

MINUTES  
TOWN OF EDGEWOOD  
PLANNING & ZONING COMMISSION MEETING  
NOVEMBER 19, 2018 AT 6:00 PM  
171 NM 344

1) **Call to Order-Roll call.**

Chairman Stanton called the meeting to order with a roll call at 6:01 P.M.

**Commissioners Present:** Commissioner Glenn Felton, Commissioner Cheryl Huppertz, Commissioner Stephanie Herrera, Commissioner Steve Foxe, Commissioner James Lee  
Commissioners Absent: None

**Staff Present:** Tawnya Mortensen

**Public Present and signed in:**

None

2) **Approval of Agenda.**

Chairman Stanton asked for a motion to approve the agenda. Commissioner Huppertz motioned to approve the agenda. Commissioner Felton seconded the motion. All voted aye.

**Action:** The Agenda was approved unanimously.

3) **Approval of the Minutes of 10/22/18**

Chairman Stanton asked if there were any changes or corrections to the Draft Planning & Zoning Minutes for October 22, 2018. Commissioner Huppertz would like clarification on what sections are being discussed in the Performance Based Setbacks. Tawnya Mortensen stated she would make the corrections and the Minutes would be signed at the next meeting. Commissioner Felton motioned to approve the minutes with the changes with Commissioner Huppertz seconding the motion.

**Action:** The Minutes of October 22, 2018 were approved with the changes.

4) **Discussion Item – Road Surfacing Document** – Chairman Stanton introduced the item and asked staff to present. Tawnya Mortensen explained that the document needed to be “beefed” up a bit with more information on how you all came to pick the roads you did. She went on to say that there is some criteria that needs to be considered when deciding on roads. If the road is a dead end, then it is automatically disqualified for chip seal or paving or if it serves less than ten residents. Tawnya added that Pinto Road would not be able to be considered but Aspen would need to be looked at instead. She asked the Commission if they would like to look at it together on a Saturday, or if they’d like to go on their own and report back. They all decided to go look at Aspen on their own and report back. Mayor Bassett added what the document should look like as far as adding traffic and school bus routes. He stated that the document just needs a little more work before it’s ready to go to Town Council.

**Action:** There wasn’t any action taken on this item.

5) **Discussion Item – Secondary Quarters Revisit**

Chairman Stanton introduced the next item and asked staff to present. Tawnya Mortensen explained that they needed to take one more look at what they came up with for secondary quarters before taking it to a Public Hearing. Commissioner Felton had some ideas they all went over and discussed as far as septic, access and construction were concerned. A brief discussion continued and Tawnya said she would make the changes and have Carla do the Call for a Public Hearing at the next Town Council meeting.

Action – No action was taken.

6) **Public Comment** – None

7) **Matters from the Chair and Commission Members** None

8) **Matters from the Staff** None

9) **Calendar Update & Future Agenda Items** –

The next meeting will be December 3, 2018 at 6:00 pm. Possible NMML training.

10) **Adjourn** – Chairman Stanton entertained a motion to adjourn. Commissioner Felton motioned to adjourn with Commissioner Foxe seconding the motion. All vote aye. The motion to adjourn at 6:51 pm was approved.



Glenn Felton, Vice Chairman

ATTEST:

  
Cheryl Huppertz, Secretary/Commissioner