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, September 8, 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

- Secretary Yates Unser forgot to bring the copies of the minutes with her and will instead bring them at the next regular meeting for approval.

VII. PUBLIC COMMENT

- **Joan Price:** Listed on the agenda for public comment regarding the Vacant Building Registration ordinance, but did not speak.

VIII. OPENING REMARKS

None.

IX. ACTION ITEMS

1 1. 2026-2LP-001 | Nancy Carr – Two-Lot Split (Riata Road)

- **Description:** Presentation of P&Z recommendation for Mrs. Carr's two-lot split request on Riata Road.
- **Discussion Summary:** The Commission reviewed the formal recommendation details for the two-lot split on Riata Road.
- **Motion:** Motion was made and seconded to approve the P&Z recommendation for application 2026-2LP-001 (Two-Lot Split on Riata Road) and forward it to the Village Council.
- **Vote:** Unanimous approval by all Commissioners present.
    - **Motion Carried (4-0).**

2. 2. 2026-SUP-002 | Flagship 1, LLC – Cell Tower (44 Sunset Rd.)

- **Description:** Presentation and review of application for the proposed cell tower installation at 44 Sunset Rd.
- **Discussion Summary:** Mr. Sean Milks of Flagship 1, LLC was present to address questions regarding the cell tower's design, engineering, and installation specifications. Commissioner Johnson led a detailed and thorough examination of the technical and structural plans.
- **Action & Determination:** The Commission determined that Planning and Zoning will formulate and issue a formal **Findings of Fact** for the Village Council's review. Additionally, Planning and Zoning will recommend that the Village Council schedule a formal **Public Hearing** date and issue proper public notice to surrounding residents.
- **Motion:** Motion was made and seconded to adopt the Findings of Fact and forward the recommendation for a public hearing to the Village Council.
- **Vote:** Unanimous approval by all Commissioners present.
    - **Motion Carried (4-0).**

3. Review of Village Attorney Vacant Building Registration Ordinance.

- Discussion only

X. UNFINISHED BUSINESS

1. P&Z Reform

- **Status Update:** Discussion held regarding the current status of P&Z reforms and draft ordinances being presented to the Village Council:
    - **Unified Fee Schedule:** Review of progress on updating municipal permit and application fees.
    - **Vacant Building Registration Ordinance:** Status update on the registration and maintenance policy framework.

2. 2026-ABT-001 | Moreno Abatement

- **Status Update & Discussion:**
    - Reviewed the current legal and physical status of the abatement proceeding.
    - Discussion regarding timeline requirements and legal parameters governing how long the Village must wait before lawfully carrying out the physical property abatement.

XI. NEW BUSINESS

- Discussion of potential Code Enforcement Street by Street Schedule

XII. ADJOURNMENT

- **Motion:** Motion was made and seconded to adjourn the meeting.
- **Action:** Meeting adjourned at 6:24PM.

RESPECTFULLY SUBMITTED BY:

_____ _____

Schanen Yates Unser, Secretary **Date**

Planning & Zoning Commission | Village of Tularosa

APPROVED BY:

_____ _____

Chairperson **Date**

Planning & Zoning Commission | Village of Tularosa