

**CITY OF LOVINGTON
REGULAR MEETING OF PLANNING AND ZONING COMMISSION**

Tuesday, September 10, 2024 4:00 PM
TO BE HELD AT 214 SOUTH LOVE STREET

AGENDA

Notice of this meeting has been given to the public in compliance with Section 10-15-4 NMSA 1978

OPEN MEETING

Call To Order

Roll Call

Invocation

Pledge of Allegiance and Zia

Approval of Agenda

Consideration of Minutes

COMMISSIONERS AND STAFF REPORT

PUBLIC COMMENT

ACTION ITEMS

- Street Light Request 622 W Cottonwood
- Resolution 2024-017PZ NON conforming Manufactured home placement
- Single RV as a temporary special use permit

ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 575-396-2884 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 575-396-2884 if a summary or other type of accessible format is needed 72 HOURS PRIOR TO THE MEETING.

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: 9/10/2024



Item Type: Other Action

SUBJECT: Street Light Request 622 W Cottonwood
DEPARTMENT: Planning and Zoning
SUBMITTED BY: Crystal R Ball, CFM, CZO
DATE SUBMITTED: 7/30/2024

COMPREHENSIVE PLAN IMPLEMENTATION:

LU 2.0 Support neighborhood initiatives to address concerns and improvements

STAFF SUMMARY:

We have received a request by Nichole and Ralph Madrid for the placement of a street light in front of 622 W Cottonwood.

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

Description	Type
P&Z App and Letter of Request	Cover Memo
aerial	Cover Memo

PLANNING AND ZONING APPLICATION

- Type(s):
- | | | |
|---|---|--|
| <input type="checkbox"/> ADDITION | <input type="checkbox"/> PARK – RV or MH | <input type="checkbox"/> ANNEXATION |
| <input type="checkbox"/> BUILDING (Residential) | <input type="checkbox"/> PORCH | <input type="checkbox"/> ALTERNATE SUMMARY RE-PLAT |
| <input type="checkbox"/> BUILDING (Commercial) | <input type="checkbox"/> ROOF / RE-ROOF | <input type="checkbox"/> RE-PLAT (Major) |
| <input type="checkbox"/> CAR PORT | <input type="checkbox"/> SIGNAGE | <input type="checkbox"/> SUBDIVISION (Preliminary) |
| <input type="checkbox"/> CURB CUT | <input type="checkbox"/> STORAGE UNIT | <input type="checkbox"/> SUBDIVISION (Final) |
| <input type="checkbox"/> FENCE | <input type="checkbox"/> SEWER CONNECTION | <input type="checkbox"/> CONDITIONAL/SPECIAL USE |
| <input type="checkbox"/> MANUFACTURED HOME | <input type="checkbox"/> TOWER | <input type="checkbox"/> VACATION |
| <input type="checkbox"/> MODULAR HOME | <input type="checkbox"/> WATER CONNECTION | <input type="checkbox"/> VARIANCE |
| <input type="checkbox"/> NEW HOME (Site built) | <input checked="" type="checkbox"/> OTHER <u>Street light</u> | <input type="checkbox"/> ZONE CHANGE |

Applicant Name: Nichole Madrid
 Mailing Address: 622 W. Cottonwood Ave
Lowington, NM 88260
 Phone Number: 575 704-9038
 Property Address (Site Location): Corner of 7th Street and Cottonwood Ave.
 Property Owner(s): _____

Brief Description of Request: There is eighteen kids living in this cul-de-sac under the age of 15 who play on the block and we are requesting a light on the post that is already here

Subdivision: Sunrise Addition Zone: A B C D
 Block: _____ Lot: 1
 Owner Number: 208750 Parcel Number: 4830604131012
 Book: 2125 Page: 575

Present Use of ^{Site}Property: Public space

Applicant Signature: N. Madrid Date: 7/26/24

To ensure placement on the agenda, submit all materials three weeks in advance of your scheduled meeting.

APPLICATION RECEIVED BY PLANNING AND ZONING

Planning, Zoning, Code Staff Name: Cobrie Astorga
 Signature: [Signature] Date: 7-29-24

July 16, 2024

To Whom It May Concern

Re: Street Light in front of 622 W. Cottonwood

We had a new home built on W. Cottonwood in 2017. There are only 2 street lights on our street and it is in the middle of the cul-de-sac and at the end of the street in the cul-de-sac. To the left side of our house is 7th street and many people speed by from Birch to Dogwood and it is very dark there making it hard to see. There is a pole already in our yard that just needs a light affixed to it.

We have 4 children and there are several children that reside on the block who also come to play near our home, and also with recent burglaries we are requesting a light be put on our pole so as to not make our street so dark.

Thank you for your consideration.

Nichole and Ralph Madrid
622 W. Cottonwood
Lovington, NM 88260



CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: 9/10/2024



Item Type: Resolution

SUBJECT: Resolution 2024-017PZ NON conforming Manufactured home placement
DEPARTMENT: Planning and Zoning
SUBMITTED BY: Crystal R Ball, CFM, CZO
DATE SUBMITTED: 8/23/2024

COMPREHENSIVE PLAN IMPLEMENTATION:

LU 1.0 Encourage compact and compatible development, LU 2.0 Support neighborhood initiatives to address concerns and improvements

STAFF SUMMARY:

that a request for non-conforming structure approval has been submitted for the property located at 602 N EAST ST. The owner of this property is requesting approval for the placement of a manufactured home has not front yard setback and is encroaching the right-of-way by 1'5"

Current violation: manufactured home setbacks (17.22.110)

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

Description	Type
application and location	Cover Memo
site plan	Cover Memo
aerial	Cover Memo
Resolution 2024-017PZ	Cover Memo

PLANNING AND ZONING APPLICATION

- Type(s):
- | | | |
|---|---|--|
| <input type="checkbox"/> ADDITION | <input checked="" type="checkbox"/> PARK – RV or MH | <input type="checkbox"/> ANNEXATION |
| <input type="checkbox"/> BUILDING (Residential) | <input type="checkbox"/> PORCH | <input type="checkbox"/> ALTERNATE SUMMARY RE-PLAT |
| <input type="checkbox"/> BUILDING (Commercial) | <input type="checkbox"/> ROOF / RE-ROOF | <input type="checkbox"/> RE-PLAT (Major) |
| <input type="checkbox"/> CAR PORT | <input type="checkbox"/> SIGNAGE | <input type="checkbox"/> SUBDIVISION (Preliminary) |
| <input type="checkbox"/> CURB CUT | <input type="checkbox"/> STORAGE UNIT | <input type="checkbox"/> SUBDIVISION (Final) |
| <input type="checkbox"/> FENCE | <input type="checkbox"/> SEWER CONNECTION | <input type="checkbox"/> CONDITIONAL/SPECIAL USE |
| <input checked="" type="checkbox"/> MANUFACTURED HOME | <input type="checkbox"/> TOWER | <input type="checkbox"/> VACATION |
| <input type="checkbox"/> MODULAR HOME | <input type="checkbox"/> WATER CONNECTION | <input type="checkbox"/> VARIANCE |
| <input type="checkbox"/> NEW HOME (Site built) | <input type="checkbox"/> OTHER _____ | <input type="checkbox"/> ZONE CHANGE |

Applicant Name: Laura Sooter
 Mailing Address: 602 N East St
Lovington NM 88260
 Phone Number: 575-390-3501
 Property Address (Site Location): 602 N East St
Lovington NM 88260
 Property Owner(s): _____

Brief Description of Request: Permit

Subdivision: College Addition Zone: A B C D
 Block: 5 Lot: 1
 Owner Number: 20224 Parcel Number: 4000202240001
 Book: 2142 Page: 453

Present Use of Property: uninhabited lot

Applicant Signature: Laura Sooter Date: 8/19/24

To ensure placement on the agenda, submit all materials three weeks in advance of your scheduled meeting.

APPLICATION RECEIVED BY PLANNING AND ZONING

Planning, Zoning, Code Staff Name: Coprie Heston
 Signature: [Signature] Date: 8-19-24

10) The home must meet the setback requirements for the proposed zone and use.

- Mobile home park:
 - i) Mobile Home must be 15' from any other mobile home, RV, permanent building or structure
 - ii) Mobile home space must have 9' x 20' parking area
- Zones A, B, or C:
 - i) Front – Twenty-five (25) feet
 - ii) Rear – Thirty (30) feet or twenty percent (20%) of the lot depth, whichever is smaller
 - iii) Side – Five (5) feet
 - iv) Exceptions:
 - (1) Double frontage lots require a minimum twenty-five (25) feet setback for the front and rear yard.
 - (2) Corner lots require a minimum side yard setback of fifteen (15) feet.

11) The property must meet the minimum lot area requirements:

- Mobile homes under eighteen (18) feet wide – Four thousand (4,000) square feet
- Mobile homes over eighteen (18) feet wide – Five thousand (5,000) square feet
- Manufactured home – Five thousand (5,000) square feet

12) The property must meet the minimum lot dimension requirements:

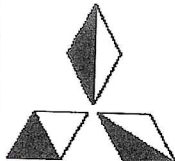
- Mobile homes under eighteen (18) feet wide – Forty (40) feet wide by one hundred (100) feet deep
- Mobile homes over eighteen (18) feet wide – Fifty (50) feet wide by one hundred (100) feet deep
- Manufactured home – Fifty (50) feet wide by one hundred (100) feet deep

13) A final inspection is required after placement to ensure the home meets all of the regulations set forth above. The State permit must be visible on the mobile home at this inspection.

Applicant Name: Laura Scott Date: 8/19/04

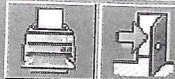
Applicant Signature: [Signature]

Preliminary Approval	
Planning, Zoning, Code Staff Name:	_____
Signature:	_____
	Date: _____



Triadic Enterprises Inc

Assessor Maintenance



6/19/2024 09:33:07

Year 2024

T5TRSR2

0020224 Dist 011 0
 SOOTER, LAURA FinCo
 1586 S NM HWY 206
 LOVINGTON NM 88260

0 Centrl	5922 Full
1617 Land	1974 Txbi
4305 Impr	0 Exmpt
0 P.P	
0 M.H	1974 Net
0 Livstk	\$61.59

- ↖ Enter
- ↖ Copy Text
- ↖ Prompt()
- ↖ Chg Yrs
- ↖ Return
- ↖ Cancel

Pos to()

Printouts

Property Description	Code	Value/Desc	Quantity	Rate	Taxable
4 000 202 240 001	160	RES LOT			539
602 N EAST ST	251	MISC IMP			1435
FILE 1 2142 PG 453 33366 11/19/18					
COLLEGE ADD					
BLOCK 5					
W 105' OF LOT 1					
W 105' OF LOT 2					
MH LOC HERE #87484					
SEE F5 MEMO FOR OLDER FOOTNOTES					
11/19/18 HEAVINGTON, KERRY					
		Res-Values Full			5922
		Res-Values Taxable			1974
		61.59 Res-Values Net			1974

14x66

EAST STREET

26214
50 6 140

5 21499

4 26215

22103 3

2 20224 003

50 1 140

25815 140 7 50

75639 8

78569 5 9

21498 10

26114 11

20720 140 12 50

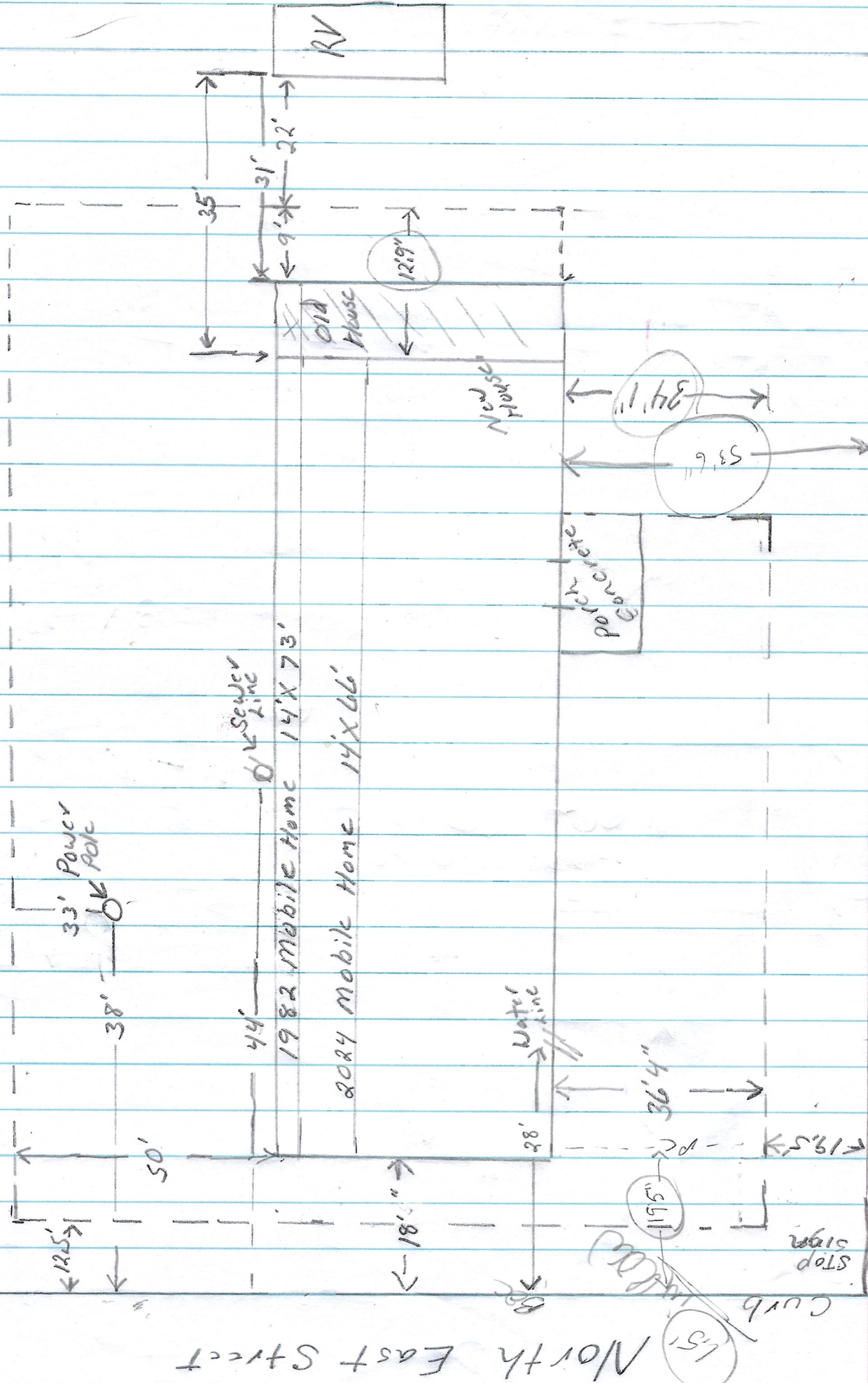
RD

50 6 140

23149

140 7 50

23610



North East Street

Monroe Street

N
W
E
S

33' Power Pole

Sewer Line

1982 Mobile Home 14'x73'

2024 Mobile Home 14'x66'

Water Line

New House

Generator

RV

Stop Sign

Curb

Curb

12.5'

38'

50'

35'

31'

22'

Old House

12.9'

1.68

53.6'

36.4'

19.5'

119.5'

1.5'

28'

18.4'



**RESOLUTION OF THE CITY OF LOVINGTON PLANNING AND ZONING COMMISSION
LEA COUNTY, NEW MEXICO**

RESOLUTION NO. 2020-017PZ

**A RESOLUTION FOR CONDITIONAL APPROVAL FOR THE
NON-CONFORMING STRUCTURE LOCATED AT
602 N East Street**

WHEREAS, the owners of 602 N East Street, legally described as College Addition, block 5, lots 1 & 2, in Lovington NM, have requested the approval of non-conforming structure for the new manufactured home placed on the lot in the same location as the existing one; and

WHEREAS, the existing manufactured home was present on the property prior to February 13, 2014, with no front yard setback, with an encroachment on the city right-of-way; and

WHEREAS, the new manufactured home will have no front yard setback, with an encroachment in the city right-of-way by 1'5"; and

WHEREAS, the owner agrees to modify or remove such structures at their own expense, in the event that installation, replacement, construction, or repair of any municipal infrastructure or utilities through any franchise agreement with the City of Lovington is required; and

WHEREAS, no additions/modifications will be added to the structure, unless it is to bring structure into conformance with the City municipal code; and

WHEREAS, review and approval are required by the Lovington Planning and Zoning Commission.

NOW, THEREFORE, BE IT RESOLVED by the Lovington Planning and Zoning Commission that conditional approval of the non-conforming structure identified as the manufactured home at 602 N East Street has no front yard setback, with a 1'5" encroachment onto City right-of-way is granted.

DONE THIS 10TH DAY OF SEPTEMBER 2024.

Betty Price, Vice Chairman
Lovington Planning and Zoning Commission

ATTEST:

Shannon Lester, City Clerk

STATE OF NEW MEXICO)
)
COUNTY OF LEA)

This instrument was acknowledged before me on the ____ date of _____, 20____ by Randall Pettigrew, Chairman of the Lovington Planning and Zoning Commission and Shannon Lester, City Clerk.

Notary Public: _____

My commission expires: _____

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: 9/10/2024



Item Type: Other Action

SUBJECT: Single RV as a temporary special use permit
DEPARTMENT: Planning and Zoning
SUBMITTED BY: Crystal R Ball, CFM, CZO
DATE SUBMITTED: 8/26/2024

COMPREHENSIVE PLAN IMPLEMENTATION:

LU 1.0 Encourage compact and compatible development, LU 2.0 Support neighborhood initiatives to address concerns and improvements

STAFF SUMMARY:

Request for a Single space RV as a temporary special use permit for the back portion of the lots at 602 N East St.

Owner has requested a temporary special use, to have time to relocated this family that lives in this RV.

The owner state the spaces used to be rented out but currently both RV where not charge a space fee, one RV has moved, but the other need s time to get relocated.

The spaces were made on 2017 and this was never a licensed RV Park. It began with family needing a place to stay.

FISCAL IMPACT:

RECOMMENDATION:

Staff recommends a temporary special use permit for 1 year.

This will be dated one year from the resolution of approval from the City Commission, if granted.

ATTACHMENTS:

Description

aerial

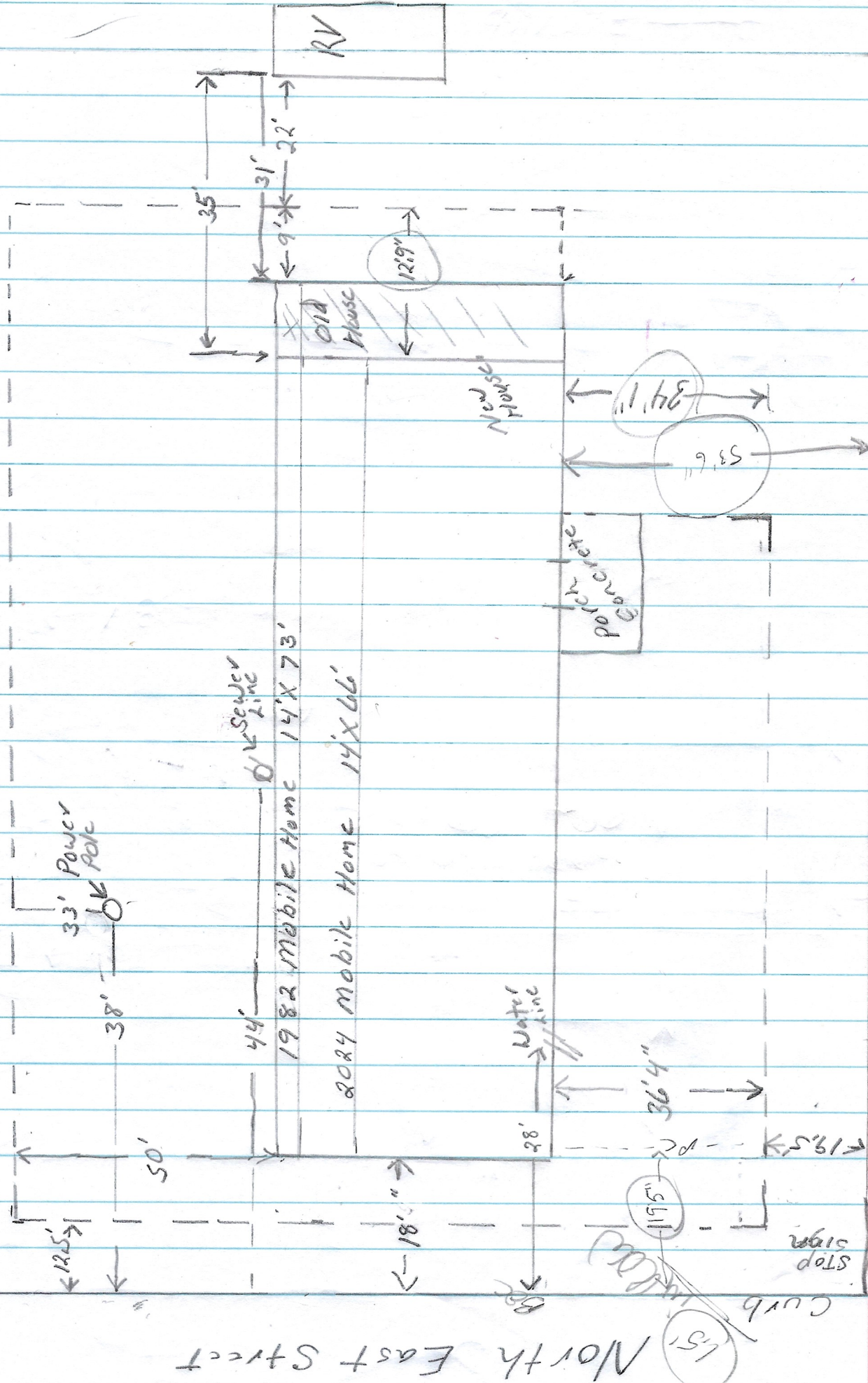
plans

Type

Cover Memo

Cover Memo





North East Street

Monroe Street

N
W
E
S