

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

Planning & Zoning Minutes		
April 9, 2019	6:30 p.m.	171 A State Rd 344
1. CALL TO ORDER/ROLL CALL	<p>Chairman Glenn Felton opened the meeting at 6:33 p.m.</p> <p>In attendance: Commissioner Janelle Turner Commissioner Stephanie Herrera Commissioner Steven Foxe Commissioner Cheryl Huppertz</p> <p>Absent: Commissioner Jim Lee</p> <p>Staff in attendance: Tawnya Mortensen Michelle Schmidt Carla Salazar Mayor Bassett (arrived after Findings of Fact)</p> <p>Public in attendance/Signed in: None</p>	
2. APPROVAL OF AGENDA	<p>Chairman Glenn Felton entertained a motion for approving the Agenda.</p> <p>MOTION: Commissioner Huppertz</p> <p>SECOND: Commissioner Foxe</p> <p>DISCUSSION: None</p> <p>VOTE: All aye</p> <p>ACTION: The motion to approve the Agenda carried.</p>	
3. APPROVAL OF MINUTES 3/26/2019	<p>Chairman Glenn Felton entertained a motion for approving the Minutes from 3/26/19.</p> <p>DISCUSSION: Commissioner Turner found eight different mistakes and Commissioner Herrera pointed out one. Tawnya Mortensen stated she would fix the mistakes.</p> <p>MOTION: Commissioner Huppertz; to approve with the nine changes</p> <p>SECOND: Commissioner Foxe</p> <p>VOTE: All aye</p> <p>ACTION: The motion to approve the Minutes with the changes discussed from 3/26/19 carried.</p>	

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**4. ACTION ITEM**

**FINDINGS OF FACT &  
 CONCLUSIONS OF  
 LAW**

Application of Don and Jeanne Windham of a Conditional Use Permit for the boarding of individuals in two recreational vehicles on 1.277 acres of Lot 3-N, N2-SW4-SW4-SW4-NW4, T10N, R7E, SEC23, Town of Edgewood, Santa Fe County, New Mexico. (aka 45 Quail Trail)

Chairman Felton introduced the next item and asked Tawnya Mortensen if she needed to report anything on this. Tawnya stated she did not need to report anything but if they find anything that is inaccurate to point it out. With no changes needing to be made, Chairman Felton entertained a motion.

Commissioner Turner – Motion to approve the Findings of Fact, Conclusions of Law and Recommended Order for the Application of Don and Jeanne Windham of a Conditional Use Permit for the boarding of individuals in two recreational vehicles on 1.277 acres of Lot 3-N, N2-SW4-SW4-SW4-NW4, T10N, R7E, SEC23, Town of Edgewood, Santa Fe County, New Mexico. (aka 45 Quail Trail)

Second – Commissioner Herrera

Roll Call vote

Commissioner Foxe – “I accept.”

Commissioner Herrera – “I accept.”

Commissioner Huppertz – “Yes.”

Commissioner Turner – “I accept the Findings.”

Chairman Felton – “I accept.”

**ACTION:** Findings of Fact, Conclusions of Law and Recommended Order was approved.

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**5. DISCUSSION/ACTION**

	<b>ZONING ORDINANCE SECTION 5. REVIEW AND DECISION-MAKING BODIES</b>
Discussion	
	<p>Chairman Felton introduced the next item and asked Tawnya Mortensen to discuss the changes. Tawnya brought up the item on the screen and showed the Commissioners that Lot Line Vacation was added to the list. A brief discussion ensued about changing sections later on as they change in the Ordinance. Chairman Felton entertained a motion.</p> <p>MOTION - Commissioner Herrera: I motion to approve          SECOND - Commissioner Turner          VOTE - All voted aye.          ACTION - The motion to approve the changes to the Review and Decision-Making Bodies carried.</p>

**6. DISCUSSION**

	<b>INDUSTRIAL ZONE</b>
Discussion	
	<p>Chairman Felton introduced the next item and the Commissioners discussed the following items to add to the Industrial Zone in the Zoning Ordinance. The additions will be looked at during the next meeting.</p> <p>On-site Treatment          Required chemical list          Buffering to reduce noise</p>

**7. PUBLIC COMMENT**

None

**8. MATTERS FROM THE CHAIR AND COMMISSION MEMBERS**

None

**9. MATTERS FROM STAFF**

NMLZO Conference May 1-3  
 Carla - Eggstravaganza April 20<sup>th</sup>  
 Comp Plan Workshop - April 13<sup>th</sup>

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**10. CALENDAR UPDATE**

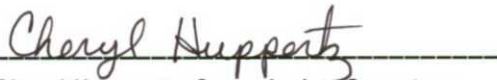
Next meeting will be April 23, 2019 at 6:30 p.m.  
Discussion: Industrial Zoning  
Quasi-Judicial Hearing - 2 Separate Subdivisions

**11. ADJOURN**

Chairman Felton entertained a motion to adjourn.  
MOTION: Commissioner Turner; motion to adjourn  
SECOND: Commissioner Foxe  
DISCUSSION: NONE  
VOTE: ALL AYE  
ACTION: Meeting adjourned at 7:44 p.m.



Glenn Felton, Chairman



Cheryl Huppertz, Commission Secretary