



**Planning and Zoning Board
Meeting
City of Rio Rancho
AGENDA
September 9, 2025
6:00 PM
City Hall**

BOARD MEMBERS

Scottie Richardson, District 1, Chair	Andrea Hankins, District 5
Kevin Kofchur, District 2	Lisa Hardisty, District 6
Fred Radosevich, District 3	Sal Tortorici, At-Large
Robert Gabaldon, District 4, Vice-Chair	

MEETING INFORMATION

This meeting will be conducted in-person and virtually, as well as, streamed live on the City of Rio Rancho website at <https://rrnm.gov/2303/Watch-and-Download-City-Meetings>.

Join by Computer: <https://us06web.zoom.us/j/85180741871?pwd=T3BISHVpWkp6d3dDRmlHd3k2VzYvUT09>

Meeting ID: 851 8074 1871

Passcode: 026819

Pursuant to the Rules of Procedure, any person wishing to address the Board related to an item listed under Public Hearings or Discussion and Deliberation, shall register in person with the designated City staff person. No more than two (2) hours in total will be allotted for comments pertaining to a specific agenda item at any meeting. A majority vote of the Board members present may approve to extend the total amount of time allotted for public input related to a specific agenda item at a meeting.

Public input can be submitted in writing to the designated City staff person prior to the date of the meeting in which the item is scheduled to be heard; however, only public input received before 4 p.m. on the day of the meeting will be entered into the record prior to the meeting.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

CONSENT CALENDAR

There will be no discussion of these items unless a Board Member so requests, in which event the item will be moved to a discussion item on the regular agenda.

1. [August 26, 2025 Planning and Zoning Board Meeting Minutes 2025-0826 PZB Minutes.docx](#)

STAFF PRESENTATIONS, REPORTS AND COMMENTS

PUBLIC HEARINGS

Pursuant to the Rules of Procedure, all aggrieved persons, and materially relevant witnesses sponsored by such interested persons, wishing to address the Board shall register in person or via specified communications technology/equipment with the City staff person.

- 2. Subdivision Variance.** The applicant, Southwest Elegant Homes LLC, through their agent CSI-Cartesian Surveys, Inc, is requesting approval of a Variance to the required improvements of a subdivision, as outlined by Rio Rancho Municipal Code Chapter 155 Subdivisions, section 155.27 Required Improvements, in order to subdivide a lot at the subject property of 5601 Iris Road NE, legally described as Unit 17, Blk 81, Lot 20. Staff contact is Tamarah Martinez and staff recommends denial.

Location Map.pdf

Application.pdf

Authorization Letter.pdf

Justification Letter for 5601 Iris ne.pdf

Plat.pdf

Letter of Determination_NMED_1.pdf

Letter of Determination_NMED_2.pdf

Reproduction of Notifications.pdf

Findings_of_Fact

- 3. Preliminary/Final Plat.** The applicant, Southwest Elegant Homes LLC, through their agent CSI-Cartesian Surveys, Inc, is requesting approval of a Preliminary/Final Plat to subdivide the subject property of 5601 Iris Road NE, legally described as Unit 17, Blk 81, Lot 20 into two lots. The property is zoned E-1: Estate Residential District and comprises approximately 2.5 acres. Staff contact is Tamarah Martinez and staff recommends denial.

Application.pdf

Location Map.pdf

Authorization Letter.pdf

Justification Letter for 5601 Iris ne.pdf

Plat.pdf

Reproduction of Notifications.pdf

- 4. Variance.** The applicant, Jennifer Trujillo, requests approval of a Variance to to the minimum required E-1: Estate Residential District rear setback of 25' to allow for the construction of a new carport at the subject property of 698 10th St NE. Staff contact is Tamarah Martinez and staff recommends denial.

Location Zone Map.pdf

Zoning Variance Application.pdf

Justification Letter.pdf

Building Permit_25-7643.pdf

Letters from Neighbors.pdf

Reproduction of Notifications.pdf

Findings_of_fact_698_10th_Carport_BMB.docx

Book 24_Pg 41 Subject Property Plat.pdf

Public Comment - Questions for applicant.pdf

- 5. Preliminary/Final Plat.** The applicant, the City of Rio Rancho, through their agent Huitt-Zollars, Inc., requests approval of a Preliminary/Final Plat for the subject properties legally described as Unit 21, Block 13, Lots 1 and 2, and a portion of Block 19, Tract AA, and Block 20, Parcel D, and Lot 48. Unit 21, Block 20, Parcel D and Lot 48. The plat combines the properties into two parcels, dedicates a portion of Right of Way (ROW), and relocates PUE's. Staff contact is Liz Ruiz Carlos and staff recommends approval with findings.

Location Zone Map.pdf

Application.pdf

Plat.pdf

DISCUSSION AND DELIBERATION

COMMENTS BY MEMBERS

PUBLIC FORUM

Any person wishing to address a board, commission, committee, or advisory body related to a non-agenda item shall register in person with the applicable City staff person. No more than two (2) hours in total will be allotted for public forum comments at any meeting. A majority vote of the board, commission, committee, or advisory body members present may approve to extend the total amount of time allotted for public forum at a meeting.

ADJOURNMENT