

MINUTES
TOWN OF EDGEWOOD
PLANNING & ZONING COMMISSION MEETING
JULY 16, 2018 AT 6:00 PM
27 E. Frontage Rd Community Center

1) Call to Order-Roll call.

Chairman Stanton called the meeting to order with a roll call at 6:07 P.M.

Commissioners Present: Commissioner Cheryl Huppertz, Commissioner Glenn Felton, Commissioner Stephanie Herrera and Chairman Stanton

Commissioners Absent: Commissioner Steve Foxe & Commissioner Lee

Staff Present: Tawnya Mortensen, Michelle Schmidt

Public Present and signed in:

Cody Sipes

Rev. Robert Lancaster

Tanya Mangum

2) Approval of Agenda.

Chairman Stanton asked for a motion to approve the agenda. Commissioner Felton motioned to approve the agenda with Commissioner Herrera seconding the motion. All voted aye.

Action: The Agenda was approved unanimously.

3) Approval of the Minutes of 7/2/18

Chairman Stanton asked if there were any changes or corrections to the Draft Planning & Zoning Minutes for July 2, 2018. Commissioner Huppertz motioned to approve the minutes from July 2, 2018 with Commissioner Felton seconding the motion.

Action: The Minutes of July 2, 2018 were approved.

4) **Adjourn to Site Visit** - Chairman Stanton explained to the public in attendance that the Commissioners would be adjourning to a site visit and would reconvene upon returning. Chairman Stanton entertained a motion. Commissioner Huppertz motioned to adjourn to the site visit with Commissioner Felton seconding the motion. Adjournment at 6:10 pm.

5) **Resume Meeting** – The meeting reconvened at 6:26 pm.

6) **Public Hearing Request for Subdivision**

Application of Fellow Laborers with Christ for a Subdivision of 6.9992 acres at Tract 4-A-2, in Section 21, T10N, R7E, NMPM, in the Town of Edgewood, Santa Fe County, New Mexico. (aka 87 NM 344) NOTE: Address and tract correction from notifications that were sent out.

Chairman Stanton introduced the item and proceeded with Public Hearing protocol asking staff if this item was ready to be heard and if all required notifications were sent out. Tawnya Mortensen stated notifications were sent out but the wrong information was on the letters to the abutters and in the newspaper. There was a correction in the newspaper but not to the abutters. Chairman Stanton asked if anyone objected to going forward with the Public Hearing after learning this information. There was no objection. Chairman Stanton swore in all who would be testifying and asked staff to present

the Staff Report. Tawnya Mortensen continued with giving information on the staff report and stated that the subdivision was a very tight and odd shaped configuration but there didn't seem to be any other way to subdivide into three lots. A subdivision of two lots would work better but that was not what the application was. Chairman Stanton asked if the Commission had any questions for Mrs. Mortensen.

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 July 16, 2018 at 6:00 pm. Commissioner Foxe will be out for this meeting. At this meeting, the P&Z Commission will hear Ordinance changes on the Sign Ordinance Changes, Road Priority List, three lot Subdivision and a Zone Change.

10) **Adjourn** - Chairman Stanton entertained a motion to adjourn. Commissioner Huppertz motioned to adjourn with Commissioner Foxe seconding the motion. All vote aye. The motion to adjourn at 7:57 pm was approved.

Glen Felton, Vice Chairman

ATTEST:

Cheryl Huppertz, Commissioner Secretary