

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

Planning & Zoning Minutes		
May 14, 2019	6:30 p.m.	171 A State Rd 344
1. CALL TO ORDER/ROLL CALL	<p>Chairman Glenn Felton opened the meeting at 6:30 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 Courtney Labrum 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 4/23/2019	<p>Chairman Glenn Felton entertained a motion for approving the Minutes from 4/23/19.</p> <p>DISCUSSION: Commissioner Turner asked for Tawnya Mortensen to change the wording on page 2, paragraph 2, lines 3 and 4.</p> <p>MOTION: Commissioner Foxe; to approve</p> <p>SECOND: Commissioner Herrera</p> <p>VOTE: All aye</p> <p>ACTION: The motion to approve the Minutes from 4/23/19 carried.</p>	

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4. ACTION ITEM	
FINDINGS OF FACT & CONCLUSIONS OF LAW	Application of Donovan and Josie Bassett for a Subdivision of 200.6 acres into three (3) lots at Tracts C-1-B-1 & Tract R, Lands of Bassett, located in the NE ¼ of SEC 34 and the NW ¼ of SEC 35, T10N, R7E, NMPM, Town of Edgewood, Santa Fe County, New Mexico.
	<p>Chairman Felton introduced the next item and read the description for the record. He then asked if there are any questions. With no questions, Chairman Felton entertained a motion.</p> <p>MOTION: Commissioner Foxe - Motioned to approve the Findings of Fact.</p> <p>SECOND: Commissioner Turner</p> <p>DISCUSSION: None</p> <p>VOTE: All voted aye.</p> <p>ACTION: The motion to approve the Findings of Fact, Conclusions of Law and Recommended Order for the application of Donovan and Josie Bassett for a Subdivision of 200.6 acres into three (3) lots at Tracts C-1-B-1 & Tract R, Lands of Bassett, located in the NE ¼ of SEC 34 and the NW ¼ of SEC 35, T10N, R7E, NMPM, Town of Edgewood, Santa Fe County, New Mexico carried.</p>
5. ACTION	
FINDINGS OF FACT & CONCLUSIONS OF LAW	Application of Jared Gallegos for a Subdivision of 5 acres into two (2) lots at Tract E, Lands of Sheppard located in the SE ¼ of Section 13, T10N, R7E, NMPM, Town of Edgewood, Santa Fe County, New Mexico. (aka 6 Windsong Lane)
	<p>Chairman Felton introduced the next item and read the description for the record. He then asked if there are any questions. With no questions, Chairman Felton entertained a motion.</p> <p>MOTION: Commissioner Huppertz - Motioned to approve the Findings of Fact for the Jared Gallegos Subdivision.</p> <p>SECOND: Commissioner Herrera</p> <p>DISCUSSION: None</p> <p>VOTE - All voted aye.</p> <p>ACTION - The motion to approve the Findings of Fact, Conclusions of Law and Recommended Order for the application of Jared Gallegos for a Subdivision of 5 acres into two (2) lots at Tract E, Lands of Sheppard located in the SE ¼ of Section 13, T10N, R7E, NMPM, Town of Edgewood, Santa Fe County, New Mexico. (aka 6 Windsong Lane) carried.</p>

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6. DISCUSSION	
	INDUSTRIAL ZONE
	<p>Chairman Felton introduced the next item and the Commissioners discussed the changes that were implemented into the draft that were discussed during the April 23, 2019 Commission meeting. Everyone agreed that additional language would be added under the Chemical List section. The Planning and Zoning Commissioners will act on the Industrial Zone changes during the next meeting.</p>
7. DISCUSSION	
	NMLZO CONFERENCE
	<p>Chairman Felton introduced the next item and asked staff to open the discussion. Tawnya Mortensen began the discussion by sharing that she would like to implement a Resolution of Recommendation whenever the Commissioners are recommending passing an item to Town Council for consideration.</p> <p>Commissioner Huppertz reported that she learned more about what a Variance is and when and why it is used.</p> <p>Commissioner Turner discussed changing how they organize Quasi-Judicial Hearings regarding opponents, proponents and interested parties.</p> <p>Commissioner Herrera reported on what her take-away was and offered to share the notes she took.</p> <p>Mayor Bassett reported that he'd like the Commissioners to consider changing the appeal process to an "Appeal of Record" rather than a de novo.</p>
8. PUBLIC COMMENT	
	None
9. MATTERS FROM THE CHAIR AND COMMISSION MEMBERS	
	Chairman Felton discussed trail maintenance and asked how the Town of Edgewood will incorporate a trail maintenance schedule with future trail systems.
10. MATTERS FROM STAFF	
	<p>May 28th will be a discussion and action on the Comp Plan Action Strategies that was worked on during the last Comp Plan Workshop.</p> <p>May 31st - MRCOG Commissioner's Workshop</p>

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11. CALENDAR UPDATE

Next meeting will be May 28, 2019 at 6:30 p.m.

Action: Industrial Zoning

Action: Comp Plan Action Strategies

12. ADJOURN

Chairman Felton entertained a motion to adjourn.

MOTION: Commissioner Turner; motion to adjourn

SECOND: Commissioner Foxe

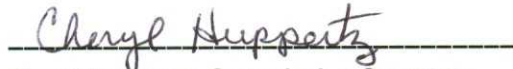
DISCUSSION: NONE

VOTE: ALL AYE

ACTION: Meeting adjourned at 7:48 p.m.



Glenn Felton, Chairman



Cheryl Huppertz, Commission Secretary