RUSTY HELTON, VICE CHAIR
STEPHANIE DUBOIS, COMMISSIONER
SCHANEN YATES UNSER, SECRETARY
VIRGIL JOHNSON III, COMMISSIONER

VILLAGE OF TULAROSA

PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

LOCATION: Village Hall Council Chambers, 609 Saint Francis Drive, Tularosa, NM 88352

DATE: Tuesday, August 11, 2026 | **TIME:** 5:30 PM

I. CALL TO ORDER

The Regular Meeting of the Village of Tularosa Planning and Zoning Commission was called to order at 5:30 PM.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by all present.

III. SALUTE TO THE FLAG OF NEW MEXICO

The Salute to the Flag of New Mexico was led by all present.

IV. ROLL CALL – QUORUM

Roll call was taken, establishing a quorum:

- **Commissioner Kim Skaggs:** Absent
- **Commissioner Helton:** Present
- **Commissioner Yates Unser:** Present
- **Commissioner Johnson:** Present
- **Commissioner DuBois:** Present

V. APPROVAL OF AGENDA

- **Motion:** Motion was made and seconded to approve the agenda as presented.
- **Vote:** Unanimous approval by all Commissioners present.
    - **Motion Carried (4-0).**

VI. APPROVAL OF PREVIOUS MINUTES

- **Motion:** Motion was made and seconded to approve the minutes from the previous meeting.
- **Vote:** Unanimous approval by all Commissioners present.
    - **Motion Carried (4-0).**

VII. PUBLIC COMMENT

- **Joan Price:** Listed on the agenda for public comment regarding the Vacant Building Registration ordinance, but did not speak.
- **Nancy Carr:** Spoke before the Commission regarding her application for property on Riata Rd. Mrs. Carr addressed her confusion regarding her initial filing for a subdivision. She clarified that she did not intend to apply for a full subdivision, but rather a simple two-lot split; however, the preliminary subdivision application had already been processed. She requested a refund for the price difference associated with the subdivision application fee. The Commission noted that decisions regarding fee refunds rest with the Village Council/Administration.

VIII. OPENING REMARKS

Commissioner Johnson spoke and thanked the Village for all the hard work they are doing to address the water emergency.

IX. ACTION / REVIEW ITEMS

1. 2026-SUP-002 | Flagship 1 LLC – Cell Tower (44 Sunset)

- **Description:** Update regarding the re-application for Cell Tower installation at 44 Sunset.
- **Discussion / Summary:** An update was provided to the Commission indicating that Mr. Milks of Flagship 1 LLC will be re-applying for the Cell Tower installation at 44 Sunset, and that the Commission will formally review his application at the September meeting. *Information item only; no formal vote taken.*

2. Review of Vacant Building Registration Ordinance

- **Description:** Review of the Vacant Building Registration Ordinance as presented to the Village Council.
- **Discussion / Action:** The Commission reviewed the ordinance framework and draft provisions as prepared for presentation to the Village Council.

X. UNFINISHED BUSINESS

1. P&Z 2026 Reform

- **Status Update:** Discussion held regarding reform ordinances scheduled for presentation at an upcoming Village Council meeting:
    - **Unified Fee Schedule:** Modernization and updates to application and permit fee structures.
    - **Vacant Building Registration & Maintenance Policy:** Proposed standards for property maintenance and vacant structure registration.

2. 2026-ABT-001 – Carolina and Felipe Bermudez-Moreno

- **Status Update:**
  - Noted for the record that the resident remains incarcerated as of 8/28/2026 and will be arguing an incompetency finding.
  - Currently no update from the Village Attorney regarding proceeding with the physical property abatement.

XI. NEW BUSINESS

None.

XII. ADJOURNMENT

- **Motion:** Motion was made and seconded to adjourn the meeting.
- **Action:** Meeting adjourned at **6:04 PM**.

RESPECTFULLY SUBMITTED BY:

_____ _____

Schanen Yates Unser, Secretary **Date**

Planning & Zoning Commission | Village of Tularosa

APPROVED BY:

_____ _____

Chairperson **Date**

Planning & Zoning Commission | Village of Tularosa