



Planning & Zoning Commission  
of the  
Village of Los Ranchos de Albuquerque

**AGENDA**

**January 9, 2024 Regular Meeting  
7:00 p.m. Warren J. Gray Hall  
6718 Rio Grande Blvd NW**

---

**Commission:**

Commissioner JT Michelson, Chair  
Commissioner Mary Homan, Vice Chair  
Commissioner Connie Barrow  
Commissioner Shelleen Smith  
Commissioner Robert Martinez  
Commissioner John Edward  
Commissioner Gwenn Baldwin

**Staff:**

Maida Rubin – Planning & Zoning Director  
Brennon Williams – Village Staff  
Michelle S. Austin – Administrative Assistant  
  
Darnell Worrell – IT Specialist & Zoom Moderator

---

**Public Comment:** The public may both submit written comment in advance of the meeting and sign up to speak during the meeting. The Planning & Zoning Commission will receive written comment via email up to 12:00 pm Tuesday, January 9, 2024. Individuals wishing to provide verbal public comment at this meeting must sign up prior to the meeting. It is advisable to sign up for public comment as early as possible but no later than 5:00 PM, January 9, 2024. To submit comments or sign-up to speak, email the Village Clerk Danielle Sedillo-Molina at [dmolina@losranchosnm.gov](mailto:dmolina@losranchosnm.gov).

**1. CALL TO ORDER**

- a) Oath of Office for new Commissioners
  - a. John Edward
  - b. Gwenn Baldwin
- b) Roll Call
- c) Approval of the Agenda

**2. PUBLIC COMMENT PERIOD**

Residents may address the Planning and Zoning Commission to comment on issues, problems, or successes on **topics that do not appear elsewhere on the agenda**. Audience members will be given an opportunity to comment on agenda items as they come up. **Speakers must register with Village Staff prior to the beginning of the meeting.**

**3. CONSENT AGENDA**

All matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- a) Approval of the Minutes – October 10, 2023 Regular Meeting

#### 4. PUBLIC HEARINGS & APPLICATIONS

- A. SDP 19-01 Amendment;** A request by David Newman for a minor amendment to an existing approved Site Development Plan for modifications to authorize building additions of less than twenty percent (20%) of the existing building area, an alternate landscaping plan, outdoor seating area, and changes to the off-street parking layout as allowed by § 9.2.25 (D)(6) Minor Site Plan Amendments. The property is located at 7203 4<sup>th</sup> St. NW (a.k.a. 7201 – 7209 4<sup>th</sup> St. NW; the NW corner of 4<sup>th</sup> St. & Roehl Rd. NW), Los Ranchos NM, 87107, and is legally described as Lot 7, Zia View Subdivision, Village of Los Ranchos de Albuquerque. The property contains .5227 acres, more or less.
- B. V 23-08;** A request by John Moser for a variance from § 9.2.10(E)(2)(a) requiring a 10-foot side yard setback distance to allow an addition to an existing single-family dwelling to be 5 feet, ½ inches from the side property line. The property is located at 415 Pueblo Solano Rd. NW, Los Ranchos, NM, 87107, and is legally described as Lot 5, Pueblo Solano Addition, All of Lot 5 Excluding the West 50 Feet. The property contains 0.5969 acres, more or less.

#### 5. OLD BUSINESS

*There is no Old Business*

#### 6. NEW BUSINESS

- A. Adoption of Resolutions for 2024  
1. Adoption of Resolution 2024-1 Planning & Zoning – Open Meetings Act

#### 7. REPORTS

- a) Planning Department Report

#### 8. COMMISSIONER'S INFORMAL DISCUSSION


#### 9. ADJOURNMENT

A COPY OF THE AGENDA MAY BE OBTAINED AT THE VILLAGE OFFICE, 6718 RIO GRANDE BLVD. NW, DURING REGULAR BUSINESS HOURS OF 8:00 AM – 5:00 PM OR AT [www.losranchosnm.gov](http://www.losranchosnm.gov).

**THE NEXT REGULAR MEETING WILL BE HELD TUESDAY February 13, 2023**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at 505-344-6582 at least one week prior to the meeting or as soon as possible.

I certify that notice of the Public Meeting has been given in compliance with the Open Meetings Act, Section 10-15-1 through 10-15-4 NMSA 1978 and Open Meetings Resolution 2023-1-P&Z.

  
\_\_\_\_\_  
Maida Rubin, AICP, CFM, Planning and Zoning Director

\_\_\_\_\_  
12/22/23  
Date