

**TOWN OF EDGEWOOD
PLANNING & ZONING COMMISSION
MEETING MINUTES**

Planning & Zoning Minutes		
January 7, 2019	6:00 pm	171 A State Rd 344
1. CALL TO ORDER/ROLL CALL	<p>Vice Chairman Glenn Felton opened the meeting at 6:02 pm.</p> <p>In attendance: Commissioner Janelle Turner Commissioner Stephanie Herrera Commissioner Steven Foxe Commissioner James Lee Commissioner Cheryl Huppertz arrived late</p> <p>Staff in attendance: Tawnya Mortensen Michelle Schmidt Carla Salazar</p> <p>Public in attendance/Signed in: Julia Wood Gary Gritsko</p>	
2. APPROVAL OF AGENDA	<p>Vice Chairman Glenn Felton entertained a motion for approving the Agenda.</p> <p>MOTION: Commissioner Foxe SECOND: Commissioner Herrera DISCUSSION: None VOTE: All aye ACTION: The motion to approve the Agenda carried.</p>	
3. APPROVAL OF MINUTES 12/17/2018	<p>Vice Chairman Glenn Felton entertained a motion for approving the Minutes from 12/17/18.</p> <p>MOTION: Commissioner Foxe SECOND: Commissioner Turner DISCUSSION: None VOTE: All aye ACTION: The motion to approve the Minutes from 12/17/18 carried.</p>	
4. ELECTION OF OFFICERS (Chairman, Vice Chairman & Secretary)	<p>Vice Chairman Felton entertained a nomination for Chairman.</p> <p>MOTION: Commissioner Foxe nominated Vice Chairman Glenn Felton for Chairman. SECOND: Commissioner Turner DISCUSSION: None VOTE: All aye</p> <p>ACTION: Commissioner Glenn Felton will serve as Chairman for 2019</p> <p>.....</p> <p>Chairman Felton entertained a nomination for Vice Chairman. MOTION: Chairman Felton nominated Commissioner Janelle Turner for Vice Chairman.</p>	

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	<p>SECOND: Commissioner Foxe DISCUSSION: None VOTE: All aye ACTION: Commissioner Janelle Turner will serve as Vice Chairman for 2019.</p> <p>.....</p> <p>Chairman Felton entertained a nomination for Secretary. MOTION: Commissioner Lee nominated Commissioner Huppertz to remain Secretary. SECOND: Commissioner Herrera DISCUSSION: None VOTE: All aye ACTION: Commissioner Huppertz will serve as Secretary for 2019.</p>
<p>5. ACTION ITEM PUBLIC HEARING – REQUEST FOR SUBDIVISION</p>	
	<p>Application for Suzette Renee Madrid for a Subdivision at Lot 51, Edgewood Estates, NW4-SW4-SW4-NE4, T10N R7E SEC 27 NMPM, Edgewood, Santa Fe County, New Mexico (25 Pinon Rd)</p>
<p>Discussion</p>	<p>Chairman Felton introduced the Action Item and explained Quasi-Judicial procedures. He then swore in those who were giving testimony. Tawnya Mortensen, Gary Gritsko & Julia Wood were all sworn in. Tawnya Mortensen gave the staff report. The following was read:</p> <ul style="list-style-type: none"> • Both lots will be accessed by Pinon Rd • All utilities are in the utility easement down Pinon • No proposed driveways at this time – only a subdivision to give one lot to a family member • Small shed on Lot 51-A • Zoning of the parent piece is R-5, Residential Mixed-Use • TAC met on December 18. In attendance – Tawnya Mortensen, Michelle Schmidt, Norton Henninger, and Renee Nix. The Committee found no issues with the proposed subdivision. • Multiple neighbors phoned in with concerns of what will be done with the property but became in favor of the subdivision after an explanation was given. <p>QUESTIONS: No questions from Commissioners for Staff PROPONENT TESTIMONY: Gary Gritsko from Alpha Pro Surveying (representative for Suzette Renee Madrid) explained the subdivision. Applicant is requesting to subdivide a 2.5-acre piece into 2 1.25-acre pieces and give one of the parcels to a family member. The property must have had a mobile home there in the past since there is still a septic system on the property. QUESTIONS: No questions from Commissioners for Gary Gritsko. OPPONENT TESTIMONY: Julia Wood, resident on Pinon Rd is against this subdivision because the area already has land that has been</p>

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subdivided too many times with rentals placed on the land.

Subdivisions of this size lead to:

- Rentals low income people can't afford
- Animals not being taken care of
- Hungry dogs eating chickens
- Speeders
- There used to be CC&R's in place to keep the lot size at 2.5.

QUESTIONS: *Commissioner Turner* asked if Mrs. Wood had a quarrel with the applicant. She responded that she didn't.

Commissioner Huppertz asked if there was a copy of the covenants for this area. Tawnya Mortensen explained that covenants are normally paired with an active HOA. Otherwise who would enforce the covenants. She went on to explain that the Town does not govern any CC&R's or HOA's.

Commissioner Lee asked Mrs. Wood where she lived on Pinon to establish if traffic from this proposed subdivision would impact her. She explained that traffic goes past her house to access Bee Hive and Church Street Market.

Commissioner Huppertz had questions about this area being a Mixed-Use Zone. Tawnya Mortensen explained that this area is a zone where stick-built homes and manufactured homes can both reside. It doesn't mean that apartments or town homes can be built here. Commissioner Huppertz also asked what the lot size was in this area. Tawnya said that most are 1-acre but some that was annexed were smaller than one acre.

Commissioner Turner asked if the building that is on one of the lots falls into the side setback. Tawnya explained that the shed is right in the middle of the lot. Commissioner Turner also asked if there are any pipeline easements or any other type of easements that aren't shown on the plat. Tawnya stated that no there are not any other easements.

Commissioner Lee asked if the fire department would be able to turn around on these two lots? Tawnya Mortensen stated that these lots are small enough that they won't need a turn-around or hammerhead. If a driveway was longer than 150 feet would require a way for the fire truck to turn around.

Chairman Felton asked that upon a structure being placed on the land, will the public be aware of that Development Review? Tawnya Mortensen stated that we are only required to notify abutters for Public Hearings. But they public could come in and ask if the applicant has met setback requirements but they cannot stop development.

Chairman Felton closed the Public Hearing.

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	<p>Commissioner Turner expressed that they hadn't heard any testimony that this subdivision would be contrary to any Town Ordinance and it is consistent with the surrounding uses. Commissioner Foxe and Herrera both expressed similar sentiments.</p> <p>A brief discussion continued about multiple dwellings on one lot.</p>
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MOTIONS & VOTES	<p>Chairman Felton entertained a motion.</p> <p>MOTION: Commissioner Turner – “Mr. Chairman, I would like to move that the Commission approve the application for Suzette Renee Madrid for a subdivision of one lot into two, known as Lot 51, Edgewood Estates, located at 25 Pinon Rd. with legal description of the NW4-SW4-SW4-NE4, T10N, R7E, SEC 27, Edgewood, Santa Fe County, New Mexico.”</p> <p>SECOND: Commissioner Lee</p> <p>DISCUSSION: None</p> <p>ROLL CALL VOTE:</p> <p>Commissioner Lee – “I concur”</p> <p>Commissioner Foxe – “I concur also”</p> <p>Commissioner Herrera – “I agree, I concur”</p> <p>Commissioner Huppertz – “I agree”</p> <p>Commissioner Turner – Yes</p> <p>Chairman Felton – Aye</p> <p>ACTION: The motion to approve the Subdivision for Suzette Renee Madrid carried.</p> <p>Final Staff report was read.</p>
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6. DISCUSSION ITEM – INDUSTRIAL ZONING

Discussion	P&Z Commissioners and Staff worked on live document to change the Industrial Zone wording to better fit an actual Industrial Zone.
Conclusions	No decisions were voted on

7. DISCUSSION ITEM – FINAL ROAD SURFACING DOCUMENT

Tawnya Mortensen wanted to show the Commissioners the changes that had been made to the Road Surfacing document since the last discussion. The Commissioners were in favor of the changes and the document will be presented to the Town Council at the next available meeting.

8. PUBLIC COMMENT – NONE

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9. MATTERS FROM CHAIR AND COMMISSIONERS

Chairman Felton welcomed Commissioner Janelle Turner

10. MATTERS FROM STAFF

Tawnya Mortensen also welcomed Commissioner Turner

11. CALENDAR UPDATE & FUTURE AGENDA ITEMS

Next Meeting 1/22/19

Findings of Fact

Conditional Use Permit

12. ADJOURN

Chairman Felton entertained a motion to adjourn.

MOTION: Commissioner Turner

SECOND: Commissioner Huppertz

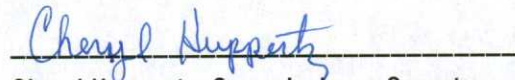
DISCUSSION: None

VOTE: All aye

ACTION: Meeting adjourned at 8:12 pm



Glenn Felton, Chairman



Cheryl Huppertz, Commissioner Secretary

PJZ

MEETING ATTENDANCE
SIGN-IN SHEET

DATE: 1/7/19

NAME (please print)

Julia Wood

PHONE NUMBER

281-2870