



VALENCIA COUNTY PLANNING & ZONING COMMISSION AGENDA

M-I-N-U-T-E-S

Tuesday March 27, 2018 @ 3:00 pm

Valencia County Administration Building

Commission Chambers, 444 Luna Ave, Los Lunas, NM 87031

PRESENT	ABSENT
Sue Moran, Chair	
Michael McCartney, Vice-Chair	
Frank A. Gurule, Member	
LeRoy Baca, Member	
Duana Draszkievicz, Member	
James M. Aranda, Community Development Director	
Gabriel Luna, Land Use Planner	
Jamie Goldberg, Probate Judge	
Brenda Alberts, Code Enforcement Officer,	
Cindy E. Nevarez, Community Development Administrative Assistant	

ALSO PRESENT WERE: Applicant Sonya Burr, Community Member Cynthia Seyb

1) CALL THE MEETING TO ORDER

- At 3:00 PM Chairwoman Moran brought the meeting to order.

2) PLEDGE OF ALLEGIANCE

- Chairwoman Moran asked Vice-Chair McCartney to lead the Planning & Zoning Commission and the audience in the Pledge of Allegiance.

3) APPROVAL OF AGENDA

- Planning & Zoning Administrator Gabriel Luna read the Agenda

APPROVAL: Motion to approve the Agenda

MOVED: Commissioner Gurule

SECONDED: Commissioner Baca

CARRIED: Motion PASSED on a vote of **5 FOR and 0 AGAINST (Vice-Chair McCartney-YES; Commissioner Gurule-YES; Commissioner Baca-YES; Commissioner Draszkievicz-YES; Chairwoman Moran-YES)**

4) APPROVAL OF MINUTES January 23, 2018

- Community Development Director James Aranda advised the commissioners that the minutes from November 28, 2017 meeting were recently located, and that the minutes from the December 14, 2017 are still missing and we are hoping to locate them by our next meeting.

APPROVAL: Motion to approve Minutes as presented

MOVED: Vice-Chair McCartney

SECONDED: Commissioner Baca



VALENCIA COUNTY PLANNING & ZONING COMMISSION AGENDA

CARRIED: Motion PASSED on a vote of **5 FOR and 0 AGAINST (Vice-Chair McCartney-YES; Commissioner Gurule-YES; Commissioner Baca-YES; Commissioner Draskiewicz-YES; Chairwoman Moran-YES)**

5) SWEARING IN OF PARTICIPANTS

- Chairwoman Moran swore in participants who would be speaking during the hearing.

6) ACTION ITEM(S)

A. Re-Organization of the County Planning & Zoning Commission

- **County planning & Zoning Commission Oath of Office**

Probate Judge Jamie Goldberg administered the oath of service for the County Planning & Zoning Commissioners

- **Adopt (updated) 2018 County Planning & Zoning Commission Schedule**

APPROVAL: Motion to approve and adopt the 2018 P&Z Commission Schedule

Moved: Vice-Chair McCartney

SECONDED: Commissioner Baca

CARRIED: Motion PASSED on a vote of **5 FOR and 0 AGAINST (Vice-Chair McCartney-YES; Commissioner Gurule-YES; Commissioner Baca-YES; Commissioner Draskiewicz-YES; Chairwoman Moran-YES)**

- B. **CUHO 2018-041 (District V):** *Sonya A. Burr requests a renewal of a Conditional Use Home Occupation Permit for a dog training, boarding and grooming facility on Tract 4B2A2; Township 7 North; Range 2 East; Section 25; also known as 8 Coyote Rd, Los Lunas, NM 87031; Zoned Rural Residential 2 (RR-2); Containing approximately 2.00 acres.*

Background: The property owner requested to come before the board after renewing her business license. The business will have two employees. Department reviews were handed out March 6, 2018. Please see appendix 7 in your packet for those results.

Discussion ensued. The applicant spoke on behalf of her intent and desire to have this home occupation conditional use. The applicant Sonya Burr stated she is on 4 acres, she does pick-ups/deliveries for 95% of her animals and that this will limit the amount of traffic coming in and out of the kennel.

P&Z Commission Line of Questioning:

Chair Moran: Any changes in the last 2 years

Applicant: No changes or adjustments at all.

CD Director James Aranda: Advised commissioners that Burr had previously been approved for a CUHO, but it has exceeded that period and is time to renew.

Vice-Chair McCartney: Commended Ms. Burr on effort and time put into this, he spoke to neighbors in surrounding area, there are no complaints and suggested that the renewal does work.

Commissioner Draskiewicz: Stated she is quite impressed, that if there were no complaints from neighbors she didn't see any reason not to approve the request.

Commissioner Baca: What happens when the dogs get noisy?



VALENCIA COUNTY PLANNING & ZONING COMMISSION AGENDA

Applicant: The dogs will be locked in at night and bark collars used if needed?

Commissioner Baca: Is the entire area fenced?

Applicant: Entire property (Dog Proof Fenced) around the kennel is a 6ft white fence-outside area is completely covered.

Commissioner Gurule: How many dogs/cats does she have?

Applicant: 30 dogs and 3 personal cats.

Chair Moran: Anyone present like to speak in favor of the renewal?

Cynthia Seyb: Commented that Ms. Burr was highly recommended and currently working with her and would like to see her approved again.

Chair Moran: Any others that would like to speak against this renewal?

CD Director James Aranda: Stated there is no adverse comment from the public regarding this request.

APPROVAL: Motion to approve the Conditional Use Home Occupation Request

MOVED: Vice-Chair McCartney

SECONDED: Commissioner Gurule

CARRIED: Motion PASSED on a vote of **5 FOR and 0 AGAINST (Vice-Chair McCartney-YES; Commissioner Gurule-YES; Commissioner Baca-YES; Commissioner Draszkievich-YES; Chairwoman Moran-YES)**

C. Variance 2018-042 (District IV): John Todd Gibson request a variance of the north and east side Property line setbacks requirements from 15 feet to 7 feet for the Placement of a 50'x 100' metal building on Tract D; Section 8; Township 6 North; Range 2 East; Located at 12 Tatonka Drive, Los Lunas, NM 87031; Zoned Rural Residential 2 (RR-2); Containing approximately 2.75 acres.

Background: According to the application, the applicant(s) are requesting a variance of the north and east side setbacks from 15' to 7' for the placement of a 50' x 100' metal building. Department reviews were handed out March 6, 2018. Please see appendix 7 in your packet for those results.

Discussion ensued.

P&Z Commission Line of Questioning:

Chair Moran: Is Mr. Gibson present to speak?

CD Director James Aranda: No.

Chair Moran: We can't ask him questions if he is not present, when applicant is not available we table the item.

CD Director James Aranda: Advised the Board that the item may be tabled to the next month's meeting.

APPROVAL: Motion to table Action Item C until the following meeting on April 24, 2018

MOVED: Vice-Chair McCartney

SECONDED: Commissioner Baca

CARRIED: Motion PASSED on a vote of **5 FOR and 0 AGAINST (Vice-Chair McCartney-YES; Commissioner Gurule-YES; Commissioner Baca-YES; Commissioner Draszkievich-YES; Chair Moran-YES)**



VALENCIA COUNTY PLANNING & ZONING COMMISSION AGENDA

7) Discussion

- CDD James Aranda addressed Commissioners regarding two items: 1) MRCOG's Planning Commission Workshop on Friday, May 11, 2018 in Albuquerque. 2) NMLZO Conference the 2nd week of May if anyone is wanting to attend.
- Chair Moran mentioned she will not be available for the April, 2018 meeting if Vice-Chair McCartney will stand in, also regarding the signing of plats she would like that if she is unable to sign within a three-day time frame that Vice-Chair McCartney be second to sign to not hold up the process.
- CDD James Aranda explained to Commissioners the application process for lot splits/subdivisions also discussed an increase in Commissioners stipends and what is their feel for an Increase.

8) Next Meeting:

- Tuesday April 24, 2018 @ 3:00 pm

9) Adjournment

MOVED: Motion to adjourn made by Commissioner Gurule
SECONDED: Motion seconded by Vice-Chair McCartney
CARRIED: Motion PASSED on a vote of **5 FOR and 0 AGAINST (Vice-Chair McCartney-YES; Commissioner Gurule-YES; Commissioner Baca-YES; Commissioner Draskiewicz-YES; Chair Moran-YES)**