

Community & Economic
Development Director
Louise Marquez

City Planner
Jaime Castro

City Planner
Estephania Cazale



Chairman Robert Ardovino
Commissioner Cesar A. Irigoyen
Commissioner Bill Jiménez
Commissioner Jesus Soto
Commissioner Luis Aguilar
Commissioner Cristal Garcia

**SUNLAND PARK PLANNING AND
ZONING COMMISSION
NOTICE OF REGULAR MEETING
Regular Meeting Agenda
Thursday June 13th, 2019 - 5:30 PM**

City Hall, City Council Chambers
1000 McNutt Rd.

CALL TO ORDER & ROLL CALL

Announce the presence of a Quorum.

PLEDGE OF ALLEGIANCE

CONFLICT OF INTEREST

At the opening of each Planning & Zoning meeting, the chairman shall ask if any member of the commission, the Community Services Director, or any member of the city staff has any known conflict of interest with any item on the agenda.

APPROVAL OF AGENDA

PUBLIC COMMENT

Residents must sign up with the City Clerk to address the commission. Comments are limited to 3 Minutes, and there will be a maximum of 30 Minutes allowed for Public Comment.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the commission and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

1. Approval of 05/14/19 Planning and Zoning Meeting Minutes
2. Approval of 05/23/19 Planning and Zoning Meeting Minutes

ITEMS REMOVED FROM CONSENT AGENDA

NEW BUSINESS / RESOLUTIONS

3. Approval of the appointment of Vice Chairman to the Planning and Zoning Commission one-year term

REMARKS AND INQUIRIES BY THE COMMISSION

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT REPORT

ADJOURNMENT

PLEASE NOTE: If you are an individual with a disability who is in need of a reader, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Office of the City Clerk at (575) 589-7565 at least one week prior to the meeting.

POSTED: City Clerk's Office, Motor Vehicle Division, Public Health Office, Sunland Park Post Office, Sunland Park Library, Santa Teresa Post Office, Sunland Park Grocery, Mercedes Grocery and Carousel Convenience Store, Edgemont, Villa Valencia, San Gabriel and Tierra Madre. Filed in the office of the City Clerk on **June 7th, 2019.**

Stephania Cazale

City Planner,
Community & Economic Development Department

AGENDA ITEM NO. 1
CITY OF SUNLAND PARK
PLANNING AND ZONING

Meeting Date: 06/13/2019

Submitted By:

Michael Limon, Deputy City Clerk

Subject:

Approval of 05/14/19 Planning and Zoning Meeting Minutes

Background:

Recommendation: Approve

DRT Comments: N/A



Community and Economic Director
Louise Marquez

City Planner
Jaime Castro

City Planner
Estephania Cazale

**SUNLAND PARK PLANNING AND
ZONING COMMISSION
MEETING MINUTES
Special Meeting Agenda
May 14, 2019 - 5:30 PM
City Hall, City Council Chambers
1000 McNutt Rd.**

Chairman Robert Ardivino
Commissioner Cesar A. Irigoyen
Commissioner Bill Jiménez
Commissioner Jesus Soto
Commissioner Cristal Garcia
Commissioner Luis Aguilar

CALL TO ORDER & ROLL CALL

Chairman Robert Ardivino Called the meeting to order at 5:37 PM

Present: Chairman Robert Ardivino Commissioner Cesar A. Irigoyen, Commissioner Jesus Soto, Commissioner Luis Aguilar, Commissioner Cristal Garcia

Absent: Commissioner Bill Jimenez

Staff Present: Louise Marquez Community & Economic Development Director, Jamie Castro City Planner, Estephania Cazale City Planner, Michael A. Limon Deputy City Clerk.

PLEDGE OF ALLEGIANCE

Chairman Robert Ardivino

PRESENTATION

None.

CONFLICT OF INTEREST

None.

APPROVAL OF AGENDA

Commissioner Jesus Soto made a **Motion** to approve the Agenda, **Seconded** by Commissioner Cesar Irigoyen

All those in favor said "aye." Motion passed unanimously.

Vote: Motion (**summary:** Yes 5, No 0, Abstained 0)

AYE: Chairman Robert Ardivino , Commissioner Cesar A. Irigoyen, Commissioner Jesus Soto Commissioner Luis Aguilar, Commissioner Cristal Garcia

NAY:

ABSENT: Commissioner Bill Jimenez

PRESENTATION

None

PUBLIC COMMENT

None.

CONSENT AGENDA

1. Approval of 04/11/19 Planning and Zoning Meeting Minutes

Commissioner Cesar A. Irigoyen made a **Motion** to approve the Agenda, **Seconded** by Commissioner Jesus Soto

All those in favor said "aye." Motion passed unanimously.

Vote: Motion (**summary:** Yes 4, No 0, Abstained 0)

AYE: Chairman Robert Ardivino, Commissioner Cesar A. Irigoyen, Commissioner Jesus Soto, Commissioner Luis Aguilar, Commissioner Cristal Garcia

NAY:

ABSENT: Commissioner Bill Jimenez

ITEMS REMOVED FROM CONSENT AGENDA

None.

New Business/Resolutions

2. SUBD-19-01 Approval of Final Plat for Haciendas San Gabriel Unit II on San Gabriel Dr.

Discussion

Louise Marquez CED

- The preliminary Plat was approved 01/24/19
- City recommends approval with conditions that :
- 1)Public improvements be completed and approved by the city engineer,
- 2)Plat will be withheld by the City until completion of said improvements.
- 3)Minimum lot width be applied and approved through variance.

Motion

Commissioner Cesar A. Irigoyen made a **Motion** to approve the item, **Seconded** by Commissioner Jesus Soto

All those in favor said "aye." Motion passed unanimously.

Vote: Motion (**summary:** Yes 4, No 0, Abstained 0)

AYE: Chairman Robert Ardivino, Commissioner Cesar A. Irigoyen, Commissioner Jesus Soto, Commissioner Luis Aguilar, Commissioner Cristal Garcia

NAY:

ABSENT: Commissioner Bill Jimenez

3. VA-18-11 Approval of a Variance for 655 Alto Vista Dr. for reduced front and rear setback as required by R1 Zone.

Discussion

Louise Marquez CED

- Fire shared concern that structure is too close to neighbors' home.
- Fire recommends not approving until concerns of fire risks are addressed by the applicant and worked with Fire Dept.
- City recommends not approving until Fire's concerns are addressed and approved.

Motion

Commissioner Cesar Irigoyen made a **Motion** to Table the item, **Seconded** by Commissioner Luis Aguilar

(The item was tabled until the City and the Applicant can reach an agreement on property adjustments)

All those in favor said "aye." Motion passed unanimously.

Vote: Motion (**summary:** Yes 4, No 1, Abstained 0)

AYE: Chairman Robert Ardivino Commissioner Cesar A. Irigoyen, Commissioner Luis Aguilar, Commissioner Cristal Garcia

NAY: Commissioner Jesus Soto

ABSENT: Commissioner Bill Jimenez

4. VA-19-04 Approval of a variance for 919 Holly Park Ave. for rear setback encroachment as required by R2

Discussion

Louise Marquez CED

- Setback is at rear wall; no home is currently behind it.
- Fire does not recommend approval until concerns are addressed.

Concerns shared by Captain Schoen:

- Property, in case of emergency would have to be accessed from neighbor's property.
- Fire Hydrant research must be performed to see if access is nearby

Dwaine Solana Building Inspector

- Applicant was issued a citation by Building Inspector 3-29-19
- Structure would need at least a 5ft Setback for fire safety concerns.

Motion

Commissioner Cesar Irigoyen made a **Motion** to Table the item, **Seconded** by Commissioner Luis Aguilar

(The item was tabled until the City and the Applicant can reach an agreement on property adjustments)

All those in favor said "aye." Motion passed unanimously.

Vote: Motion (**summary:** Yes 4, No 1, Abstained 0)

AYE: Chairman Robert Ardivino Commissioner Cesar A. Irigoyen, Commissioner Luis Aguilar, Commissioner Jesus Soto

NAY: Commissioner Cristal Garcia

ABSENT: Commissioner Bill Jimenez

REMARKS AND INQUIRIES BY THE COMMISSION

- *Requests for end dates of construction on McNutt*
- *Feedback on P&Z training event was exchanged*

COMMUNITY SERVICE'S REPORT

Calendar checks were performed, and reminders were issued to the Commission.

ADJOURNMENT

Commissioner Jesus Soto made a motion to **adjourn. Seconded by** Cesar A. Irigoyen Commissioner
Time: 7:00 PM

All those in favor said "aye." Motion passed unanimously.

Vote: Motion (**summary:** Yes 4, No 0, Abstained 0)

AYE: Chairman Robert Ardovino, Commissioner Cesar A. Irigoyen, Commissioner Jesus Soto,
Commissioner Luis Aguilar, Commissioner Cristal Garcia

NAY:

ABSENT: Commissioner Bill Jimenez

Michael A. Limon Deputy City Clerk

Chairman Robert Ardovino

AGENDA ITEM NO. 2
CITY OF SUNLAND PARK
PLANNING AND ZONING

Meeting Date: 06/13/2019

Submitted By:

Michael Limon, Deputy City Clerk

Subject:

Approval of 05/23/19 Planning and Zoning Meeting Minutes

Background:

Recommendation: Approve

DRT Comments: N/A



Community and Economic Director
Louise Marquez

City Planner
Jaime Castro

City Planner
Estephania Cazale

**SUNLAND PARK PLANNING AND
ZONING COMMISSION
MEETING MINUTES
Regular Meeting Agenda
May 23, 2019 - 5:30 PM
City Hall, City Council Chambers
1000 McNutt Rd.**

Chairman Robert Ardivino
Commissioner Cesar A. Irigoyen
Commissioner Bill Jiménez
Commissioner Jesus Soto
Commissioner Cristal Garcia
Commissioner Luis Aguilar

CALL TO ORDER & ROLL CALL

Chairman Robert Ardivino Called the meeting to order at 5:35 PM

Present: Chairman Robert Ardivino, Commissioner Cesar A. Irigoyen, Commissioner Bill Jimenez, Commissioner Luis Aguilar

Absent: Commissioner Jesus Soto, Commissioner Cristal Garcia

Staff Present: Louise Marquez Community & Economic Development Director, Jamie Castro City Planner, Estephania Cazale City Planner, Michael A. Limon Deputy City Clerk.

PLEDGE OF ALLEGIANCE

Commissioner Bill Jimenez

CONFLICT OF INTEREST

None.

APPROVAL OF AGENDA

Commissioner Bill Jimenez made a **Motion** to approve the Agenda, **Seconded** by Commissioner Luis Aguilar

All those in favor said "aye." Motion passed unanimously.

Vote: Motion (**summary:** Yes 4, No 0, Abstained 0)

AYE: Chairman Robert Ardivino, Commissioner Cesar A. Irigoyen, Commissioner Bill Jimenez, Commissioner Luis Aguilar

NAY:

ABSENT: Commissioner Jesus Soto, Commissioner Cristal Garcia

PRESENTATION

None

PUBLIC COMMENT

None.

CONSENT AGENDA

No Items on the Consent Agenda.

ITEMS REMOVED FROM CONSENT AGENDA

None.

New Business/Resolutions

1. **VA-19-05 Approval of a request of variance for Haciendas San Gabriel Phase II Subdivision to Reduce the minimum lot width required in R1 Zone District from 60 ft. to approx. 48 Ft. (including several lots.)**

Discussion

Louise Marquez CED

- Pre-Plat was approved in January.
- Final Plat was approved 5/14/19 contingent that this variance for lot width is passed.
- Staff Recommends approval

Motion

Commissioner Cesar A. Irigoyen made a **Motion** to approve the item **Seconded** by Commissioner Bill Jimenez

Vote: Motion (**summary:** Yes 4, No 0, Abstained 0)

AYE: Chairman Robert Ardivino, Commissioner Cesar A. Irigoyen, Commissioner Bill Jimenez, Commissioner Luis Aguilar

NAY:

ABSENT: Commissioner Jesus Soto, Commissioner Cristal Garcia

REMARKS AND INQUIRIES BY THE COMMISSION

None.

COMMUNITY SERVICE'S REPORT

None.

ADJOURNMENT

Commissioner Bill Jimenez made a motion to **adjourn**. **Seconded** by Robert Ardivino Time: 5:40 PM

Vote: Motion (**summary:** Yes 4, No 0, Abstained 0)

AYE: Chairman Robert Ardivino, Commissioner Cesar A. Irigoyen, Commissioner Bill Jimenez, Commissioner Luis Aguilar

NAY:

ABSENT: Commissioner Jesus Soto, Commissioner Cristal Garcia

Michael A. Limon Deputy City Clerk

Chairman Robert Ardivino

AGENDA ITEM NO. 3
CITY OF SUNLAND PARK
PLANNING AND ZONING

Meeting Date: 06/13/2019

Submitted By:

Robert Ardivino, P&Z Chairman

Subject:

Approval of the appointment of Vice Chairman to the Planning and Zoning
Commission one-year term

Background:

Recommendation: Approve

DRT Comments: N/A