



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

MINUTES
June 9, 2020

Commissioners Present:

Chairperson Lynn Eby
Commissioner Karen Christensen
Commissioner Gil Benavides
Commissioner Al Park
Commissioner Drew Seavey

Staff Present:

Tiffany Justice – Planning & Zoning Director
Jennifer Schilling – Admin. Assistant, Scribe
Nann Winter – Village Attorney
Kiko Jeanette – IT Specialist/Moderator

Commissioners Absent:

Commissioner Rachel Berenson - Absent
Commissioner Dan Gay - Excused

1. CALL TO ORDER

The regular meeting of the Planning & Zoning Commission was called to order at 7:00 p.m., June 9, 2020 via Zoom video conference, by Chairperson Lynn Eby. A quorum was present. The agenda was approved, as changed: Item 4B - ZMA 20-03 had been deferred.

2. PUBLIC COMMENT

SPEAKER:

Joe Craig, 505 Calle del Pajarito

TOPIC/CONCERN:

Did not have any comments. Stated he was present to listen to the meeting.

3. CONSENT AGENDA

A. Approval of the Consent Agenda

1. Minutes of the May 12, 2020 Planning & Zoning Regular Meeting

Motion: Commissioner Benavides made a motion to approve the minutes as amended.

Second: Commissioner Christensen seconded the motion.

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

4. PUBLIC HEARINGS & APPLICATIONS

A. V 20-06 A request by Stephen & Francoise Coy for a Variance from §9.2.7(E)(2)(a)(3) “Rear setback shall be: twenty-five (25) feet” to allow for placement of a structure within the rear setback in the A-1 Zone in the North Rio Grande Character Area. The property is located at 8306 Rio Grande Blvd NW and is legally known as Tract C Arada Addition situate in projected section 17, T. 11 N., R. 3 E., N.M.P.M., Village of Los Ranchos de Albuquerque, Bernalillo County, New Mexico, as filed in the Office of the Bernalillo County Clerk on October 15, 1982. The property contains 0.507 acres more or less.

1 **Resident Speakers for the Discussion:**

2 *All speakers were sworn in by Attorney Winter, individually.*

3
4 **SPEAKER:**

5 Stephen Coy, 8306 Rio Grande Blvd.

4 **POSITION:**

Applicant – In Favor

6
7 **Director Justice** gave the planning report with recommendation to approve the application
8 with conditions.

9
10 **Discussion:**

- 11 • Commissioner Benavides asked about the approval options concerning a legally non-
- 12 conforming structure, or a variance. Chairperson Eby asked about the second condition,
- 13 reading more like an advisory statement than a condition.
- 14 • The applicant, Mr. Coy, spoke to his application and their intended use for the structure.
- 15 Mr. Coy made a correction, stating that the structure would be closer to 200 square feet.
- 16 • There were no questions for the applicant from the Commission. There were no public
- 17 comments in favor or in opposition of the application.
- 18 • Director Justice amended her recommendation for approval so that condition number
- 19 one would be for a structure of approximately 200 square feet. The change in size would
- 20 not change the amount which encroaches the setbacks.

21
22 Chairperson Eby closed the floor for comments.

23
24 **Motion:** Commissioner Park moved to approve the variance with the conditions in the report
25 as modified to the 200 square feet.

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

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

28
29 Chairperson Eby stated that the public hearing on item 4-A in the request by Stephen &
30 Francoise Coy for a Variance was formally closed.

31
32 **B. ZMA 20-03** A request by Jim Shull for a Zone Map Amendment to change R-2 zoning to
33 C-1 zoning as allowed by §9.2.25(E)(8) for a property in the C-1 and R-2 Zone in the Fourth
34 Street Character Area. The property is located at 7222 4th Street NW and is legally known as
35 Tract B La Esquina de Los Ranchos within projected section 21, T. 11 N., R. 3 E., N.M.P.M.,
36 Village of Los Ranchos de Albuquerque, Bernalillo County, New Mexico, as filed in the Office
37 of the Bernalillo County Clerk on September 29, 2008. The property contains 1.1226 acres
38 more or less. The proposed zone change will be for 0.81 acres more or less.

39 **This item was deferred to the July meeting.**

40
41 **5. OLD BUSINESS**

42 There was no Old Business

43 **6. NEW BUSINESS**

44 There was no New Business

45 **7. REPORTS**

46 Planner Tiffany Justice gave the Planning & Zoning Department report:

- The Department is operating both in person, by appointment only, and remotely. The Village will continue to allow online fee processing, as done during the COVID-19 stay-at-home instructions.
- Jennifer Schilling continues to work on database organization for the Village business files, and the Village magazine. The Village magazine will not be produced in September for magazine changes to be made.
- Dominic Tomba continues to work with Village residents to maintain compliance. Animal control incidences have risen.
- Tiffany Justice has been working on the facility and special event policy, application forms, and facilities/events webpage. Until state orders allow large gatherings, Village facilities are not available for rental. On May 13, 2020, the Board of Trustees adopted the facilities and special event policy, with clearer guidelines for what is allowed and required for a special event and all Village facilities.

COMMISSIONERS' INFOMAL DISCUSSION

- Commissioners held brief informal discussion.

8. ADJOURNMENT

Motion: Commissioner Benavides moved to adjourn the meeting.

Second: Commissioner Park seconded the motion.

Vote: The motion carried (5-0).

Chairperson Eby adjourned the meeting at 7:31 p.m.

Approval of the June 9, 2020 Minutes

These minutes have been **APPROVED** by the Planning & Zoning Commission of the Village of Los Ranchos de Albuquerque this 9th day of August, 2020.

ATTEST:



Drew Seavey, Secretary
Planning & Zoning Commission