

Paradise Hills Special Zoning District Commission

Meeting Minutes | May 9, 2024

(Meeting held over Zoom)

Commissioners:

Elizabeth Haley - Chair

Kym Fleck

Pete Reser

Commissioners Cardenas and Vaughn are absent.

Public Participants:

None.

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, and a quorum was established except for situations where Commissioner Haley has recused herself.
2. Vote by the Commissioners present to approve the agenda.
 - a. The agenda was approved.
3. Public Comments
 - a. No public comments.
4. PHSZD Enforcement Report on 10240 Belnap (Joint Inspection with Bernalillo County Health and Safety), Property owner is Thomas House
 - a. A certified letter was sent on May 1, 2024, delivered, and received on May 2, 2024. There has been no response from Mr. House yet.
5. PHSZD Complaint for 10101 Park Lane NW, Property Owner is Elbert Lee Hogg (Complaint received)
 - a. A certified letter was sent on May 1, 2024, delivered, and received on May 2, 2024. A person we believe to be the spouse/partner of Mr. Hogg, Blyth Zamora,

left a voicemail in response to the letter. She is not the owner of the property, so the matter must be discussed with Mr. Hogg.

- b. Rather than respond to the voicemail, Commissioner Haley recommended a door knock (one was planned for two weeks ago, but the weather prevented the visit). Commissioners Haley and Reser discussed a visit this upcoming weekend.
6. Report on conforming PHSZD zoning permit applications—the percentage of non-conforming, incomplete applications or manual corrections, action items, and correction requests.
 - a. Commissioner Haley brought up the spreadsheet of permit applications to review.
 - b. Commissioner Haley has been auditing everything from 2023 onward and getting caught up on the issuing of permits where appropriate. Commercial and Home Occupation are all marked Completed Conforming. Commissioner Haley sent out 7 new Permit Stamps and reviewed the remaining ones where there is missing information. Commissioner Haley will write up the details of what is missing and requested that Commissioner Fleck contact the applicants to let them know what is holding up the Permit Stamps.
7. Vote to approve any completed Minutes.
 - a. Commissioner Fleck sent the transcribed minutes from the 4/11 and 4/16 meetings. The Commissioners present approved the minutes and Commissioner Fleck will post those to the website this week.
8. Discussion of Commissioners recommendations and comments on new and continuing 2024 expenses.
 - a. Treasurer's Report
 - i. Starting balance: \$40,176.29
 - ii. Deposits: \$754.42
 - iii. Checks and withdrawals: \$333.74
 - iv. Service fee: \$2.07
 - v. Ending balance: \$40,594.90
 - b. Commissioner Haley requested we consider sending more money to add to our retainer for Mr. Yntema because he will need to review the updated ordinances. The Commissioners present all voted to send \$5000.00 to Mr. Yntema for that purpose.

9. Review of posted ordinance revisions as of Thursday, May 9, 2024; Discussion of Off Street Parking and Loading; continued discussion of On-site parking R-2 Medium-Density Housing, and R-3 High-Density Housing
 - a. Deferred to the next meeting.
10. Calendar for publication and approval of pending Ordinance Legislation
 - a. Discussed that we are required to send letters and post on website 15 days before legislative hearing.
11. Joint Powers Agreement with Bernalillo County
 - a. Commissioner Haley has not found one yet; talked to Mr. Yntema who recommended looking at what other entities like ours have.
12. Schedules Bernalillo County Comp Plan approval, note on latest published edition. Vote on Resolution to support or oppose comp plan update.
 - a. No resolution yet.
13. Report on Unser information from Bernalillo County
 - a. Commissioner Haley reports she is done with this, but still needs to send it.
14. Announcements and Proposed New Business
 - a. None.
15. Adjourn to the next scheduled meeting.
 - a. The meeting was adjourned at 7:34 PM.

Transcribed on 5.10.2024
by Kimberley Fleck, Secretary
Approved on 6.13.2024