

**MINUTES OF THE REGULAR MEETING OF THE**

**City of Carlsbad  
Planning & Zoning Commission**

**November 7, 2016, at 5:00 p.m.**

**Meeting Held in the Planning Room**

CITY OF CARLSBAD  
CARLSBAD, NEW MEXICO

**PLANNING AND ZONING COMMISSION**

Monday, November 7, 2016, at 5:00 PM  
Municipal Building 101 N. Halagueno Street  
Planning Room (Second Floor)

1. Roll call of voting members and determination of quorum.
2. Approval of Agenda.
3. Approval of Minutes from meeting held October 3, 2016.
4. Update and Presentation for Montclair Development (formerly El Dorado).
5. Consider an Appeal (variance) to allow a carport in the front set-back at 712 N. 12<sup>th</sup> St.
6. Consider an Appeal (variance) to allow a carport in the front set-back at 3317 Kuykendall St.
7. Consider an Infrastructure Reimbursement Request for Brian Stevens concerning the RV Park located at 900 Standpipe Rd.
8. Consider a Motion to appoint as Commission Designee the Director and Deputy Director of Planning for the purpose of signing Summary Review Plats.
9. Report regarding Summary Review Subdivisions.
10. Adjourn.

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

**MINUTES OF A REGULAR MEETING OF THE CITY OF CARLSBAD PLANNING & ZONING COMMISSION HELD IN THE MUNICIPAL BUILDING PLANNING ROOM, 101 N. HALAGUENO STREET, NOVEMBER 7, 2016, AT 5:00 P.M.**

**VOTING MEMBERS PRESENT:**

**JAMES KNOTT  
JAMES MCCORMICK  
LASON BARNEY  
BRIGIDO GARCIA  
WANDA DURHAM**

**CHAIRPERSON  
COMMISSION SECRETARY  
COMMISSIONER  
COMMISSIONER  
COMMISSIONER**

**VOTING MEMBERS ABSENT: NONE**

**EX-OFFICIO MEMBERS PRESENT:**

**JEFF PATTERSON  
GEORGIA GOAD**

**PLANNING DIRECTOR  
PLANNING DEPUTY DIRECTOR**

**SECRETARY PRESENT:**

**PATTIE PISTOLE**

**PLANNING, ENGINEERING  
AND REGULATION DEPARTMENT  
SECRETARY**

**OTHERS PRESENT:**

**GEORGE LANE  
PAUL POMPEO  
JIM STROZIER  
RAFAEL L. NAVARRETTE  
ROBERT RAMOS  
JOISY ENRIQUEZ  
ABEL RAMOS  
BARBRA DALTON  
RON CADE**

**CHANDLER, AZ  
LAS CRUCES, NM  
ALBUQUERQUE, NM  
320 PIKE DRIVE  
712 N. 12<sup>TH</sup> STREET  
518 N. 6<sup>TH</sup> STREET  
712 N. 12<sup>TH</sup> STREET  
811 DENNIS WAY  
1511 GRANT**

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 [5:06:37 PM]

0:00:05 **1. Roll call of Voting Members and Determination of Quorum.**

Roll was called, confirming the presence of a quorum of commission members. Present –**Mr. McCormick, Ms. Durham, Mr. Knott, Mr. Barney, Mr. Garcia**; Absent –None

0:00:40 **2. Approval of Agenda.**

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

0:01:31 **3. Approval of Minutes from Meeting held October 3, 2016.**

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

0:02:08 **4. Update and Presentation for Montclair Development (formerly El Dorado.**

**Mr. Lane, Mr. Strozier, and Mr. Pompeo** attended the meeting to update plans for the Montclair Development. **Mr. Patterson** gave a brief history of the project, noting that various landowners in the past have wanted to develop the land. Now there is a single owner, who has brought Mr. Lane on board to push the project forward. After the preliminary plan was presented to Planning and Zoning in July, a public meeting was held to get input from the community. Following that meeting, after changes, the developers were ready to come back with a final concept plan.

**Mr. Lane** added that they had gotten further along than the previous owners/developers, and wanted to adjust their plan after public input to reflect market needs of the community. **Mr. Strozier** explained that they had started with three concepts, but had made changes and come up with one plan based on comments at the meeting. Their plan directly relates to Carlsbad's Housing Plan from 2015. There will be various land uses, including an age-restricted area for seniors, a commercial area, parks, and open spaces. They also completed a drainage plan and traffic study. **Mr. Pompeo** added that they had a drainage plan, utility master plan, and a traffic impact study. **Mr. Strozier** explained that the key difference between the old and new plans was transportation, both internal and connecting to the highway. The current plan has an alternative, internal, north-south road. This will be 476 acres of tax-generating land, rather than one-time residential profits. The basics are done, and they are ready to move forward.

After various positive comments regarding the presentation, **Mr. Barney** made a motion to recommend acceptance of the new concept plan. **Mr. McCormick** seconded the motion. The vote was as follows: **Yes –Mr. McCormick, Ms. Durham, Mr. Knott, Mr. Barney, Mr. Garcia**; No – None; Abstained – None; Absent –None. The motion carried.

0:29:41 **5. Consider an Appeal (variance) to allow a carport in the front set-back at 712 N. 12<sup>th</sup> St.**

**Mr. Rafael Ramos** came forward to make petition for a variance, with **Mr. Abel Ramos** to interpret for him. **Mr. Patterson** explained that the request was to have a carport in the property's setback on the corner of 12<sup>th</sup> and Church Streets. Staff recommended denial. **Mr. Ramos** said there was no other place to put the carport, and it did not block the road. It is constructed of metal, open on all sides, and not attached to the house. During public comment, **Ms. Dalton** expressed concern that it is dangerous because of all the school traffic. She also complained that they have five or six cars parked on the property.

**Mr. McCormick** made a motion to approve the Variance, provided all sides of the carport remain open. **Mr. Knott** seconded the motion. The vote was as follows: **Yes –Mr. McCormick, Mr. Knott, Mr. Garcia**; No – **Ms. Durham, Mr. Barney**; Abstained – None; Absent –None. The motion carried.

0:49:43 **6. Consider an Appeal (variance) to allow a carport in the front set-back at 3317 Kuykendall St.**

Since the applicant did not attend or send a representative, the issue was not considered.

0:52:27        **7. Consider an Infrastructure Reimbursement Request for Brian Stevens concerning the RV Park located at 900 Standpipe Rd.**

**Mr. Patterson** explained that the request is for “Bud’s RV Park,” named after Bud Barnes. The Planning Department recommends a reimbursement amount of up to \$1,594.96. In answer to a question, he affirmed that there is money in the budget to cover it.

**Ms. Durham** made a motion to recommend approval of the Infrastructure Reimbursement, and **Mr. Barney** seconded the motion. The vote was as follows: **Yes –Mr. McCormick, Ms. Durham, Mr. Knott, Mr. Barney, Mr. Garcia**; No – None; Abstained – None; Absent –None. The motion carried.

0:54:28        **8. Consider a Motion to appoint as Commission Designee the Director and Deputy Director of Planning for the purpose of signing Summary Review Plats.**

**Mr. Patterson** explained that it needed to be on record that the Board formally designated the Director and Deputy Director to act on their behalf in reviewing and signing simple summary replats. These are replats that are either dividing one piece of property into two pieces or combining separate lots into one piece of property. Anything complicated or out of the ordinary is still presented to the full Board for review and signatures. Some of the things they look for are compliance to all regulations, including lot size, access, and easements.

**Ms. Durham** made a motion to appoint both the Director and Deputy Director of Planning as their designees to sign Summary Review Plats. **Mr. Garcia** seconded the motion. The vote was as follows: **Yes –Mr. McCormick, Ms. Durham, Mr. Knott, Mr. Barney, Mr. Garcia**; No – None; Abstained – None; Absent –None. The motion carried

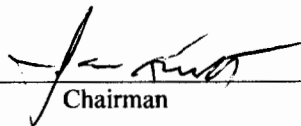
1:03:31        **9. Report Regarding Summary Review Subdivisions.**

There was brief discussion of the plats signed by the commission designee during the previous month.

1:06:43        **7. Adjourn.**

There being no further business, the meeting was adjourned.

1:07:07        Stop Recording [6:13:44 PM]

  
\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date