



P&Z DRAFT REGULAR MEETING MINUTES
Roswell Planning & Zoning Commission
Tuesday, July 1, 2025 at 6:00 PM

Roswell Development Services Conference Room
500 N Main Street, Suite 100 (Sunwest Centre)
Roswell, New Mexico

Chair: Saul Aguilar; Vice Chair: Jana Lessard; Secretary: Greg Holman
Members: Steve Henderson, Richard L. Gutierrez, Alicia Gilmore

Jessica Vickers, Esq
Merideth Hildreth, AICP
Esperanza DeLeon
James MacCornack, P.E.

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 24-23.

A. CALL TO ORDER AND WELCOME – Chair Saul Aguilar

Chair Aguilar called to order the regular meeting of the Planning & Zoning Commission at approximately **6:15 p.m.**

B. ROLL-CALL

Saul Aguilar	Present
Jana Lessard	Absent
Steve Henderson	Present
Richard L. Gutierrez	Present
Greg Holman	Present
Alicia Gilmore	Present

Staff Members Present:

Jessica Vickers, Esq, Community Development Director
Merideth Hildreth, AICP, Planning and Zoning Administrator
Esperanza DeLeon, Planner II

Audience Members Present:

Jeremy Bonham, Dwayne Baird, Lesa Dodd, Scott Hicks, Toby Gross,
Terri Harbor with Roswell Daily Record

C. **SWEARING IN:** Commissioner Steve Henderson swore in staff and members of the audience.

D. **APPROVAL OF THE AGENDA**

Chair Aguilar: Requested a motion to approve the July 1, 2025 Agenda as presented.

Commissioner Holman MOTIONED to approve the Tuesday, July 1, 2025 Planning & Zoning Commission agenda. SECONDED by Commissioner Henderson. A voice vote was as follows: Richard Gutierrez- yes, Greg Holman- yes, Steve Henderson- yes, Alicia Gilmore- yes, Saul Aguilar- yes the motion passed 5-0 with Jana Lessard being absent.

E. **APPROVAL OF MINUTES:**

Chair Aguilar requested a motion to approve the June 10, 2025 Planning & Zoning Commission meeting minutes as presented.

Commissioner Gutierrez MOTIONED to approve the June 10, 2025 Planning & Zoning Commission meeting minutes as presented. SECONDED by Commissioner Holman.

A voice vote was as follows: Richard Gutierrez- yes, Greg Holman- yes, Steve Henderson- yes, Alicia Gilmore- yes, Saul Aguilar- yes the motion passed 5-0 with Jana Lessard being absent.

F. **PUBLIC HEARING ITEMS:**

1. **CASE CANN-25-0063** Request for approval of a Variance to residential distance requirements, Zone Change to CCAN, and Conditional Use Permit to operate an adult use retail cannabis establishment. Location: 3107 N Main Street Unit B. Legal Summary Subd: BERRENDO IRRIGATED FARMS Block: 21 Lot: 4 N 150' S 351' E 220' W 240' Quarter: NW S: 21 T: 10S R: 24E BK: 384 PG: 1141 WD (Property Owner: KSBL ENTERPRISES LLC) (Agent / Applicant: Animacann Inc dbaThe Greenhouse).

Chair Aguilar: Introduced **CANN-25-0063** Request for approval of a Variance to residential distance requirements, Zone Change to CCAN, and Conditional Use Permit to operate an adult use retail cannabis establishment at 3107 N Main Street Unit B in the C-2 Community Commercial Zoning District.

Ms. Hildreth: Presented Case CANN-25-0063 with slides and read the Findings of Facts and Conclusions of Law in Exhibit B Staff Summary. Applicant Animacann Inc., dba The Green House Roswell requested approval of a Variance to residential distance requirements, Zone Change to CCAN (Commercial Cannabis floating zone), and Conditional Use Permit to operate an adult use retail cannabis establishment at 3107 N Main Street Unit B. The Planning Zoning Commission will make a recommendation to City Council. Planning & Zoning Office received one email letter of opposition from Lesa Dodd provided as Exhibit I in the P&Z Commission meeting packet.

Chair Aguilar: Those wishing to speak in favor of Case CANN-25-0063, please state your name and address for the record.

Jeremy Bonham: 1385 Squirrel Drive, Pagosa Springs, Colorado. Mr. Bonham spoke on behalf of The Green House and requested approval to operate at 3107 N Main Street and requested approval for this location. The Green House had been looking to locate in Roswell for a couple of years. The company felt like this location would not negatively impact the nearby neighborhood due to separation from the subdivision. Blake's is between the location and the alley. This business location is similar in nature to the location where the now closed Bryan's Green Care had been located across Main Street.

Dwayne Baird, Operations Director of The Green House: The Green House has multiple locations in New Mexico and would appreciate approval of this location.

Chair Aguilar: Anyone wishing to speak in opposition of Case CANN-25-0063 or who have questions or concerns?

Lesa Dodd: 102 Calle Del Sol spoke against the location and cited reasons outlined in her email (Exhibit I) including concerns that a cannabis establishment will increase vehicular traffic on Main Street, will increase vehicular and pedestrian traffic in the subdivision alleys, and the number of cannabis shops in Roswell.

MOTION – CANN-25-0063

Based on the land use and zoning considerations, findings of fact, conclusions of law, surrounding land uses, regulations established in the Zoning Ordinance and the following reasons, Commissioner Henderson MOTIONED to recommend approval of Case CANN-25-0063 to City Council.

Note: There was no second.

Based on the proximity to residential Commissioner Holman MOTIONED to recommend denial of Case CANN-25-0063 to City Council.

SECONDED by Commissioner Gutierrez.

A roll-call vote was as follows: Richard Gutierrez- yes, Greg Holman- yes, Steve Henderson- no, Alicia Gilmore- yes, Saul Aguilar- yes the motion passed 4-1 with Jana Lessard being absent.

Commissioner Holman: Don't waive 300' from residential requirement. It goes against the distance regulations.

Commissioner Gilmore: After reading the email from the nearby resident, the alleyways have had heavy traffic since Blake's opened and it would increase.

2. CASE VAR-25-0059 Request for approval of a Variance to property line setbacks for new building construction along east side of property in I-1 Zoning District. Location: 900-908 N Virginia Avenue. Legal Summary Subd: NORTH SPRING RIVER Block: 7 Lot: 3 THRU:- Lot: 7 , , , , Quarter: NW S: 33 T: 10S R: 24E BOUNDARY SURVEY (S11-42) BK: 799 PG: 958 SWD, (Property Owner: ROSWELL PROPERTY MANAGEMENT GROUP F2 LLC) (Agent: Smith Engineering Co.)

Chair Aguilar: Introduced **VAR-25-0059** Request for approval of a Variance to property line setbacks for new building construction along east side of property located at 900-908 N Virginia Avenue in I-1 Light Industrial Zoning District.

Ms. Hildreth: Presented Case **VAR-25-0059** with slides and read the Findings of Facts and Conclusions of Law in Exhibit B Staff Summary. Application from Roswell Property Management Group F2 requested approval of a Variance to property line setbacks for new building construction of a Roswell Ford Truck Fleet Service Center at 902, 904, 906, and 908 N Virginia Avenue in the I-1 Light Industrial Zoning District. There were no written or oral oppositions to this case.

Chair Aguilar: Those wishing to speak in favor of Case **VAR-25-0059**, please state your name and address for the record.

Scott Hicks with Smith Engineering: Handed out enlarged site plan to the Planning & Zoning Commission. The Ford Service Center is intended to accommodate large fleet vehicles such as the Ford 550s like you see on the Railroad Tracks. Ford Corporate has specifications for servicing large fleet vehicles, and the operation needs as much room on the site as possible to stage circulation for large vehicles. That's why the project needs a variance to the Virginia Avenue street side yard setback in order to establish the new service

bays as far east on the site as possible. The front yard setback on the 9th Street side will be the same as previously established on the same block when the carwash was built. The new building will have a notch on the southeast corner for clear-site-triangle at the 9th Street and Virginia Avenue intersection. Sixty feet to the south, the warehouse on the south side of 9th Street along the west side of Virginia Avenue is on the street side yard property line. On the east side of Virginia, the buildings are on the property line that runs parallel with Virginia Avenue. This property would be in conformance with building development patterns on properties to the south and east. The new building will not encroach into the 15' Rear Yard Setback as established in the I-1 Zoning District. That will give the project about 160' to work with if a variance is granted. Mr. Hicks stressed the Industrial Zoning and development patterns of businesses in this neighborhood. The variance will allow the Fleet Service Center to meet the criteria set by Ford and allow Ford employees to meet parking and staging needs.

Chair Aguilar: Anyone wishing to speak in opposition of Case VAR-25-0059 or who have questions or concerns?

None.

Commissioner Gilmore: Will it encroach on the sidewalk?

Mr. Hicks: No, that's outside the property line and in the right-of-way.

Commissioner Holman: Will vehicles pull out onto Virginia?

Mr. Hicks: No, vehicles will pull in and out from the parking lot at the alley onto 9th Street.

Toby Gross: Since City Council didn't approve the first proposal for a pull-through service center on 9th Street, the vehicles will have to pull in and back out of the bays. That's why the project needs a variance to provide as much room as possible. We were going to build a new fence there anyway to replace the flood-damaged fence. We are asking to build the building there in place of the fence. We will provide a clear-site-triangle at the intersection. If we set the building back 30' from the Virginia side property line, we lose a car's length and have unusable space. Ford is making a significant investment in Roswell.

Commissioner Holman: This is a significant capital investment in the flood zone. The Ford financed building must be flood insured.

MOTION – VAR-25-0059

Based on the land use and zoning considerations, findings of fact, conclusions of law, surrounding land uses, regulations established in the Zoning Ordinance and the following reasons that development of the property benefits the community, creates jobs, and is in keeping with surrounding buildings and enhances the property, Commissioner Henderson MOTIONED to approve VAR-25-0059. SECONDED by Commissioner Holman.

A voice vote was as follows: Richard Gutierrez- yes, Greg Holman- yes, Steve Henderson- yes, Alicia Gilmore- yes, Saul Aguilar- yes the motion passed 5-0 with Jana Lessard being absent.

Chair Aguilar introduced Other Business.

G. OTHER BUSINESS

H. ANNOUNCEMENTS

Ms. Hildreth:

The Next Roswell Planning & Zoning Commission Meeting is scheduled for August 5, 2025.

I. ADJOURN Chair Aguilar adjourned the meeting at 7:16 p.m.