

**MINUTES OF THE REGULAR MEETING OF THE**

**City of Carlsbad  
Planning & Zoning Commission**

**February 6, 2017, at 5:00 p.m.**

**Meeting Held in the Annex Planning Room  
114 S. Halagueno**

CITY OF CARLSBAD  
CARLSBAD, NEW MEXICO

**PLANNING AND ZONING COMMISSION**

Monday, February 6, 2017, at 5:00 PM  
Municipal Annex 114 S. Halagueno Street  
Planning Room

1. Roll call of voting members and determination of quorum.
2. Approval of Agenda.
3. Approval of Minutes from Special Meeting held January 9, 2017.
4. Consider a Conditional Use Permit for a home occupation at 204 E. Riverside Dr.
5. Consider a Conditional Use Permit for an Industrial Salvage yard at 1702 E. Greene St.
6. Consider approval of a private road, Harvest Ln..
7. Report regarding Summary Review Subdivisions.
8. Adjourn.

If you require hearing interpreters, language interpreters, auxiliary aids in order to attend and participate in the above meeting, please contact the City Administrator's offices at (575) 887-1191 at least 48 hours prior to the scheduled meeting.

**MINUTES OF A REGULAR MEETING OF THE CITY OF CARLSBAD PLANNING & ZONING COMMISSION HELD IN THE MUNICIPAL ANNEX PLANNING ROOM, 114 S. HALAGUENO STREET, FEBRUARY 6, 2017, AT 5:00 P.M.**

**VOTING MEMBERS PRESENT:**

**JAMES KNOTT  
JAMES MCCORMICK  
BRIGIDO GARCIA  
LASON BARNEY**

**CHAIRPERSON  
COMMISSION SECRETARY  
COMMISSIONER  
COMMISSIONER**

**VOTING MEMBERS ABSENT:**

**WANDA DURHAM COMMISSIONER**

**EX-OFFICIO MEMBERS PRESENT:**

**JEFF PATTERSON  
GEORGIA GOAD**

**PLANNING DIRECTOR  
PLANNING DEPUTY DIRECTOR**

**SECRETARY PRESENT:**

**JENNIFER CAMPOS**

**PLANNING, ENGINEERING  
AND REGULATION DEPARTMENT  
EXECUTIVE SECRETARY**

**OTHERS PRESENT:**

**COURTNEY TEAGUE  
RYAN RANGEL  
HERMINIA PETERS**

**1702 E. GREENE ST.  
1702 E. GREENE ST.  
204 W. RIVERSIDE DR.**

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

0:00:00      Start Recording [5:02:10 PM]

0:00:00      **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. Barney, Mr. Knott, Mr. Garcia**; Absent—**Ms. Durham**.

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

**Ms. Goad** said there are two corrects that need to be made, the first is on the agenda on item #4 Consider a Conditional Use Permit for a home occupation at 204 E. Riverside Dr. that should say 204 W. Riverside Dr., and on page 13 the same item she put “R-1” Residential it should be “R-2”. **Mr. McCormick** made a motion to approve the Agenda with exceptions of amended made, and **Mr. Barney** seconded the motion. The vote was as follows: **Yes—Mr. McCormick, Mr. Barney, Mr. Knott, Mr. Garcia**; No—None; Abstained—None; **Absent—Ms. Durham**. The motion carried.

0:01:57      **3. Approval of Minutes from Meeting held January 9, 2017.**

**Mr. Barney** made a motion to approve the Minutes, and **Mr. Garcia** seconded the motion. The vote was as follows: **Yes—Mr. McCormick, Mr. Barney, Mr. Knott, Mr. Garcia**; No—None; Abstained—None; **Absent—Ms. Durham**. The motion carried.

0:02:46      **4. Consider a Conditional Use Permit for a home occupation at 204 E. Riverside Dr.**

**Ms. Peters** was present to ask for a Conditional Use Permit. **Ms. Goad** explained the applicant is requesting a Conditional Use Permit to allow an at-home photography studio at 204 W. Riverside Dr. Home Occupations shall be allowed as a conditional use in the R-R, R-1, R-2 and C-1 zoning districts in accordance with the standards of this subsection. These uses require an approved Conditional Use Permit and a Business Registration. Staff recommended approval. **Ms. Peters** explained that she has been doing photography at Aladdin's Daycare that she owns and is occupying space there taking away from her daycare children. She wants to do this out of her residence. There was no public comment.

**Mr. McCormick** made a motion to recommend approval of the Conditional Use Permit. **Mr. Barney** seconded the motion. The vote was as follows: **Yes—Mr. McCormick, Ms. Durham, Mr. Knott, Mr. Barney, Mr. Garcia**; No—None; Abstained—None; Absent—None. The motion carried.

0:09:17      **5. Consider a Conditional Use Permit for an Industrial Salvage yard at 1702 E. Greene St.**

**Mr. Teague and Mr. Rangel** were present to ask for a Conditional Use Permit. **Ms. Goad** explained the applicant is requesting a Conditional Use Permit to allow Motor Vehicle Salvage Yard at 1702 E. Greene St. in accordance with Section 56-41, Table 3 (permitted industrial uses). They will be crushing & staging the vehicles in the designated area to be processed & shipped. She had asked for them to provide any required State of New Mexico licensure. **Mr. Patterson** said they provided from the State of New Mexico Motor Vehicle Division on pages 36-38. **Mr. Rangel** said they are receiving phone calls from customers to recycle their vehicles that are not salvageable. They have already had EPA and a state representative go and look at their yard and everything is in compliance. **Mr. Knott** asked what the seller provides to you. **Mr. Teague** said they can provide a title or run the VIN number and get a salvage title for it, if it doesn't have any liens. **Mr. Rangel** said once they receive the title then they go into the MVD website and manually putting the vehicle number that they are crushing it. **Mr. Patterson** asked if they check to see if the vehicle is stolen. **Mr. Rangel** said when they put the VIN number, model, and make of the vehicle then they will be notified if it has been stolen before the crush it. They have to provide identification before we accept it just in case it is stolen.

**Mr. Barney** made a motion to approve the Conditional Use, with all required State regulations and having copies for our files. **Mr. Garcia** seconded the motion. The vote was as follows: **Yes—Mr. McCormick, Mr. Barney, Mr. Knott, Mr. Garcia**; No—None; Abstained—None; **Absent—Ms. Durham**. The motion carried.

0:18:42      **6. Consider approval of a private road, Harvest Ln.**

**Ms. Goad** explained Due to continued subdivision and development the need has arisen to name a private road for E-911 addressing purposes. The applicant is requesting to name a private road Harvest Ln. to properly address parcels of land being sold or leased to residential or commercial entities. No

maintenance of the road by the City of Carlsbad is inferred by this action. If approved, the City will not take over ownership of Harvest Ln.

**Mr. McCormick** made a motion to approve the private road Harvest Ln.. **Mr. Barney** seconded the motion. The vote was as follows: **Yes**—**Mr. McCormick, Mr. Barney, Mr. Knott, Mr. Garcia**; **No**—None; **Abstained** – None; **Absent** —**Ms. Durham**. The motion carried.

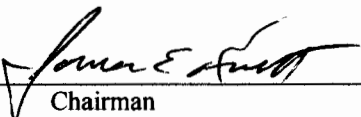
0:33:27        **7. Report regarding Summary Review Subdivisions.**

There was brief discussion of the plats signed by the commission designees during the previous month.

0:43:03        **8. Adjourn.**

There being no further business, the meeting was adjourned.

0:43:10        Stop Recording [5:45:20 PM]

  
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Chairman

3-6-17  
Date