

**MINUTES OF THE REGULAR MEETING OF THE**

**City of Carlsbad  
Planning & Zoning Commission**

**November 6, 2017, at 5:00 p.m.**

**Meeting Held in the Annex Planning Room  
114 S. Halagueno**



CITY OF CARLSBAD  
CARLSBAD, NEW MEXICO

**PLANNING AND ZONING COMMISSION**

Monday, November 6, 2017, at 5:00 PM  
Municipal Annex 114 S. Halagueno Street  
Planning Room

1. Roll call of voting members and determination of quorum.
2. Approval of Agenda.
3. Approval of Minutes from the Meeting held October 2, 2017.
4. Consider a recommendation of approval for a temporary helipad at 601 Riverwalk Dr.
5. Consider a preliminary plat for Fountain Hills Unit 12 Subdivision, containing 10 lots.
6. Report regarding Summary Review Subdivisions.
7. Adjourn.

If you require hearing interpreter, language interpreters or auxiliary aids in order to attend and participate in the above meeting, please contact the City Administrator's office at (575) 887-1191 at least 48 hours prior to the scheduled meeting time.

**MINUTES OF A REGULAR MEETING OF THE CITY OF CARLSBAD PLANNING & ZONING COMMISSION HELD IN THE MUNICIPAL ANNEX PLANNING ROOM, 114 S. HALAGUENO STREET, NOVEMBER 6, 2017, AT 5:00 P.M.**

**VOTING MEMBERS PRESENT:**

**JAMES KNOTT  
BRIGIDO GARCIA  
LASON BARNEY  
BRAD NESSER**

**CHAIRPERSON  
COMMISSIONER  
COMMISSIONER  
COMMISSIONER**

**VOTING MEMBERS ABSENT:**

**JAMES MCCORMICK**

**COMMISSION SECRETARY**

**EX-OFFICIO MEMBERS PRESENT:**

**JEFF PATTERSON  
GEORGIA GOAD  
PAT CASS**

**PLANNING DIRECTOR  
PLANNING DEPUTY DIRECTOR  
DIRECTOR OF UTILITIES**

**SECRETARY PRESENT:**

**PATTIE PISTOLE**

**PLANNING AND REGULATION  
DEPARTMENT SECRETARY**

**OTHERS PRESENT:**

**KEN THURSTON  
KENT THURSTON  
JULIE WADE  
MICHAEL SHORES  
CALEB WADE (BY PHONE)**

**LAS CRUCES, NM  
LAS CRUCES, NM  
816 FOUNTAIN  
3502 HIDALGO**

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:00      Start Recording [5:00:07 PM]

0:00:04      **1. Roll call of Voting Members and Determination of Quorum.**

Roll was called, confirming the presence of a quorum of commission members. The following members were present—**Mr. Nesser, Mr. Knott, Mr. Barney, Mr. Garcia**; Absent—**Mr. McCormick**.

0:00:31      **2. Approval of Agenda.**

**Mr. Patterson** explained that Item #4 for a Conditional Use is not a recommendation, as listed on the Agenda. The decision rests with the Planning and Zoning Commission for the Conditional Use. However, the applicant will have to get permission from City Council to operate on City property.

**Mr. Nesser** made a motion to approve the Agenda as corrected; **Mr. Barney** seconded the motion. The vote was as follows: **Yes—Mr. Nesser, Mr. Knott, Mr. Barney, Mr. Garcia**; **No—None**; **Abstained—None**; **Absent—Mr. McCormick**. The motion carried.

0:00:31        **3. Approval of Minutes from Meeting held October 7, 2017.**

**Mr. Nesser** made a motion to approve the Minutes; **Mr. Garcia** seconded the motion. The vote was as follows: **Yes—Mr. Nesser, Mr. Knott, Mr. Barney, Mr. Garcia**; **No—None**; **Abstained—None**; **Absent—Mr. McCormick**. The motion carried.

0:01:51        **4. Consider approval for a temporary helipad at 601 Riverwalk Dr.**

**Ms. Wade** was present, and **Mr. Wade** was on speakerphone, so that they could both answer questions regarding the application. **Mr. Patterson** explained that the applicant wants to conduct helicopter tours during the holidays. The FAA has already approved. The 55' x 55' landing area will be fenced, and there will be someone there to keep people away from the area during takeoff and landing. In answer to an inquiry, **Mr. Wade** said he can bring in additional lighting if needed. **Mr. Patterson** stated that the applicant still needs to get permission from the City to operate in that location, and then will need to secure a business registration. **Mr. Wade** said he will carry three passengers on a route to the flumes and across town, flying at an altitude of 500' across town and lower over the river. Hours of operation would be 5-10 p.m., from Thanksgiving until just after New Year. The only radio chatter will be between him and the EMS helicopter, which has the right of way. There will be one person for ticket sales and one person for unloading and loading. There was discussion of noise complaints, lighting, and safety. There was no public comment.

**Mr. Garcia** made a motion to approve the Conditional Use with conditions listed; **Mr. Nesser** seconded the motion. The vote was as follows: **Yes—Mr. Nesser, Mr. Knott, Mr. Barney, Mr. Garcia**; **No—None**; **Abstained—None**; **Absent—Mr. McCormick**. The motion carried.

0:29:18        **5. Consider a preliminary plat for Fountain Hills Unit 12 Subdivision, containing 10 lots.**

**Mr. Ken Thurston** was present to represent the application. **Mr. Patterson** explained that the application is for ten new residential lots west of Miehl Drive. There would be no new streets constructed, and the water would be tied into existing infrastructure in the street. Septic systems would be installed to provide sanitary sewer. The applicant will be asking for a variance regarding sidewalks at the next meeting. Public Works, Engineering, and Planning all recommended approval, provided fire hydrants were installed. The Fire Department will be contacted to see how many and where they should be.

**Mr. Thurston** added that there was more than enough water pressure in the area, so they would need to use pressure reducing valves. The ten lots would all be one acre or larger, with drive pads for each home. The right of way would be 50' on the east and 80' on the west. There was no public comment.

**Mr. Nesser** made a motion to approve the Preliminary Plat with conditions listed, including approval of the sidewalk variance; **Mr. Barney** seconded the motion. The vote was as follows: **Yes—Mr. Nesser, Mr. Knott, Mr. Barney, Mr. Garcia**; **No—None**; **Abstained—None**; **Absent—Mr. McCormick**. The motion carried.

0:46:16        **6. Report regarding Summary Review Subdivisions.**

There were no questions regarding the plats.

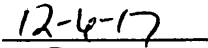
**Mr. Shores** questioned a letter he had received regarding a Temporary Housing application in his neighborhood. **Ms. Goad** explained that the applicant had mailed the letters but had not submitted an application, so it was not included on tonight's agenda. If the application is submitted, then it will probably be on the agenda for the December meeting.

0:47:58      7.      **Adjourn.**

There being no further business, the meeting was adjourned.

0:48:03      Stop Recording [5:48:10 PM]

  
\_\_\_\_\_  
Chairman

  
\_\_\_\_\_  
Date