

CITY OF LOVINGTON
STAFF SUMMARY FORM



MEETING DATE: P&Z December 9, 2014

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Request for Front Set Back Variance Faye Heights

DEPARTMENT: Planning

SUBMITTED BY: Merideth Hildreth

DATE SUBMITTED: December 2, 2014

STAFF SUMMARY:

Howard Roberts submitted a Request for Variance for front yard setback in the Faye Heights Addition housing development between 9th and 13th Streets in the Area of Avenue Q, Carter Avenue, and West Brian Urlacher Block 3 (Lots 37-43), Block 4 (Lots 7-19), and Block 5 (Lots 1-24). Mr. Roberts is requesting a reduction of the front setback from the 25 foot requirement to 15 feet. (Reference Municipal Code 17.24.050 Yard Regulations refer to Front Yard Requirements 17.20.040 and Rear Yard Requirements 17.20.060.

This single-family development platted in the early 1960's is located in Zoning District "B" - Multi-Family. Lots contiguous to Brian Urlacher Roadway are 112 feet deep. Reducing the front-yard setback on these lots will increase rear yard space for families with children. Garages will be the only portion of a residential structure constructed within the 25-foot front setback on any of the lots in this request.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

1. Request of Variance Application and Petition
2. Planning & Zoning Application
3. Subdivision Map
4. Letter dated December 2, 2014 to notify property owners within 100 feet of the Request for Variance

- ~~5. Warranty Deed~~
6. List of Property Owners Identified

RECOMMENDATION:

Motion to approve application.

MAY

Department Head

James R. Williams

City Manager

Subdivision Replat

PLANNING AND ZONING APPLICATION

- Type(s):
- VARIANCE
 - SPECIAL USE
 - CONDITIONAL USE
 - ZONE CHANGE
 - VACATION
 - ANNEXATION
 - CARPORT
 - RV PARK
 - MOBILE HOME PARK
 - PLAT
 - REPLAT
 - ALTERNATE SUMMARY
 - BUILDING
 - MOBILE/MANUFACTURED
 - WATER CONNECTION
 - SEWER CONNECTION
 - CURB CUT
 - SIGN

Applicant Name: Howard Roberts
 Mailing Address: 913 W. Ave H
Livington
 Phone Number: 575-631-1169
 Property Address (Site Location): 1200 block of Carter St.
 Property Owner(s): Howard Roberts

Brief Description of Request: Replat of 4 plots to 6 plots for new home construction.

Subdivision: Faye Heights Zone: A B C D
 Block: 5
 Lot: 4, 5, 6, 7
 Owner Number: _____ Parcel Number: _____
 Book: _____ Page: _____

Present Use of Property: Vacant Land

Applicant Signature: [Signature] Date: 11-26-2014

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

Date Received by Code Enforcement: 12.2.14
 Code Enforcement Officer Name: Merideth Aldrich
 Code Enforcement Officer Signature: [Signature]



Subdivision Approval

The first step in obtaining approval is to complete the Planning and Zoning Application. This document provides the basic information required for all City planning, zoning and permitting applications. The following check list provides additional requirements for your specific application. Please attach all of the requested documentation, sign, and date.

Approval Requirements

- 1) Submit a completed Planning and Zoning Application. All fields must be completed and legible in order to process the application.
- 2) Payment of the appropriate subdivision fee is required prior to staff review.
- 3) Provide proof of ownership or interest in the property. A deed with a legal description or property lease will meet this requirement. If the applicant is not the owner, an Affidavit by Property Owner(s) is required.
- 4) Submit a sketch plan and schedule an appointment with the Development Review Committee. The Committee is comprised of the Water Superintendent, Wastewater Superintendent, Fire Chief, Code Enforcement Officer and the City Manager or Assistant City Manager. Each member will review the sketch plan and provide recommendations to ensure the preliminary plat conforms to the City's zoning and subdivision regulations.
- 5) If necessary, submit a variance request with the following information:
 - Reason(s) why the request is being made
 - Potential impacts (positive and negative) that may result from the variance, including those related to noise, odors, traffic, health, quality of life, and property values
- 6) Submit two copies of the preliminary plat and supplemental information in conformance with Chapter 16.03 of the Lovington Code of Ordinances and applicable New Mexico Surveying Law.
- 7) Representation at two scheduled public hearings to present the preliminary plat and answer questions, one before the Planning and Zoning Commission and a second with the City Commission.
- 8) Develop the property in accordance with the preliminary plat. Staff will perform an inspection after the property is fully developed to ensure it conforms to the approved preliminary plat.

CITY OF LOVINGTON
STAFF SUMMARY FORM



MEETING DATE: P&Z December 9, 2014

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Replat in Faye Heights Addition
DEPARTMENT: Planning
SUBMITTED BY: Merideth Hildreth, City Planner
DATE SUBMITTED: December 2, 2014

STAFF SUMMARY:

Howard Roberts submitted a Subdivision Approval Application to request a replat of Lots 4, 5, 6, and 7 in Block 5 in the Faye Heights Addition (on Carter Avenue) to create 6 lots (4-A, 5-A, 5-B, 6-A, 6-B, 7-A).

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

1. Planning and Zoning Application
2. Subdivision Approval Application
3. Replat
4. Warranty Deed

RECOMMENDATION:

Motion for Approval

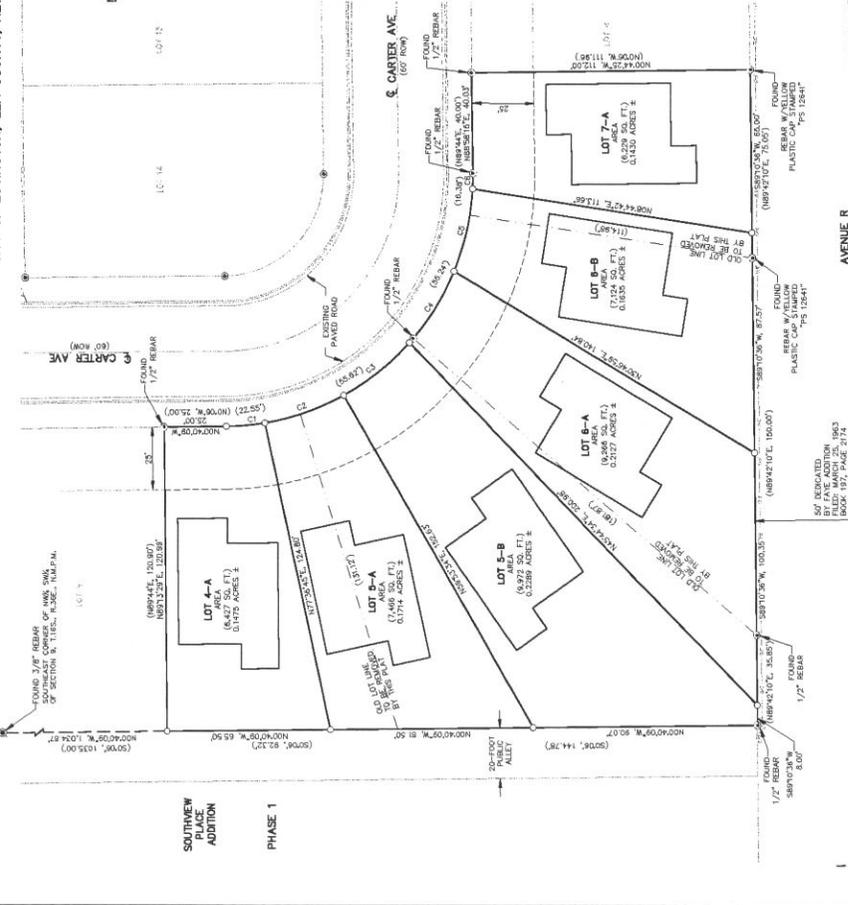
MAY

Department Head

James R. Williams

City Manager

**SUMMARY REVIEW
REPLAT OF LOTS 4, 5, 6, AND 7, BLOCK 15, FAYE HEIGHTS ADDITION TO THE
CITY OF LOVINGTON, LEA COUNTY, NEW MEXICO**



CURVE NO.	DELTA	RADIUS	TAN	LENGTH	CHORD	BEARING	CHORD	DISTANCE
C1	87°04'46"	100.00'	7.44'	16.44'	50.01104'E	15.82'		
C2	182°07'17"	100.00'	17.04'	33.72'	58.92846'E	33.59'		
C3	192°07'17"	100.00'	17.04'	33.72'	58.92846'E	33.59'		
C4	182°07'17"	100.00'	17.04'	33.72'	58.92846'E	33.59'		
C5	182°07'17"	100.00'	17.04'	33.72'	58.92846'E	33.59'		
C6	73°44'46"	100.00'	3.17'	6.25'	286°44'32"E	6.25'		



NOTES:
 1. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS NOTED OTHERWISE.
 2. BASE OF BEARING IS NAD83 (2011) (EPSG:31436) NEW MEXICO EAST STATE PLANE ZONE ESTABLISHED FROM AN INS OPUS STATION USING DATA COLLECTED BY THE STATE OF NEW MEXICO.
 3. PROPOSED UTILITY CONCEPTUAL PLAN TO BE SUBMITTED SEPARATELY.
 4. BEARING FOOTPRINT SHOWN IS SPECIAL HAS BEING MADE BY DEVELOPER FRONT, SIDE, AND REAR YARDS MEET CITY ORDINANCES.

CERTIFICATE OF MUNICIPAL APPROVAL:
 I, JAMES WILLIAMS, CITY MANAGER FOR THE CITY OF LOVINGTON, NEW MEXICO, DO HEREBY CERTIFY THAT THE FOREGOING PLAT IN THE CITY OF LOVINGTON, LEA COUNTY, NEW MEXICO, COMES WITHIN THE REQUIREMENTS OF THE CITY OF LOVINGTON SUMMARY PROCESS REGULATIONS ON THIS _____ DAY OF _____, 2014.

ACKNOWLEDGEMENT:
 I, _____ (NAME), _____ (TITLE), _____ (ADDRESS), _____ (CITY), _____ (STATE OF NEW MEXICO) _____ (COUNTY OF LEA) DO HEREBY CERTIFY THAT I AM THE PERSONAL REPRESENTATIVE OF THE ABOVE NAMED PERSON(S) DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE SAME AS THEIR FREE ACT AND DEED. WITNESS MY HAND AND OFFICIAL SEAL THE DAY, MONTH AND YEAR LAST ABOVE BY COMMISSION EXPRESSES: _____

OWNERS STATEMENT:
 WE, THE UNDERSIGNED, AS THE OWNERS OF THE PROPERTY DESCRIBED IN THE FOREGOING INSTRUMENT, DO HEREBY CERTIFY THAT WE ARE THE UNDISBURSED OWNERS OF THE PROPERTY DESCRIBED IN THE FOREGOING INSTRUMENT AND THAT WE HAVE NOT TRANSFERRED ANY INTEREST IN THE SAME TO ANY OTHER PERSON. WE HAVE READ AND UNDERSTAND THE FOREGOING INSTRUMENT AND WE HAVE VOLUNTARILY AND KNOWINGLY EXECUTED THE SAME AS OUR FREE ACT AND DEED. WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR LAST ABOVE WRITTEN BY COMMISSION EXPRESSES: _____

ACKNOWLEDGEMENT:
 I, _____ (NAME), _____ (TITLE), _____ (ADDRESS), _____ (CITY), _____ (STATE OF NEW MEXICO) _____ (COUNTY OF LEA) DO HEREBY CERTIFY THAT I AM THE PERSONAL REPRESENTATIVE OF THE ABOVE NAMED PERSON(S) DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE SAME AS THEIR FREE ACT AND DEED. WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR LAST ABOVE WRITTEN BY COMMISSION EXPRESSES: _____

NOTARY PUBLIC:
 I, _____ (NAME), _____ (TITLE), _____ (ADDRESS), _____ (CITY), _____ (STATE OF NEW MEXICO) _____ (COUNTY OF LEA) DO HEREBY CERTIFY THAT I AM A NOTARY PUBLIC IN THE STATE OF NEW MEXICO AND I HAVE READ AND UNDERSTAND THE FOREGOING INSTRUMENT AND I HAVE VOLUNTARILY AND KNOWINGLY EXECUTED THE SAME AS MY FREE ACT AND DEED. WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR LAST ABOVE WRITTEN BY COMMISSION EXPRESSES: _____

PREPARED AND SUBMITTED TO THE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND PROFESSIONAL SURVEYORS:
 I, _____ (NAME), _____ (TITLE), _____ (ADDRESS), _____ (CITY), _____ (STATE OF NEW MEXICO) _____ (COUNTY OF LEA) DO HEREBY CERTIFY THAT I AM A PROFESSIONAL ENGINEER OR PROFESSIONAL SURVEYOR IN THE STATE OF NEW MEXICO AND I HAVE READ AND UNDERSTAND THE FOREGOING INSTRUMENT AND I HAVE VOLUNTARILY AND KNOWINGLY EXECUTED THE SAME AS MY FREE ACT AND DEED. WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR LAST ABOVE WRITTEN BY COMMISSION EXPRESSES: _____

Legend:
 FOUND SECTION CORNER AS NOTED
 FOUND PROPERTY CORNER AS NOTED
 FOUND ADJACENT PROPERTY CORNER AS NOTED
 PERMANENT CHAIN MARKER
 FOUND ELECTRIC
 FOUND GAS
 FOUND WATER
 FOUND VALVE
 FOUND MILE
 FOUND WIRE
 FOUND TRACK
 FOUND BUILDING FOOTPRINT
 FOUND REAR BEARING & DISTANCE
 FOUND MEASURED BEARING & DISTANCE

Project Information:
 OWNER: HOWARD & ALDORE ROBERTS
 PROJECT NO: 142-42
 FIELD WORK BY: RUF, SM
 DRAWN BY: OR
 CHECKED BY: RUF, DEL
 SCALE: AS SHOWN
 DATE: SEPTEMBER 2014
 SHEET: 1 OF 1

Professional Information:
 Prepared by: **Fluor Daniel Corporation**
 2750 GARDEN BLVD, SUITE 100
 ALBUQUERQUE, NEW MEXICO 87150
 www.fluor-daniel.com

Notary Public:
 I, _____ (NAME), _____ (TITLE), _____ (ADDRESS), _____ (CITY), _____ (STATE OF NEW MEXICO) _____ (COUNTY OF LEA) DO HEREBY CERTIFY THAT I AM A NOTARY PUBLIC IN THE STATE OF NEW MEXICO AND I HAVE READ AND UNDERSTAND THE FOREGOING INSTRUMENT AND I HAVE VOLUNTARILY AND KNOWINGLY EXECUTED THE SAME AS MY FREE ACT AND DEED. WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR LAST ABOVE WRITTEN BY COMMISSION EXPRESSES: _____

CITY OF LOVINGTON
STAFF SUMMARY FORM



MEETING DATE: P&Z December 9, 2014

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Stop Sign Placement Corner of Carter Avenue and Avenue Q
DEPARTMENT: Planning
SUBMITTED BY: Merideth Hildreth, City Planner
DATE SUBMITTED: December 2, 2014

STAFF SUMMARY:

Owner of Lot 13 in Block 4 requested a stop sign on the corner of Carter Avenue and Avenue Q in the Faye Heights Addition for traffic and pedestrian safety.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

1. Map
2. Opinion Letter from Police Chief David Rodriguez

RECOMMENDATION:

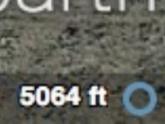
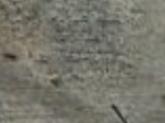
Motion for Approval

MAY

Department Head

James R. Williams

City Manager



W Ave Q

Carter Ave

99

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Google earth

1996

Imagery Date: 2/13/2014 32°55'48.48" N 103°21'43.51" W elev 3926 ft eye alt 5064 ft