

Paradise Hills Special Zoning District Commission

Meeting Minutes | October 10, 2023

(Meeting held over Zoom)

Commissioners:

Elizabeth Haley, Chair

Abel Cardenas

Pete Reser

Val Vaughn

Deanna Dopslaf is absent.

Public Participants:

Kimberley Fleck, candidate for Commissioner

1. Call to Order, Roll Call by the Commissioners to establish a quorum. Vote by the Commissioners to approve the agenda.
 - a. The meeting was called to order at 6:31 PM. Roll call was taken, and a quorum was established.
 - b. Agenda was approved.
2. Public Comments
 - a. No public comments.
3. Vote to approve any completed Minutes.
 - a. No Minutes were available for approval.
4. Treasurer's Report
 - a. September 2023
 - Starting balance: \$40,049.22
 - Deposits: \$1466.77
 - Expenses: \$2245.75 (most of this was the mailing of the letter for the joint meeting of PHCA and PHSZD)
 - Service Fee: \$2.07
 - Ending balance: \$39,268.17

5. Reports and updates for projects discussed at the September 26, 2023 Joint PHCA and PHSZD Meeting.
 - a. Tom Kratochvil (property owner's son at address 10216 Avenida Serena) brought up what he felt was a remarkable delay in getting a solar permit for his father's home. This delay was due to the signature on the owner authorization form not matching the signature on the contract and an influx of other solar permits during the same period.
 - b. Randy and Donna Turner (6009 Buena Vista) also brought up dissatisfaction with the continued delays in getting their permit for the garage they want to build in their backyard. Their initial permit application was missing documentation and did not conform to the ordinance. Commissioner Haley misinterpreted the drawing and issued a permit for the wrong structure and asked the Commission how to proceed. The Commission decided to confer with attorney Hess Yntema.
6. PHCA Bylaws and notifications to City of Albuquerque and Bernalillo County. Should the next meeting be a joint meeting?
 - a. Commissioner Haley asked if we should have another meeting with PHCA to discuss changes to the bylaws and send to residents who have opted in for notifications. The Commission agreed that sending notice to residents who have opted in was a good idea, but a joint meeting was not planned.
7. Opt-In – The Commission is collecting signatures to opt into notifications by email for zoning issues.
 - a. At the joint meeting in September, we collected some signatures from people who wish to opt into notifications from the Commission regarding zoning issues.
 - b. We also plan to collect email addresses via the website for people to opt into notifications more easily. The plan is to automate some announcements, like a newsletter.
8. Updates to the Zoning Ordinance
 - a. The Paradise Hills Special Zoning District Commission revised the Paradise Hills Special Zoning District Comprehensive Zoning Ordinance, edited in 2009. The Commission posted the draft Ordinance updates on September 21, 2023. Neighbors can view the annotated changes (Sections 1 through 22) and leave comments or questions for the record through October 24, 2023. This is a change from the previous date of October 4th, but the ordinances are taking longer than expected to update.

- b. The Commission will hear public comments on the Ordinance at a regular public meeting in December (TBA). The Paradise Hills Special Zoning District Commission will post the Comprehensive Ordinance 2023 Final Version in December (also TBA). The Commission will schedule the Legislative Hearing to vote on the proposed amendments in late December with the goal to have the new ordinances in place by January.
 - c. Discussion around increasing retainer for attorney Hess Yntema because we will need him to review the upcoming changes to the PHSZD ordinances and to keep him available if we need legal advice or assistance. Commissioner Reser moved that we add \$5,000 to our trust account with Hess Yntema. Commissioner Cardenas seconded the motion. All Commissioners were in favor.
9. PHSZD Zoning permit applications and current backlog
- a. Commissioner Haley said that we are catching up on the backlog but there is still an influx of solar permits that she is trying to get done.
 - b. Commissioner Haley also showed the database of incoming permit applications so that the Commission could have insight into how that worked.
10. Review Transparency Portal, automation for complaints, and other proposed website changes.
- a. The Commission discussed the “transparency portal” that will eventually be the place where minutes, resolutions, and other Commission historical documents will be kept. Kym Fleck will be assisting with this effort.
 - b. Kym will also be assisting with the website administration, and it was agreed that she will take over Deanna’s duties as Secretary once the election is over and the votes have been canvassed.
11. Update concerning Bernalillo County Comprehensive Plan
- a. No update.
12. Proposal to move PHSZD meetings to second and fourth Thursdays.
- a. It was agreed that the Commission meetings will be moved to the second and fourth Thursdays of the month.
13. PHSZD Resolution; revised timelines for the LNG plant, the HEEL amendments to the Albuquerque Bernalillo County Air Quality Board Review process report from Commissioner Haley

- a. Bernalillo County will be sending a resolution opposing the LNG project.
- b. After some discussion about the LNG plant project, Commissioner Reser moved that the Commission also send a similar resolution to the PRC. Commissioner Vaughn seconded the motion, and all were in favor.

14. Adjourn to next meeting.

- a. The meeting was adjourned at 8:00 PM.

Transcribed from recorded meeting on 4.1.2024.

By Kimberley Fleck, Secretary

Approved on 4.16.2024.