



**P&Z DRAFT REGULAR MEETING MINUTES**

**Roswell Planning & Zoning Commission**

**Tuesday, July 27, 2021 - 6:00 PM**

Meeting Room A; Roswell Convention & Civic Center

912 North Main Street, Roswell, NM

Chair: David Storey; Vice Chair: James MacCornack; Secretary: Jesse McDaniel  
Members: Saul Aguilar, Jana Lessard, Steve Henderson, Daniel M. Lopez, Sr.

Kevin Maevers, AICP  
Merideth Hildreth, AICP  
Engineering Staff: Louis Najar, PE  
Associate Planner: Spencer Aiken  
Planning Intern: Austin Ford

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 21-007.

**A. CALL TO ORDER AND WELCOME – Chair David Storey**

Chair Storey called to order the regular meeting of the Planning & Zoning Commission at approximately 6:00 p.m.

**B. ROLL-CALL**

David Storey	PRESENT
Jesse McDaniel	ABSENT
Saul Aguilar	PRESENT
Jana Lessard	PRESENT
James MacCornack	PRESENT
Steve Henderson	PRESENT
Daniel Lopez	ABSENT/RESIGNED

Chair Storey acknowledged Commissioner Lopez has resigned from the Planning and Zoning Commission because the City Council confirmed his appointment as City Councilor Ward 4.

**Staff Members Present:**

Kevin Maevers, AICP, Community Development Director  
Merideth Hildreth, AICP, Planning & Zoning Administrator  
Louis Najar, P.E., City Engineer  
Spencer Aiken, Associate Planner  
Austin Ford, Planning Intern  
Mike Matthews, Deputy City Manager

**Audience Members Present:**

Tim Hiller, Jackie Hiller and Larry Connolly.

- C. **SWEARING IN:** Commissioner Henderson swore in staff and members of the audience.
- D. **APPROVAL OF THE AGENDA**  
Commissioner Aguilar **MOTIONED** to approve the Tuesday, July 27, 2021 Planning & Zoning Commission agenda. **SECONDED** by Commissioner Lessard with Commissioner McDaniel being absent.
- E. **APPROVAL OF MINUTES:**  
Commissioner Henderson **MOTIONED** to approve the minutes from the June 22, 2021 Planning & Zoning Commission meeting as presented. **SECONDED** by Commissioner McCormack. The motion carried by a voice vote of 4-0 with Commissioner Lessard abstaining as she was absent from the June 22, 2021 Planning and Zoning commission meeting and with Commissioner McDaniel being absent.
- F. **PUBLIC HEARING ITEMS:**

**CASE 21-013 SUP:** Request for a Special Use Permit for a new sanctuary for an existing worship facility in the RMS Residential Mobile Home Subdivision Zoning District located at 2200 N. Garden Avenue. Subd: MILITARY HEIGHTS Lot: 19 S 240' N 340' E 136' Quarter: NW S: 28 T: 10S R: 24E BK: 285 PG: 271 with Commissioner McDaniel being absent.

**Chair Storey introduced Case 21-013**

**Commissioner Lessard MOTIONED to waive the reading of the findings of facts and land use and zoning considerations. SECONDED by Commissioner Henderson. The motion passed by a voice vote of 5-0 with Commissioner McDaniel being absent.**

**Mr. Austin Ford:** Presented Case 21-013.

**Chair Storey: Is there anyone wishing to speak in favor of Case: 21-013 SUP?**  
**In Favor:**

**Pastor Tim Hiller:** Hope Family Worship Center’s plan is to build a new sanctuary and additional parking to accommodate an expected increase in visitors and members.

**Chair Storey: Is there anyone wishing to speak against Case: 21-013 SUP?**  
**Against:**  
None

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## **MOTION – 21-013 SUP**

**Commissioner Henderson MOTIONED to approve Case 21-013 SUP. SECONDED by Commissioner MacCornack. The motion passed by a voice vote of 5-0 with Commissioner McDaniel being absent.**

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**G. OTHER BUSINESS**

**Mr Maevers:** Provided update on the Allsup's Project on Second and Sycamore. The engineer for Allsup's is working with Mr. Najjar. The engineers have been in communication to address grading and drainage issues. Planning & Zoning has not recently heard from the Allsup's team.

**Commissioner Henderson:** Based on the traffic study, there were some concerns on Sycamore and West Second.

**Mr. Maevers:** The intersection already has a tremendous amount of traffic. With the Allsup's redevelopment, that intersection could experience over a 500 percent increase in daily vehicle trips. The change in use is very significant and could result in traffic concerns.

**H. PUBLIC COMMENTS**

**Mr. Larry Connolly:** Asked if a company from another state could apply for a cannabis permit in Roswell?

**Mr. Maevers:** The owner of the property can reside out of state, but the business must be located in Roswell. As the industry grows, there will be significant investment coming from big money industries like the pharmaceutical and tobacco industries.

**Chair Storey:** Water rights for cultivation is probably going to be an issue.

**Mr. Maevers:** Every developer, especially cultivators, will have to provide evidence of a source of power, water and everything necessary, as all growing must be done indoors. Effluent is another big issue. There is a tremendous amount of nitrate used on cultivation that is run off. Also, green waste has high levels of THC. Permitting requirements will be thorough.

**I. REPORTS/ANNOUNCEMENTS**

**11. Cannabis Ordinance**

**Mr. Maevers:** Introduced Mr. Spencer Aiken.

**Mr. Aiken:** Presented an update of the city's Cannabis Ordinance.

**Chair Storey:** Why can't cannabis businesses be in the C-3 zone?

**Mr. Maevers:** A survey administered in the downtown business district indicates that the issue of cannabis is very divisive. Many alien themed businesses in the area are geared toward families and children.

**12. Planning and Zoning Case Timeline and Deadlines**

**Ms. Hildreth:** Presented Planning and Zoning Case Timeline and Deadlines. Planning and Zoning staff proposes a six week process from pre-application until Planning and Zoning Commission meetings. A new pre-application process will give staff time to decide on completeness of information provided in the pre-application. The pre-application review process will have deadlines to accept complete information from applicants. This proposed process sets a schedule for site visits and staff review. Through this new process, staff will accept applications

and fees only for cases deemed ready to take to the Planning and Zoning Commission.

**Mr. Maevers:** The pre-application process will ensure developers have a complete submittal. Without having to go back and forth with questions and negotiations, staff can review and process final applications for developments more quickly.

**Commissioner Lessard:** Will there be a list of expectations and fees for the developers?

**Mr. Maevers:** Yes, staff will put together everything and post it online as well.

**Ms. Hildreth:** Planning and Zoning division needs an additional full-time planner to handle just pre-applications, applications, and preparation for Planning and Zoning Commission meetings.

**I3: Housing and Development Update**

**Mr. Maevers:** Presented the June 2021 Housing and Development Update. The entire city staff from all departments has been very busy. The city Planning and Zoning Office has reviewed approximately 73 residential permits since January. Code enforcement has been the busiest and processed approximately 9,349 code violation cases and actions in the first half of 2021.

**J. ADJOURN**

**Chair Storey adjourned the meeting at 7:22 p.m.**