

Paradise Hills Special Zoning District Commission

Meeting Minutes | May 8, 2025

(Meeting held over Zoom)

Present:

Elizabeth Haley, Chair
Pete Reser
Kimberley Fleck

Commissioner Vaughn is absent due to illness.

Public Participants:

Kim Wood, AT&T Wireless, 9627 Greene
Daniel Sanchez, 4909 Simon
Sonia Trujillo (owner) and Matthew Romero (contractor), 9999 Radcliffe
Kara Lucero, Freedom Forever Solar
Michael Atler (contractor), 5616 Avenida Serena

1. Call to Order, Roll Call by the Commissioners to establish a Quorum.
 - a. The meeting was called to order at 6:31 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. At the last meeting, it was decided that the permit would be sent, but upon further review, the agent auth form appears to be incorrect. Commissioner Haley needs to review in more detail.
- b. 4911 Quail Ridge, James Alan Hendrix
 - i. Deferred to the next meeting, as Mr. Hendrix has some further work to do on his project.
- c. 5330 Fairfax Drive Nicole Fay Carport Addition
 - i. We still need more details on the project, such as elevations.
- d. 5717 Avenida La Mirada, Jeri Ann Baker & Diana Dauwalder, Primary Building Modification
 - i. During the last meeting, it was decided that the permit would be issued but it has not been issued yet. Commissioner Haley will issue the permit.
- e. 5421 Fairfax Dr, Robert Mcwhorter
 - i. We need a site plan.
- f. 10421 Trevino Loop NW, Malalei Sandar
 - i. Commissioner Fleck sent an email to request a site plan and has not heard back.
- g. 4627 Greene Ave, AT&T Wireless leasehold
 - i. We reviewed the plans and agreed it looked good; Commissioner Haley will issue the permit.
- h. 5200 Justin, Michael Riordan, Solar Permit
 - i. This application was non-conforming, but it was decided that we will accept it this time with the note that any future applications will not be accepted unless they meet the site plan standards, which were sent to Mr. Riordan.
- i. 4909 Simon, Daniel Sanchez, Accessory Bldg., Fences
 - i. We reviewed the site plan, which contained the additional information requested. Commissioner Haley said she will issue the permit.
- j. 5616 Avenida Serena Place, Darryl Ortega, Solar Permit
 - i. A new site plan was sent but it's still not right, as we need dimension lines. Mr. Adler, the contractor, will send another site plan.
- k. 5313 Fairfax, Raymond Holland, Solar Permit
 - i. Commissioner Haley thinks she issued this. She will confirm and if not, will issue the permit.
- l. 9999 Radcliffe RD, Sonia Trujillo, Swimming Pool
 - i. We looked at the plan and requested a new one showing the gates that are on the property.
- m. 9968 Bellevue Street NW, suspected unlicensed small group home
 - i. We need some guidance from Bernalillo County on regulations around group homes. See next agenda item.

5. The Commission will discuss County-Wide Policies on Small Group Homes and propose PHSZD Policies for Small Group Homes
 - a. We are still working on the ordinances and any regulations around group homes have not been decided at this time.
6. Vote to approve completed Minutes.
 - a. None to approve at this time.
7. Review of posted ordinance revisions as of Thursday, May 8, 2025. The Commissioners will comprehensively discuss the PHSZD Ordinance Appendix, containing the PHSZD Commissioner's Handbook for Public Meetings, Legislative Meetings, Quasi-judicial Meetings and Administrative Appeals, and PHSZD Project Review Standards and Procedures Manual containing administrative procedures.
 - a. Reviewed the ordinance, specifically the table of contents.
8. The Commissioners will review a plan for public meetings, publication, and approval of pending Ordinance Legislation. The Commission will schedule a joint community meeting and mailing with Paradise Hills Civic Association and Paradise Hills Special Zoning District. The primary topics would be the Ordinance updates and the PHCA's yearly meeting.
 - a. Deferred.
9. Possible zone maps for PHSZD and the Zone Map requirements.
 - a. Deferred.
10. The Commissions will discuss the upcoming Local Election and critical deadlines.
 - a. Commissioner Haley will research deadlines for being included on the ballot.
11. Adjourn to the next scheduled meeting
 - a. Adjourned at 8:08 PM.