

**MINUTES
PLANNING AND ZONING HEARING
WEDNESDAY, JUNE 9 2021 6:00pm
VILLAGE CHAMBERS**

The Village of Tijeras will be using a format that complies with the recent New Mexico Department of Health’s public health emergency order governing mass gatherings because of COVID-19. Public in-person attendance Wednesday evening will not be allowed. Minimal Village staff will be in attendance to present items and most Councilors will be participating by phone or video conference.

The agenda has been streamlined to focus on time-sensitive matters. Members of the public interested in watching the meeting can view the agenda and live-stream the meeting from home via Zoom using this link and accessing the meeting for June 9:

Join Zoom Meeting

<https://zoom.us/j/98897275423?pwd=b1NIOGJsUzdWV0FtSzFFeW5FSkt3Zz09>

Meeting ID: 988 9727 5423

Passcode: 586414

One tap mobile

+16699009128,,98897275423#,,, *586414# US (San Jose)

+12532158782,,98897275423#,,, *586414# US (Tacoma)

1) Call to Order

Meeting called to order at	6:00
----------------------------	------

**TURN OFF OR SILENCE
CELL PHONES**

2) Pledge of Allegiance

3) Roll Call

EB	X	VG	X	AH		LM	X
----	---	----	---	----	--	----	---

4) Introduction of Guest

Alexa Alvarez, Property Owner

Penny Dickinson, Business Owner

5) Swearing in of Applicants

Applicants were sworn in.

6) Approval and/or Amendment of the Agenda

A C T I O N	Motion made?	Motion to approve the agenda for 06/09/2021		
	Made by:	Gonzales		Commissioner Barnes-Y Commissioner Gonzales-Y Commissioner Haskins- Commissioner Martinez-Y
	Second by:	Barnes		
	Motion carried?	Passed	Failed	

7) Approval and/or Amendment of the previous minutes

[Attachment A - 052621 Draft Minutes.pdf](#)

A C T I O N	Motion made?	Motion to approve the minutes for 05/26/2021		
	Made by:	Martinez		Commissioner Barnes-Y Commissioner Gonzales-Y Commissioner Haskins- Commissioner Martinez-Y
	Second by:	Gonzales		
	Motion carried?	Passed	Failed	

8) Commission to review and advise ZA 1132 Alexa Alvarez 10 Camino Municipal Proposed Subdivision

[Attachment B - ZA 1132 Alexa Alvarez 10 Camino Municipal Proposed Subdivision.pdf](#)

Chair Jaramillo asked if the property has been surveyed. Ms. Alvarez replied she has a boundary survey of the property.

Chair Jaramillo asked why Ms. Alvarez is interested in subdividing the property. Ms. Alvarez stated she plans to sell the newly-created lots.

Commissioner Martinez asked about the location of the property relative to the Village's offices. Deputy Clerk Kennedy explained the property is adjacent to Village Hall, just to the west.

Commissioner Martinez informed Ms. Alvarez that she would need to create access to the three newly-created parcels. He suggested she put a cul de sac at the end of the access easement for fire engines to maneuver. Chair Jaramillo added Ms. Alvarez may need to give up some of the acreage of her property to accommodate the access easement and cul de sac.

Chair Jaramillo stated Ms. Alvarez may be able to work with the Village to get the land improved. Ms. Alvarez asked about next steps, to which Chair Jaramillo replied that Deputy Clerk Kennedy would contact Mayor Bruton and the Village attorney. Chair Jaramillo suggested a meeting on the site.

Commissioner Gonzales asked if the property is connected to Village water. Commissioner Martinez stated it is. Chair Jaramillo added that the newly-created properties will need to be connected to water and a fire hydrant may be required. Chair Jaramillo stated he would reach out to the Fire Chief and Fire Marshall.

9) Commission to review and approve ZA 1133 Hobby Farm Soaps LLC Business Registration

[Attachment C - ZA 1133 Hobby Farm Soaps LLC Business Registration.pdf](#)

Ms. Dickinson explained she has been working out of her home to develop a product line. She continued she makes soap and other bath and body products. She added her business is new and is registered with the Secretary of State. Ms. Dickinson stated she sells her products at a local farmer's market and online. She added she will not conduct any business at her home.

Chair Jaramillo confirmed that Ms. Dickinson will either ship products or sell them offsite and no customers will visit her home. Ms. Dickinson stated that is correct.

Commissioner Gonzales asked if there will be any changes to the exterior of the building. Ms. Dickinson stated the business requires no improvements to the home.

Commissioner Gonzales stated that, per the Zoning Ordinance, no more than 25 percent of the floor area of a dwelling may be devoted to a home-based business. Ms. Dickinson stated her business occupies less than 25 percent of the floor area of her home.

Commissioner Barnes asked if Ms. Dickinson will have any signage outside her home. She replied she will not.

Commissioner Martinez requested that Ms. Dickinson furnish a letter from her landlord granting their permission for Ms. Dickinson to operate the business out of her home.

A C T I O N	Motion made?	Motion to approve ZA 1133		
	Made by:	Martinez		Commissioner Barnes-Y Commissioner Gonzales-Y Commissioner Haskins- Commissioner Martinez-Y
	Second by:	Gonzales		
	Motion carried?	Passed	Failed	

10) Public Comment

The Village encourages public comment via email at clerk@tijerasnm.gov. Citizens are asked to type PUBLIC COMMENT in the subject line of the email. Within the body of the email, individuals should include a name, address, whether the comment pertains to a specific item on the agenda, and the comment.

Public comments about items will be accepted prior to the meeting, to be read into the meeting at the appropriate time. In addition, the email address will be monitored during the meeting for comments to be received during the live proceedings and read into the record when the Mayor calls for public comment.

No public comment.

11) Updates for Commissioners

Deputy Clerk Kennedy stated he was working with the two applicants who recently brought subdivisions before the Commission and expected they would come back before the Commission soon.

Chair Jaramillo stated the next meeting would be on June 23rd and the meetings would be held in-person beginning in July.

12) Time and Place of Next Meetings

DUE TO PUBLIC HEALTH STATE OF EMERGENCY DECLARED BY GOVERNOR LUJAN GRISHAM, PUBLIC MEETINGS ARE CANCELLED UNTIL FUTHER NOTICE. PLEASE CHECK WITH OFFICE WEBSITE AT TIJERASN.M.GOV OR CALL 281-1220 FOR UPDATES

Adjournment

Excerpt from the NM Open Meetings Act Section 10-15-1 (A): All meetings of any public body except the legislature and the courts shall be public meetings, and all persons desiring shall be permitted to attend and listen to the deliberations and proceedings. Reasonable efforts shall be made to accommodate the use of audio and video recording devices. The P&Z Commission may revise the order of the agenda items considered at the Open Meeting. If you are an individual with a disability who is in need of an amplifier, 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 Village Clerk at 505-281-1220 at least three (3) days prior to the meeting.