VILLAGE OF BOSQUE FARMS

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Michael Baber, Chair

Commission:
Sharon Eastman
Dan Garrison
Joe J Hale
William Richardson

DRAFT AGENDA PLANNING AND ZONING COMMISSION

THE PLANNING & ZONING COMMISSION OF THE VILLAGE OF BOSQUE FARMS WILL HOLD ITS REGULAR MEETING ON MONDAY, NOVEMBER 2, 2026 IN THE COUNCIL CHAMBERS, 1455 WEST BOSQUE LOOP, BOSQUE FARMS, NM AT 6:30PM.

1. **CALL TO ORDER & ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA**
4. **PUBLIC COMMENT FOR NON-AGENDA ITEMS**

(Comments are limited to 3 Minutes, time cannot be distributed to peers in attendance)

5. **REVIEW & TAKE ACTION ON SEPTEMBER 14, 2026 MINUTES**
6. **Discussion of:**
   a. **Amendment to Zoning Code to add RV Campground to C-1 Special Use Permits**
7. **DEPARTMENTAL REPORTS**
8. **CHAIR & COMMISSION REPORTS**
9. **ADJOURNMENT**

DRAFT

TIME AND PLACE OF NEXT MEETING

THE NEXT MEETING OF THE VILLAGE OF BOSQUE FARMS PLANNING & ZONING COMMISSION WILL BE HELD ON ***MONDAY, DECEMBER 7*, 2026**.

PLEASE NOTE: *The Planning & Zoning Commission may revise the order of the agenda items considered at this Open Meeting. If you are an individual with a disability who needs a reader, 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 office of the Village Clerk at (505) 991-6611 at least three (3) calendar days prior to the meeting. Public documents including the agenda and minutes can be provided in digital or hardcopy format. The Village of Bosque Farms strictly prohibits any form of unlawful discrimination based on race, color, religion, gender identity, sexual orientation, sex, national origin, age, disability, or political affiliation in any program, activity, or service sponsored by the Village. Contact the office of the Village Clerk/administrator for more information*

Planning and Zoning Administrator

DRAFT MINUTES SEPTMBER 14, 2026

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DRAFT MINUTES PLANNING AND ZONING COMMISSION

THE PLANNING & ZONING COMMISSION OF THE VILLAGE OF BOSQUE FARMS WILL HELD ITS REGULAR MEETING ON MONDAY, SEPTEMBER 14, 2026 IN THE COUNCIL CHAMBERS, 1455 WEST BOSQUE LOOP, BOSQUE FARMS, NM AT 6:30PM.

1. CALL TO ORDER & ROLL CALL

Present: Chair Baber, Vice Chair Eastman, Commissioner Garrison and Commissioner Richardson **Excused:** Commissioner Hale

2. PLEDGE OF ALLEGIANCE

Robert Pierson

3. APPROVAL OF AGENDA

Motion to defer Item 7 to October Hearing due to lack of sign posting and to have a discussion on Item 6 rather than a hearing: Commissioner Eastman **Second:** Commissioner Garrison **Vote to approve:** Unanimous

Motion to approve agenda as amended: Commissioner Eastman **Second:** Commissioner Garrision **Vote to approve:** Unanimous

4. PUBLIC COMMENT FOR NON-AGENDA ITEMS

(Comments are limited to 3 Minutes, time cannot be distributed to peers in attendance)

None

5. REVIEW & TAKE ACTION ON AUGUST 3, 2026 MINUTES

Motion to Approve: Commissioner Eastman **Second:** Commissioner Richardson **Vote:** Unanimous

6. DISCUSSION FOR PROPOSED ORDINANCE CHANGES:

a. Amendment to Zoning Code Sign Ordinance

Discussion: Commission agreed Line 86 proposed deletion of shall and replacement with may should be removed and shall be the used language

Commission noted: Several places where Village of Bosque Farms was repeated consecutively remove duplicates

Discussion of Court decision that influenced the original sign amendment in 2022. Including discussion about proposed sign sizes for different types of signs.

Discussion about residential signs including size location and number.

b. Amendment to Property Maintenance 7-3-13

Discussion: APZM informed the Commission that the recommended changes had been completed.

c. Amendment to Zoning Code to add RV Park to C-1 Special Use Permits

Discussion about comments provided by outside private agencies recommend by Mark Podeyn:

- Camping Unit Sites versus RV spaces for the Ordinance term, the Commission preferred Camping Unit Sites
- Discussion about landscaping requirements, within RV Campground, there is a requirement for buffer landscaping, issues noted were number of trees/plants required, and placement to avoid creating traffic flow problems requiring low water use plants. APZM noted NM State has a list of low water use plants, Commissioner Garrison noted that the plants on that list were not necessarily the best plants for our region. Also noted the types of trees should be based on water table depth.
- The proposed amendment is solely for Commercial C-1 Zone Special Use and will not apply to residential zones.
- Commenter disagreed with 100-foot lot width. APZM noted that this was a design requirement but felt the 100-foot width could be important for access.
- RV Space sizes; Mark Podeyn felt those should not be regulated, if a campground owner undersized them that was their problem.
- Commenter was opposed to requiring a percentage of the property being used for anything, amenities, visitor parking etc.
- APZM noted that the proposed campgrounds should have traffic engineer look at the plans to insure that traffic flow works.
- APZM noted that there should not be any sort of vehicle storage, as that could lead to permanent residency. Also noted that business registrations for guests of the park at the park location are not appropriate, as they should be registered at their home, or business location outside of Bosque Farms. Commission concurred on both issues
- APZM noted the commenter though combining lots proposed to be used in the campground was excessive. APZM stated that due to setbacks potential for lots to be sold off that combining lots is important and needs to remain.

- APZM noted that applicant wanted language about adding to RVs APZM stated that since permanent residency is not allowed there would not be any additions the Village would concerned with. Modifications to the RV are MVD issues.
- Utilities should be underground for safety.
- Next commenter noted that smaller than 2 acre parks are appropriate, especially for traveling nurses etc. APZM like the language she suggested about only one RV may be parked in a RV Space.
- Suggested that storage and other structures should be approved by management, APZM noted that is not compliant with Village Codes.
- Discussion about time limits, recommended 30 days for general stay that can be extended by certain situations, such traveling nurse, contractor, receiving medical treatment and the park owners would need to get written proof from an employer, doctor etc. to verify and allow the extension of stay. Also that the extension could be terminated with notice from the park manager.
- Potential allowance for tents provided all sleep activity is in the tent no outside cots etc.
- A document from the applicant on how the campground will be run including allowance of tents and other rules should be included in application for Commission understanding of how the campground will be run.
- No park model RVS
- Posting and providing 24-hour contact number for tenants and Village to be able to reach a decision maker if there is an issue such as an emergency call
- Should managers have to live on the grounds? Or if off-site how far away they can be, suggest 20 minutes away max.
- Language about camp managers up to two of them may live in the campground
- Using landscaping buffers for plants as water retention ponds.

7. <u>DEPARTMENTAL REPORTS</u>

APZM: Provided short summary of what permits and actions had occurred the prior month.

8. <u>CHAIR & COMMISSION REPORTS</u>

Commissioner Richardson: Hole in walkway across from School

9. <u>ADJOURNMENT</u>

8:32PM

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Planning and Zoning Commission Chair

PROPOSED RV ORDINANCE

Amendment to 10-1-11 F Adding (12)

(A) Standards and requirements. The use of any parcel for an RV ~~park~~ Campground and any modifications to an existing RV ~~park~~ Campground shall comply with the following standards and requirements:

(1) The minimum parcel area for an RV ~~park~~ Campground shall be 2 acres;

(2) The maximum density of RV spaces shall not exceed 20 per 1 acre of gross land area;

(3) No RV shall be located anywhere but in an RV space and only 1 RV shall be located within any RV space;

(4) The only structures or vehicles which may be placed in an RV space, other than storage structures provided by the management of the park, are 1 RV and 1 motor vehicle

(5) The minimum width for a parcel containing an RV park shall be 100 feet, except that portions of the parcel intended only for general vehicular entrances and exits may be as narrow as 50 feet;

(6) Permitted accessory uses for a commercial service nature and parking areas serving the accessory uses shall not occupy more than 15% of the gross area of the RV park, and shall be sized, laid out and designed to serve only the needs of travelers patronizing the RV park;

(7) Vehicle storage ~~other than RV's is not~~ is allowed

(8) No home occupation or business shall be ~~operated from an RV~~ registered in the RV park;

(9) All contiguous lots of record proposed for the development of an RV park under 1 ownership or management shall be consolidated into a single lot of record;

(11) A responsible caretaker, owner, or manager shall be placed in charge of any RV park to keep all grounds, facilities and equipment in a clean, orderly, and sanitary condition; name and contact number for emergencies at the campground shall be made available to the Village of Bosque Fams and posted on the office or on a free-standing sign near the entrance. Manager's (up to two (2)) must live on site or within 20 minutes of the campground. ~~and~~

(12) Evidence of review and approval of the liquid waste disposal system for the proposed park shall be provided by the applicant to the Village.

(B) Layout and design specifications. The following layout and design specifications shall apply to any RV ~~park~~ Campground:

(1) (a) A landscape buffer area shall be provided immediately within all boundaries.

(b) The required buffer area shall be a minimum of 10 feet in depth within all boundaries common to a residential zoning district or public street

(c) Landscape trees shall be appropriate for a water table deeper than 5 feet.

(d) Trees are not appropriate in the campground area but bushes and flowers should be planted to break up large barren stretches of ground.

(~~2~~c) No recreation or service area may be located within a buffer area;

(~~3~~d) No RV may be located within a buffer area;

(~~4~~e) No building or structure may be erected or placed within a buffer area, except a sign, fence or wall;

(~~5~~f) No refuse-disposal area shall be located within a buffer area;

(~~6~~h) No plant materials or land may be deposited or removed within a buffer area except as a part of a recognized landscaping scheme or except for emergency access;

(~~7~~2) ~~At least 1 off-street parking space shall be provided for each RV space plus 1 additional space for each 4 RV spaces to provide for guest parking. Grouped parking spaces shall be located within 150 feet of the RV spaces served;~~Parking for the RV and tow vehicle shall be provided in the same space. Visitor parking for Campground space renters shall be provided at one (1) space per six (6) campground spaces and be located within 120 feet of the campground site. No parking is allowed in access roads.

(3) If tents are allowed by the owners of the Campground all members of the group must sleep in the tent no cots or sleeping bags may be used outside of the tent.

(~~8~~4) All recreation areas shall comply with flood plain requirements and storm water management, including ponding on site;

(~~9~~5) The boundaries of each RV space shall be delineated by suitable permanent markers in a way that the boundaries of any space can be readily ascertained;

(~~10~~6) Each RV space shall have sufficient unobstructed access to, or frontage on, an RV park road, so as to permit the movement of RVs;

(~~1~~7) Each RV space shall have a minimum area of 500 square feet and shall have 1 conveniently located automobile parking space;

(~~1~~8) No ground-based structural addition to any RV shall be permitted;

(~~1~~9) All refuse containers shall have an animal-proof lid and shall be maintained in a clean and sanitary condition. Garbage and refuse shall be disposed of in a manner to control flies, rodents and odors;

(~~1~~410) All utilities, including electrical power and telephone lines, shall be installed underground;

(~~1~~511) All roads, walkways, grouped-bay parking and service areas shall be provided with lighting adequate to ensure the safety of vehicular and pedestrian traffic; and

(~~1~~612) All lighting shall be arranged ~~so far as possible~~ to reflect away from RV spaces but not onto adjacent properties. All lighting shall comply with Village lighting regulations and NM Dark Sky Ordinance.

Amendment to 10-1-4 Definitions

RECREATIONAL VEHICLE

A structure which is designed or used as temporary living quarters for recreation, camping, or travel, and which may be a self-propelled motor vehicle or designed to be towed or mounted on a motor vehicle. Park model RVs are not considered Recreational Vehicles for the purposes of this definition.