

AGENDA
City of Hobbs Planning Board – Regular Meeting
December 16, 2025 at 10:00 AM

W.M. “Tres” Hicks, Chairman
Bill Ramirez
Brett Drennan
Larchinee Turner

Guy Kesner, Vice Chairman
Ben Donahue
Brett Clay

Tentative Agenda for the Planning Board Regular Session Meeting to be held on Tuesday, December 16, 2025 at 10:00 AM, at the City of Hobbs Annex Building, First Floor Commission Chambers located at 200 E. Broadway, Hobbs, NM 88240.

AGENDA

Call To Order and Roll Call

- 1) Review and Consider Approval of Agenda
- 2) Review and Consider Approval of Minutes

November 18th, 2025 – Regular Meeting

Communications from Citizens. (3-minute limit per citizen)

Action Items:

- 3) Consider and Approve Bender Trail Area Subdivision Sketch Plan
- 4) Review and Consider a Carport Variance at 1901 N. Rojo
- 5) Review and Consider the 2026 Planning Board Calendar

Discussion Items:

None

Adjournment

The City will make every effort to provide reasonable accommodations for people with disabilities who wish to attend a public meeting. Please notify the City at least 24 hours before the meeting. Telephone 575-397-9232.

“Notice is hereby given that a quorum of the Hobbs City Commission may be in attendance at this meeting.”


J. Ramirez
12-12-25

**PLANNING BOARD REGULAR MEETING
MINUTES
NOVEMBER 18, 2025**

The Hobbs Planning Board met on November 18, 2025, at 10:00 a.m. at the City of Hobbs Annex Building, First Floor Commission Chambers, located at 200 E. Broadway, Hobbs, NM 88240 with Mr. W.M. “Tres” Hicks, Chairman, presiding.

Members Present:

W.M. “Tres” Hicks, Chairman
Guy Kesner, Vice Chairman
Ben Donahue
Bill Ramirez

Members Absent

Larchinee Turner
Brett Clay
Brett Drennan

Also present were members of the public and City staff as follows:

Todd Randall, Assistant City Manager
April Hargrove, Engineering Assistant
Ayana Estrada, Deputy City Attorney
4 Citizen(s)

Anthony Henry, City Engineer
Shawn Williams, Fire Marshal
John Portulano, Lea County Planner

Call to Order and Roll Call

Ms. April Hargrove, Engineering Assistant, did a roll call for members as follows:

Mr. Ramirez-yes, Ms. Turner-absent, Mr. Kesner-yes, Mr. Drennan-absent, Mr. Clay-absent, Mr. Donahue-yes, and Mr. Hicks-yes. There were four members present at the meeting.

Mr. Hicks called the meeting to order at 10:00 a.m.

1.) Review and Consider Approval of Agenda

The first item of business was to review and approve the agenda for the November 18, 2025, regular meeting. Mr. Hicks asked if there were any additions or changes to the agenda. Mr. Randall stated there were no changes. Mr. Ramirez made a motion, seconded by Mr. Kesner to approve the agenda as presented. The vote on the motion was 4-0, and the motion carried.

2.) Review and Consider Approval of Minutes

Mr. Hicks asked if everyone had a chance to read the Regular Meeting Minutes from October 21, 2025. Mr. Donahue made a motion, seconded by Mr. Ramirez to approve the Regular Meeting Minutes as presented. The vote was recorded as follows: Ramirez yes, Kesner yes, Clay absent, Donahue yes, Turner absent, Drennan absent, Hicks yes. The vote on the motion was 4-0 and the motion carried.

Communications from Citizens

None.

Action Items

3) Consider and review a Right-of-Way Encroachment and Setback Variance at 913 E. Marland (Carport)

Mr. Randall stated this is a request for a carport right-of-way encroachment and setback variance at 913 East Marland. He stated that Marland has an 80-foot oversized right-of-way, functioning as a major collector. Mr. Randall explained the proposed carport would be located 19.3 feet from the back of curb. The actual right-of-way extends approximately 20 feet from the back of curb.

Mr. Randall noted that the Planning Board has previously required carports to be constructed at least five feet from the property line; however, on oversized rights-of-way, the Board has allowed carports to be built at the property line. Mr. Randall stated the applicant has approximately five feet between the house and the proposed carport and could shift the structure back to meet a 20-foot setback from the back of curb. Mr. Randall explained the carport would be accessed from the existing driveway on the east side of the property, with vehicles entering east-west into the structure. There is no additional driveway access on the opposite side of the lot.

In response to Mr. Ramirez's questions, Mr. Randall confirmed that no other carports exist along this block. He explained that letters were mailed to adjacent property owners. Mr. Randall stated if carports were present on the street, the request could have been handled administratively at 25 feet from back of curb.

In response to Mr. Kesner's inquiries, Mr. Randall discussed the access to the carport, the available turning radius, and the spacing between the structure and the existing house. Mr. Randall clarified that moving the carport to achieve a 20-foot distance from the back of curb is feasible.

Mr. Hicks expressed support for allowing a setback of 20 feet from the back of curb to accommodate access and structural needs.

Mr. Kesner made a motion to approve the carport setback variance with the condition that the carport be located a minimum of 20 feet from the back of curb, seconded by Mr. Ramirez. The vote on the motion was 5-0 and the motion carried.

4) Consider and review a Parking Variance at 111 W. Clinton

Mr. Randall stated this is a variance request related to parking for the property on Clinton Street, just west of Turner, which is being renovated into a daycare facility. He explained that areas south of Sanger, especially closer to downtown, often face parking challenges. Mr. Randall stated the applicant initially showed ADA parking in the front, along with additional parking spaces, but some of those stalls encroached into the right-of-way and could not be

counted. Mr. Randall explained that the owner is also adding a covered area at the rear of the building, which removes potential on-site parking spaces.

Mr. Randall noted that the applicant proposed 15-foot-deep compact spaces, but the Planning Board has not supported compact parking in the past, given the number of large vehicles in the community. He recommended that all stalls meet standard depth requirements and that the compact spaces be eliminated. Mr. Randall explained that based on the square footage, nine parking spaces are required. He further explained the applicant can provide five on private property and three on-street parking spaces. He stated there is one motorcycle space was shown, but he clarified that motorcycle spaces are not typically counted toward automobile parking requirements. Mr. Randall stated with this configuration, the site remains short one parking stall. He noted that this is a daycare, so long-term parking demand will be primarily for staff, with short-term, high-turnover use for drop-off and pick-up.

In response to Mr. Hicks' question, Mr. Randall stated the alley behind the property is paved. He stated that alley access for commercial uses may be allowed in such cases.

In response to Mr. Kesner's question regarding the driveway, Mr. Randall explained that the driveway is wide enough for one-way traffic (about 14 feet), though not for a fire lane, which requires 20 feet. Mr. Kesner discussed whether a one-way north-south driveway could function as a drop-off lane, which could help alleviate congestion and reduce the need for front-yard parking. Mr. Randall confirmed that the driveway access would not be blocked by the on-street parking.

In response to Mr. Hicks' questions regarding the ADA requirements, Mr. Randall explained only one ADA stall is required, and removing extra ADA stalls would not change the total parking count. Mr. Randall emphasized that approving this request would involve counting on-street parking toward the required total, which is normally not permitted under the ordinance, except in limited cases similar to the downtown area.

Mr. Kesner discussed the involved staff-to-child ratios, the number of employees needed, and whether available parking would be sufficient for staffing needs.

Mr. Randall clarified that the new covered area reduces potential parking by two to three spaces and that the applicant would otherwise require a variance. He explained the proposed plan provides five on-site spaces, with three additional on-street spaces available.

Mr. Donahue suggested approving the variance with the conditions, allowing the one-way north-to-south driveway to function as a dedicated drop-off and pick-up drive-through lane; requiring all parking spaces to meet standard 20-foot depth (removal of compact spaces); and allowing the applicant the option of adding a sixth on-site stall if feasible.

Mr. Donahue expressed concerns regarding on-site maneuverability if the optional additional space were included, and the Board agreed it should remain optional.

Mr. Donahue made a motion to approve the variance, allowing the three on-street parking

spaces to count toward the parking requirement and permitting the applicant to reduce the on-site requirement by one space. Mr. Kesner seconded the motion. The vote on the motion was 4-0 and the motion carried.

Mr. Hicks recommended that staff discuss with the applicant potential solutions to avoid traffic stacking on Clinton Street during drop-off and pick-up times, including whether circulation should occur on the front or rear side of the building.

5) Consider and review an Encroachment into the Cattle Call Right-of-Way

Mr. Randall stated this is a request for an encroachment into the Cattle Call right-of-way. This item functions as a site or setback variance request. He stated the carport was constructed on the property without a permit and was subsequently red-tagged. Mr. Randall explained that permitting is essential to ensure that structures are not built within the City's right-of-way. He further explained the property has a driveway facing Thomas Drive, and the carport encroaches into the City right-of-way along Cattle Call, approximately 4.5 feet on the south side and 3 feet on the north side.

Mr. Randall stated that staff recommends that, at a minimum, the carport be permitted and relocated so that it no longer encroaches into the right-of-way. He explained the right-of-way boundary is 10 feet from the back of sidewalk.

Mr. Randall reviewed whether the City's Right-of-Way Management Ordinance could apply. He explained the ordinance allows encroachments for utilities such as fiber, small-cell sites, and pipelines. He further explained that this carport would be considered a non-linear occupation, which carries a fee of \$24 per square foot per year. With an approximate encroachment of 80 square feet, the annual fee would be nearly \$1,900.

Mr. Randall evaluated whether the structure could qualify as a linear occupation, which is assessed at \$42 per linear foot, but the structure does not meet the criteria. He stated that after discussing the cost with the property owner, he stated he would not pay the fee and had already contacted his contractor to move the structure out of the right-of-way.

Mr. Randall confirmed that the carport has already been built and recommended that the Planning Board consider allowing a zero-foot setback, permitting the carport to be placed at the property line (10 feet from the back of curb/sidewalk), similar to where a side-yard fence could be located.

In response to Mr. Hicks' question, Mr. Randall stated the distance from the house to the right-of-way is approximately 23 feet, which is sufficient for a vehicle to fit fully under the carport. He also confirmed that the structure does not impact the alley sight-triangle and, as an open-walled carport, would not create more obstruction than a parked vehicle.

Mr. Kesner made a motion to approve the variance allowing a zero-foot setback for the carport, seconded by Mr. Donahue. The vote on the motion was 4-0 and the motion carried.

6) College Lane Public Right-of-Way Dedication and Setback Variance

Mr. Randall stated this is a request for a setback variance. He stated this is part of the College Lane improvements project, which requires the dedication of additional right-of-way at Davis and College Lane. Mr. Randall stated the property owner has already submitted house plans and is willing to dedicate 5.47 feet to the City of Hobbs with compensation. However, the dedication impacts his setback.

Mr. Randall explained that the required setback along College Lane, a collector street, is 35 feet for both front and side yards. After the dedication, his setback would be reduced to 29.5 feet. He stated the variance requested would honor the original property line and accommodate his existing house plans.

Mr. Randall noted that across the street, an existing home appears to have only a 5–10-foot setback. He stated that historically, the County required a 45-foot section line roadway setback and a 35-foot half-section setback. Mr. Randall explained there were inconsistencies between the City and County on setback enforcement in the past, especially south of the city limits. The City and County now jointly review setbacks to ensure consistency.

In response to Mr. Ramirez’s question, Mr. Randall stated that the County has not approved the house plans, and the property owner has not yet submitted a building permit. He stated that right-of-way acquisition negotiations have begun, and staff recommended bringing this request to the Planning Board. Staff believes the request is reasonable since the owner is dedicating right-of-way and only asking to maintain his original property line.

In response to Mr. Donahue’s questions, Mr. Randall explained that compensation to the owner is for the right-of-way acquisition, which is City-initiated as part of the roadway project.

Mr. Ramirez made a motion to approve the variance, seconded by Mr. Kesner. The vote on the motion was 4-0 and the motion carried.

Discussion Items:

None

Adjournment

The meeting adjourned at 10:39 a.m.

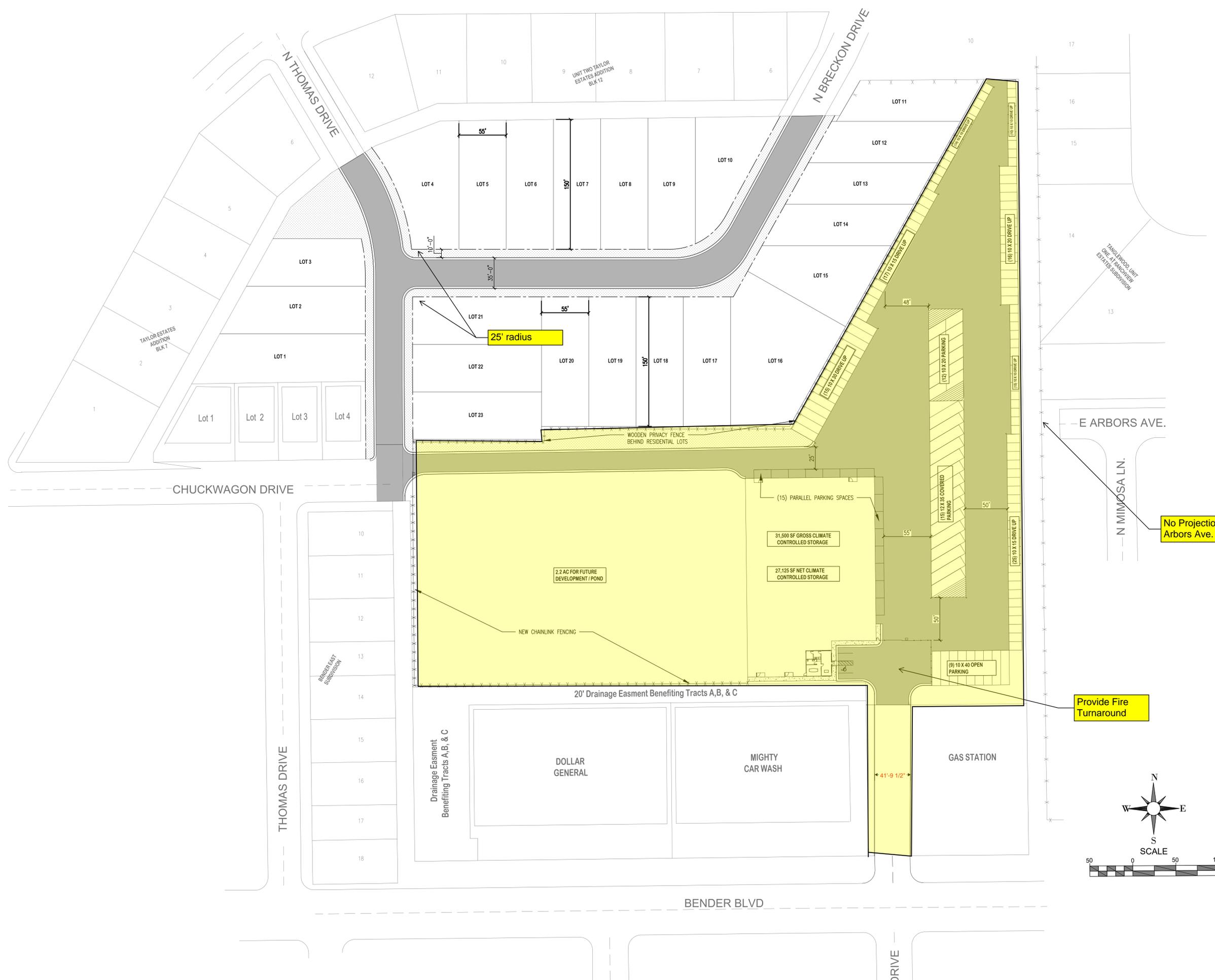
W.M. “Tres” Hicks, Chairman

3) Consider and Approve Bender Trail Area Subdivision Sketch Plan

CONSULTANTS

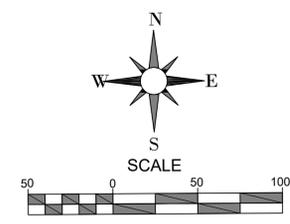
HOBBS, NM

OWNER



No Projection of Arbors Ave.

Provide Fire Turnaround



MARK	DATE	DESCRIPTION

PROJECT NO:	
CAD DWG FILE:	
DRAWN BY:	TS
CHK'D BY:	
COPYRIGHT:	

SHEET TITLE
SITE PLAN

4) Review and Consider a Carport Variance at 1901 N. Rojo



VARIANCE APPLICATION

Application Date: **09/19/2025**

Variance for (circle one): front yard / side yard

Property Owner: Jessica Soliz

Phone: 940-395-6975

Address of proposed structure: 1901 N. Rojo Drive

Subdivision (if known): Broadmoor Add Lot & Block # (if known): #5; #27B

Type of proposed structure: Carport Dimensions of proposed structure: **16'Lx30'Wx8'H**

Are subdivision covenants and/or deed restrictions available? If so, please attach a copy.

The existing front/side setback for the structure at the above address is **21'** feet. If the variance is approved, the new front/side setback with the front improvement will be **5'** feet.

(15' TOTAL BOC)

* The Planning Board of the City of Hobbs has established a procedure to require each applicant for a setback variance to notify property owners **within 150 feet** of the proposed improvement. In addition, front-yard setbacks of less than 10' for buildings (excluding carports) are generally not permitted.

Addresses of existing carports/fences/porches in vicinity (if any):

Please attach the following documents:

- Copy of Building Permit Application.
- Sketch Plan showing dimensions of existing and proposed improvements and distances from proposed improvement to sidewalk, curb, and/or edge of street.
- Copy of Covenants and/or Deed Restrictions, if any.
- Signature Sheet containing signatures of adjacent property owners **within 150 feet** of above referenced lot.

Return completed form to:
City-Hall - Planning Division
200 E. Broadway St.
Hobbs, NM 88240
P: 575-397-9232
F: 575-397-9227

Jessica Soliz 9-19-25
Property Owner Signature Date
Jessica Soliz

CITY OF HOBBS, NM
PLANNING DIVISION
VARIANCE APPLICATION
 (To Front and/or Side Yard Setback Requirement)
Adjoining Property Owner Notification

Note: The Planning Board of the City of Hobbs has established a procedure to require each applicant for a front or side yard setback variance to notify property owners within 150 feet of the proposed improvement. In addition, front-yard setbacks of less than 10' for buildings (excluding carports) are generally not permitted.

Date: **09/19/2025**

Applicant: Jessica Saliz

Phone: 940-395-6975

Neighboring Property Owner:

For your information, a variance application has been submitted to build a structure in the front or side setback at:

Applicant address: 1901 N. Rojo Dr.

Address of proposed structure: 1901 N. Rojo Drive

Subdivision (if known): Broadmoor Add Lot & Block # (if known): #5, #27B

Type and dimensions of proposed structure (see attached drawing for details): **Carport 16'Lx30'Wx8'H**

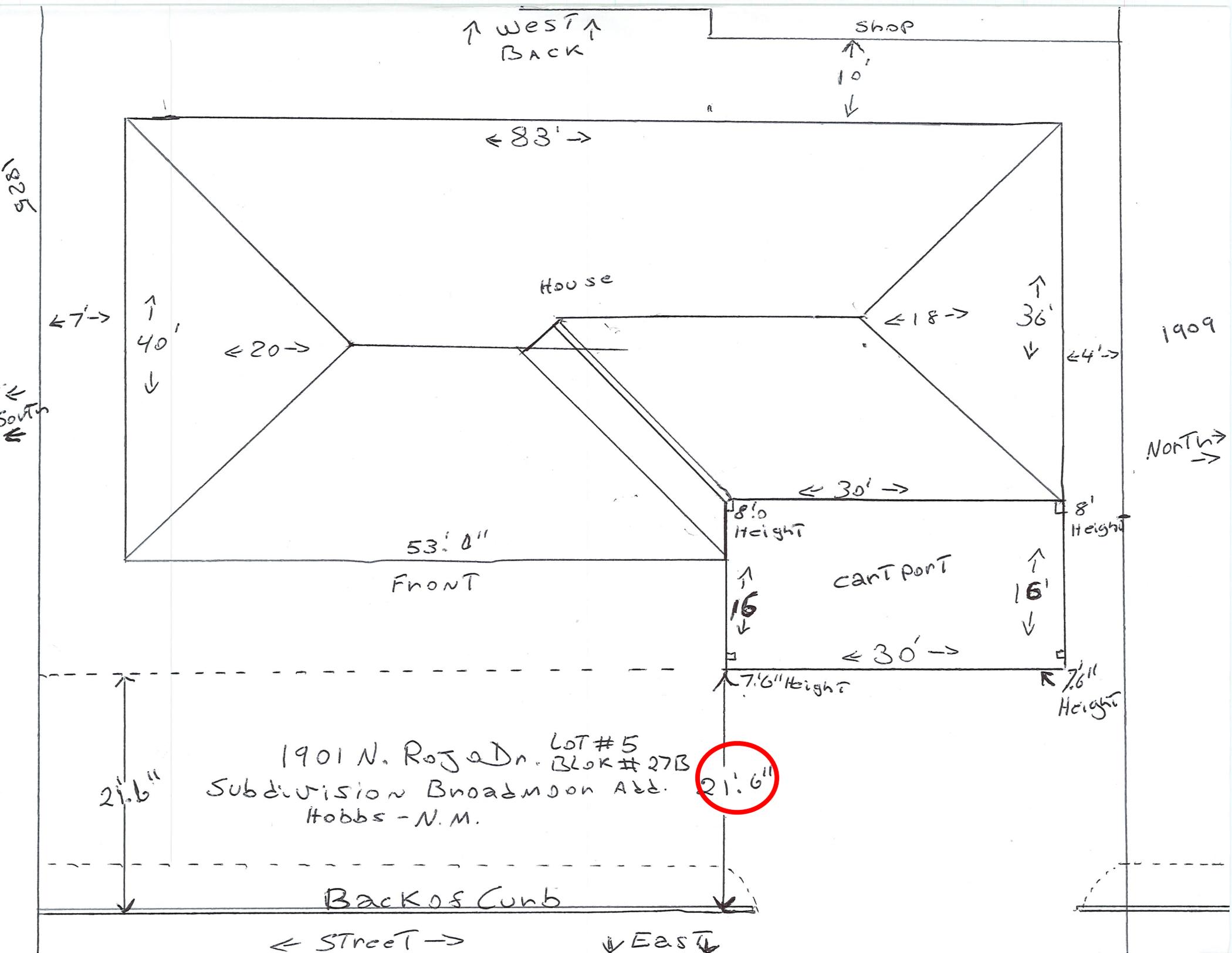
The existing front/side setback for the structure at the above address is **21'** feet. If the variance is approved, the new front/side setback with the front/side improvement will be **5' PL** feet. **(15' TOTAL BOC)**

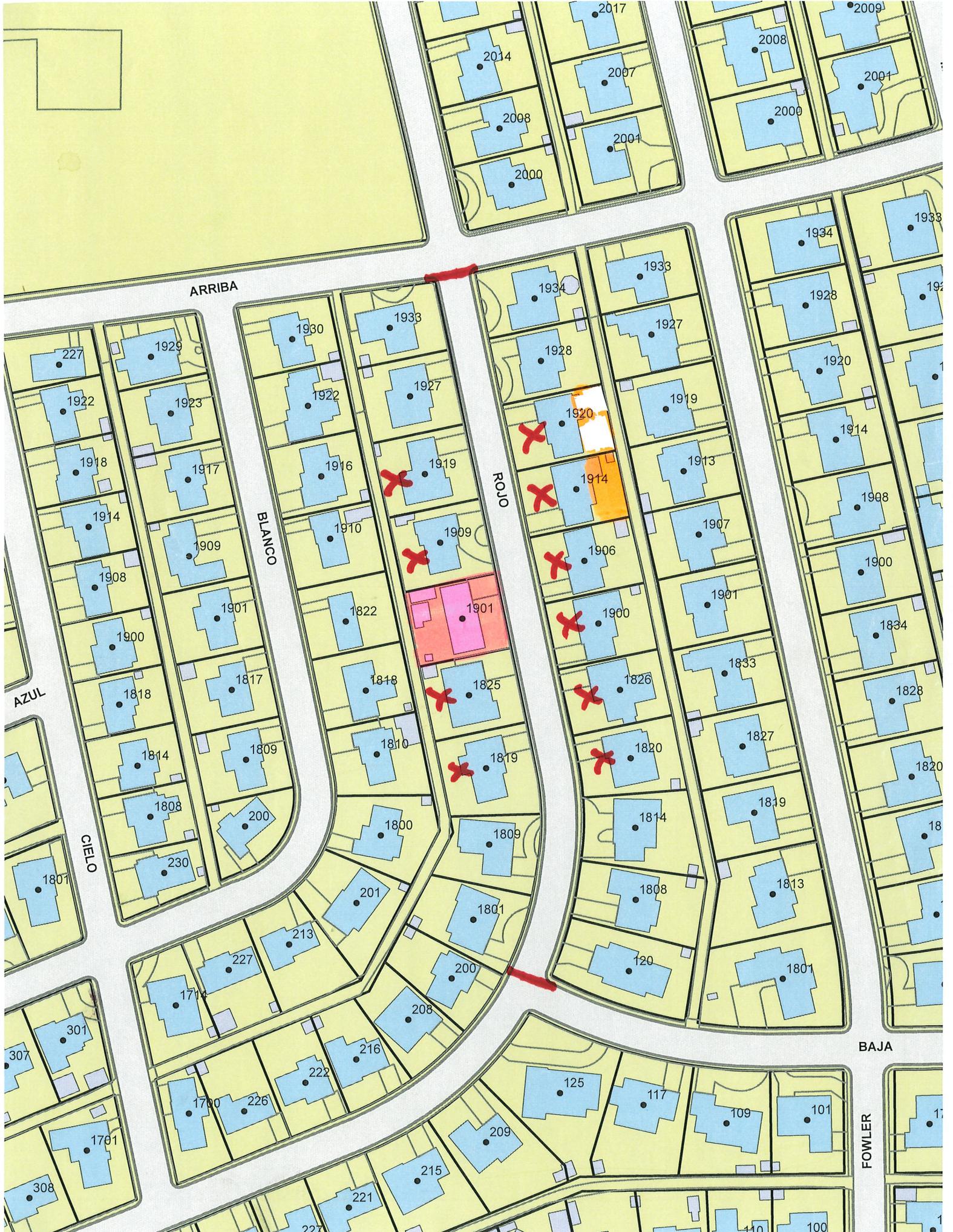
If any adjoining property owner has questions, please call the Planning Division at 397-9232. The City reserves the right to contact adjacent property owners to verify accuracy of signatures.

Signatures of adjoining property owners and acknowledgement of request:

Adjacent Property Owner Name(s)	Address	Signature(s)	Phone #	Do you support request? Y / N
Michelle Henson	1820 N. Rojo	Michelle Henson	575-631-0922	Yes
MARIA RODRIGUEZ	1819 N. ROJO	Maria B. Rodriguez	575-390-9310	YES
Noel Salas	1826 N. Rojo	Noel Salas	575-993-4746	yes
José Castro	1825 N. Rojo	José Castro	575-200-4923	YES
Juan Ovarria	1909 N. Rojo Dr.	Juan Ovarria	(502) 791-0955	YES
Shirley Garcia	1919 N. Rojo	Shirley Garcia	575-993-5121	YES
Chris Wood	1906 N. Rojo	Chris Wood	575-964-1267	Yes-
Erica Gutierrez	1920 N. Rojo	Erica Gutierrez	575-552-1503	YES
Clayton Pilley	1906 N. Rojo	Clayton Pilley	575-964-1267	Yes
Burt Patterson	1900 N. Rojo	Burt Patterson	575-637-9505	Yes

*Deed Restrictions, if available, are located in the Planning Division.





ARRIBA

BLANCO

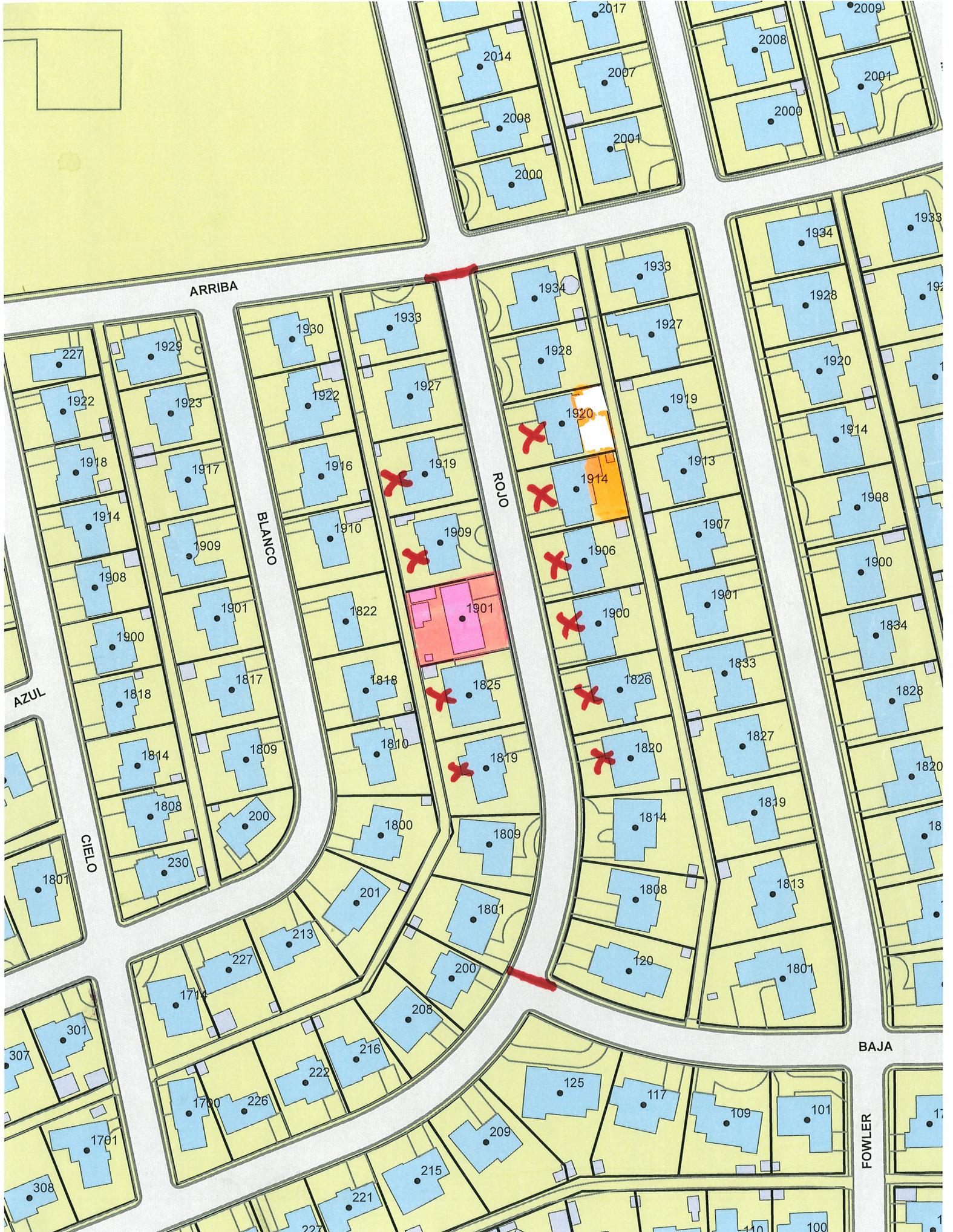
ROJO

AZUL

CIELO

BAJA

FOWLER



ARRIBA

BLANCO

ROJO

AZUL

CIELO

BAJA

FOWLER

1909

1901

1825

Setback
Right of Way

Back of Curb

5'
10'
15' R.O.C

R.O.W

31' R.O.C

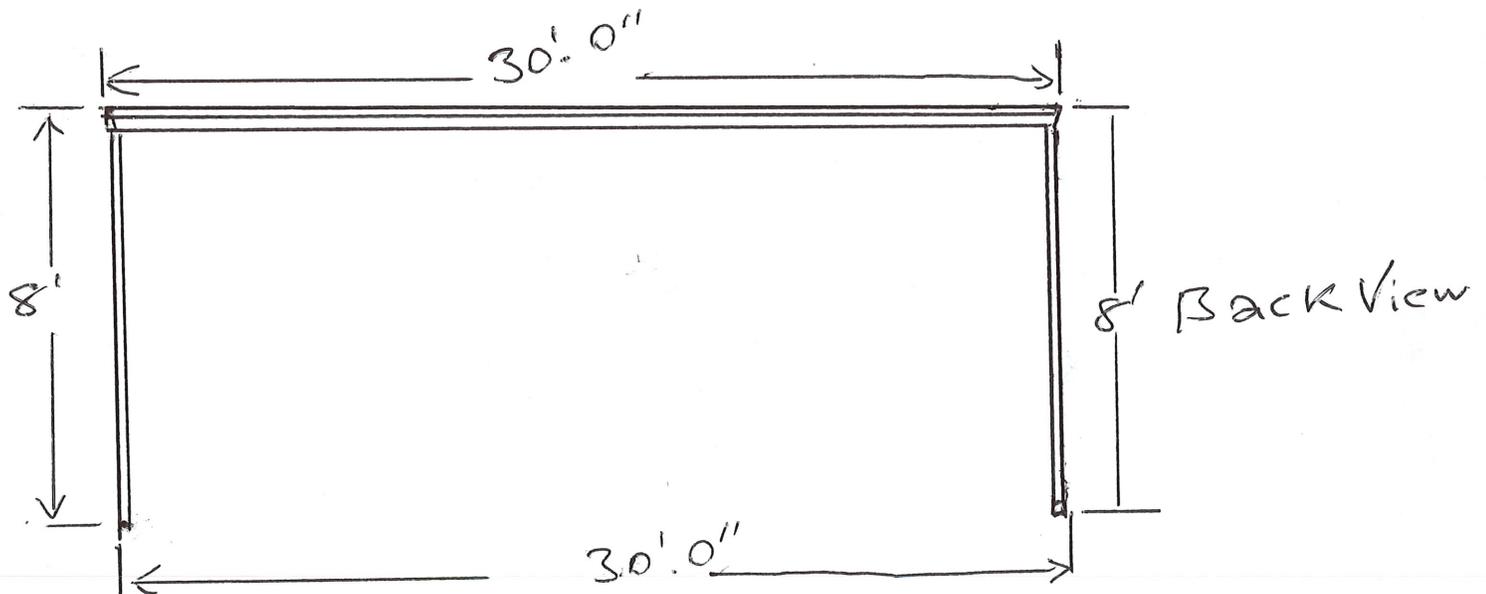
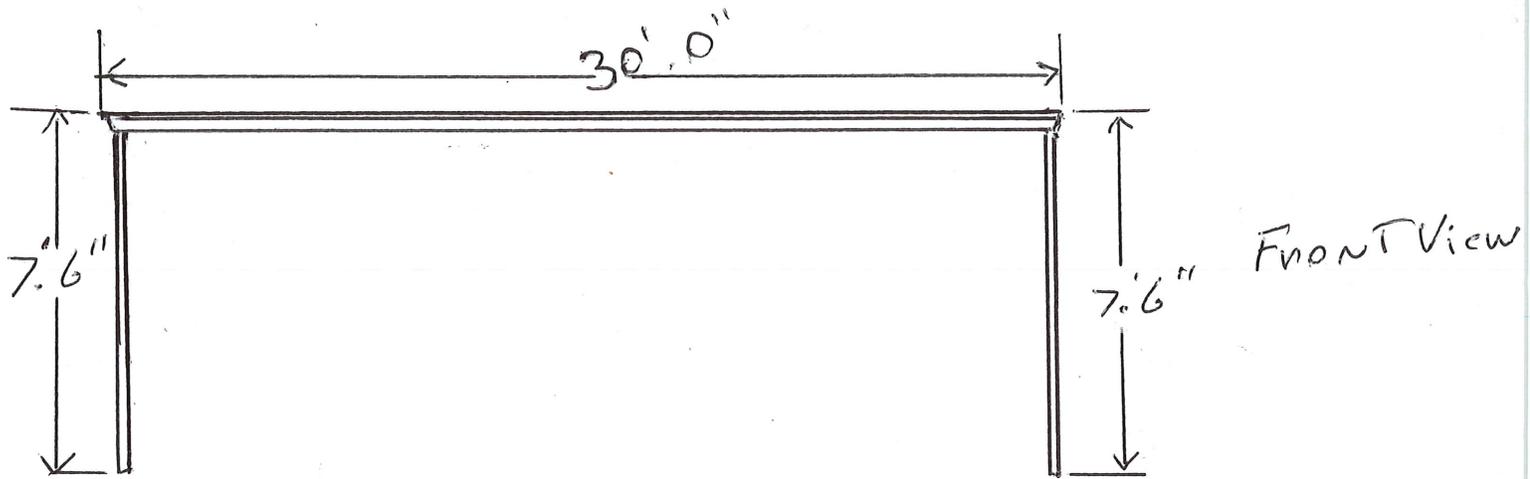
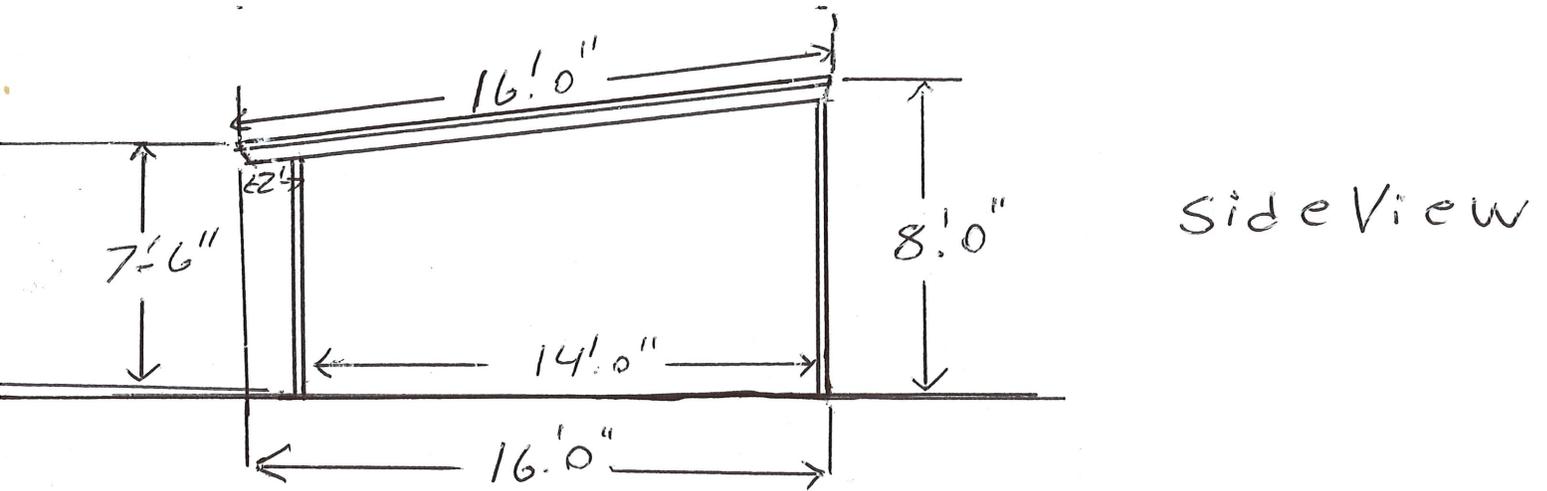


MATERIALS - Corrugated metal Panels
Roof - metal. 24 gauge.

COLUMNS - 4 = 4" square vertical tubing
- metal =

Trim - metal - 10" wide - cleans.

30 x 16 can P Port



Columns - 4 = 4" square vertical Tubing
- Metal -

**IN REGARDS TO A SETBACK VARIANCE REQUEST ALLOWING A
STRUCTURE TO WITHIN 5' OF THE FRONT YARD PROPERTY LINE AT
1901 NORTH ROJO DRIVE**

Property Owners Opinion:

I prefer that the City of Hobbs Planning Board:

- Approve the variance request and allow a structure to be emplaced in violation of the City of Hobbs Setback Requirements.
- Deny the variance request and disallow a structure to be emplaced in violation of the City of Hobbs Setback Requirements.

Note: Your opinion will be kept confidential when reported to the Planning Board.

Citizen called in and said she could not express how much she is against this action, it will change the aesthetics within the neighborhood. She's lived in that areas for several years and is proud of the overall look and feel of the neighborhood. 12-03-2025 1:50

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Citizen called in and said she is against the carport they are not within the 150 ft., but close enough to know it will affect the neighborhood. This is their lifelong home and the change might bring a new undesired look and standard for other neighbors to follow. 12-05-2025 9:50

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Dec. 16th 10:00 a.m.

RECEIVED DEC 08 2025
mm

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WILLIAM & MICHELLE HENSON
1820 N. ROJO DR.
HOBBS, NM 88240

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Total Postage and Fees	\$



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BURT N. PATTERSON
1900 N. ROJO DR.
HOBBS, NM 88240

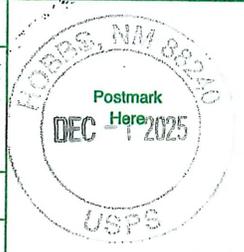
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<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$
Total Postage and Fees	\$



ERICA GUTIERREZ
1920 N. ROJO DR
HOBBS, NM 88240

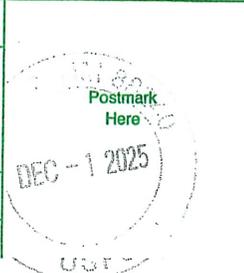
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JOSE I. AND ELVA CASTRO
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HOBBS, NM 88240

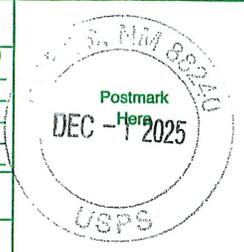
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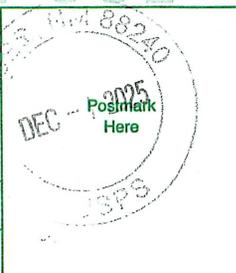
WILLIAM CLAYTON PILLEY
1906 N. ROJO DR.
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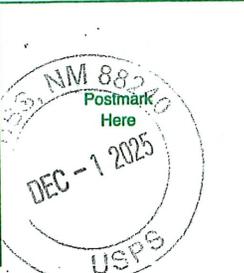
BEVERLY V. HAYNES
1914 N.ROJO DR.
HOBBS, NM 88240

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T G & M J MC BRIDE
1819 N. ROJO DR.
HOBBS, NM 88240



PLANNING DIVISION

200 E. Broadway St.
Hobbs, NM 88240

575-397-9351 bus
575- 397-9227 fax

City of Hobbs, New Mexico

December 1, 2025

RE: SETBACK VARIANCE REQUEST ALLOWING A STRUCTURE TO WITHIN 5' OF THE FRONT YARD PROPERTY LINE AT 1901 NORTH ROJO DRIVE.

The City of Hobbs Planning Board will be considering a variance request to the City's Setback Requirements. This request seeks approval to allow a structure to be built within **5 feet of the front yard property line**, even though no other properties in your immediate area have received a similar variance or violated the setback standards.

This item will be reviewed by the City of Hobbs Planning Board at its next regularly scheduled meeting on **Tuesday, December 16, 2025 at 10:00 am, in the City Annex (adjacent to City Hall)**. The Planning Board has directed staff to notify all property owners within the affected block of this pending request and to explain the potential impact on your neighborhood should the variance be approved.

Approval of this variance could set a precedent, potentially allowing other property owners within your block to request similar variances that would **violate the established setback requirements** set forth in the **City of Hobbs Major Thoroughfare Plan**.

Please note that the City of Hobbs does not currently have design standards in place to regulate the appearance or aesthetic quality of structures built under a variance.

The Planning Board values your input on this matter, as the decision may affect the overall character of your neighborhood. Please complete the attached opinion form and return it to the City of Hobbs Planning Department using the stamped envelope provided. Your identity and response will be kept **confidential**.

If you have any questions, please call the City Planning Department at **(575) 397-9232**.

Sincerely,

THE CITY OF HOBBS, NEW MEXICO

A handwritten signature in blue ink, appearing to read "Todd Randall", is written over a horizontal line.

City of Hobbs – Planning Department

**IN REGARDS TO A SETBACK VARIANCE REQUEST ALLOWING A
STRUCTURE TO WITHIN 5' OF THE FRONT YARD PROPERTY LINE AT
1901 NORTH ROJO DRIVE**

Property Owners Opinion:

I prefer that the City of Hobbs Planning Board:

- Approve the variance request and allow a structure to be emplaced in violation of the City of Hobbs Setback Requirements.
- Deny the variance request and disallow a structure to be emplaced in violation of the City of Hobbs Setback Requirements.

Note: Your opinion will be kept confidential when reported to the Planning Board.

5) Review and Consider the 2026 Planning Board Calendar

Planning Board Calendar

2026 Calendar Year

Month	Date for Planning Board Meeting	Date for Receipt of Planning Board Packet	Date for Plan/Plat Submittals to City
January	Jan. 20 th	Jan. 13 th	Jan. 6 th
February	Feb. 17 th	Feb. 10 th	Feb. 3 rd
March	March 17 th	March 10 th	March 3 rd
April	April 21 st	April 14 th	April 7 th
May	May 19 th	May 12 th	May 5 th
June	June 16 th	June 9 th	June 2 nd
July	July 21 st	July 14 th	July 7 th
August	August 18 th	August 11 th	August 4 th
September	Sep. 15 th	Sep. 8 th	Sep. 1 st
October	Oct. 20 th	Oct. 13 th	Oct. 6 th
November	Nov. 17 th	Nov. 10 th	Nov. 3 rd
December	Dec. 15 th	Dec. 8 th	Dec. 1 st