

VILLAGE OF CLOUDCROFT

Minutes of the **VARIANCE REQUEST / PUBLIC HEARING** of the Planning and Zoning Commission for the Village of Cloudcroft, held on April 4, 2023, at 8:00 a.m., in the Village Council Chambers, 201 Burro Avenue, Cloudcroft, NM.

Chair Nathan Tompkins called the meeting to order at 8:03 a.m. with the following Commissioner members present:

Tabitha Foster – Co-Chair
Jessica Beach – Commissioner

The following guests were present for the Variance Request / Public Hearing: Shelley Hughes, SMHA; Steve Pepper, Sacred Heart; John Conner, self; Matthew Lockner, self.

The pledge of allegiance to the US and NM flags was led by Chair Nathan Tompkins.

APPROVAL OF AGENDA

Chair Nathan Tompkins entertained a motion to approve the Agenda for the Public Hearing of April 4, 2023. Commissioner Foster made such motion, Commissioner Beach seconded the motion. **Motion carried unanimously.**

ZONING REQUEST

Chair Nathan Tompkins informed the Commission and those in attendance that the Public Hearing would be for the purpose of a Variance request submitted by Shelley Hughes, for Sacred Heart Mission located at 205 James Canyon Hwy. in Cloudcroft, NM, and that the Public hearing would be conducted under procedures mandated by the NM Court of Appeals, in *Battershell v. the City of Albuquerque*; he also read the rules of conducting a Public Hearing. Chair Tompkins asked each of the Commissioners in attendance if they personally had any “conflicts of interest” regarding the variance request, and they all stated “no”. Chair Tompkins asked each of the Commissioners if they have had any “outside or ex-parte communications” concerning the request and they all stated “no”.

To begin the Public Hearing, the Village Clerk swore in Shelley Hughes, SMHA.

Staff report was presented by Danielle Ellinger and is as follows:

Nine (9) notices of the proposed variance request for Sacred Heart Mission were mailed by certified mail to surrounding property owners. Six (6) return receipts were returned; two (2) were not.

No opposition was received for this request.

Shelley Hughes made a presentation on behalf of Sacred Heart Mission explaining the possible need for a covered entry way for the new addition that has been being built. She stated that the two surrounding properties were not within front yard setbacks either and this covered entry way would not interfere with parking. It would also be ADA Compliant and prevent snow and ice from accumulating on the entry way.

Chair Tompkins asked if the Commissioners had any questions for the Applicant, there were none.


Chair Tompkins asked if the staff had any questions for the Applicant, there were none.

Chair Tompkins entertained a motion to approve this variance request. Commissioner Foster made a motion to approve, and Commissioner Beach seconded the motion. Mayor Denney called for a roll call vote as follows: **Motion carries unanimously. The variance request was approved.**

ADJOURNMENT

Chair Tompkins stated that having reached the end of the Agenda, the Public Hearing of April 4, 2023, be adjourned at 8:20 a.m.


Barbara Garcia
Village Clerk


William Denney
Mayor