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, October 21, 2020, 6:30 PM
Location of Meeting: TELECONFERENCE

DRAFT AGENDA

This will be a Zoom Teleconference Planning and Zoning Commission meeting. The public is allowed to join. You are encouraged to join the meeting before 6:35pm so that we may know who is in attendance. The meeting link is:
https://us02web.zoom.us/j/89656410004?pwd=OVlhSGJpaGNVSmQ3OFJtamZHTG85Zz09

*Please email LStout@corrales-nm.org so you can be sent a clickable meeting link!

You may be prompted to enter the meeting ID: 896 5641 0004#. The passcode is: 662509.

If you do not have a built-in microphone on your computer, the phone number to call in to the meeting is: 1-646-876-9923.

*Please join the meeting a few minutes before 6:30 pm.

Please email Laurie Stout at LStout@corrales-nm.org if you wish to attend or speak at the meeting about an agenda item, so we can email you the link, acknowledge you and have you sworn in.

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES

September 16, 2020 Meeting Minutes

V. CORRALEÑOS PUBLIC FORUM (Comment on items not otherwise on Agenda -- 3- Minute limit)
This will be a Zoom Teleconference Planning and Zoning Commission meeting. The public is allowed to join. You are encouraged to join the meeting before 6:35pm so that we may know who is in attendance. The meeting link is:
https://us02web.zoom.us/j/87447221122?pwd=YXRRU83ZmNlZnZPZVM2K3Jlb0trUT09

*Please email L.Stout@corrales-nm.org so you can be sent a clickable meeting link!

You may be prompted to enter the meeting ID: 87447221122#
The passcode is: 047134.

If you do not have a built-in microphone on your computer, the phone number to call in to the meeting is: 1-646-876-9923.

*Please join the meeting a few minutes before 6:30 pm.

Please email Laurie Stout at L.Stout@corrales-nm.org if you wish to attend or speak at the meeting about an agenda item, so we can email you the link, acknowledge you and have you sworn in.

I. CALL TO ORDER

II. ROLL CALL

Present: John McCandless, Sam Thompson, Michele Anderson, Melissa Morris, Ken Killebrew, Jerry Stermer, Cameron Barnes. A quorum was present.

III. APPROVAL OF AGENDA

Move to approve agenda: Sam Thompson. Second: Michele Anderson. Vote: Yes: John McCandless, Sam Thompson, Michele Anderson, Melissa Morris, Ken Killebrew, Jerry Stermer, Cameron Barnes. (Unanimous)

IV. APPROVAL OF MINUTES

August 19, 2020 Meeting Minutes
Move to approve minutes: Melissa Morris. Second: Michele Anderson. Vote: Yes: John McCandless, Sam Thompson, Michele Anderson, Melissa Morris, Ken Killebrew, Jerry Stermer, Cameron Barnes. (Unanimous)

V. CORRALEÑOS PUBLIC FORUM (Comment on items not otherwise on Agenda – 3- Minute limit) (None)

VI. PUBLIC HEARING ITEMS

SUB 20-10 (Final Plat) Applicant and trustee Claudia Miller and Jennie Stonecipher of Dehier Surveying are requesting Final Plat approval for a 4-lot subdivision “Lands of Peter and Patricia Smith” from approximately 4.3-acre Tract 107 D-1-A-1-B, Map 18. This property includes the site addresses of 294 Old Church Road, 266 Old Church Road, and 2 Sandy Lane. The platting action will also dedicate the adjoining portion of Old Church Road (an additional approximately .3-acres) to the Village of Corrales. The property is zoned A-1 Agricultural and Rural Residential.

Claudia Miller (applicant, sworn): As the PZA’s notes indicate, we have met the requirements for Preliminary and Final Plat. The Village engineer and PZA has checked the site for proper staking; the roadway obstruction of the fence has been removed. Dedication of what we’re calling on the plat “Lot A”, the 30-foot roadway parcel, is clear of obstruction. Our septic tanks are permitted.

Jennie Stonecipher, (surveyor, sworn)

Commissioner Thompson: Looking at your drawings, where is the septic on lot 4?

Miller: Lot 4 is vacant so there is no septic on it. It will be up to whoever uses the lot to get it when they get their building permit.

Commissioner Thompson: On lot one, what is the distance between the existing septic to neighboring well?

Miller: There are several neighboring wells. We had a septic person out there and their well over 50 feet from neighboring wells on all lots on all four sides. More than that, they’re over 100 feet.

Stonecipher: 100 feet.

Commissioner Morris: It says Lot 2 is going to share wells with both lots 1 and 3.

Miller: That’s correct. There is a well on Lot 2 which serves main existing house but not the casita. The casita waterline comes from Lot 3. The reason is our father built all of those properties and chose to trench the shortest distance. We have a draft well-share agreement as well as a note on the plat about the shared wells. Right now, there is no agreement because at this point the entire property is owned by one party.

Chair McCandless: We did note the agreement seems to have come out of the state of Washington, and they are setting the limit at 5,000 gallons out of each well per day which amounts to about 5.6 acre ft. of water over the course of a year, and I don’t think the state engineer would agree with that.

Miller: Oddly, when I called the State Engineer’s Office, they directed me to that boilerplate. That was the simplest one I got directed to. When we have a shared well agreement, we will make sure it works. We’ll go through a realtor or property owners when we have real shared well agreement.

Move to approve Final Plat SUB 20-10: Michele Anderson. Second: Ken Killebrew. Vote: Yes: John McCandless, Sam Thompson, Michele Anderson, Melissa Morris, Ken Killebrew, Jerry Stermer, Cameron Barnes. (Unanimous)

SDP 20-02. (Site Development Plan) Applicants Richard and Jacob Thaler are requesting Site Development Plan approval for “Dendro Technologies” at 4404 Corrales Road. The woodworking enterprise will harvest dead and down trees and using a band saw and other tools, fabricate live edge slab planks for sale as is or to create furniture. The property is zoned C- Neighborhood Commercial.

Richard Thaler (applicant and part owner, sworn)

Jacob Thaler (applicant and majority owner, sworn)
R. Thaler: I did a narrative. We have been operating now under temporary business license for about 5 months. We were made aware of some issues at the zone map amendment hearing, and we moved forward and addressed those. The largest issue was to put up a sound abatement system that we finished about ten days ago. It's not totally done yet. It accomplished my goal of reducing sound at our south property line to about 55 decibels or less while the saw is fully operational. Just before this meeting we got a message from one of our neighbors to the east, who thinks he may have heard us. We're going to address that as well; the noise is possibly not from us but we will investigate. The sound abatement is about 70-80% complete. Someone asked the NM Air Quality division to come look at us because they felt we were possibly producing air pollution; they didn't actually come but we had a long discussion on the phone. We told them what we were doing. They concluded that we did not need an air quality permit or likely to be in violation of any air quality standards. The Corrales Fire Department visited us and we found we needed a fire inspection permit. We went ahead and got the fire inspection and permit. We've addressed most of the issues that arose at zone map amendment hearing. Just before this meeting we got notified that someone had visited Trees of Corrales and told them that there was a danger of “tree disease” from our business. If the issue comes up later in the meeting, I can read their response. We've been making lots of nice planks and selling some, and doing improvements to the property to get ready to be in business full scale.

Commissioner Anderson: How do you plan on removing any of the manufactured waste? Do you have a regular residential container or are you getting a commercial container?

R. Thaler: We have a really small amount of waste. First is sawdust. The blade on the saw on our main machine hardly creates any sawdust. We shovel it up and are trying to find someone who wants it for horse or other livestock bedding. We'll just put it in a 55-gallon drum and take to landfill otherwise. The other waste is bark and remnants and those we pile up and give away for firewood. The bark and small diameter limbs either are taken to landfill or to the chipper at the Fire Station on the north end (of Corrales).

Commissioner Anderson: What are you doing about the fencing for noise and sight for the full 350 feet of Commercial depth, especially on the south side?

R. Thaler: We were waiting to be instructed on what we absolutely need to do. We don't have 350 feet of frontage on Corrales Road.

Commissioner Anderson: The sides (of the property).

R. Thaler: The lot to the north of us is completely vacant and has been for 30-40 years. We weren't going to do anything there unless asked to. On the Hansen Road side, which is the south boundary of our property, our plan is to put up a 6-foot buffer between the shed that backs onto Hansen Road because that would completely buffer us. The rest of Hansen Road there is no residence and we'd rather not buffer that. On the other side of the road is a 7-foot high fence that goes the entire length of the road. If we were forced to, we would buffer that if asked to.

Commissioner Anderson: Initially you are going to buffer with your immediate south neighbors?

R. Thaler: Yes, those are the only neighbors that can actually see into the property.

Commissioner Anderson: Is the wall of the south side structure (on Hansen Road) solid or open?

R. Thaler: It's a solid back wall.

Commissioner Barnes: You had a sound sample you to us for the packet. Were you able to conduct another one now that you've put in the abatements?

R. Thaler: Yes, but I didn't get them to the packet in time. We did spend a few minutes with the Code Enforcement Officer, and we showed her after the sound abatement was in place, and I think there's a note in there from her. She saw my decibel meter on my IPhone app. About 55 decibels on the south border when the saw was fully engaged and running. The 50-decibel sample is from Corrales Road on a normal day without the saw running; that's the ambient noise on a regular day.

Commissioner Morris: The 350 feet buffer along the south? Is that not a requirement of the ordinances?

PZA Stout: Yes, it is a requirement.

Commissioner Morris: If that were not done, we'd need to somehow approve that?

PZA Stout: An approval could be given with the condition that the buffering be completed.

R. Thaler: Is there a mechanism where that buffering can be waived? It's clearly not necessary.

PZA Stout: It is a requirement per (Village Code). If the neighbors to the south want it there, it would then be at the Commission's discretion to make the buffering a condition or not, but it is a requirement in our code, for the reasons we will probably hear tonight.
Chair McCandless: It is my understanding that when we have a commercial property adjoining a residential property there must be a buffer. Correct?

PZA Stout: Correct. In my summary I did address the north side of his property. Mr. Thaler is correct that the house to the north has been abandoned for years; there is a house there very close to Corrales Road which is uninhabited and probably uninhabitable. There is a proposed phase II of this project and the buffering on the north end could potentially be addressed at that time, but I suspect buffering on the south end is something adjoining neighbors would like to see (now).

R. Thaler: We’re not actually adjoining a residential property... there is a residential property across from us which already has a 7-foot fence. There is a road in between.

PZA Stout: The ordinance requires when a commercial property abuts a residential one, there should be a buffer. And it’s property line to property line. The road itself is part of a residentially zoned property and it’s a fairly narrow road.

R. Thaler: I’m not trying to fight this; we’d just rather not spend another 5-10 thousand if we don’t have to.

Chair McCandless: Understood, but we do have to address the ordinances.

R. Thaler: If you give us the business license contingent upon putting in that buffer, then we’ll do it.

Chair McCandless: Can you describe the sound abatement you put in place on the shed?

R. Thaler: The south face of the shed is 24 feet wide. What we did was on the east and west walls we returned back—it’s 6 feet back on the west wall and 4 feet on the east wall. Then six panels 4 feet on both sides of the south face of the shed. It’s kind of hard to explain without a picture from me. Then there are four sliding panels that pocket behind the panels on the south face, so that when the saw is operational the south face is completely closed. Those sound panels are made out of plywood and lumber; and they are insulated with a sound absorbent material which has a noise reduction coefficient of about .8 out of a maximum of 1.

When the saw is operating the doors are closed and the sound is absorbed by those panels and since we got the message from our neighbors that they might have heard us to the east we are going to get some sound abatement blankets and put those up on the east side to reduce the sound there. We also got another muffler for the saw which changed the frequency of the noise and made it less whiny. Before we added the sound abatement, standing right next to the saw we were at about 85 decibels and standing south by the tin shed which is closest to our nearest neighbor the sound was at about 65 decibels spiking to 75 decibels and now it spikes at 55 (decibels).

Chair McCandless: I think another concern at our last meeting was storage of the raw material. How do you plan to store that and what quantity of raw material are you looking at?

R. Thaler: We’re not planning on doing anything significantly different than what we’ve been doing. We’ve tried to keep them tidy. At any given time, we’ll probably have 20-40 logs in different states of readiness to be cut, and we try to stack them in an orderly fashion. But they’re logs, not regularly shaped.

Chair McCandless: Do you slabs them green or dried out?

R. Thaler: Both. The dead or down ones that are dry are nice because we can get them straight to market. If we cut them green then we have to stack them and let them dry for a long time.

Chair McCandless: Do you plan on stacking them in the same area as the logs?

R. Thaler: No. We’ve got a storage shed shown on the site plan, and we put some canvas around it and some plexiglass to create a solar kiln for the green materials. All the green material is in that 11’ X 12’ building. We were going to use it for a display, but it’s storage instead.

Chair McCandless: And the length of the logs you have for raw material?

R. Thaler: Almost all are ten feet or less; maximum of 14 feet.

Chair McCandless: Are there members of the community that would like to address the Commission on this or have questions for the applicant?

Michael Roake, 181 Hansen Road, (public commenter, sworn): I’m about 350 feet to the east of this property, and I’m speaking in my personal capacity. I want to help him and promote businesses here, but I have two concerns. The first issue is zoning; the general compatibility of this sawmill business with the existing zoning. My concern is that—I have just questions about if that is an appropriate use in a commercial zone. It sounds more like industrial use. This will carry over beyond current ownership. Any variance or expansion of the definition of commercial will survive the sale, transfer or different management. The noise is the second issue; I am heartened to hear that Rick is waiting for instructions. We do live to the east, and that hasn’t really been addressed. It’s a big saw. I did hear a whine once and it was so distinctive and unusual it...
prompted me to go take a look. If it is a question of noise abatement, I would welcome abatement to the east; I
don’t care whether it is another muffler, line of trees, etc. We hear it from across the ditch. Those are the two
areas I wanted to address. I heard Rick be willing to handle conditions if imposed.

R. Thaler: The issue of ongoing status of the property—I think anyone who bought the property in the future
and wanted to start a business would have to get a license and be compliant with all the ordinances just like us.
The issue of sound, we weren’t really waiting for instructions, we were waiting to see if we were going to get
our business license before spending another thousand dollars on sound abatement; we fully intend to do the
sound abatement to the east. If we get a complaint from the north, we’ll do more (there).

Claudia Miller (public commenter): When the Village ages ago first addressed commercial zoning, it felt
that rather than limiting commercial development in an Euclidian way, it adapted what had existed forever on
the central strip of Corrales, with the understanding that commercial would come in with many varied uses.
The site development process has long been viewed as the way for applicants like Mr. Thaler and his son to
address the neighbors’ concerns in order for them to fit into the zone and the neighborhood. They are clearly
meeting them above and beyond—he’s become the sound expert for the Village. He going above what our
ordinances require so that they can fit in with the neighbors. My final comments speak to Rick as a neighbor:
I’ve known Rick Thaler for 45 years. Rick has been a successful cabinet maker within the village. I’ve seen
him meeting and speaking with his neighbors, addressing their concerns and being a good neighbor. We’re
having local Corrales folks developing a sustainable green property. This is exactly who we want in our
commercial district. And Rick has done this in the past when he ran a prosperous and clean business in
Albuquerque. I’m fearful that if we put up too many obstacles, we won’t have these folks come forward.

Brian Whalley, 4372 Corrales Rd. (public commenter, sworn): I’m also representing Hansen Road. I just
want to say my property runs almost the entire length on the south side, we have had zero complications from
the business and welcome it. Rick keeps us well informed.

Antonette Roybal, 4372 ½ Corrales Road. (public commenter, sworn) I live 150 feet from the sawmill. I
have five points. 1. Are you aware of any other sawmills or very loud noise businesses that exist within
Corrales or in Rio Rancho?

Chair McCandless: Who are you addressing?

Roybal: The whole committee. 2. The highly questionable distribution of notifications to all relative property
owners before and after the temporary zoning permit was granted. In Village ordinance Chapter 14
Environment, article 2 excessive noise prohibited; number 8 machinery. 14-29 paragraph, temporary permit,
paragraph “e" and "f": we covered that at last meeting. You need to look it up. The Village has been in non-
compliance since the temporary permit was granted. The sawmill is in non-compliance with OSHA noise
levels; I realize a lot of it has to do with the employees but we are 150 feet from the saw mill so we experience
the noise and different smells. Allowing a sawmill in my area, a residential area, will eventually lower my
property values. During the COVID-19 isolation, no resident shall be subjected to any unnecessary or
unreasonable noise. I have in my possession audio and video of how loud the sawmill is. And I have 2 other
speakers in the household that wish to speak as how it affects their work from home and their school from
home.

Chair McCandless: You stated you believe the noise level coming out of the shop exceeds OSHA
requirements, can you fill that out a little bit for us?

Roybal: Normal voice decibel level is anywhere between 50 and 65 decibels. The noise we experience is way
above that; 95 or above.

Chair McCandless: How did you determine that?

Roybal: I spoke to OSHA and I pulled a lot of this off the work safe “hear safe” (site).

Chair McCandless: How do you know the noise coming from the shop when the saw is running is reaching
those high decibel levels, have you taken measurements?

Roybal: I have video and audio and I can send you a copy. It’s very annoying and it’s constant. My daughter
works from home and my granddaughter is doing her classroom activities and she can hear the shouting above
the sawmill noises of the employees, I guess. It’s very distracting, very annoying noise. No, I can’t measure
the noise but it’s sawmill noises. Its noises we’ve never heard before.

Chair McCandless: Thank you, is there anything else?

Janae Roybal 4372 ½ Corrales Road, (sworn): I have been trying to work with Rick. I’m working at home
now 12 hours a day and have not been able to respond to Rick as the other neighbors have. I have been in
meetings and been very distracted and so have my co-workers. I have recorded it and been sending him the noise. It is loud and distracting. Coworkers have been telling me they can hear the noise; also, my dogs. All the dogs in the neighborhood are going when the saw is running. It has been distracting for my work and also personal. I try to go outside and enjoy a cup of coffee and listen to a podcast and I can’t. So, it is affecting my personal life.

Heavenly Roybal: 4372 ½ Corrales Rd. (sworn): Since Corona I’ve been doing online classes and zoom meetings. I hear them right out my window. It interferes with my online classes and is very distracting, and makes my dogs hyperactive. It distracts everybody in the house. I think it disturbs wildlife in Corrales as well.

Emily Allen, 227 W. La Entrada. (sworn): Rick Thaler is my father, Jacob Thaler is my brother—but I’m also the property owner of 4404 Corrales Road. The care and passion that they have given to that property is outstanding. The main street initiative tries to bring vibrance and new life into our property and our village could not be benefited more than by a business like Dendro Technologies. This type of business, while I understand there is some contention about noise, I lived on that property a couple of years and I can tell you the noise on Corrales Road itself is quite high. I’ve been there when the saw is running and the comparability of the noise is a good one to look at. I was born and raised here. We need a vibrant economic center in Corrales made up of people who are passionate about the community and who are loyal to their neighbors and who make absolutely certain that they make this work. I have watched Rick and Jacob accommodate every request that has come through and run circles to make certain that people around them are happy. So full support from me, and I think it should happen.

R. Thaler: I’m distressed by the news I got just now from Janae because I had asked her to call me anytime she heard the saw so we could get some feedback and adjust our working hours. We weren’t unresponsive, we just never got any notification. When I talked to her a couple months ago it wasn’t a problem. I want to apologize if we seemed like we were unresponsive because that was the opposite of our intent. I don’t know if all the responses that we got are in your packet. But there are at least 15 responses from our neighbors and all of them are very positive. I was concerned about the zone map amendment so I took a preemptive step by delivering 20 letters to neighbors myself, along with the unsolicited ones. Almost all came back saying they were unaware we were working there; we ran the saw for a hobby for about a year before this, and most of the neighbors were unaware that there was a business going on. Response to our business has been mixed but the vast majority of it has been very positive.

Commissioner Morris: When I saw the changes that Rick has made to date, I was initially pretty comfortable. I’m a little worried now, all the testimonials are from people who live farther away and it seems that the nearest neighbor is really being bothered. Not everyone will be working and doing schooling from home after COVID, but I see where it could be permanently bothersome. My quick internet research about sound levels— I got the impression that 52 decibels is equal to a hair dryer or refrigerator. Maybe we need an official test of the noise level so we can get a feeling for that. Maybe we ought to listen to the audio that Ms. Roybal has. The ordinances do require that the entire thing be surrounded by a fence. At our last meeting there was a comment that Blue Sky never had a noise problem but it was enclosed. I agree the Village needs businesses, but I’m uneasy even though I was initially—it sounds like he has tried to take care of the problem. I’m just not sure if what’s been done is enough, yet. I’d like a little discussion about what we might do to make us and the neighbors feel comfortable about this. Because someday there probably will be a neighbor to the north and Rick says they intend to do this and that, but once it’s all approved, I don’t know how—if someone else moves in—who’s going to insist that the northern boundary be fenced? Is it just going to be the Code Enforcement Officer when someone complains?

Commissioner Thompson: Ms. Stout, when the Code Enforcement Officer went out and listened to the saw where was she in relation to the saw and what is the distance between where the saw is located and the Roybal property?

PZA Stout: If you look at the big site plan, you will see on the south border of Mr. Thaler’s property an existing structure. The Roybal property is immediately south of that on the other side of Hansen Rd. The saw itself if you look at the big circle is in the structure listed as “existing shade structure.” To answer your question, I was also present when Ms. Rice was there, she looked at the decibel meter but I was also present and where we stood was just to the right of the structure, so as close to the Roybal residence as possible while still being on the Thaler property.

Commissioner Thompson: And the saw was running and it measured 58 decibels?
PZA Stout: I saw whatever Ms. Rice put down on her report; that was the number. And then when she spoke out loud at that point it spiked up to 65 decibels.

Commissioner Barnes: What are we looking at in terms of noise in the commercial zone by ordinance? I know we keep talking about 50s and 60s but what are we looking for, exactly?

PZA Stout: That’s the problem, the ordinances do not have a specific decibel level, they are somewhat subjective. It just says that the sound doesn’t create an “undue amount of noise” without giving a number and that’s why this is a public hearing and people get to determine as neighbors what they feel is reasonable or not.

Commissioner Thompson: Ms. Stout, do you feel when you went over there and heard the saw, did you feel like it was running at the loudness it typically runs at?

PZA Stout: I can’t answer that. Mr. Thaler can speak to that under oath; I would hope what we heard was the saw making the amount of noise it would normally make while in operation.

R. Thaler: I’ll be glad to answer that. Yes, when we ran the saw for the code enforcement officer it was at the maximum. You turn the saw on, and it’s a motor noise, 55-60 decibels range if you’re standing right next to it. You engage the blade and it gets a little louder; then when the blade enters the wood, it gets louder still. We had a dry log up there and we ran it as loud as we could run it so that it was a fair test. In our narrative and business plan, we said we were going to be running 3-4 hours a day and 5 days a week; not on Saturdays. We changed that; our plan is now to run Tuesday through Friday. Not at all on Monday. We’ll be open for business on Saturday, on rare occasions we may run the saw for a few minutes on Saturday between 9 and noon. At no time will we ever be running the saw more than 3-4 hours a day; and when we do run the saw it’s intermittent, not continuous. I am uncertain what Ms. Roybal was referring to because in the past couple of weeks we have been busy with other things and have only run the saw twice, once for 15 minutes and once for 10 minutes.

I don’t understand the comments about shouting and employees. There are no employees and Jacob and I don’t shout. Sound is subjective; the humidity and wind direction can make a difference. We hear chain saws and there’s a construction project to the south of us and one to the east and north, I’m not totally sure the noise they’ve been hearing in the last two weeks is us at all. The noise ordinance is so vague; there’s no way that it can be anything but subjective. If there are further noise problems, we’ll do further sound abatement. I think we’ve gone beyond what is obligated.

Commissioner Anderson: We know that voices are 65-70, a chain saw is about 106-115 and that OSHA regulations for the construction industry has permissible noise exposures. If the family has been taking readings, we need to have some documented readings. But basically, for a duration of 8 hours a day continuous you are allowed up to 90 decibels. Unless we have some factual data to prove that we have above 90 decibels for eight continuous hours a day, then there would be a problem, but we need to have some data. A lawn mower is noisy. You’re allowed to have noise as part of a business. We just need to find out about this excess noise she was talking about—if 90 for 8 hours a day is permissible in accordance with OSHA.

Commissioner Morris: I don’t think we’re talking about OSHA here. I think that’s for noise over prolonged periods of time that could cause hearing damage. We certainly aren’t talking about that; we’re really just talking about something that could be ongoing for a few hours on and off and how bothersome it is. It’s hard for us to know, unless we all meet over at the Roybal’s house which I’m sure is not allowed. It seems the thing that would take care of the problem is enclosing the workshop, but it’s probably too expensive for the business at this time. Do we take that into consideration? Are we supposed to take into consideration the economic effects of something we’re supposed to do?

Chair McCandless: I would argue probably not; I would say that our primary concern is making sure this business fits into the community appropriately and in accordance with our ordinances and so if the restrictions require additional expenditures on the part of the applicant then that is what it is. We have to concern ourselves with—again—how this business fits in. I’d like to return to something that Mr. Roake brought up and see if we can get some clarification on that and perhaps Ms. Stout you can help us. But I think Mr. Roake is worried about the zoning of this business would fit in this area of the business district of Corrales according to our existing ordinance. And I think Ms. Stout you said in your summary that one of the specific allowed businesses is a cabinet shop. And while this is not exactly a cabinet shop it does seem to be very close to that in terms of the kinds of equipment that would be running, the kinds of noise levels that might be produced and the kinds of air quality concerns that might arise out of that. I think it deserves a little bit of discussion.

Commissioner Killebrew: Is it my understanding that when there is a division between a commercial and a residential lot that there should be a buffer? And that’s in our Code?
Chair McCandless: Yes, that is in our Code.

Commissioner Killebrew: That would have to be necessitated upon approval. If it’s between commercial and residential there has to be a buffer.

Commissioner Barnes: In terms of that buffer, Mr. Thaler is waiting for specifics. Are there any requirements of what makes up a buffer?

PZA Stout: What our ordinance says specifically is that there should be at least a 6 foot high wall or fence that you cannot see through; and then an additional 5 feet of space and I believe the intent of the additional space in landscaping is that folks aren’t parking their customers cars right up against that fence or conducting business there. I can tell you that on the south end of this property there are some rather large trees, unfortunately they are elms, but they are very large trees that do serve as a landscape buffer, but the fence itself, the 350 feet depth of commercial zoning — technically there should be a 6 foot or higher fence along the extent of the commercial zone where it abuts residential, by ordinance.

Chair McCandless: And if I’m hearing that correctly that would also apply to the north and east property boundaries as well?

PZA Stout: The east is a little tricky because the residential property on the east is actually still a part of this property but that could certainly be a condition of approval given that this is an unusual business with some potential extra noise to deal with, so yes.

Chair McCandless: The ordinance doesn’t state if the residential property is owned by the applicant or owned by someone else

PZA Stout: That is true.

Chair McCandless: The ordinance says you have to build a six-foot fence to provide a buffer between any commercial property and an adjacent residential property. There are residential properties on three sides.

(Discussion of buffering.)

Commissioner Killebrew: I don’t think we could give a variance on that ordinance but we could give a time line, but not just give a flat variance on that buffer wall. You cannot see through it, so a coyote fence would not work.

Chair McCandless: And I think any variance would have to come — there would have to be an application for a variance and that would be subsequent action on Mr. Thaler’s part

Commissioner Barnes: That is something we could do, a timeline?

PZA Stout: Yes, the Commission absolutely has the authority to impose a condition with a time deadline.

Chair McCandless: If we are looking to require a buffer on 3 sides of the property, we could potentially stage that out. It sounds like the north boundary is much less a concern at this point. The east boundary, we already heard from Mr. Roake and he has some concern but it didn’t sound like it was extensive but he did mention he was hearing the noise from 350 feet or so away on the east side; we may want to consider requiring a fence along the east boundary of that commercial zone as well. Commissioner Morris made a good point, a lot of these sound issues would be mitigated quite a bit if the entire shed was enclosed. I believe that the shed is open on three sides which allows quite a bit of sound to escape. There was a previous cabinet shop, I don’t know how that was set up, but my assumption would be that was a fully enclosed shop and that would certainly contain the noise much more effectively than a three-sided shed.

Commissioner Anderson: I’m thinking back on other things we’ve done as a Commission in past years.

Daytime noise has not really been defined in the past. The Bistro, with outside music, had a cut off of 10 pm; we really have not looked at daytime noise during operating hours in the commercial area. Since we have other businesses that do make noise during the day, how can we deny this applicant noise during the day? He’s not running his saws after 10 o’clock at night. This is something we need to address in the future, what constitutes noise from a business during the day — or not. It would be the same as when we had the gas station actually repairing cars, the doors were up and there was noise all the time in that area. There were houses near it but nothing was done about it because it was commercial noise and it was during the day. Because somebody is annoyed and it makes the dogs bark, that’s not something we can determine — it would have to be the same for the entire Village. But because we don’t have anything for noise during the day, I don’t see how we could stop one business while other ones are allowed to continue.

Commissioner Killebrew: I’m with Commissioner Anderson. That is a slippery slope when you try to determine what noise you like and what noise you don’t like at any time during the day or night. There are
Chair McCandless: I would point out that Code Enforcement is always the backstop. If the noise is excessive then neighbors have the opportunity to complain to the village and engage code enforcement.

Commissioner Anderson: I think it would be interesting to see how much noise was at the community pool from the kids when it was open, there are houses around that area too. And kids around pools make a lot of noise. It is one person’s idea of what noise is versus another; as long as we don’t have any hard-core set standards of what everybody has to do during the daytime as we do for the nighttime, there’s really nothing to stand on to deny them.

Commissioner Morris: I don’t know that we can decide this based on what’s gotten by in the past. I don’t like the idea of saying we’ve done this before because apparently there have been a lot of problems that have been allowed that don’t really fit in with the ordinances; we have to decide it on its own merits. If we were to require the fence and enclosing it, that’s a lot, it may not be necessary but we don’t really know. Code enforcement won’t know if the noise is too much without a definition, which we don’t have. I doubt code enforcement is going to be interested in going out and saying “no, you’re making too much noise”.

Chair McCandless: In this case I think we need to recognize that both Thaler’s have indicated an awareness and a willingness to work with their neighbors.

Commissioner Sterner: I wanted to reflect on the difference between the commercial and residential zones and if somewhere else in the commercial someone purchases a property that’s in the commercial zone, they would expect to follow the various ordinances and put up fences or do whatever to run their business. It feels to me like we’re verging on “well, this is next to residential....” I like the examples we’re talking about—many of us are not happy with a neighbor next door who has a dog barking all the time. In this case we have property owners who purchased in the commercial area; we didn’t rezone from residential to commercial. I think we should stick with what we know the ordinances require. I also agree that it’s very important that the applicants have shown a strong sensitivity to the concerns of the neighbors. I like what the ordinances (say) about the fencing. And I like the idea of the shop being completely enclosed, but am not sure we can require that.

Commissioner Killebrew: I have an example. Up near Isotopes park there is a motorcycle park. It’s right next to a residential area. They put up a buffer wall when residents complained. A buffer wall does help with noise abatement.

Commissioner Killebrew: I move we approve SDP 20-02 with condition that buffer walls be constructed starting with the south side, and continuing all the way around, within no more than a year.

Chair McCandless: For the whole thing?

Commissioner Killebrew: Yes, because that’s the ordinance. Between residential and commercial property.

Commissioner Barnes: With regard to the timeline, what was your thought process behind a year?

Commissioner Killebrew: South side is the most immediate, because that’s where a complaint is coming from. Someone mentioned the east side. There’s nobody on the north side, so that would be the last one to do.

Commissioner Thompson: I tend to agree, with the exception of the north side. I think this will be very expensive undertaking for a new business; if there is a way to delay that (north side) beyond a year. I agree the south side is the immediate concern, followed by the east side. But with no one on the north side, I’m just not sure putting that burden on the business within that first year is the best idea.

Commissioner Morris: I agree. I think we need to decide how soon the wall should go up on the south side. It seems it should be done within a few months.

Commissioner Killebrew: The property owner can always come back and ask for an extension.

Chair McCandless: The property owner is asking for a site development plan and usually when we have requirements like this, the requirements have to be met before the formal license can be applied.

Commissioner Anderson: How far from the east side 350-foot limit is the next residential property?

Chair McCandless: It is an interesting situation; I think we would have to go back and look at the plat. The ordinance says on the boundary between residential and commercial there is a buffer.

(Discussion of property to the east and where buffer fencing should be located.)

PZA Stout: Let me throw something out there. If buffer fencing is put to the full 350 feet to the south and then across the east end of his commercial zoning, that satisfies the intent of the ordinance, hopefully helping the sound mitigation (issue).
Commissioner Anderson: Is the east buffer fence line at the 350-foot mark or at the end of his property down the road? If it’s right at 350, yes.

PZA Stout: Yes, at the 350-foot mark. That encloses the business.

R. Thaler: One thing that I would like you to consider, if you are going to require us to do this then I think you’re going to have to look at every other piece of commercial property to the north and south of us, and make sure they have also done the same thing otherwise it would not be fair. None of them remotely have what you are talking about asking us to do. We’re willing to do it within reason. I don’t know if you can, but you may want to consider looking at other properties that aren’t meeting this requirement.

Chair McCandless: It’s our job here to make sure that ordinances are being followed from this point forward. I do know in my time on the Commission, other (site development applicants) have been required to put up buffer fencing. That’s our goal. We cannot correct what was or was not done in the past. We are aware of the cost but we also have a responsibility to do what is right for the community.

R. Thaler: (On the other side of) the road that is the south boundary to the property, there is a buffer fence, it was built by the other property, but it is there.

Chair McCandless: The difficulty is that person would decide to take down the fence. The responsibility is for the owner of the business to provide that buffer.

Commissioner Stermer: It seems we are interested in amending the motion. Amended motion: I will say the timeline will be one year for the south and east and two years for the north (buffer fencing).

Commissioner Thompson: I’ll second that amendment.

The Chair restated the motion to approve SDP 20-02 with the requirement that the 6-foot buffer fencing be built on all three sides, south and east sides completed within a year and north within two years.

Vote: Yes: John McCandless, Sam Thompson, Michele Anderson, Jerry Stermer, Melissa Morris, Ken Killebrew, Cameron Barnes. (unanimous)

R. Thaler: Once again, I would encourage anyone with a problem to call us or come talk to us. We want to be here. Come see us and please everyone who’s listening, if there’s a problem please contact us.

Chair McCandless: I think I speak for the whole Commission in that we’re very appreciative of the effort you’ve made to ensure this business fits into the neighborhood.

Mary Rodrigues: There were three people having trouble getting into this meeting and making comments. We were having technical difficulties. Actually, four more. I did get in but I had to leave because I have a mother with dementia. I could not stay to help them out to connect. This really is an injustice.

Chair McCandless: We tried to give everybody who was present an opportunity to speak.

VII. OTHER BUSINESS

VIII. PZA REPORT

IX. COMMISSIONERS FORUM

Chair McCandless: We talked at our last meeting about reviewing the ordinance that had to do with accessory dwellings, i.e. "casitas". I had discussions with the Mayor, and Commissioner Thompson and I spoke with (Village Administrator) Ron Curry. What I learned is the Council is supportive of a review of the ordinance.

As you know, there was a lot of consternation raised over a particular casita that was being built, that did not look like it fit in with what most community members feel is the direction Corrales should go. Our discussion with Ron focused on two angles of review. We talked about the sanitary load, the septic load on the soils in the Village, and the water supply. We recognized we don’t have good technical information regarding that; one of our angles of attack in looking at this ordinance should be getting information from the Environmental Department and state engineer and finding out what the physical conditions are, and what constraints those conditions might place on the density of the population of Corrales. The other angle of attack was the cultural aspect which has to do with our current ordinances and the comprehensive plan and where the citizens of Corrales want to go. We know the comprehensive plan of 2009 and previous ones have been pretty explicit about trying to maintain the rural, agricultural environment—low density. How do we do that in view of the
very clear interest in putting up accessory dwellings? We have complications because our zoning ordinances
refer in both A-1 and A-2 to one dwelling on a property, so what does that one dwelling mean? Our ordinances
state “one dwelling unit per property”. We have much work to do, look at both sides and try and pull them into
a coherent recommendation for Council. I suggest that we divide into two 3-member subcommittees. I
personally think this would be the way to go initially. There’s no question we will need community input at
some point, and we could then schedule a work study session to do that. We should get as many (citizens) as
possible to weigh in on this.
One subcommittee will take a look at this whole physical aspect, and the other to take a look at what I would
call the cultural aspect.
Cultural/Ordinance Committee: Melissa Morris (chair), Cameron Barnes, Ken Killebrew.
Physical Committee: Sam Thompson (chair), Michele Anderson, Jerry Stermer.
Chair McCandless: I think we want to look at ordinances in surrounding municipalities, too. I will be here as
a sounding board in help coordinate the efforts of the two committees. I would like each committee to appoint
a Chair so I can have discussions with them. I think it would be good to have a report from each committee at
our regular meetings.

X. NEXT MEETING: October 21, 2020
XI. ADJOURNMENT
Move to adjourn: Ken Killebrew. Second: Cameron Barnes.

Laurie Stout, Planning and Zoning Administrator

Date
ZOC 20-15, Premier Stables, 408 W. La Entrada, Staff Summary

Applicant Cheryl Humphreys of 408 W. La Entrada requests Home Occupation permit approval to operate “Premier Stables”. She has indicated she will board up to 12 horses on site, and also conduct training. This was one of two total business uses granted a temporary business use letter, which also warned this applicant that approval wasn’t a given and to use caution when constructing business-related structures before actual approval by the Planning and Zoning Commission.

As a full-time boarding operation, the applicant notes business hours as 24/7, all year. She indicates between 11-20 client visits per week. No additional employees who are not residents of the property are noted. A sheet entitled “barn information” is included and on-property parking is shown on the back.

No business use is noted within the home itself. At 408 W. La Entrada there are two tack rooms and a small office for a total of 508 square feet of accessory structure use. There are also two open-sided, covered shade structures that are designed as individual stalls for the horses. While the shade structures may bring the total of accessory use to more than the 2,000 square feet allowed for a home occupation, they are not out of line when compared to other horse boarding and training facilities in the Village. The Variance procedure is not indicated in this case, as Variances are for lot controls only such as setbacks, height, etc. and not for “use” as per Section 18-48 (2) (h) (4). The property owner to the east (Mr. Chavez) has supplied a letter stating no objection to the business use. Directly north of this property is a large tract of open farmland.

The property to the west (472 W. La Entrada) is also open and is being leased by the applicant. On it, she shows an arena, “quarantine turnout”, and some space for personal storage. No structures are shown, except for a very small shed in the northeast corner that is not identified as being part of the business.

Her mother owns 408 W. La Entrada and has provided an email (dated September 15) approving the business use. The owner of the property to the west (472 W. La Entrada) has also provided an email, (dated August 31) giving approval for the business use.

I observed the legal notice sign properly displayed on site on October 8, 2020.

Recommendation: Approve. The Commission may wish to add the condition that no additional business-related structures shall be constructed on either property.

Laurie Stout, Planning and Zoning Administrator

10-8-2020

Date
Application for Home Occupation Permit

Everyone who operates or plans to operate a business at any location within the A-1, A-2, or H zones of the Village of Corrales must obtain a Home Occupation Permit (ZOC) issued by the Village. (Ch.18 Sec. 18-45(c)(1), Codified Ordinances of the Village of Corrales.). In order to obtain a ZOC, you must follow these procedures:

Instructions:

1. Fully and accurately complete the ZOC application and attach ALL of the following: (a) one or more photographs of the home from the road, showing access; (b) a map or sketch clearly showing the location of the proposed business activity on the property; (c) a site plan showing all structures and on-site parking provisions to meet any parking needs of the business; and (d) a copy of your valid New Mexico CRS ID certificate. An application without these required attachments is not complete.

2. Submit the application, $35.00 fee and nine (9) copies of all required materials, to Planning & Zoning. If the application is complete, the administrator will in some cases be able to provide review, or otherwise will schedule a hearing by the Planning and Zoning Commission within 60 days of a 100% complete application. If the application is not complete, it will be returned and will not be set for hearing until resubmitted in a complete form.

3. If Planning & Zoning Commission approval is necessary, you will post an easy-to-see notice (yellow sign), which you must obtain from the Village, for fifteen (15) days prior to the meeting when your application will be heard.

4. Attend the hearing and be prepared to answer questions.

5. Obtain a Village business registration ($35 fee annually) within 90 days, if your ZOC is approved by the Commission or Administrator.

If you have any questions about filling out the form or about the process, please phone, email or make an appointment to see Planning and Zoning. We are here to help.

General Information

Name of Applicant: Cheryl Humphreys

Physical Address: 408 W. La Entrada

Mailing Address: PO Box 275 Corrales

Legal Description: Lands of Lillian

Acreage: One Zoning: A-1

Are you the property owner? Yes √ No . Do you reside here? Yes √ No .

If you are not the property owner, you MUST attach a letter signed by the owner granting
approval for the proposed business use.

Are there other ZOCs on the Property? Yes______ No✓ (Cannot exceed 4 at any one time)
If YES, you must attach copies of the approvals for existing ZOC's to the application.

Total Square Footage of Home: 880 Square Feet

How many square feet of the home will you use for your home business? 1014 Square feet

(Cannot exceed 25% of total, or 45% in Neighborhood Community and Office District NCOD)

Will you use Accessory Structures in your ZOC? Yes✓ No______

If yes, how many square feet of Accessory Structures will you use for your home business? 508

(Cannot exceed 2,000 square ft., or 4,000 in NCOD)

What is the name of your business? Premier Stables

Briefly describe your business and its functions: Boarding, training horses

What days/hours will your business operate? 24/7/365

Will clients/customers be coming to your home? Yes✓ No______

If yes, please circle how many persons/vehicles will come to your home for business purposes:

Per Day: 1-5: 6-10; >10;
Per Week: 1-5: 6-10; (11-20): >20.

How many additional motor vehicle trips in and out of the property will be generated by your business (deliveries, your own business-related trips, and any other business-related trips) PER WEEK? 6

Will the business be conducted strictly by mail and/or electronic communications? Y✓ N______

Will there be any materials storage? Yes✓ No______

If yes, please explain what the materials are and how and where they will be stored.

Saddles to be kept in tack rooms

Will there be any employees who are not residents of the property? Yes______ No✓

The statements below track the requirements of the Village Code section governing ZOC permits. (Chapter 18-45(c)(1)(5)). By initialing these items, you certify that you meet these criteria and will abide by them if your ZOC is approved. Violating these requirements may result in loss of your home occupation permit or business license.
INITIAL EACH APPLICABLE ITEM. (Do not use “X” or a check mark.)
Item a, and Items d through j, MUST be initialed. Initial either b1 OR b2, and either c1 OR c2, whichever is applicable in each case.

a. The use of the dwelling unit for the home occupation shall be clearly subordinate and incidental to its use for residential purposes by the occupants.

b1. No more than 25% of the floor area of the dwelling unit and not more than 2,000 square feet in one accessory building shall be used for all home occupations upon the lot.

Or, if applicable:
   b2. My lot is zoned A-1 and is located in the Neighborhood Community and Office District (NCOD); no more than 45% of the floor area of the dwelling unit or more than 4,000 square feet of any accessory building will be used for all home occupations upon the lot.

   c1. Other than family members, no more than 1 (ONE) person will engage in the home occupation(s) on the premises at any one time.

   Or, if applicable:
       c2. My lot is zoned A-1 and is located in the NCOD; other than family members, no more than three (3) persons will be engaged in the home occupation on the premises at any one time.

   d. There will be no change in the exterior appearance of the buildings or premises (except for a single sign authorized and permitted under Chapter 8, Art. IV.).

       e. All business-related tools and materials shall be maintained to have an orderly appearance.

       f. No equipment or process shall be used in the home occupation which creates noise, vibration, glare, fumes, noxious odors, or other nuisances detectable from adjacent properties.

       g. There shall be no sales of goods or services from the home, which would generate greater traffic volume than would be created in a residential neighborhood.

       h. No more than two (2) service vehicles used in the conduct of the home occupation shall be upon the premises at any one time for all home occupations and business registrations.

       i. Any parking needs generated by the conduct of the home occupation shall be met by using off-street parking. Short-term parking for lodging shall meet the requirements of Subsection 18-39 (c) (3), Short Term Lodging Establishments.

       j. Maximum of four (4) home occupations shall be permitted on any one lot at one time.

I certify that I meet the above requirements and will abide by them. I understand that I may lose my home occupation permit and business license if I violate any of these requirements. I also understand and agree that any representation made by me in connection with this application, whether orally or in writing, is deemed to be a condition of the home occu-
pation permit, and violation of such condition may result in loss of my home occupation permit and business license.

Signature of Applicant: ____________________________  Date: 8/10/2020

PLANNING & ZONING OFFICE USE ONLY

Received By: ____________________________  Date Received: 8-19-20  File No.: ZOC- 20-15
Amount Paid: $35.00  [ ] Cash  [X] Check No.: 1221  Receipt No.: ________________

Application Reviewed and certified complete by: ____________________________  Date: 9-15-2020

Planning and Zoning Commission Approval/Denial:

APPROVED with the following conditions, if any:

__________________________________________________________________________

__________________________________________________________________________

Village Approval: ____________________________  Date: ____________________________
______________________________ Village Administrator  (hearing date, if applicable)

Ninety Day Business License Application Deadline: ____________________________

DENIED with the following findings:

__________________________________________________________________________

__________________________________________________________________________

Denial: ____________________________  Date: ____________________________
______________________________ Village Administrator  (hearing date, if applicable)
**Barn Information**

- **Boarding** (see website for prices and available specials)
  - We provide anything from: 1.) you stall here, taking advantage of facility, but you take complete care of your horse
  - 2.) all the way to full board where we do everything you would do to care for your horse with the exception of providing grain and vetting.

**Location**

- We are in the best location ever!!!! Located between the middle ditch and Loma Larga ditch (only 1 house away from the middle ditch) you never have to cross a main road to enjoy the ditch banks on Corrales. You don’t need a trailer to participate in all that Top Form Arena has to offer. We are less than ¼ mile away.... 1 house from the middle ditch, turn right on the east side of the ditch. Ride 3 houses down, Top Form is to your left. Top Form is 1 of 2 publicly available arenas in the Albuquerque/Corrales area – at 200x200 is big enough to do all you desire with great footing!

- A trip to the river is a 15 minute ride, crossing Corrales Rd at a horse crossing, turn down Andrews lane – a quiet rural road - which will take you to the utility crossing where you can safely cross a 2 lane bridge over the Upper Corrales Riverside Drain directly into the Bosque.

**Barn Information**

- Barn area is well lit
- Stalls are 14x18 in a Shed Row style, 10’ of cover.
- 6x14 Feed and Hay storage area directly behind each stall – for those who chose to provide their own, there is no shared hay or common area to confuse who’s is who’s.
- (2) 12x16 Tackrooms. Six individual areas per tackroom. Ceiling fans, electrical, and phone charging outlets are just a few of the features. Tackrooms are locked at night.
Please accept this email as my written permission for my daughter Cheryl Humphreys to operate her boarding facility on my property at 408 W La Entrada, Corrales, NM 87048.

Signed electronically
Cynthia Diehl

--
Cindy Diehl
505-730-8885
Dear Ms. Stout:

I am the owner of the property at 472 West La Entrada, Corrales, NM. This email is to confirm that Premier Stables, owned by Ms. Cheryl Humphries, of 408 West La Entrada, is using my property with my knowledge and permission for the purpose of conducting the business of caring for clients' horses.

If you need any further information, please feel free to contact me at the following:
202 271 4323 (cell)
304 822 7213 (landline)

Kind regards
Eric Palladini
2032 Belmont Rd NW
Washington, DC 20009

https://www.linkedin.com/in/ericpalladini/
April 1, 2020

To Whom It May Concern
Village of Corrales

I, *Rudolfo A. Chavez*, reside at 406 W La Entrada, Corrales, NM 87048. The property located on my adjacent (west) property line, 408 W La Entrada, Corrales, NM 87048, has my full support to open a horse boarding facility. It is well designed and will easily accommodate 12 horses along with their human owners riding and visiting.

Please feel free to contact me at 505-259-8791 should you need any further confirmation.

[Signature]

*04-03-2020*

Date
I, Cheryl Humphreys (applicant/agent) acknowledge receipt of a yellow “public notice” sign from the Village of Corrales that must be displayed and visibly available to passersby on the road at the entrance to the subject property, from end of day October 6, 2020 through 6 pm on Wednesday, October 21, 2020.

A Village representative will be by the property to assure this posting has been completed. If your sign cannot be located by Village rep, your hearing will be postponed till the next meeting and a new round of certified letters will be required.

Signature

10/5/2020

Date

(ZOC 20-15, Home Occupation permit, Premier Stables)
Applicant Efsthia (Eva) Yerende of 23 Calle Blanca South in Corrales is requesting Home Occupation permit approval for “Mimbres Counseling Services, LLC”. She will provide psychotherapy to adults, individuals, couples and groups utilizing a 486 square foot accessory structure on the property. No business use is indicated in the home.

Home Occupation permits are governed by Village Code Section 18-45 (c).

She has noted more than ten persons/vehicles per day, and she will be open seven days a week between 8am and 7am. I did have some communication difficulties with Ms. Yerende, and would ask that the Commission ask her to state under oath her understanding that all client parking MUST be on the property only, with none on any public or private street. A reasonably large circle drive is shown on the aerial view. It might also be helpful to ascertain the average number of clients per day to determine potential impact on the neighborhood.

There is a home occupation already on the property that has been in existence since 2005 and is properly licensed. Ms. Yerende stated that the other home occupation, operated by the property owner Sahnta Lee DiCesare-Pannuti and called “Art Therapy Studio 23”, also operates out of the accessory structure. Ms. DiCesare-Pannuti has provided a letter giving her permission for Ms. Yerende to operate her business on the property as well. Since a home occupation may use up to 2,000 square feet of an accessory building, both home occupations are within the allowable space.

Ms. Yerende has obtained a CRS number from NM Taxation and Revenue. There are no other employees indicated.

I observed the “legal notice” sign properly posted on the site on October 8, 2020.

**Recommendation:** If the issue of on-property parking versus street parking is made clear and agreed to under oath, this application is compliant with Village Code.

---

Laurie Stout, Planning & Zoning Administrator

Date
EveryonewhooperatesorplanstooperateabusinessatanylocationwithintheA-I,A-2,orHzonesof
theVillageofCorralesmustobtainaHomeOccupationPermit(ZOC)issuedbytheVillage.(Ch.IXSec.
18-45(c)(1).CodifiedOrdinancesoftheVillageofCorrales.)InordertoobtainaZOC,youmustfollow
theseprocedures:

Instructions:
1. FullyandaccuratelycompletetheZOCapplicationandattachALLofthefollowing:(a)
oneormorephotographsofthehomefromtheroad,showingaccess:(b)amaporsketch
clearlyshowingthelocationoftheproposedbusinessactivityontheproperty;(c)asite
planshowingallstructuresandon-siteparkingprovisionstomeetanyparkingneedsof
thebusiness;and(d)acopyofyourvalidNewMexicoCRSIDcertificateAnapplica-
tionwithouttheserequiredattachmentsisnotcomplete.
2. Submittheapplication.35.00feeandnine(9)copiesofallrequiredmaterialsto
Planning&Zoning.iftheapplicationiscomplete,theadministratorwillinsomecasesbe
abletoprovidereview,orotherwisewillsetforhearingbythePlanningandZoning
Commissionwithin60days.ofacompleteapplication,iftheapplicationis
notcomplete,itisreferredandwillnotbehearduntilresubmittedinacomple-
type.
3. IfPlanning&ZoningCommissionapprovalisnecessary,youwillpostaneasy-to-see
notice(yellowsign),whichyoumustobtainfromtheVillage,forfifteen(15)daysprior
tothemeetingwhenyourapplicationwillbeheard.
4. Attendthehearingandbepreparedtoanswerquestions.
5. ObtainaVillagebusinessregistration($35feeannually)within90days.ifyourZOCis
approvedbytheCommissionorAdministrator.

Ifyouhaveanyquestionsaboutfillingouttheformorabouttheprocess,pleasephone,e-
mailormakeanappointmenttoseePlanningandZoning.Weareheretohelp.

GeneralInformation
NameofApplicant:

PhysicalAddress:

MailingAddress:

NumberStreet:

LegalDescription:

SubdivisionLot:

Acreage:

Zoning:

Youarethepropertyowner?YesNo:

Doyouresidehere?YesNo:

Ifyouarenotthepropertyowner,youMUSTattachalesssignedbytheownergranting
ZOC.

ApplicationforHomeOccupationPermit
ApplicationforHomeOccupationPermit,Date:
35.00feeandnine(9)copiesofallrequiredmaterials,tos
Planning&Zoning.iftheapplicationiscomplete,0
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Will there be any employees who are not residents of the property? Yes  

The statements below track the requirements of the Village Code section governing ZOC permits (Chapter 18-45(c)(1)(5)). By initialing these items, you certify that you meet these criteria and will abide by them if your ZOC is approved. Violating these requirements may result in loss of your home occupation permit or business license.

Are there other ZOCs on the property? Yes  No

If YES, you must attach copies of the approvals for existing ZOCs to the application.

Total square footage of Home: 700

How many square feet of the home will you use for your home business? (Cannot exceed 25% of total, or 45% in Neighborhood Community and Office District (NCOD))

Will you use Accessory Structures in your ZOC? Yes  No

If YES, you must attach copies of the approvals for existing ZOCs to the application.

Are there other ZOCs on the property? Yes  No

Approval for the proposed business use:
This application, whether oral or written, is deemed to be a condition of the home occupation.

Initial each applicable item.

1. Maximum of four (4) home occupations shall be permitted on any one lot or one home.

2. If applicable:
   - a. Lot is zoned A-1 and is located in the Neighborhood Community and Office District (NCOD), no more than two (2) service vehicles used in the conduct of the home occupation shall be needed.
   - b. Lot is zoned A-1 and is located in the NCOD other than family members, no more than three (3) persons shall be engaged in the home occupation at any one time.

3. No equipment or process shall be used in the home occupation which creates noise, vibration, glare, fumes, noxious odors, or other nuisances detectable from adjacent properties.

4. There shall be no sales of goods or services from the home, which would generate increased traffic volume.

5. No parking space shall be needed for the home occupation, except for a single sign authorized and permitted under Chapter 8, Art. IV. (except for one time)

6. There shall be no change in the exterior appearance of the buildings or premises.

7. There shall be no change in the exterior appearance of the buildings or premises at any time.

8. No more than twenty-five (25%) percent of the floor area of the dwelling unit and no more than 2,000 square feet in one accessory building shall be used for all home occupations.

9. A. No more than 25% of the floor area of the dwelling unit and no more than 2,000 square feet in one accessory building shall be used for all home occupations.

10. The use of the dwelling unit for home occupation shall be clearly subordinate and incidental to its use for residential purposes.

11. Other than family members, no more than one (1) person will engage in the home occupation at any one time.

12. Equipment or process shall not be used in the home occupation which creates noise, vibration, glare, fumes, or other nuisances detectable from adjacent properties.

13. There shall be no sales of goods or services from the home, which would generate increased traffic volume.

14. No more than two (2) service vehicles used in the conduct of the home occupation shall be needed.

15. I certify that I meet the above requirements and will abide by them. I understand that I may lose my home occupation permit and business license if I violate any of these requirements.

I also understand and agree that any representation made by me in connection with this application, whether orally or in writing, is deemed to be a condition of the home occupation.
pation permit, and violation of such condition may result in loss of my home occupation permit and business license.

Signature of Applicant: ________________________________________

Date: _____________

PLANNING & ZONING OFFICE USE ONLY

Received By: Date Received: File No.: ZOC-11

Amount Paid: ________ Cash: Check No.: Receipt No.: ________

Credit Card No.: ____________

Application Reviewed and certified complete by: __________________________

Village Administrator: __________________________

Date: _____________

Denied with the following findings:

 Ninety Day Business License Application Deadline:

(Require date if applicable)

Village Administrator: __________________________

Date: _____________

home Occpation Permit Application, if any:

APPROVED with the following conditions, if any:

Planning and Zoning Commission Approval:

Date: _____________

Application Reviewed and certified complete by: __________________________

Village Administrator: __________________________

Date: _____________

APPROVED with the following conditions, if any:

Planning and Zoning Commission Approval:

Date: _____________

Application Reviewed and certified complete by: __________________________

Village Administrator: __________________________

Date: _____________

Denial:

Village Administrator (hearing date if applicable)

Date: _____________

Denial:

Village Administrator (hearing date if applicable)

Date: _____________

Home Occupation Permit Application Updated: June 2009; Amendment: January 2010.
August 23, 2020

RE: Application for a Home Occupation Permit (ZOC) for

Dear Sir or Madam:

I am writing to confirm that I allow Efstathia (Eva) Yerende to operate a home-based business at my residence as listed above.

Please contact me for any additional information you may need.

Respectfully,

Art Therapy Studio 23 - Art Therapy & Counseling - Adults & Children

Sahnta Lee DiCesare-Pannutti, LPAT #0065061
Art Therapy Studio 23 - Art Therapy & Counseling - Adults & Children

(email address: santal@comcast.com)

August 23, 2020
CRS Tax Account Status Form

Name: MIMBRES COUNSELING SERVICES, LLC
ID: 01-41601-005
Status: Your CRS account is IN Compliance
Information number: 2120-069-472
VILLAGE OF CORRALES

Business Registration Certificate

Art Therapy Studio 23
23 Calle Blanca South
Corrales, NM 87048

2005-1312

Expires: September 26, 2020

Pursuant to Chapter 10 of the Village of Corrales Code of Ordinances

Jo Anne D. Roake
Mayor

Shayden Fresquez
Village Clerk

POST IN A CONSPICUOUS PLACE
I, [Your Name], (applicant/agent) acknowledge receipt of a yellow "public notice" sign from the Village of Corrales that must be displayed and visibly available to passersby on the road at the entrance to the subject property, from end of day October 6, 2020 through 6 pm on Wednesday, October 21, 2020.

A Village representative will be by the property to assure this posting has been completed. If your sign cannot be located by Village rep, your hearing will be postponed till the next meeting and a new round of certified letters will be required.

Signature

[Date]

(ZOC 20-17, Home Occupation permit, Mimbres Counseling Services, LLC)
Please note: This application was deferred at the August 19, 2020 Planning and Zoning Commission meeting due to issues with the proposed parking. (Parking spots would have backed onto Priestly Road.) This summary is identical to that which was considered in August, with the exception of item “c” below regarding parking, which has now been reconfigured per the revised drawing included.

The section of minutes from the August 19th meeting that pertains to this application is included in this packet, and the discussion begins at line 157.

Applicant and property owner Jennifer Robinson (with landscape architect Amy Bell) is requesting Site Development Plan approval for new uses at 4036 Corrales Road. This property is zoned C—Neighborhood Commercial. It was previously a plumbing/HVAC business.

Although Ms. Robinson’s letter describes three total phases of business development, only phase one is being considered with this application. She wishes to convert an existing carriage house (currently used as a garage and storage) at the northeast corner of the property into two short-term rental units, a small office, and laundry. Plans are for the structure to be expanded by approximately 324 square feet. There is a residence elsewhere on the property.

Because this proposed short-term rental is located on commercial property, it is governed by the Site Development Plan ordinance 18-45 (b) instead of the residential short-term rental ordinance passed in December of 2019. Short term rentals are a specific permissive use noted in 18-37 C- Neighborhood Commercial zone (3) (aa) Short-term rental lodging establishments with no more than 6 guest rooms.

Village ordinance Section 18-45 (b) Site Development Plan approval asks for the following:

(a) Show proposed new structure(s) and any existing buildings or structures, total lot coverage, all property lines with dimensions, all roads/streets, easements and setbacks.

The Site Plan page (Page A1) shows the residence, some open horse sheds with no foundations in the southeast corner, and the carriage house (focus of this application). The same page shows the total lot coverage as 6.46%. Property lines, roads and setbacks are shown. The page states “no recorded easements” found.

The property fronts Corrales Road on the east side, and is between Coroval Road and Priestly Road.

(b) Show all locations on-site for water, septic, sewer, refuse, electrical points of connections, proposed service routes and existing utilities on the site.

Please see page labeled “Utilities”. It’s a bit difficult to decipher, but the well, septic and power are shown. Property owner is working with a contracted plumber to design the connection to the Village’s wastewater system, which will be part of the building permit process, assuming approval of the SDP.

(c) Show all required parking, drainage and grading information as per Section 18-39.

Section 18-39 Off-Street parking requirements, (c) non-residentially developed properties. (3) Short term rental lodging facilities. One and one-half parking spaces per every guestroom. The new revised
drawing shows two parking spaces (one ADA compliant) on the west side of the carriage house. Vehicles enter through the westernmost driveway, and people can now back out of the spots on site and pull forward out of that same driveway. There is an additional spot on the north side of the carriage house, with this driver entering the westernmost driveway and able to exit via the easternmost one. Three total spots are required for the two proposed short-term rentals, and this configuration satisfies that. Both driveway widths are within the 28-foot limit. I spoke with Chief Martinez who reviewed the new plan and has no concerns. Additionally, I measured the space between the north side of the carriage house and the existing fence, and there is ample room for a vehicle to park. Ms. Robinson assured me that the 12-foot width driveway is already used for cars to pull through and out, and is of sufficient width.

The fencing that currently exists on the north side of the carriage house, that delineates the driveway and pull-through exit for the parallel parking spot, should remain per 18-37 (10) (b) (4) *All driveway areas shall be clearly defined by landscaping, walls, and/or fences.* (It can, of course, be replaced with new fencing, landscaping or a wall.)

This property is less than one percent grade; no grading and drainage plan is required.

(d) *Show required landscaping as per Section 18-40.*

This is a 1.45-acre property with many established cottonwoods and other trees, shown on the Site Plan page. The minimum standard of one tree per 1,000 square feet of required landscaping (at least 15% of a corner lot) has been met.

(e) *Indicated drainage inflow and outflow locations and specify areas required to be maintained for drainage purposes.*

The Drainage Plan page A0.02 notes two areas where stormwater can collect and percolate. See “Site Drainage” note on that page. In addition, the site is less than 1% grade.

(f) *Include a topographical survey if requested by the Administrator.* (not required)

(g) *Show all structures located within twenty-five feet of the site.*

An adjacent residence and tool shed on the property to the east are noted.

(h) *Identify the zone designations of adjacent properties.* (done)

Across Corrales Road is the municipally zoned Village of Corrales soccer field and recreation center. To the north is a commercially zoned property, and to the east and south (across Coroval Road) are residentially zoned lots.

(i) *Additional information necessary to demonstrate compliance with the requirements for the article as determined by the Administrator.*

The required minimum 6’ buffer fencing is already in place along the eastern edge of this property, where it abuts a residentially zoned lot. There are some cottonwoods along that fence. There is no requirement for buffering on the northern edge of the property, as it is adjacent to another commercially zoned lot. Site Development Plan applications for future phases that call for any structures to be built on the south side of the property will need to address buffer fencing on the south side, at the time they are submitted, unless the Commission feels strongly that the buffer fencing on the south side should be required right away.
Applicant also submitted elevation drawings (height of the existing carriage house is within the limit allowed).

(j) *Show north arrow and scale.* (done)

Certified letters were sent timely on October 1, 2020; I observed the yellow "legal notice" signs (I supplied two) posted properly facing Coroval and Priestly Roads on October 8, 2020.

**Recommendation:** Approve Phase 1, SDP 20-01. Substantially compliant with 18-45 (b) Site Development Plans.

Laurie Stout, Planning and Zoning Administrator  
Date  

10-11-2020
Village of Corrales  
Planning and Zoning Department  

SITE DEVELOPMENT PLAN PERMIT APPLICATION

APPLICANT INFORMATION

<table>
<thead>
<tr>
<th>Applicant Name:</th>
<th>Jennifer Robinson</th>
<th>Telephone:</th>
<th>505-892-9853</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address:</td>
<td>4036 Corrales Rd.</td>
<td>Email:</td>
<td><a href="mailto:jenacee.robinson@gmail.com">jenacee.robinson@gmail.com</a></td>
</tr>
<tr>
<td>Property Owner:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(if different from applicant)

| Mailing Address: |                   |
| (if different from applicant) |

Descriptive Information:  
Tract 61-B1  
Lot Number/ Tract Number  
Block  

Name of Subdivision  
Commercial  
Zone Designation  
1.416  
Acreage  

MRGCD Map Number  
Address for Site: 4036 Corrales Rd.  
Flood Map Designation  

Is Buffering Required?  
☐ Yes  
☐ No  
If yes: 230.7'  
Linear Feet of Fence  
Number of Parking Spaces  
7  

Will there be any undue negative impact on the community? If yes please explain:  
No  

Page 1 of 5  
Revised February 2019
Name and Address of Architect/Engineer: Michael Robinson, 7447 Rainbow Heights Rd, Fallbrook, CA 92028

Signature of Applicant: ___________________________ Date: 6/26/20

GENERAL INFORMATION

1. Corrales Codified Ordinances Chapter 18 Section 18-45(b)
2. The Administrator shall determine if the proposed site development plan satisfies the requirements of Section 18-45(b) before submitting to the P&Z Commission for a public hearing. The Administrator shall schedule a hearing before the Commission no later than sixty (60) calendar days following the submittal of a completed application as determined by the Administrator.
3. Any change in use which would require additional parking and/or any alteration or addition to the site of any structure upon the site shall require a resubmitted application and approval.
4. Fees: 1.5% of the valuation of construction up to $5 million plus 0.1% of the valuation of construction in excess of $5 million, as a condition of approval or a minimum fee payable at the time of application, and any additional fees owed payable prior to issuance of a development permit; plus costs of legal notification for commission hearing (certified mail, signature required). See Resolution 16-06.
5. Requirements: Four (4) copies shall be 24" by 36"; upon statement from the Administrator that application is complete, ten (10) copies shall be 11" by 17" format and an electronic copy (PDF) will be required with EACH submittal.

OFFICE USE ONLY

Date Received: 7-17-2020 Received By: __________ File No.: SDP 20-01
Amount Paid: 500.00 Cash □ Credit □ Credit Card Number: ________________
Check □ Check #: ________________ Receipt Number: 7-17-20 (Charlotte)
Completed Application Acceptance Date: 7-25-2020 Date of Hearing: Aug 2020
Developer Invoiced for Legal Notice: 89.70 7-31-20 Paid: $ ________
Developer Invoiced for Legal Notice: 89.70 7-31-20 Paid: $ ________
Developer Invoiced for Legal Notice: 89.70 7-31-20 Paid: $ ________
Developer Invoiced for Legal Notice: 89.70 7-31-20 Paid: $ ________
Developer Invoiced for Legal Notice: 89.70 7-31-20 Paid: $ ________

Page 2 of 5 Revised February 2019
(Deferred to a later date)

☐ Approved: ________________ Date: ________________

☐ Approved with Conditions: ____________________________


☐ Denied: ________________ Date: ________________

Findings of Facts and Conclusions of Law:

Applicant not in compliance w/commercial zone driveway requirements per ordinance. Back out parking onto Priesty must be replaced with driveway to enable guests to pull forward off the property.

☐ Amended Drawings Required: ________________ Date: ________________

Findings of Facts and Conclusions of Law:

____________________________________________________

____________________________________________________

____________________________________________________

Amended Drawings Submitted: ____________________________ Date: ________________
SITE DEVELOPMENT PLAN PERMIT APPLICATION

Section 18-45. Permits, certificates and plan approval.
(b) Site development plan approval.
1. Approval required. No building, structure, or land in any zone may be occupied by a use designated as requiring site development plan approval without the approval of a site development plan by the planning and zoning commission.
2. Applications. Anyone requesting a use of a building, structure or land requiring site development plan approval must obtain and submit a completed application for a site development plan review. The application shall be returned to the Administrator accompanied by the appropriate application fee and fourteen (14) sets of required drawings. All site plans or site development plans must satisfy at least the following minimum requirements.
   a. Show proposed new structure(s) and any existing buildings or structures, total lot coverage, all property lines with dimensions, all roads/streets, easements and setbacks.
   b. Show all locations on-site for water, septic, sewer, refuse, electrical points of connections, proposed service routes and existing utilities on the site.
   c. Show all required parking, drainage and grading information (see section 18-39).
   d. Show required landscaping information (see section 18-40).
   e. Indicated drainage inflow and outflow locations and specify areas required to be maintained for drainage purposes.
   f. Include a topographic survey if requested by the Administrator.
   g. Show all structures on adjacent properties located within 25 feet of the site.
   h. Identify the zone designations of adjacent properties.
   i. Additional information necessary to demonstrate compliance with the requirements for the article as determined by the Administrator.
   j. Show north arrow and scale on all drawings, unless clearly unnecessary for the specific drawing in question.
3. Review process. The administrator shall schedule a hearing before the Commission no later than 60 days following the submittal of a completed application as determined by the administrator.
4. Meeting with P&Z Administrator. Prior to submitting an application, the applicant shall first schedule a meeting with the administrator. Review and comments shall be given to the applicant at this time, concerning the relationship of the proposed development to the Comprehensive Plan, applicable zoning ordinances, along with copies of the pertinent sections of this article, applications, and other submittal requirements.
5. Guidelines. The P&Z Commission shall not approve any site development plan unless all the requirements are met. The Commission may, in its discretion, grant conditional approval of a proposed site development plan subject to satisfactory completion of certain specified requirements prior to a date certain, and may delegate to the Administrator, the chairman of the Commission, or other specifically designated individual the authority to determine whether such requirements have been satisfactorily completed. In addition, no site development plan shall be approved unless satisfactory provisions have been made concerning the following, where applicable:
   a. Accessibility to property and proposed structures thereon, with reference to automobile and pedestrian safety, traffic control, streets/roads, and emergency access in case of fire, flood or catastrophe.
b. Off-street parking and loading areas where required, with particular attention to the refuse and services areas (Sec. 18-37(10)).

c. Show all on-site locations for water, septic, sewer and liquid waste facilities, with reference to soil limitations, locations, and public health.

d. On-site drainage and storm water runoff.

e. The noise, glare, or odor effects of the proposed use on adjoining properties.

f. General compatibility with existing adjacent properties.

g. The overall health and safety of the community.

h. The goals and objectives of the Village of Corrales Comprehensive Plan.

6. **Additional requirements.** Any change in use which would require additional parking and/or any alteration or addition to the site of any structure upon the site shall require the resubmittal of an application and approval as required by this section.

7. **Completeness of Plan.** No site development plan shall be approved unless the submitted plan as presented is complete, or any deficiencies have been fully corrected to the satisfaction of the commission, or other appropriate authority specifically designated by the commission.

8. **Expiration.** Any site development plan approval will automatically expire on the date that is 24 months after the date of commission approval or conditional approval if development is not complete. The commission, in its discretion, may extend this time in cases in which the project is in litigation or for any other reason that excuses the failure to complete development, provided the extension is not contrary to the public interest. Any decision by the Commission to extend, or not extend, construction time for a site development plan may be appealed to the Governing Body.
Motion to approve SUM 20-09: Cameron Barnes. Second: Thompson. Vote, Yes: John McCandless, Sam Thompson, Michele Anderson, Jerry Stermer, Melissa Morris, Ken Killebrew, Cameron Barnes. (Unanimous.)

SDP 20-01. (Site Development Plan) Applicant and property owner Jennifer Robinson (with landscape architect Amy Bell) requests Site Development Plan approval for a two-unit short-term rental, office space and laundry located at 4036 Corrales Road. The property is zoned C- Commercial.

Jennifer Robinson, 4036 Corrales Road (property owner, sworn): Our family lives here in the main house. We are proposing to take the existing two car garage that has a side storage room, and convert that space while also adding on a 7-foot extension to the back side of it to turn into two short-term rental suites.

Commissioner Anderson: What is the drive access to get from Corrales Road to the five parking spots?

Robin: Priestly Road. That's the current access to the garage now.

Commissioner Anderson: Where is the access point relative to the garage? Where do you pull in to get to any of the parking spots?

Robert Robinson, 4036 Corrales Road (property owner, sworn): The access is off Priestly Road where the current garage is. The parking is on the north side of the lot.

Commissioner Anderson: You are saying 64 feet is going to be open?

Jennifer: Yes, open with no fencing to Priestly Road.

Commissioner Anderson: Ms. Stout, do we have a limitation on how big a drive pad can be?

PZA Stout: I don't remember, I'm going to have to check.

Chair McCandless: There is an ordinance limiting driveways to 24 feet.

Commissioner Anderson: You can't just have an open space for cars to just drive in off the road. You have to have a driveway to get from point A to point B.

Chair McCandless: I would suggest—from the drawings that you've provided—the appearance is that folks would back onto Priestly Road. That doesn't seem to be a safe condition at all. That doesn't adhere to our ordinances (regarding) access to a property. I think that is a significant issue.

Commissioner Anderson: They are also at a 60 degree angle. That means they would have to back out, and then go forward and turn around to get onto Corrales Road. That is very unsafe, you can't do that.

Jennifer: I see our landscape architect is here, who helped us design the parking.

Amy Bell, Groundwork Studio and New Mexico Main Street, (landscape architect, sworn): We've been providing technical design work for this project. The design challenge here was that we were looking at providing the required or desired number of parking spots. We were trying to avoid having to take out any trees. The backup parking onto Priestly was the most efficient use of space. We understand that's not ideal, but we do see several instances of it in Corrales, including the Mercado Maya which is out onto the NMDOT right of way.

PZA Stout: I did discuss with Ms. Robinson the fact that there is some existing driveway space west of the building proposed to converted into short-term rentals, and could that not be utilized?

Bell: We looked at several configurations to use that driveway. Looking at the required number of spaces and ADA spaces, it gets extremely tight. It takes up a lot of valuable green open space for parking. Because Priestly Road is rural and not used very often, and because there is precedence in Corrales for back out parking, we wanted to bring that to the Commission. Just with an understanding of how these spaces are going to be used, it seemed like the most efficient and responsible way to use that space. If it is in violation of Code, we can revise it.

Commissioner Thompson: I really appreciate the desire to keep the Cottonwood trees. But in looking at the ultimate phases, you're going to be looking at putting in a sizable parking lot someplace on that property.

Bell: Yes, but that will be on the south side where there aren't many trees.

Commissioner Thompson: That parking is envisioned over where the horse corrals are?

Bell: Correct.

Commissioner Thompson: That would not be acceptable parking for the short-term rentals?

Jennifer: It puts people on the opposite side of the property. We really would like one of the rooms be ADA compliant and have an ADA space right there.

Chair McCandless: Ms. Stout, I noticed the parking spots overlap the setbacks.
PZA Stout: I had suggested they look at parking on the west side, because they (appear to be) flush against the property line. There could conceivably be some parallel parking on that northern side, but moving the other spaces to the west side.

Chair McCandless: Ms. Robinson, you show 6+ parking spaces. Your requirement for the two (short-term rental) rooms is three spaces. You could technically get away with three parking slots. Is there a reason you’ve gone with twice that?

Jennifer: Our family lives there, and our neighbors have concerns about there being street parking. We were looking at keeping our family cars off the street. We tried to make as much parking as we could.

Commissioner Thompson: The proposed laundry, is that just to be used by the homeowners or the people maintaining the short-term rentals? Not a commercial laundry?

Jennifer: No, just for our use. The same with the (proposed new) office space, just for me.

Mary Boliek, 54 Priestly Road, (public commenter, sworn) I appreciate the Commission spending so much time looking at the parking. As the next door neighbors, that is our main concern. We know there are future (plans) for more business and more parking coming into that property. We are concerned about the traffic on Priestly and how congested it already is. Thank you to the Robinsons for being so considerate and coming to talk to us about these things, even before this meeting. We are here in support of our neighbors, while being clear about what is going to happen in the neighborhood.

I have questions about the remodel. Can the Village assure us that any lighting conforms to Village ordinances about light pollution—not having bright lights spill onto (adjoining) properties?

PZA Stout: Yes, that would be addressed in the building permit stage. If something were to be put in that was not compliant, it would have to be removed.

Boliek: We were also concerned about quiet hours. Will the Village and the neighbors assure us that those quiet hours will be observed?

PZA Stout: I would ask that the applicant answer that for the record.

Jennifer: Yes, we will be respectful. We live there as well and will be abiding by noise ordinances.

Boliek: We wondered if there would be a sign advertising the bed and breakfast, and would it be lighted?

Block field of vision from Corrales Road and Priestly?

Jennifer: At this time we aren’t planning to erect signage. In the future, the existing historical sign pole out front would be what we would use. I can’t imagine any additional signage that would be needed, that would hinder any sight lines.

Boliek: If incoming guests will be allowed to have pets, can the owners assure the guests know about leash laws and waste management for animals on the property? As we bring people in to the neighborhood, they need to know what the rules are. Can we be assured those rules will be followed?

Jennifer: Yes, if we even decide to have guests bring pets at all, that would be included in their notebook of rules in the rooms. Pet waste on our property would impact us.

Boliek: It seems like there is enough room in that space off Priestly Road that you already use as residents. If the guests who are staying there can make a backup turn before heading onto Priestly. Backing out is the real hazard.

Jennifer: That was always my initial interpretation of the space. It’s pretty easy to pull in and out. You can easily have three cars there. But as we tried to put in the ADA space, and we have plans to create a courtyard (on the west side) which goes into that space as well. It pushes us closer to the cottonwood on the other side.

As we started to draw it, we went back and forth on the five parking spaces. We felt this was the best way to preserve the landscape. Laurie, I didn’t ignore that you said maybe the parking would be better inside. It’s a challenge for sure.

Bell: We wanted to be sure we provided enough room not only around the tree, but around the mailboxes.

Boliek: The previous owners ran two businesses out of that property and did not provide off-street parking. We have watched while these ordinances have been abused. We want to support business, but in a good, safe way.

Traffic backed up along Priestly Road and it was very dangerous for pedestrians, equestrians, bicyclists and skateboarders trying to get across to the park. We just want it to be safe. I appreciate your time and your answers, and taking our concerns into consideration. Thank you Planning and Zoning.

Commissioner Anderson: We need to talk about the 24 foot limit on the driveway access. The ADA spot and ramp are taking up 20 feet. Do we have a limit to how many driveway openings a business can have? And the
60 degree angle, you can pull in fine, but then you have to back out and you’re pointing in the wrong direction.

And where is this cluster mailbox?

Jennifer: It is west of the ADA space.

Commissioner Anderson: So they would be backing up while people are trying to get to their mailboxes.

PZA Stout: I now have the ordinances in front of me that relate to Commercial zone parking placement.

Parking areas shall be placed off the street to the rear and sides of buildings whenever possible. All development within the Corrales Road Commercial Area shall provide driveways for vehicular access based on the following restrictions: primary access should be from Corrales Road; however, the Commission may allow primary access from another street provided the applicant can demonstrate there will be no adverse effect or noise, glare or odors, and that the alternate access will not be contrary to public safety. I will point out there is already a driveway here (off Priestly Road). It goes on to say: for every 150 feet of frontage along Corrales Road there shall be no more than one driveway providing ingress and egress; and no driveway shall have a width in excess of 28 feet, and all driveway areas shall be clearly defined by landscaping walls and/or fences.

Chair McCandless: It would be interesting to look at the ordinances and what they say about parking overlapping the setbacks. I would think the parking should be within the setbacks.

Commissioner Killebrew: The request is for two one-bedroom units. Our parking ordinance is one and a half parking spaces per unit. You should be asking for three off-street parking spaces for your two guest rooms. I also noticed you have designated two parking spaces in front of the big house, for your personal parking.

Jennifer: Correct.

Commissioner Killebrew: You don’t really need (five) parking spaces for those two rental units.

Jennifer: We did provide more spaces than were actually necessary. We were trying to err on the side of having ample spaces in case we were to have people over.

Commissioner Killebrew: The 60 degree angle seems to be the stumbling block.

Bell: Could the 60 degrees be in the other direction, or is the back out parking just not acceptable?

Chair McCandless: The 60 degree issue is part of it. You are backing out into a public street. Granted that it has happened in other parts of the Village, but part of our role is to ensure that ordinances are enforced and safe conditions are met from this time forward; the ordinance only allows a 28 foot driveway opening onto the road. It is a significant issue, more than just the angle.

Jennifer: I noticed when Laurie read the ordinance that it is preferable to have parking to the rear or side when possible. It sounds like the safety of pulling off the street supersedes that.

Chair McCandless: My take is having the parking to the side or rear is an aesthetic issue. I’ve had to back out of the Mercado and it’s an uncomfortable feeling. I don’t think it would behoove us as a Commission to encourage that.

Commissioner Killebrew: Is the back out problem with the Commercial, or all residential roads, period?

Chair McCandless: I don’t know that we have an ordinance that prohibits backing out into a roadway, but we have an ordinance that addresses the width of the driveway opening. Safety is a concern.

Commissioner Stermer: I wonder if what the administrator read didn’t kind of reference that.

PZA Stout: The ordinance references a driveway with maximum width, and that implies you have a driveway that you take into your parking area.

Commissioner Stermer: This road is one that has people coming and picking up their mail. The neighbors mentioned children, skateboards, etc. Commissioner Killebrew made some really good observations about the number of spaces needed. I feel the applicant and the architect could work at this a little more.

Commissioner Anderson: I move we defer SDP 20-01 until we get a better defined access to the property off Priestly road and the parking spaces. Second: Sam Thompson. Vote, Yes: John McCandless, Sam Thompson, Michele Anderson, Jerry Stermer, Melissa Morris, Ken Killebrew, and Cameron Barnes (unanimous).

VII. OTHER BUSINESS

VIII. PZA REPORT (PZA Laurie Stout gave her report.)
July 1, 2020

The Village of Corrales Planning and Zoning Commission:

We respectfully seek the Committee’s approval to convert our existing carriage house/garage into livable space, to be used primarily as two short term rental suites. A small laundry room and office are also planned within the expanded footprint on the east side of the existing building.

We seek to convert the existing structure from garage and storage and expand it by just under 324 square feet. Simultaneously, we will replace our septic system with a larger tank and hook up to the Village’s wastewater service. These projects are the first of three phases we have planned for the property.

During this first phase, our family will continue to reside in the main house while renting the two, newly-created Carriage House suites to short-term guests.

Our second planned phase, in the years to come, will involve converting the downstairs of the main house into a coffee shop/café, with the dining room as a community meeting space and the front “Women’s Parlor” as a small, local-goods gift shop, converting the upstairs 3 bedrooms into additional inn guest rooms, and building an ample parking lot and pathways around the property.

The third phase of our conversion of the property is to build a barn-like structure in the SE corner to host special events, such as small conferences, weddings, and celebrations.

4036 Corrales Rd. is an exquisitely lovely property that holds a special place in many locals’ hearts. It seems destined to be more than one family’s house. We desire to open its gates and doors to all, creating a destination in the heart of the gem that is Corrales. We want to preserve the house’s turn-of-the-century, Victorian roots with careful maintenance and design choices, and to beautify its special grounds even further with professionally-designed gardens under the Cottonwoods and period-appropriate perimeter fencing.

Whether guests seek a scenic family lunch on the grass or a quiet cup of tea with a friend in front of the century-old fireplace, a charming spot to overnight while visiting the area or to stage their biggest life events and celebrations, we hope the peaceful beauty of our Heritage House will enrich people’s lives in big and small ways.

With great joy and anticipation,

Bob and Jennifer Robinson
Has been prepared by AL Sewer & Drain, Steve Stickley, 343-1030

Proposed septic replacement plan/hook-up to Village wastewater
I, Jennifer Robinson (applicant/agent) acknowledge receipt of two yellow "public notice" signs from the Village of Corrales that must be displayed and visibly available to passersby on (Coroval Road side and Priestly Road side), from end of day October 6, 2020 through 6 pm on Wednesday, October 21, 2020.

A Village representative will be by the property to assure this posting has been completed. If your sign cannot be located by Village rep, your hearing will be postponed till the next meeting and a new round of certified letters will be required.

Signature

10/2/20

Date

(SDP 20-01, Heritage House, 4036 Corrales Road)
Applicant Tom Patrick of Community Sciences Corporation is requesting Sketch Plan review and comment for a proposed five-lot subdivision on behalf of property owners Thomas and Gretchen Keleher and the Lopez family irrevocable trust.

Proposed Tracts PJ-1, PJ-2 and PJ-3 will be a replat of Tract 25-A3, Map 21; Proposed Tracts PCL-1A and PCL-1B will be a replat of Parcel 1, Lands of Keleher and Montano. All the land combined comprises 10.6 acres. Because it is located in the A-2 Agricultural and Rural Residential zone all lots must be a minimum of two acres. In addition, the portion of Applewood Road (a 50-foot right-of-way) that runs along the northern boundary of the property, will be formally dedicated by plat to the Village of Corrales.

Access: Once again, it was discovered that a portion of a street (in this case, part of Applewood Road) that was believed to be public right-of-way was in fact still privately held. This section of Applewood Road comprises an additional 1.11 acres and would be officially dedicated by this plat. It is paved and already maintained by the Village. Four of the five proposed lots will be accessed from Applewood: PJ-1, PJ-2, PJ-3 and via a driveway, PCL-1A.

Proposed Lot PCL-1B contains the Keleher’s residence and is accessed via a private road noted on the plat as “14-foot access easement to Parnegg and Walsh”. The plat would grant an additional 6 feet for a total of 20 feet of private road. This serves not only the Keleher residence but one further west. (There is also a driveway at the east end, serving a property to the south, just past the Corrales Acequia.) These new proposed Tracts will not increase the traffic on the private road.

Chief Martinez and I did a site visit to determine emergency access via the 20’ private roadway. The road is fenced on both sides from the Corrales Acequia all the way westward to the Keleher residence. In addition, there are some trees and bushes inside of the fenced area. The Village requests that the terminus of the road at the Keleher residence be made compliant with Village Code Section 18-81 Design Standards. (h) Dead end streets. Dead-end streets shall be provided at the closed end with a turnaround having an outside roadway diameter of at least 80 feet and a street right-of-way diameter of 100 feet. Chief Martinez is satisfied with an 80-foot total diameter turnaround provided that ALL items within that turnaround are removed, including but not limited to the 3-4 trees shown within it, low rock walls on either side and planter in the center. See page marked “Exhibit A” for a closer view.

A Variance to the 100-foot total diameter requirement can be requested at the same time as the Preliminary Plat application. A 100-foot total turnaround might encroach into the block wall that creates a small courtyard at the front of the residence.

Proposed Tract PCL-1A will be accessed by a new 20’ wide driveway easement being granted off Applewood Road to avoid the private road to the south needing to become a 30-foot width easement per Village Code 18-81 Design Standards. (2) Street right-of-way widths.

Corrales Acequia and irrigation ditch crossings: The private road to the south crosses westward over the Corrales Acequia from Corrales Road. In addition, there is a 10’ wide irrigation easement (centered on an existing concrete ditch) crossing through proposed Tracts PJ-1, PJ-2 and PJ-3. (The driveway to proposed Tract PCL-1A would also cross over the irrigation ditch.)
I requested that the applicant provide engineering ensuring the adequacy of the existing culvert that serves the private road off Corrales Road. Anchor Engineering has provided a narrative, calculations and a drawing. They attest that the Corrales Acequia crossing is adequate.

Anchor Engineering has also provided detail for the construction of the ditch crossing portion of the driveway that would head south from Applewood Road and provide access for Tract PCL-1A. In the fourth paragraph of the letter from Community Sciences, a request is made that construction of the driveway be deferred until after Tracts PCL-1A and PCL-1B are created, however; the appropriate time for the driveway with ditch crossing to be built will be after Preliminary Plat approval and before Final Plat so as not to create a lot with no access that must then be dealt with by a potential new owner of Tract PCL-1A.

**General:** All five proposed lots are compliant with Section 18-34 A-2 Agricultural and Rural Residential zone, being at or above the two-acre minimum.

I observed both “legal notice” signs (one facing Applewood and one facing the private road to the south) properly posted on October 8, 2020. Certified letters were sent timely.

**Summary:** Provide 80-foot diameter turnaround at the end of the private roadway free of obstruction.

---

Laurie Stout, Planning & Zoning Administrator

Date: 10-13-2020
Village of Corrales
Planning and Zoning Department

SKETCH PLAN APPLICATION

APPLICANT INFORMATION

Applicant Name: Community Services Corporation
Telephone: (997) 0000

Mailing Address: PO Box 1928, Corrales, NM
Email: info@communitysciences.com

Name of Proposed Subdivision: The P1-1, P1-2, P1-3, P2-2, P2-3, P2-4, P3-2, P3-3, P3-4

Zone Classification: A-2

Location of Proposed Subdivision: Southwest of Applewood Rd., west of Corallos Rd., east of Avenida Arqueria

Descriptive Information: Tr. 26.00 & Parcel Lands of Kehler

Lot Number/Tract Number: 21

Acreage of Site: Present Number of Lots: 2
Proposed Number of Lots: 5

Land Owner(s): Thomas & Gudrid Kehler; Lopez Family Irrevocable Trust

Mailing Address: 3045 Corrales Rd.

Telephone Number: 295-2150 (Kehler) 640-0759 (Tim Lopez, Trustee)

Relationship of Applicant to Land Owner(s): Agent

Name/Address of Land Planner: Cliff A. Sprack, Community Sciences
Name/Address of Engineer: Martin I. Garcia, Anderson Engineering
Name/Address of Surveyor: Tom Patierte, Community Sciences

Signature of Applicant: ____________________________ Date: 10-05-2020

Page 1 of 3 Revised February 2019
GENERAL INFORMATION

FEES: $200.00 for five (5) lots or fewer; $400 for six (6) lots or acres to nine (9) lots or acres; $1,000 for ten (10) lots or acres or more; due at time of application; cost of certified mailing shall be invoiced to the applicant. Ten (10) sets of plans in 11” by 17” format shall be submitted to the administrator, and an electronic copy (PDF format) is required with EACH submittal.

DEADLINE: minimum forty days (40) prior to anticipated P&Z Commission hearing.

REQUIREMENTS: Chapter 18 Section 18-76 — Section 18-94 (see attached checklist). Public notification required; sign must be requested by applicant and posted per §18-79(b) of the Codified Ordinances.

OFFICE USE ONLY

Date Received: 9-11-2020 Received By: [Signature] File No.: SUB 20

Amount Paid: $200.00 Cash ☐ Credit ☐ Credit Card Number: ______________________

Check ☑ Check #: 7032 Receipt Number: ______________________

Completed Application Acceptance Date: 10-5-20 Date of Hearing: Oct. 21, 2020

Developer Invoiced for Legal Notice: 10-5-20 $173.75 Paid: $____________

☐ Approved: __________________ Filing Fee Paid: $____________ Date: __________________

☐ Approved with Conditions: _________________________________________________________

☐ Denied: __________________ Date

Findings of Facts and Conclusions of Law:

_____________________________________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________
Requirements for Sketch Plan Application

1. Location/Vicinity Map. This map shall consist of data added to an existing base map such as a USCGS, village or county base map, covering at least a one mile radius from the tract proposed for development and shall show the relationship of the proposed plat to existing residential areas, community facilities, all streets, commercial areas, school, and parks.

2. Sketch plan. Show in simple sketch form the following:
   a. Title of proposed subdivision and names and addresses of subdivider, legal owners, land planner, engineer and land surveyor.
   b. North arrow, scale and date of sketch plat submission.
   c. The general proposed layout of blocks, lots and other features numbered for identification.
   d. Existing streets and roads including those which abut or serve the proposed development.
   e. Proposed layout of streets indicated as public or private and labeled for identification.
   f. Existing easements.
   g. 100-year floodplain from FEMA approved maps or superseding report.
   h. Existing storm drainage ways and facilities both on the proposed development property as well as those on all adjoining properties.
   i. Identification of any major street or corridor shown on the long-range major street plan.
   j. Existing water and sewer locations and well and septic field locations on-site and on lands adjacent to the land being subdivided.
   k. Existing irrigation access and ditches. (Ord. 07-012.)
   l. Copy(ies) of the recorded plat(s) that created the parcel or parcels of land to be subdivided.
   m. Other features which may include major natural or manmade geographic features.

3. Additional written information may include identification of how and when subdivider intends to construct infrastructure improvements, data on existing covenants, irrigation ditch easements, land characteristics and proposed utilities as well as any information which may be helpful in supplementing the sketch plan and describing the proposed development.
October 5, 2020

Planning and Zoning Administrator
Planning and Zoning Commission
Village of Corrales, NM

RE: Sketch Plat for Tom Keleher and Lopez Family Irrevocable Trust
Tracts PJ-1, PJ-2 and PJ-3, Tracts PCL-1A and PCL-1B

Ms. Stout, Chair and Members of the Planning and Zoning Commission,

Community Sciences Corporation (CSC) is the agent for Tom Keleher and the Lopez Family Irrevocable Trust. CSC is replatting Tract 25-A3, MRGCD Map 21 into three new tracts and Parcel 1 of the Lands of Keleher and Montano into two new tracts. This area is zoned A-2 and these lots conform to the two acre gross/net minimum.

As there have been no documents found that dedicated Applewood Road previously as public right-of-way, and as the Village believes that this road is a publicly dedicated and maintained road, we are now dedicating Applewood Road as a public right-of-way by this plat to quiet any questions as to this road’s status.

We are granting additional width to the private driveway that currently serves Parcel 1 of the Lands of Keleher and Montano and Tract A lying west of Parcel 1. These are the only lots currently served and that will continue to be served exclusively by this private driveway. We are granting an 80 foot diameter turnaround for emergency vehicles and will be asking for a variance to the 100 foot design diameter as the turnaround circle is already graveled to 80 feet and a 100 foot easement would literally lay at Mr. Keleher’s doorstep. We will discuss tree and appurtenance removals.

Tract PCL-1A will access Applewood Road with a 20 foot wide private driveway easement centered on the common line between tracts PJ-1 and PJ-2. This will be the only access point for Tract PCL-1A. This easement will cross the existing concrete-lined irrigation ditch by means of a culvert crossing. The engineering plan is included with this application. The client asks that construction of the driveway be deferred until Tract PCL-1A is conveyed separately from Tract PCL-1B.

The private driveway accessing Tract PCL-1B and Tract A to the west crosses the Corrales Acequia. The existing culvert has been examined by a Professional Engineer and determined to be capable of bearing a 75,000 pound fire truck. His report is included in this application. Please note that Tract PCL-1A will not have access to this private driveway but rather only to Applewood Road as noted above.

CSC therefore requests your review of this Sketch plat and appreciates your consideration of this matter.

Respectfully,

Thomas W. Patrick, New Mexico Professional Surveyor No.12651

Post Office Box 1328
Corrales, New Mexico 87048
9/3/2020

Mr. Tom Keleher

Re: Crossing at 3045 Corrales Rd

Mr. Keleher,

Upon your request, Anchor Engineering conducted a site visit at the ditch crossing located at 3045 Corrales Road. We analyzed the crossover over the Corrales Main to determine if the existing culvert was structurally strong enough to support a 75,000lb fire truck. We performed the necessary calculations to determine if the culvert is adequate enough to handle the requested service loads and it is. We have also developed a detail for the installation of a culvert in the irrigation ditch that will also support the weight of the fire truck. The calculations and detail are attached.

If you have any questions please feel free to contact me at 505-362-1530.

Respectfully,

Martin J. Garcia, PE
Anchor Engineering LLC
20-053
CHECK COEFFICIENT OF GROIN KEEL (2'-7/8 x 1/2 in CORRUG.)  ADEAR 8-20-2020

GIVEN: PIPE DIAMETER = 60"  WALL THICKNESS = 0.092 in
DEPTH OF COVER, H = 18'
LINE LOAD, LL = 1400 PSF (72,000 lb FIRE TRUCK)
WEIGHT OF SOIL, W = 120 lb/ft²

ASSUMPTION: 2-13/8 x 1/2 in CORRUGATION (STL)

SOLUTION:
1. DESIGN PRESSURE:
   \[ P_v = 0.86(DL + LL) \]
   \[ P_v = 0.86[11.5\times120\text{lb/ft}^2 + 1600\text{ lb/ft}^2] \]
   \[ = 1531\text{ lb/ft}^2 \text{ TOTAL PRESSURE ON PIPE} \]

2. RING COMPRESSION:
   \[ C = P_v \times \frac{2}{2} \]
   \[ = 1531 \times \frac{2}{2} \]
   \[ = 3825 \text{ lb/ft} \]

3. ALLOWABLE WALL STRESS:
   \[ f_c = \frac{P_v}{t} \quad f_D = \frac{P_v}{30,000 \text{ lb/in}^2} \]
   \[ = 100,500 \text{ lb/in}^2 \]

4. WALL CROSS-SECTIONAL AREA:
   \[ \text{A} = \frac{C}{P_v} \]
   \[ = \frac{3825}{1531} \text{ in}^2 = 0.252 \text{ in}^2/\text{ft} \text{ KEEN} \]
   \[ = 0.099 \text{ in}^2/\text{ft} \text{ KEEN} \]

FROM TABLE 6-2, A SPECIFIED THICKNESS OF 0.052 IN PROVIDES AN UNCORED WALL AREA OF 0.019 in²/ft².

WALL CROSS-SECTIONAL AREA REQUIRED: 0.252 in²/ft² > 0.099 in²/ft² PROVING ✓
WALL THICKNESS REQUIRED: 0.052 IN < 0.062 IN PROVING ✓

**60" PIPE SUPPOSED CORRUG. IS SUITABLE.**
I, __________________________________________ (applicant/agent) acknowledge receipt of two yellow “public notice” signs from the Village of Corrales that must be displayed and visibly available to passersby on the roads at the entrance to the subject property, from end of day October 6, 2020 through 6 pm on Wednesday, October 21, 2020.

A Village representative will be by the property to assure this posting has been completed. If your sign cannot be located by Village rep, your hearing will be postponed till the next meeting and a new round of certified letters will be required.

______________________________
Signature

______________________________
Date

(SUB 20-11, Sketch Plan, Lands of Keleher/Montano)
Planning and Zoning Administrator Report
For October 21, 2020 Meeting

There were no administratively approved home occupations this month. All applications that were turned in the last 30 days require public hearing and will show up at this or future Planning and Zoning Commission meetings.

As of the date of this report, a Memorandum of Agreement between the Village of Corrales and the City of Rio Rancho is nearly complete. Building Official Joe Benney will conduct General Building inspections and issue permits, with the City of Rio Rancho providing specific inspections for mechanical, electrical and plumbing. This will enable the Village to once again take control of construction permitting.

The 2020 MS4 permit report is due in November and will be placed on the Village website when complete. As stated last month, the MS4 is in administrative continuance with the EPA, and the Middle Rio Grande coalition of entities has chosen to continue with water sampling, public outreach and other efforts during the continuance period.

The Planning and Zoning Department is continuing to see larger than normal numbers of applications. November and December meetings are already full.

Laurie Stout, Planning & Zoning Administrator

Laurie Stout 10-14-2020
Planning and Zoning Department

Joseph Benney, Building Official

Building Safety Division Report: September, 2020

The monthly report from the Planning and Zoning Department includes information regarding activity related to construction permits, interagency assistance, and various administrative duties on behalf of the citizens of the Village of Corrales.

Building Safety Division Permits Data September 2020

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<th>TYPE OF CONSTRUCTION</th>
<th>No. of permits</th>
<th>Building Permit Fees</th>
<th>Building Valuation *</th>
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<tr>
<td>Residential New Single Family</td>
<td>7 / (4) conv=11</td>
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<td>$5,350,000</td>
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<tr>
<td>Residential Remodel, Additions</td>
<td>7 / (5) conv=12</td>
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<td>Residential Accessory Structures</td>
<td>10 / (1) conv=11</td>
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<tr>
<td>Residential Solar</td>
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<td>Residential Re-Roof</td>
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<td>$0.00</td>
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<tr>
<td>Residential Pools and Spas</td>
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<td>Commercial New Construction</td>
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<td>Commercial Accessory Structures</td>
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<td>$0.00</td>
</tr>
<tr>
<td>Commercial Solar</td>
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</tr>
<tr>
<td>Commercial Re-roof</td>
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<td>42</td>
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</table>

All permits sent to State of New Mexico ( ) Numbers in the brackets represent permits that were issued by Lee before September.