

MINUTES
TOWN OF EDGEWOOD
PLANNING & ZONING COMMISSION MEETING
AUGUST 6, 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 6:00 P.M.

Commissioners Present: Commissioner Cheryl Huppertz, Commissioner Glenn Felton, Commissioner Steve Foxe and Commissioner Lee

Commissioners Absent: Commissioner Herrera

Staff Present: Tawnya Mortensen, Michelle Schmidt

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 with Commissioner Lee seconding the motion. All voted aye.

Action: The Agenda was approved unanimously.

3) Approval of the Minutes of 7/16/18

Chairman Stanton asked if there were any changes or corrections to the Draft Planning & Zoning Minutes for July 16, 2018. Commissioner Felton motioned to approve the minutes from July 16, 2018 with Commissioner Huppertz seconding the motion.

Action: The Minutes of July 16, 2018 were approved.

4) **Findings of Fact and Conclusion of Law - 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 next item and asked staff to present. Tawnya Mortensen explained that this is a recap of what happened at the Public Hearing for Fellow Laborers with Christ for their Subdivision and if any of the Commissioners sees a mistake they need to let it be known so it can be corrected before approval. With no mistakes being spotted, Chairman Stanton entertained a motion. Commissioner Huppertz motioned to approve the Findings of Fact with Commissioner Lee seconding the motion. All voted aye.

Action: The Findings of Fact and Conclusion of Law was approved.

5) **Discussion Item: Comprehensive Plan Update –**

Chairman Stanton introduced the next item and asked staff to present. Tawnya Mortensen explained that on August 18 is the day set for the steering committee to meet to work on the Comprehensive Plan. All agreed that day would work. The meeting will begin at 9:00 am here at Town Hall. No discussion was held regarding the Plan, it was decided to wait until the 18th.

6) Action Item: Road Surfacing Priority List

Chairman Stanton introduced the next item and asked staff to begin. Tawnya Mortensen asked the Commissioners to scan the provided document and see if there were any mistakes or anything anyone would like to add. Commissioner Felton asked that the “?” mark be taken out on #4 after Madole. No other mistakes were found. Chairman Stanton entertained a motion. Commissioner Lee motioned to approve the Road Surfacing document and send to Town Council with Commissioner Felton seconding the motion. All voted aye.

Action: The motion to send the Road Priority List document to Town Council was approved.

7) Public Comment – None

8) Matters from the Chair and Commissioner Members - None

9) Matters from the Staff – None

10) Calendar Update & Future Agenda Items –

The next meeting will be August 20, 2018 at 6:00 pm. Chairman Stanton will be out for this meeting. At this meeting, the P&Z Commission will discuss Comprehensive Plan and possibly hear a Lot Line Vacation and a Conditional Use Permit.

11) Adjourn - Chairman Stanton entertained a motion to adjourn. Commissioner Foxe motioned to adjourn with Commissioner Lee seconding the motion. All vote aye. The motion to adjourn at 6:35 pm was approved.

Lorenzo Stanton, Chairman

ATTEST:

Glen Felton, Commissioner