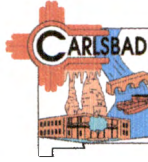


MINUTES OF THE REGULAR MEETING OF THE

**City of Carlsbad
Planning & Zoning Commission**

Monday, April 4, 2022 at 5:00 p.m.

**Meeting Held in the Janell Whitlock Municipal Complex Council Chambers
114 S. Halagueno St.**



CITY OF CARLSBAD
CARLSBAD, NEW MEXICO

PLANNING AND ZONING COMMISSION

Monday, April 4, 2022 at 5:00 PM
Municipal Annex Council Chambers
114 S. Halagueno Street
GoToMeeting ID: 270-691-237
US Phone: (872) 240-3212 Access Code: 270-691-237

1. Roll call of voting members and determination of quorum
2. Approval of Agenda
3. Approval of Minutes from the Meeting held March 7, 2022
4. Consider approval of a Conditional Use Permit to allow Home Occupation - Salon located at 407 Mariposa St., zoned "R-1" Residential 1 District
5. Consider approval of a Conditional Use Permit to allow a Single Family Attached Dwelling – Triplex located at 2012 Standpipe Rd., zoned "R-R" Rural Residential District
6. Consider approval of a Conditional Use Permit to allow a Home Occupation – Retail Stock Storage located at 2610 Carver Rd., zoned "R-1" Residential 1 District
7. Report regarding Summary Review Subdivisions
8. Adjourn

FOR INFORMATION ONLY

Agendas and Planning and Zoning Commission meeting minutes are available on the City web site:
cityofcarlsbadnm.com
or may be viewed in the Office of the City Clerk or at the Carlsbad Public Library during normal and regular business hours

PLANNING AND ZONING COMMISSION MEETING SCHEDULE

Regular meeting – Monday, May 2, 2022 at 5:00 p.m.

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 JANELL WHITLOCK MUNICIPAL COMPLEX
COUNCIL CHAMBERS,
114 S. HALAGUENO STREET, APRIL 4, 2022 AT 5:00 P.M.**

VOTING MEMBERS PRESENT:

**JAMES McCORMICK
BRAD NESSER
TRENT CORNUM
LINDA WILSON
VALERIE BRANSON**

**CHAIRPERSON
COMMISSIONER
COMMISSIONER
COMMISSIONER
COMMISSIONER**

VOTING MEMBERS ABSENT:

NONE

EX-OFFICIO MEMBERS PRESENT:

**JEFF PATTERSON
TRYSHA ORTIZ**

**PLANNING DIRECTOR
DEPUTY PLANNING DIRECTOR**

SECRETARY PRESENT:

JUDITH WEBSTER

**PLANNING AND REGULATION
DEPARTMENT SECRETARY**

OTHERS PRESENT:

**DENISE MADRID-BOYEA
CHARLIE GARCIA
ANGEL DeLEON
JOE VASQUEZ
YON AUSTIN
MONICA BUNCH
JOEL NEATHERLIN**

**CITY
CITY
2012 STANDPIPE
508 N. OLIVE
2610 CARVER
407 MARIPOSA
2017 STANDPIPE**

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

0:00:05 Start Recording [5:01:13 PM]

0:00:25 **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. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson**. Absent—None.

0:00:26 **2. Approval of Agenda**

Mr. Patterson noted a mistake on pages 24 and 36 of the packet: the reference to sand and caliche mining should be removed. **Ms. Wilson** made a motion to approve the Agenda; **Mr. Cornum** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson**. No—None. Absent—None. Abstained—None. The motion carried.

0:01:52 **3. Approval of Minutes from the regular Meeting held March 7, 2022**

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

0:02:32 **4. Consider approval of a Conditional Use Permit to allow Home Occupation - Salon located at 407 Mariposa St., zoned "R-1" Residential 1 District**

The applicant, **Monica Bunch**, comes to the podium. **Mr. Patterson** explains this request for a Conditional Use permit to operate a salon at the residence, which is zoned R-1. The applicant submitted a letter stating she would operate by appointment only, with only 1-2 clients at a time. She has private parking in the back of the property and neither the alley nor street will be blocked at any time. Planning staff recommends approval of this request. **Ms. Bunch** explains she will place the salon in what is now a storage building in her backyard. Floor opened for public comment. There was none. **Ms. Branson** asks if **Ms. Bunch** has her establishment license from the State; **Ms. Bunch** does not answer. **Mr. Nesser** asks is she has made sure the parking area in the rear of the house is not on top of any gas or water meters. She replies there are none.

Mr. Nesser made a motion to approve; **Ms. Wilson** seconded the motion The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

Mr. Patterson tells the applicant she needs to get her City of Carlsbad business registration.

0:08:27 **5. Consider approval of a Conditional Use Permit to allow a Single Family Attached Dwelling – Triplex located at 2012 Standpipe Rd., zoned "R-R" Rural Residential District**

The applicant, **Angel DeLeon** comes to the podium. **Mr. Patterson** explains the request for the Conditional Use permit to allow a triplex at the property, zoned R-R Rural Residential. The applicant would like to convert the existing structure into three units. The property is about 2 acres. **Mr. Patterson** received a call from a neighbor concerned if the septic situation would be sufficient for increased number of occupants. The Planning Dept. recommends approval if the septic situation is verified by the State. **Mr. DeLeon** would like to convert the existing structure for rental property; and already has permits. He bought the property six years ago. **Mr. Cornum** asked the size of the septic tank; which is based on number of bedrooms; **Mr. DeLeon** plans on this being 6 bedrooms. **Mr. Cornum** says the septic tank would probably have to be 1600 gallons. **Mr. Cornum** tells the applicant to contact the State inspector to for verification. **Joe Vasquez** comes to the podium; he states he lives next door to the property and is concerned about his water well becoming contaminated by Mr. DeLeon's septic tank. **Mr. Cornum** states that as long as the water well and the septic tank are registered with the state, they will have the information necessary.

Mr. Nesser made a motion to approve; **Ms. Wilson** seconded the motion The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

0:20:25 **6. Consider approval of a Conditional Use Permit to allow a Home Occupation – Retail Stock Storage located at 2610 Carver Rd., zoned "R-1" Residential 1 District**

The applicant, **Yon Austin**, comes to the podium. **Mr. Patterson** explains this request is to allow a home operation of retail stock storage at the residence, which is zoned R-1 Residential. There will be no clients visiting the residence for sales and the applicant will not be delivering any items to clients. It will be strictly storage. The Planning Department recommends approval of this request. **Mr. Austin** states it is just for storage. **Mr. Cornum** is concerned about big trucks visiting the property with deliveries; **Mr.**

Austin replies there will be no big trucks, just UPS. **Mr. Nesser** asks who would be there to accept deliveries. **Mr. Austin** states he would be there for deliveries. **Ms. Ortiz** states she did receive a call from a neighbor concerned about this being a retail storefront in a residential area and **Ms. Ortiz** assured her it was not going to be used as a store.

Ms. Wilson made a motion for approval; **Mr. Cornum** seconded the motion. The vote was as follows: Yes— **Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson**. No—None. Absent—None. Abstained—None. The motion carried.

0:24:42 **7. Report regarding Summary Review Subdivisions**

Ms. Ortiz give a report on the Summary Reviews. Nothing unusual was noted.

0:27:20 **8. Adjourn**

There being no other business, the meeting was adjourned.

0:27:26 Stop Recording [5:28:37 PM]