

Paradise Hills Special Zoning District Commission

Meeting Minutes | May 22, 2025

(Meeting held over Zoom)

Present:

Elizabeth Haley, Chair
Pete Reser
Kimberley Fleck

Commissioner Vaughn is absent due to illness.

Public Participants:

Matthew Romero (contractor), Sonia Trujillo (owner), 9999 Radcliffe
Daniel Sanchez, 4909 Simon
Michael Adler, 5616 Avenida Serena

1. Call to Order, Roll Call by the Commissioners to establish a Quorum.
 - a. The meeting was called to order at 6:35 PM. Roll call was taken.
 - b. Quorum established except in cases where one Commissioner has to recuse themselves.
2. Proceed with a vote to approve the Agenda, a crucial step that sets the course of the meeting and ensures all topics are covered.
 - a. Agenda approved.
3. PUBLIC COMMENTS
 - a. None.
4. The Commission will review unresolved applications due to missing supporting documents, unpaid or partially paid permit fees, or nonconforming projects requiring a variance or rejection, ensuring a thorough and fair review process. Commissioner Haley will provide a status report on the following projects:
 - a. 4700 Irving Blvd, American Tower Corporation

- i. Last meeting, it was determined that the agent auth form was incorrect, but now Commissioner Haley thinks there could be an issue around them not having a business license. Will review further.
 - b. 4911 Quail Ridge, James Alan Hendrix
 - i. Skipped, as Mr. Hendrix is not present.
 - c. 5330 Fairfax Drive Nicole Fay Carport Addition
 - i. Skipped, as Ms. Fay is not present and we still need more information on her project.
 - d. 5717 Avenida La Mirada, Jeri Ann Baker & Diana Dauwalder, Primary Building Modification
 - i. Commissioner Haley will issue the permit.
 - e. 5421 Fairfax Dr, Robert Mcwhorter
 - i. The permit was sent.
 - f. 10421 Trevino Loop NW, Malalei Sandar
 - i. We reviewed the site plan. Commissioner Haley recommended combining the site plan with the floor plan that was sent.
 - g. 4627 Greene Ave, AT&T Wireless leasehold
 - i. Last meeting, it was determined we would send the permit, but Commissioner Haley thinks there could be an issue around their business license. More review needed now.
 - h. 5200 Justin, Michael Riordian, Solar Permit
 - i. The permit was sent.
 - i. 4909 Simon, Daniel Sanchez, Accessory Bldg., Fences
 - i. Commissioner Haley is working on this permit now. She will send it within the week.
 - j. 5616 Avenida Serena Place, Darryl Ortega, Solar Permit
 - i. The new site plan is sufficient. Commissioner Haley will send the permit within the week.
 - k. 5313 Fairfax, Raymond Holland, Solar Permit
 - i. The permit was sent.
 - l. 9999 Radcliffe RD, Sonia Trujillo, Swimming Pool
 - i. New site plan received, which shows the gates as requested.
 - ii. Power cover will be installed.
 - iii. Commissioner Haley will send the permit within the week.
 - m. 9968 Bellevue Street NW, suspected unlicensed small group home
 - i. Bernalillo County doesn't distinguish between voucher programs and treatment facilities.
 - ii. Our ordinance is not sufficient; we need to flesh it out.
 - iii. Parking could be an issue with this specific property.
5. The Commission will discuss adding new Commissioners for unexpired terms
- a. Denise Baker showed interest in helping. Commissioner Haley asked her to email so that we can follow up with her.

6. The Commission will discuss County-Wide Policies on Small Group Homes and propose PHSZD Policies for Small Group Homes

a. We discussed this when talking about the Bellevue project above.

7. Vote to approve completed Minutes.

a. None to approve at this time.

8. Review of posted ordinance revisions as of Thursday, May 22, 2025. The Commissioners will comprehensively discuss the revised PHSZD Ordinance Table of Contents, new Divisions and Sections, and the new Appendix containing the PHSZD Commissioner's Handbook for Public Meetings, the PHSZD Project Review Standards and Procedures Manual, containing administrative procedures. Commissioner Haley will list the sections conveyed to the Attorney.

a. Commissioner Haley brought up the ordinances she's been working on, some of which she's sent to our lawyer, Hess Yntema.

b. We went through ordinances at a high level. Commissioner Haley suggested we meet in person to go over them together. Tentatively, we agreed to meet on May 31st or June 1st, at her home.

9. The Commission will assign tasks and dates for the public hearings for the revised Ordinance.

a. Deferred.

10. Possible zone maps for PHSZD and the Zone Map requirements.

a. Commissioner Haley used to have copies of the map which we could use to add zoning specifications. She will see if she can find them.

11. The Commissions will discuss the upcoming Local Election and critical deadlines.

a. Commissioner Haley hasn't had a chance to talk to anyone.

12. New business

a. Commissioner Haley got a call from Bank of Albuquerque re: opening up an account

i. Should we put money into a CD? No decision was made.

13. Adjourn to the next scheduled meeting

a. Adjourned at 7:42 PM.

Transcribed on 5.22.2025
by Kimberley Fleck, Secretary
Approved on 7.24.2025