

Paradise Hills Special Zoning District Commission

Meeting Minutes | June 5, 2025

(Meeting held over Zoom)

Present:

Elizabeth Haley, Chair
Pete Reser
Kimberley Fleck
Denise Baker

Commissioner Vaughn is absent due to illness.

Public Participants:

Denise Baker, 10413 Alegria Rd

1. Call to Order, Roll Call by the Commissioners to establish a Quorum.
 - a. The meeting was called to order at 6:30 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. Denise Baker brought up another neighbor (different from 10501 Alegria, the subject of her initial complaint) with 11 vehicles in addition to the one she's already complained about. Not sure of address. We reiterated that we are still in the process of updating the ordinances, so that we have something we can enforce regarding nuisance properties.
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. Business license was provided this week.
 - ii. Commissioner Haley recommends we change our review requirements to allow out of state notarizations, which will help with applications like this one. All voted yes on this proposal and it was agreed we will accept this application and Commissioner Haley will send the permit.
 - b. 4911 Quail Ridge, James Alan Hendrix
 - i. We have a site plan, but no elevations. Commissioners Haley and Reser, who did a site visit, agree that elevations are not necessary.
 - ii. Commissioners voted and approved that the permit can be issued. Commissioner Haley will send the permit.
 - c. 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. Commissioner Fleck will discuss with the applicant.
5. The Commission will discuss adding a new Commissioner, Denise Baker, for the unexpired term of Abel Cardenas. Ms. Baker is a resident of the Paradise Hills Special Zoning District.
 - a. A vote was taken to add Denise Baker, a resident of Paradise Hills, as appointed Commissioner. All were in favor.
 - b. Commissioner Baker will utilize former Commissioner Cardenas' email address. Commissioner Fleck will set this up.
6. Vote to approve completed Minutes.
 - a. None to approve at this time.
7. The Commission will discuss county-wide policies on small group homes and propose policies for the PHSZD.
 - a. Deferred due to work session.
8. Review of posted ordinance revisions as of Thursday, June 5, 2025. The Commissioners will comprehensively discuss the revised PHSZD Ordinance:
 - a. The Commission went over the table of contents and discussed the ordinances at a high level as an overview of what Commissioner Haley has been working on.

- b. Commissioner Haley read from the Section 18: Rural Agricultural A1 ordinances; we don't have any now, but we could in future.
 - c. R1 and R2 changed to SFR1 and SFR2 for more clarity on the zone description.
 - d. Commissioner Haley read updated text from Sections 19 (Single Family Residential (SFR-1)), 20 (Single Family Medium Density (SFR-2)), and 22 (Use Based Standards Residential (Conditional Use)). No major updates to these proposed changes were made.
- 9. The Commission will discuss proposed Changes in Division I: Table of Contents and Sections and Division II Development: New Sections, Purpose, Intent, and revision in the language.
 - a. This was discussed at the May 31st working session.
- 10. The Commission will discuss Division III Use-based Zoning, Business Licenses, Verification, and New Mexico Statutes.
 - a. Deferred.
- 11. The Commission will review the new Appendix, which contains the PHSZD Commissioner's Handbook for Public Meetings and the PHSZD Project Review Standards and Procedures Manual, containing administrative procedures, at the following Thursday's Regular Public Meeting. Commissioner Haley will list the sections conveyed to the Attorney.
 - a. Deferred.
- 12. The Commission will assign tasks and dates for the public hearings for the revised Ordinance.
 - a. Deferred.
- 13. Possible revised zone maps for PHSZD and the state statute requirements for Zone Map requirements.
 - a. Deferred.
- 14. The Commission will discuss the upcoming Local Election and critical deadlines.
 - a. Deferred.
- 15. New Business

a. None at this time.

16. Adjourn to the next scheduled meeting.

a. Adjourned at 7:42 PM.

Transcribed on 6.5.2025
by Kimberley Fleck, Secretary
Approved on 7.24.2025