: twenty-five (25) feet” and “Rear setback shall be: twenty-five (25) feet” to allow for front and rear setbacks of fifteen (15) feet for a property in the A-1 Zone in the North Rio Grande Character Area. The property is located at 85- - Rio Grande Boulevard NW (address has not been assigned yet) and is legally known as Lot 1 Lands of Avila Being Comprised of Tract 32-D M.R.G.C.D. Map No. 25, Village of Los Ranchos de Albuquerque, Bernalillo County, New Mexico, as filed in the Office of the Bernalillo County Clerk on November 15, 2019. The property contains 0.3994 acres more or less.

Speakers for the Discussion:

SPEAKER:

John Avila

ADDRESS:

8529 Rio Grande Blvd. NW

POSITION:

Applicant. Spoke in Favor.

Director Justice gave the planning report, with recommendation to approve the application with conditions.

1 **Discussion:**

- 2 • Commissioners asked the Director about the home design exceeding the Floor Area
- 3 Ratio (FAR) and how the hardships were interpreted. Director Justice explained the
- 4 access easements on the property reduced the buildable land to that comparable to a
- 5 tripa lot. The home designs in the meeting packet were discussed and when submitted
- 6 would need to comply with the FAR.
- 7 • John Avila, applicant, presented his application. There were no questions from the
- 8 Commission for the applicant.
- 9 • There were no speakers in favor or opposition of the application.
- 10 • Chairman Eby closed the floor for comments.

11
12 **Motion:** Commissioner Benavides moved to approve the application with stated conditions.

13 **Second:** Commissioner Seavey seconded the motion.

14 *After brief discussion and vote was called for.*

15 **Vote:** The motion carried 5-1, with Commissioner Gay voting nay.

16
17 **Chairman Eby** stated that the public hearing on item 4-A in the request by John and Kathleen
18 Avila for a variance was formally closed.

19
20 **B. S 19-01** A request by Baca’s Trees Profit Sharing and Trust for Final Plat approval of
21 a major subdivision for 3.3 acres of property in the Fourth Street Corridor and Character
22 Area. The subdivision would create four (4) R-2 residential lots of 0.50 acres each and
23 three (3) C-1 Commercial-Retail lots. The subdivision would be a replat of existing
24 property located at 7201, 7217, and 7221 Fourth St. NW and 401 Roehl Rd. NW and
25 is legally known as a portion of Lots 3 & 4 (except the westerly 225 feet), Justen Jones
26 Addition within Section 21, T. 11 N., R. 3 E., N.M.P.M. Village of Los Ranchos,
27 Bernalillo County, New Mexico. The property contains 3.3 acres more or less.

28
29 **Speakers for the Discussion:**

30 <u>SPEAKER:</u>	31 <u>ADDRESS:</u>	32 <u>POSITION:</u>
33 David Newman	34 504 Mary’s Way NW	35 Applicant. Spoke in Favor.
36 Andrew Varoz,	37 7701 Calle Carisma	38 Project Engineer.
39 Dr. Edward Butler	40 500 Roehl Rd. NW	41 Spoke in favor.

42
43 **Director Justice** gave the planning report with recommendation to approve the application
44 with conditions.

45
46 **Discussion:**

- 47 • The new road “Zia View Court” was discussed. The road is a private access road and
- 48 utility easement. Mr. Varoz explained that there is a 25 foot easement with an additional
- 49 10 feet. The road will be crushed refined – maintenance of this type of road was briefly
- discussed.
- There was one, non-applicant, speaker in favor of the application. There were no
- speakers in opposition of the application.
- Chairman Eby closed the floor for comments.

50
51 **Motion:** Commissioner Gay moved to approve the application with the presented conditions.

52 **Second:** Commissioner Berenson seconded the motion.

53 *After brief discussion a vote was called for.*

1 **Vote:** The motion carried unanimously (6-0).

2
3 **Chairman Eby** stated that the public hearing on item 4-B in the request by Baca's Trees Profit
4 Sharing and Trust for a Final Site Development Plan approval was formally closed.

5 **5. OLD BUSINESS**

6 *There was no Old Business*

7 **6. NEW BUSINESS**

8 A. Adoption of Resolutions for 2020

9 **1. Adoption of Resolution 2020-1 Planning & Zoning – Open Meetings Act**

10 **Discussion:**

- 11 • Changes of the Resolution 2020-1 Planning & Zoning – Open Meetings Act from
12 Resolution 2019-1 were the removal of the document wording that referenced itself.
13 Otherwise, no changes.

14 **Motion:** Commissioner Berenson moved to approve Resolution 2020-1.

15 **Second:** Commissioner Benavides seconded the motion

16 **Vote:** The motion carried unanimously (6-0).

17 **2. Adoption of Resolution 2020-2 Planning & Zoning – Rules for the**
18 **Transaction of Business**

19 **Discussion:**

- 20 • The Commissioners discussed rules for transaction of business, meeting procedures and
21 language.

22 **Motion:** Commissioner Gay moved to approve Resolution 2020-2.

23 **Second:** Commissioner Seavey seconded the motion.

24 **Vote:** The motion carried unanimously (6-0).

25 **3. Adoption of Resolution 2020-3 Planning & Zoning – Resolution for**
26 **Closed Sessions**

27 **Discussion:**

- 28 • Commissioners discussed Resolution 2020-3. A correction was noted; where in the
29 Resolution the document states May, this should be March.

30 **Motion:** Commissioner Gay moved to approve Resolution 2020-3.

31 **Second:** Commissioner Christensen seconded the motion.

32 **Vote:** The vote carried unanimously (6-0).

33
34 B. Election of Officers 2020

35 **1. Nominations for: Chair, Vice Chair, and Secretary**

36
37 **Chair**

38 **Motion:** Commissioner Christensen moved to elect **Commissioner Lynn Eby** for the
39 position of Chair.

40 **Second:** Commissioner Berenson seconded the motion.

41 **Vote:** The motion carried unanimously (6-0).

1 **Vice Chair**

2 **Motion:** Commissioner Gay moved to elect **Commissioner Al Park** for the position of
3 Vice-Chair.

4 **Second:** Commissioner Gil Benavides seconded the motion.

5 **Vote:** The motion carried unanimously (6-0).

6
7 **Secretary**

8 **Motion:** Commissioner Gay moved to elect **Commissioner Drew Seavey** for the position of
9 Secretary.

10 **Second:** Commissioner Christensen seconded the motion.

11 **Vote:** The motion carried unanimously (6-0).

12

13 **7. REPORTS**

14 Planner Tiffany Justice gave the Planning & Zoning Department report: The Village of Los
15 Ranchos has moved to cloud-based computing. Dominic Tomba will be drafting summary
16 descriptions of his work in the Village. Jennifer Schilling continues to reach out to business
17 owners to renew and has presented to the Board of Trustees an e-file and pay system for
18 business registrations. Tiffany Justice is drafting a summary of comments received during
19 Short-Term Rental (STR) discussion; comments are still being accepted. Tiffany Justice will
20 present a comprehensive report and recommendation to the Board of Trustees from the
21 discussions and comments. A STR policy would be drafted at a later time.

22

23 **8. COMMISSIONERS' INFOMAL DISCUSSION**

24 *There were no comments or concerns addressed by the Commissioners.*

25 **9. ADJOURNMENT**

26 **Motion:** Commissioner Gay moved to adjourn the meeting.

27 **Second:** Commissioner Berenson seconded the motion.

28 **Vote:** The motion carried (6-0).

29

30 Chairman Eby adjourned the meeting at 8:24 p.m.

31

32 **Approval of the March 10, 2020 Minutes**

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34 These minutes have been **APPROVED** by the Planning & Zoning Commission of the
35 Village of Los Ranchos de Albuquerque this 19th day of June, ~~2019~~ 2020

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37

38 ATTEST:

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43 Drew Seavey, Secretary
44 Planning & Zoning Commission

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