



# Village of Corrales

Planning & Zoning Department  
4324 Corrales Road, Corrales, New Mexico 87048  
Phone: (505) 897-0502 / Fax: (505) 897-7217

## PLANNING AND ZONING COMMISSION

Date of Meeting: Wednesday, May 15, 2024, 6:30 PM

Location of Meeting: Council Chambers in-person, or via zoom teleconference

## DRAFT MEETING AGENDA

The Meeting will be held in-person at the Council Chambers, 4324 Corrales Road, or via zoom: To access via zoom meeting go to Zoom.com and click "Join a Meeting". Meeting ID: 829 2730 3909, Passcode: 637841  
\*Please join the meeting a few minutes before 6:30 pm. To call: 1-408-638-0968.

**PLEASE NOTE:** The deadline to submit *written* comments you wish to have included in Commissioner Packets regarding an agenda item, is 1pm on Wednesday, May 8.

### I. CALL TO ORDER

### II. ROLL CALL

### III. APPROVAL OF AGENDA

### IV. APPROVAL OF MINUTES

*April 17, 2024 Meeting Minutes*

### V. CORRALEÑOS PUBLIC FORUM (Comment on items not otherwise on Agenda – 3- Minute limit)

### VI. PUBLIC HEARING ITEMS

**STR 24-04. (Short-Term Rental)** Applicant and property owner **Mary Ross** is requesting a 1-bedroom, two-person maximum occupancy **Short-term Rental permit** at **9 Cottonwood Lane**. Although the bedroom is in a detached structure, the STR has been in operation since prior to the ordinance disallowing accessory buildings for that use. This application is to bring the use into compliance with a permit, fire inspection, business license and payment of Lodger's Tax. This .649-acre property is zoned *A-1 Agricultural and Rural Residential*.

**VAR 24-03. (Variance)** Applicant **Steve Gutierrez** of 7615 Corrales Road, requests **Variance to Lot Size** approval for properties he and Frank. The two existing lots together comprise a total of 2.93-acres. Both properties are zoned *A-1 Agricultural and Rural Residential*. He

wishes to subdivide the existing two lots into three new lots that would be .976-acres each versus the minimum required size of one acre each. If approved, the plat would be submitted in the future.

**SUB 24-02 (Sketch Plan)** Applicant **Community Sciences Corporation**, acting as agent for property owner **Ruiz Development, LLC**, 6007 Kachina St NW, ABQ, request **Sketch Plan** review and comment. Under consideration are approximately 29 acres in the Far NW Sector, comprising existing Map 14, Tracts 4B, 5B, 6B, 7B and 8B. A public right-of-way, Coyote Canta, will be finished: designed, built (paved) and dedicated to the Village of Corrales. Two other roads will be built for the benefit of the new subdivision, which will create 21 lots in total. Drainage ways and a retention pond will be part of the proposed development. All land is zoned *A-1 Agricultural and Rural Residential*.

**SUM 24-03 (Summary Plat)** Applicant **Community Sciences Corporation**, acting as agent for property owners **Mike Sorce, Harold & Melissa Engel and Gabriel Nims**, request **Summary Plat** approval. Three existing lots (**Perea Subdivision Lots 14, 15 and 16**), comprising a total of 2.986-acres, will be combined into two new lots, 14A and 16A. The private roadway has been widened and an emergency turnaround created. All lots are zoned *A-1 Agricultural and Rural Residential*.

**VII. OTHER BUSINESS**

**VIII. PZA REPORT**

**IX. COMMISSIONERS FORUM**

**X. NEXT MEETING: June 19, 2024 at 6:30pm**

**ADJOURNMENT**

The above requests will be heard in in the Courthouse/Chambers at 4324 Corrales Road (or via zoom) on **Wednesday, April 17, 2024, at 6:30 p.m. before the Planning and Zoning Commission**. If anyone wishes to comment on these requests but cannot attend the meeting, written comments may be sent to Planning and Zoning Administrator Laurie Stout at [LStout@corrales-nm.org](mailto:LStout@corrales-nm.org) no later than **1:00 P.M. on Wednesday, April 10, 2024**. Those communications will be distributed to the Commission and the applicant by the Planning and Zoning Department. No written documents shall be distributed to the Commission except through the Planning and Zoning Department. Written communication received fewer than five (5) working days prior to the public hearing must be read into the record by the writer of the communication, under oath. Please note that written communication must be received by **1 P.M. on April 10**, to be included in the Commission hearing packets. Citizens are invited and encouraged to attend the meeting and may choose to comment on agenda items in-person.

If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the meeting, please contact the Village Clerk at the Village Offices located at 4324 Corrales Road, at least five (5) days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Village Clerk at 897-0502, or by email at: [MRomero@corrales-nm.org](mailto:MRomero@corrales-nm.org) if a summary or other type accessible format is needed.

  
Laurie Stout, Planning & Zoning Administrator

5-7-24

Date