

**PLANNING & ZONING COMMISSION**  
**6:00 P.M. MAY 4, 2009**  
**EDGEWOOD COMMUNITY CENTER**  
**26 E. FRONTAGE ROAD**  
**MINUTES**

**1.** Call to order.

Commissioner Wilhite called the meeting to order at 6:00P.M. All Commissioners were present with the exception of Commissioner Fulwiler. Also present was Ms. Karen Mahalick Community Planning and Zoning Manager.

**2.** Approve agenda

**Action:** Commissioner Fleming made a motion to approve the agenda as presented. Commissioner Bassett seconded the motion. The motion carried unanimously.

**3.** Approve minutes of 04/20/09

**Action:** Commissioner Fleming made a motion to approve the Planning & Zoning Commission Meeting Minutes of April 20, 2009. Commissioner Bassett seconded the motion. The motion carried unanimously.

**PUBLIC HEARING-QUASI JUDICIAL PROCEEDURE**

Ms. Mahalick certified that Public Notice of this meeting had been posted as required.

**STATEMENT OF PROCEEDINGS WAS READ INTO THE RECORD**

At this time all parties giving testimony were sworn in.

All Commissioners confirmed no ex-parte communication or conflicts of interest.

**4. Preliminary application of Romo SU-2009-02 located in the West half of the Southeast Quarter of Section 9, T10N, R7E, N.M. P.M. Creating 2 lots from 39.66 acres.**

Mr. Tim Oden agent for the Romos presented information regarding the creation of the two lots for the Commission. Commissioner Fleming asked about the zoning for the property. Ms. Mahalick clarified the current zoning of the property as R-2.

Commissioner Bassett asked about the drainage easement located off of Serrania regarding its size. Mr. Oden explained the reason the drainage is designed this way, was due to a previous submittal to the Towns Consultant. Commissioner Bassett asked about Romo Road and whether or not it would be abandoned. Mr. Oden stated that the road would serve as a driveway to the residence until the plan is complete and then the road would be finished. Commissioner Wilhite asked about access for Tract A. Mr. Oden stated that the access came from Serrania Drive and Hermosa Montana. Commissioner Turner asked about the culvert on Serannia.

Mr. Oden stated that he would refer to the public works inspection regarding the culvert. Commissioner Turner asked staff if any of the road work had been submitted to the Fire Department and if there were any know problems. Ms. Mahalick stated that there were not any problems at this time but that Romo Road was not considered a through road. Commissioner Bassett asked if they should consider the preliminary and final plat. Ms. Mahalick stated that she would recommend that if the improvements were completed then the Commission could approve sign-off on the Final but that she would like to see the culverts and have them inspected prior to the final. Commissioner Turner clarified that staff would request the motion be very specific regarding the conditions of approval.

**Action:** Commissioner Fleming made a motion to grant Preliminary and Final Plat approval with the following conditions:

1. Culvert installation subject to Town Inspection.
2. Upgrade of Serrania and the cul-de-sac for fire access.
3. Submittal of confirmation of fire hydrant location within 500 feet of the lot.

Commissioner Turner seconded the motion. The motion carried unanimously.

### **Out-of-public-hearing**

#### **5. Policies for evaluating Zone Map amendments.**

Ms. Mahalick reviewed this item for the Commission and stated that this could be done by Ordinance as the City of Albuquerque had done. Commissioner Turner requested a section be added regarding the Town working together with NMDOT. Ms. Mahalick stated that she would make the additions and changes and then bring it back for the Commission's review.

#### **6. Pre-Application of Hillcrest, LLC 2 Tracts from 311.12 acres zoned MPO, located in the N 1/2Sec. 15, T10N, R7E, Santa Fe County, NM Adjacent to Highway 344 and Venus.**

Ms. Mahalick reviewed this item for the Commission and updated them on some of the issues she had discussed with Mr. Oden regarding this pre-application. Mr. Oden described some of the changes that were made and some of his concerns. Commissioner Bassett stated that what needed to stay consistent based on the last meeting was that the acres matched the unit. Ms. Mahalick clarified that the density and the uses are still within the zoning. Commissioner Turner asked whether this would require an amendment to the Master Plan. Ms. Mahalick stated that she did not think the reshaping of the concept units would require amending the Master Plan as the uses were still compliant with the plan.

Mr. Oden discussed some of the potential uses they were considering for unit 7 and stated that they would benefit the community as a whole. Commissioner Bassett asked if the Master Plan would have to be amended to accommodate unit 7.

Ms. Mahalick stated that what they were presenting was a proposed concept, that it was not outside the realm of the Master plan and therefore an amendment would not be required. When this concept is clarified further if the Commissioners believe it represents a major change to the Master Plan then it would require amending the Master Plan.

**Action:** Commissioner Fleming made a motion to take Tract M and Unit 6-A forward to Preliminary and Final plat. Commissioner Turner seconded the motion. The motion passed unanimously.

**7. Public Comments.**

Mr. Daffer thanked the Commission and Mr. Oden for their efforts on Hillcrest.

**8. Calendar Update.**

Ms. Mahalick discussed upcoming events and the calendar. Commission and staff discussed the next agenda.

**9. Adjourn.**

**Action:** Commissioner Fleming made a motion to adjourn. Commissioner Bassett seconded the motion. The motion carried unanimously. Commissioner Wilhite adjourned the meeting at 6:55 P.M.

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Doyce Wilhite, Vice-Chairman

ATTEST:

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Karen Mahalick, Community Planning & Development Manager