

1 **DEVELOPMENT REVIEW COMMITTEE (DRC)**

2
3 Following are the minutes from the City of Las Cruces Development Review Committee
4 Meeting held Wednesday, November 6, 2019 at 9:00 a.m. at City Hall, Room 1158, 700
5 North Main Street, Las Cruces, New Mexico.

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7 **DRC PRESENT:** David Weir, Chief Planning Administrator
8 Geremy Barela, Engineering-CD
9 Cathy Mathews, Landscape Architect
10 Rocio Nasir, Utilities
11 Valerie Sherman, MPO

12
13 **STAFF PRESENT:** Sara Gonzales, Community Development
14 Becky Baum, Recording Secretary, RC Creations, LLC

15
16 **OTHER PRESENT:** Benjamin Carter
17 Efrain Diaz

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19 **I. CALL TO ORDER (9:01)**

20
21 Weir: Okay everyone, I'd like to call the November 6, 2019 DRC meeting to order.
22 It is 9:01.

23
24 **II. APPROVAL OF MINUTES – October 9, 2019**

25
26 Weir: The first order of business is approval of minutes. Do I have a motion to
27 approve the October 9, 2019 minutes?

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29 Barela: Move to approve.

30
31 Sherman: Second.

32
33 Weir: All those in favor of approval.

34
35 **MOTION PASSES UNANIMOUSLY.**

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37 Weir: Any opposed? Minutes are approved.

38
39 **III. OLD BUSINESS**

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41 Weir: Next item on the agenda is old business and we have none.

42
43 **IV. NEW BUSINESS**

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45 **1. Case 19CS0500065: Clear View Estates Preliminary Plat**

- 46
 - A request for approval of a preliminary plat known as Clear View Estates.

- The subdivision proposes 27 single-family residential lots and two tracts utilized for drainage and utilities that is to be owned and maintained by the Homeowners Association.
- The proposed subdivision encompasses 4.844 +/- acres, is zoned R-1a (Single-Family Medium Density) and is located east of jalapeno Drive; approximately 380 +/- feet south of its intersection with Peachtree Hills Road.
- Submitted by Carter Surveying and Mapping, representative.

10 Weir: So I'm going to go on to item four, new business. We have one case today. It's Case 19CS0500065 and it's the Clear View Estates Preliminary Plat. Sara could you give us an overview of this project.

14 Gonzales: So this is a preliminary plat for Clear View Estates that proposes 27 single-family residential lots. There are also two tracts that are designated for utilities and drainage. They will be maintained by the Homeowners Association and not dedicated to the City.

The property is about 4.8 acres in size. It is zoned R-1a which is single-family medium density. Located on the east side of Jalapeno Drive and about 380 feet south of its intersection with Peachtree Hills Road.

The property has been sent out for all the reviewing departments. We did not receive any concerns. I know we were working with Traffic Department on a design variance for the entrance, but that is going through the process and has been resolved at this point in time.

26 Weir: Okay, so Sara will that need to be a condition on the decision today that Public Works comment on the variance?

29 Gonzales: No, being that the variance has already been submitted and has already gone through the process and been approved we would not have to add that as a condition. They worked with the applicant and have come to the consensus of that design.

34 Weir: Okay. Applicants, do you have anything you want to add to Sara's overview?

37 Carter: No sir.

39 Weir: No. Be available for questions?

41 Carter: Sure.

43 Weir: Okay. DRC members. I saw how Katherine did it last week so I'll do the same thing. Jeremy do you have anything you want to add?

1 Barela: The drainage report is still under review. Omar's not here to discuss with
2 him. It's fine to continue on with the process of the subdivision. That'll just
3 be an ongoing thing.
4
5 Carter: Do we have, so are we, we're still reviewing preliminary drainage, right?
6 And do we have an idea when we can wrap that review up so that we can
7 start working on the final drainage report? The reason I ask is our goal is
8 P&Z we're going to hit the 26th, I want to be submitted on the 27th. And as
9 part of that I want to have final drainage report included.
10
11 Barela: For this site we won't have a problem with that.
12
13 Carter: Okay.
14
15 Barela: You guys can continue on. I can get that out hopefully before that date.
16
17 Carter: Okay.
18
19 Weir: So Jeremy they've met the requirements for preliminary plat drainage
20 requirements.
21
22 Barela: Yes. The drainage report I looked at it, there's a few things that were I
23 believe corrected already. It just hadn't been approved.
24
25 Carter: We're like on our third iteration. Okay.
26
27 Barela: So that should be fine. We'll get that out for you guys.
28
29 Carter: Thank you.
30
31 Weir: Valerie, do you have anything from MPO and Transportation?
32
33 Sherman: No, MPO doesn't have any comment.
34
35 Weir: Cathy.
36
37 Mathews: You're not planning on trails or parks or need landscape or anything like
38 that are you?
39
40 Carter: No, I've got 27 lots.
41
42 Mathews: Okay. No comments. Thank you.
43
44 Weir: Rocio from Utility.
45

1 Nasir: There was a comment done in May 31st, but I'm looking at the plan and it
2 was corrected which is the width of Tract B should be a minimum of 15 feet
3 wide and it is. The utility easements which is the 20-foot sanitary sewer
4 easement and the Tract B are, the easements are dedicated to Utilities, but
5 they will be maintained by the Homeowners Association as it is stated on
6 Note 6, which is Tract B is for drainage and a sanitary sewer easement for
7 main line extension and shall be owned and maintained by Homeowners
8 Association.
9

10 Weir: And Sara you said that Mark had no comments from Fire?

11

12 Gonzales: That is correct. I confirmed with Mark Dubbin with Fire Department that
13 there were no comments for this project.
14

15 Weir: And then from CD (Community Development) and Development Planning
16 are there any outstanding issues?
17

18 Gonzales: There are no outstanding issues. They've made the connection with
19 Habanero Drive to at least continue on the roadway. At this point we did
20 not request or look forward to the adjacent property owners of being
21 connected for the roadway due to the size of the lots and the actual area.
22

23 Weir: Okay. And so from a procedural standpoint after there's action today by the
24 Development Review Committee, it'll be scheduled for Planning and Zoning
25 Commission meeting?
26

27 Gonzales: That is correct. We will be scheduled for the Planning and Zoning
28 Commission meeting on November 26th.
29

30 Weir: Okay. And if they approve it then it's just administrative final plat and
31 construction drawings for the project to move forward, correct?
32

33 Gonzales: That is correct. Yes.
34

35 Weir: Okay. Applicants, anything else you'd like to add?
36

37 Diaz: I've got a quick question. Okay the Homeowners Association will keep Tract
38 A and B. Is it at some point would be turned over to the City when it's all
39 totally complete and (*inaudible*) or is it going to be?
40

41 Carter: We don't meet minimum size requirements.
42

43 Diaz: Size of it. Okay.
44

45 Carter: Yes, so it will have to exist under Homeowners Association.
46

1 Weir: DRC Members, anything else that you want to discuss on the proposed
2 plat? If not, I'll entertain a motion to approve and if there's any conditions
3 you want to add please state those.
4

5 Nasir: I move to approve.
6

7 Weir: Do I have a second?
8

9 Barela: Second.
10

11 Weir: All those in favor.
12

13 MOTION PASSES UNANIMOUSLY.
14

15 Weir: All those opposed? Okay, the DRC recommends approval of Clear View
16 Estates Preliminary Plat. If you have any other questions just see Sara and
17 she'll be able to set you up.
18

19 Carter: Thank you all. Appreciate your time.
20

21 **V. ADJOURNMENT (9:08)**
22

23 Weir: It's not on the agenda but is there any items that the Committee wants to
24 discuss or comment on? No. Then I will move for adjournment.
25

26 Nasir: Move.
27

28 Mathews: Second.
29

30 Weir: All those ready to adjourn.
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32 MOTION PASSES UNANIMOUSLY.
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34 Weir: We are adjourned at 9:08.
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Chairperson