



# CITY OF LAS CRUCES

## DEVELOPMENT REVIEW COMMITTEE (DRC)

Following are the minutes from the City of Las Cruces Development Review Committee Meeting held Wednesday, March 19, 2025, at 9:00 a.m. in Room 1158.

**DRC PRESENT:** Gary Skelton, Engineer, Public Works  
Tony Trevino, Deputy Director, Public Works  
Mike Kinney, Plan Review Engineer, Com. Dev.  
Kyle Metzgar, MPO  
Michael Danner, Fire Investigator LCFD  
Domonique Rodriguez, Assistant Director, Utilities  
Steven Bingham, Director, Parks & Rec

**STAFF PRESENT:** Adam Ochoa, Senior Planner  
John Castillo, Planner, Community Development

**OTHER PRESENT:** Steve Peale, Borderland Engineers

### 1. CALL TO ORDER (9:00 a.m.)

Ochoa: All righty folks. We'll go ahead and get this meeting started. I'm going to call the March 19, 2025 DRC meeting to order. It's 9:03.

### 2. APPROVAL OF MINUTES

#### 2.1 February 19, 2025

Ochoa: So the first item we have on the agenda is the approval of the minutes from the February 19th DRC meeting. Do we have any changers for those? Seeing none. Can I have a motion to approve the February 19th DRC minutes?

Metzgar: Motion.

Ochoa: Can I have a second please?

Skelton: Second.

Ochoa: Thank you, Gary. All in favor signify by saying "aye."

MOTION PASSES UNANIMOUSLY.

Ochoa: Opposed. Minutes passed.

1 **3. NEW BUSINESS**

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4 **3.1 Case No. 25CS0500016: Dale Bellamah Annex Replat No. 2**

- 5 • A request for approval of a non-administrative replat, known as Dale  
6 Bellamah Annex Replat No. 2.  
7 • The proposed subdivision currently encompasses approximately 0.318  
8 acres, is zoned R-1a (Single-Family Medium Density) and located at  
9 1741 Calle Feliz.  
10 • The subdivision proposes to subdivide one (1) existing lot into two (2)  
11 new lots that are approximately 0.1631 acres and 0.1553 acres in size.  
12 • Submitted by Borderland Engineers and Surveyors LLC,  
13 Representative.  
14

15 Ochoa: We've got two items here. Look like two pretty simple, fairly simple replats,  
16 non-administrative replats. The first one we have is Case 25CS0500016,  
17 the Dale Bellamah Annex Replat No. 2. Staff could we have a quick  
18 synopsis of this replat please.  
19

20 Castillo: Good morning, Mr. Chair. Today we have a request for approval of a non-  
21 administrative replat known as College Subdivision No. 2 Replat of part of  
22 Tract 9.  
23

24 Ochoa: Actually it Dale Bellamah.  
25

26 Castillo: I'm sorry. Yes, wrong one. Dale Bellamah Annex Replat No. 2. The  
27 proposed subdivision currently encompasses approximately 0.318 acres.  
28 And it is currently zoned R-1a which is our single-family medium density  
29 zoning district. And it is located at 1741 Calle Feliz. This subdivision  
30 proposes to subdivide the existing lot into two new lots that are 0.1631 acres  
31 and 0.1553 acres in size. Today we have Borderland Engineers and  
32 Surveyors as the representatives for the record.  
33

34 Ochoa: So this went through a couple of reviews. Were there any outstanding  
35 issues with the reviews.  
36

37 Castillo: No, there were no outstanding issues.  
38

39 Ochoa: All right. Thank you. Go around the table. Parks and Rec, any comments?  
40

41 Bingham: I don't have any.  
42

43 Ochoa: All right. Thank you so much. Let's see here, Utilities.  
44

45 Rodriguez: None.  
46

47 Ochoa: None. Thank you. Public Works, engineering.

1  
2 Trevino: So this is where it kind of, I'm just going to go, Gary are we good?  
3  
4 Skelton: Yes, go ahead.  
5  
6 Trevino: How are we going to, I guess after this meeting we'll just discuss the process  
7 of this because we don't review them so unless we get the comments we  
8 don't know what comments our staff had. And I think they should probably  
9 be here at the table also, the technical reviewers. For me I'll pass it on to  
10 Gary.  
11  
12 Skelton: Yes, Public Works didn't have any comments at this time.  
13  
14 Ochoa: Sounds good. And Fire Department.  
15  
16 Danner: No, sir. No comment.  
17  
18 Ochoa: Thank you very much. Thank you for bring that up, Tony. What we'll do,  
19 because this is a new way were doing it with directors here. What we'll do  
20 beforehand is actually send out if there's any comments or any conditional  
21 approvals just so that way you know what it is that we're, if there was  
22 anything that your staff had that way you can bring them along if they had  
23 any comments on anything. But these two were, CD saw these as fairly  
24 simple replats so it shouldn't have been too big of a deal. But we'll definitely,  
25 if we see something, especially next DRC more than likely we'll have some  
26 comments on that. So we'll definitely send that out to you. But thank you  
27 for bringing that to our attention.  
28  
29 Trevino: Thank you, sir.  
30  
31 Ochoa: Thank you. All righty. So seeing that there's no other comments, can I have  
32 a motion to approve Case 25CS0500016?  
33  
34 Metzger: So motioned.  
35  
36 Ochoa: Thank you, Kyle.  
37  
38 Trevino: Second.  
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40 Ochoa: Thank you, Tony. All in favor signify by saying "aye."  
41  
42 MOTION PASSES UNANIMOUSLY.  
43  
44 Ochoa: All opposed. We're good. This will be moving forward to the April 22nd  
45 Planning and Zoning Commission meeting. All righty.  
46  
47 **3.1 Case No. 25CS0500011: College Subdivision No. 2 Replat of part of**  
48 **Tract 9**

- 1 • A request for approval of a non-administrative replat, known as College
- 2 Subdivision No. 2 Replat of Part of Tract 9.
- 3 • The proposed subdivision currently encompasses approximately 0.2519
- 4 acres, is zoned R-1a (Single-Family Medium Density) and located at
- 5 1600 E. Boutz Road.
- 6 • The subdivision proposes to subdivide one (1) existing lot into two (2)
- 7 new lots that are approximately 0.12 acres and 0.13 acres in size.
- 8 • Submitted by Borderland Engineers and Surveyors LLC,
- 9 Representative.

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11 Ochoa: So the next one we have here is Case 25CS0500011, the College  
12 Subdivision Replat No. 2, replat of Part of Tract 9. Quick synopsis on this  
13 one please, John.

14  
15 Castillo: So the request is for a non-administrative replat known as College  
16 Subdivision No. 2 Replat of Part of Tract 9. It currently encompasses  
17 0.2519 acres. It is also zoned R-1a which is our single-family medium  
18 density. And it is located at 1600 E. Boutz. So the proposed subdivision is  
19 going to take the existing lot and separate it into two lots that are  
20 approximately 0.12 acres and 0.13 acres in size. This was also submitted  
21 by Borderland Engineers and Surveyors. And their representative is here  
22 as well.

23  
24 Ochoa: Okay. Were there any outstanding comments on this one, after the review  
25 done?

26  
27 Castillo: No, there were not outstanding comments.

28  
29 Ochoa: Okay. I guess we'll go around the table again one more time, see if there's  
30 anybody else had anything else to add to this. Parks and Rec.

31  
32 Bingham: Can I have a moment to look at this?

33  
34 Ochoa: Sure.

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36 Bingham: Can you come back to me?

37  
38 Ochoa: We'll go the other way. How about that?

39  
40 Bingham: Thank you.

41  
42 Ochoa: Fire. No comments from Fire. Thank you. Public Works, engineering.

43  
44 Skelton: No comments.

45  
46 Ochoa: Thank you. Utilities.

47

1 Rodriguez: No. No comments.  
2  
3 Ochoa: No comments. Thank you. MPO.  
4  
5 Metzgar: No comment.  
6  
7 Ochoa: Now back to you Parks.  
8  
9 Bingham: No comments.  
10  
11 Ochoa: Awesome. Thank you very much. All righty, all those in favor signify by  
12 saying "aye."  
13  
14 I'm sorry. My apologies. May I have a motion to approve Case  
15 25CS0500011. I was in a hurry.  
16  
17 Trevino: Motion to approve.  
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19 Ochoa: Thank you. Could I have a second please?  
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21 Metzger: Second.  
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23 Ochoa: Thank you. Again, all in favor signify by saying "aye."  
24  
25 MOTION PASSES UNANIMOUSLY.  
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27 Ochoa: All opposed, "nay." This will move forward also to the April Planning and  
28 Zoning Commission meeting.  
29  
30 **4. DISCUSSION ITEMS**  
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32 Ochoa: Other discussion items. As stated before we'll be getting those comments  
33 to directors and deputy directors beforehand for the next meeting so that  
34 we're all on the same page.  
35  
36 **5. ADJOURNMENT (09:10 a.m.)**  
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38 Ochoa: But other than that can I have a motion to adjourn, please.  
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40 Trevino: Motion to adjourn.  
41  
42 Ochoa: Thank you. A second please.  
43  
44 Metzgar: Second.  
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46 Ochoa: Thank you. All in favor signify by saying "aye."  
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48 MOTION PASSES UNANIMOUSLY.

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2 Ochoa: All right. All opposed. We are adjourned at 9:10. Thank you folks.

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Chairperson