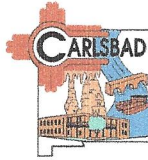


MINUTES OF THE REGULAR MEETING OF THE

**City of Carlsbad
Planning & Zoning Commission**

Monday, January 9, 2023 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, January 9, 2023 at 5:00 PM
Janell Whitlock Municipal Complex Council Chambers
114 S. Halagueno Street
GoToMeeting ID: 901-406-869
US Phone: (646) 749-3122 Access Code: 901-406-869

1. Roll call of voting members and determination of quorum
2. Approval of Agenda
3. Approval of Minutes from the Meeting held December 2, 2022
4. Consider approval of a Conditional Use Permit to allow a Home Occupation - Spa for the property located at 1429 S. Country Club Circle., zoned "R-1" Residential 1 District zoning
5. Consider dedication and acceptance of Right-of-Way: Redline Drive
6. Report regarding Summary Review Subdivisions
7. 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, February 6, 2023 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, JANUARY 9, 2023 AT 5:00 P.M.**

VOTING MEMBERS PRESENT:

**JAMES MCCORMICK
BRAD NESSER
LINDA WILSON
VALERIE BRANSON**

**CHAIRPERSON
COMMISSIONER
COMMISSIONER
COMMISSIONER**

VOTING MEMBERS ABSENT:

TRENT CORNUM

EX-OFFICIO MEMBERS PRESENT:

**JEFF PATTERSON
TRYSHA ORTIZ**

**PLANNING DIRECTOR
DEPUTY PLANNING DIRECTOR**

SECRETARY PRESENT:

JUDITH WEBSTER

**PLANNING AND REGULATION
DEPARTMENT SECRETARY**

OTHERS PRESENT:

**CHARLIE GARCIA
DENISE MADRID BOYEA
McKENZIE MARTINEZ**

**CITY
CITY ATTORNEY
1429 S. COUNTRY CLUB CIRCLE**

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

0:00:02 **Start Recording [5:00:51 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. McCormick, Mr. Nesser, Ms. Wilson, Ms. Branson.** Absent—**Mr. Cornum.**

0:00:20 **2. Approval of Agenda**

Ms. Ortiz states there is a correction on the date for the previous meeting. It should read December 5, 2022, not December 2, 2022.

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

0:01:12 **3. Approval of Minutes from the regular Meeting held December 5, 2022**

Ms. Wilson made a motion to approve the minutes from the regular meeting held on December 5, 2022; **Mr. Nesser** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Ms. Wilson, Ms. Branson.** No—None. Absent—**Mr. Cornum.** Abstained—None. The motion carried.

0:01:53 **4. Consider approval of a Conditional Use Permit to allow a Home Occupation - Spa for the property located at 1429 S. Country Club Circle., zoned "R-1" Residential 1 District zoning**

The applicant, **McKenzie Martinez**, comes to the podium. **Mr. Patterson** explains the request is to allow a home occupation for personal service-- spa—at the address. Parking and access will be provided within the property and off the street, located on Desert Willow Dr. Based on department analysis, planning staff recommends approval, noting that the applicant may be subject to commercial utility rates. **Ms. Martinez** states she has a building in the back of the property that she will use for her business. She states she is a nail technician and an esthetician. Floor opened for public comment; there was none.

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

0:06:27 **5. Consider dedication and acceptance of Right-of-Way: Redline Drive**

The applicant is the City of Carlsbad. **Mr. Patterson** explains this request is to name a road Redline Drive to properly address the fire station. The City of Carlsbad installed and will accept this road and will maintain this road upon recording of the Survey of Right-of-Way. If approved, the City will name and install road signs designating Redline Drive; and will assume maintenance and repair of Redline Drive.

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


0:07:55 **6. Report regarding Summary Review Subdivisions**

Mr. Patterson gave a report on the Summary Reviews. Nothing unusual was noted.

0:10:53 **7. Adjourn**

The meeting was adjourned.

0:10:56 Stop Recording [5:11:47 PM]



Chairman

2-6-23
Date