



City of Elephant Butte
Planning & Zoning Commission

City Hall - 103 Water Street, Elephant Butte, NM

Official Meeting Minutes
Tuesday, June 2, 2015 Regular Meeting

- I. **Call to Order** – Chairman Chuck Looney called the meeting to order at 9:00 a.m.
Roll Call – City Planner Bradford Dyjak took roll with Chairman Looney, Vice-Chair Cathy Vickers, Commissioners Les Buchanan, Sheridan Fuss and Nathan LaFont present.
- II. **Public Comment** – Chairman Looney stated that “the open meetings act is in effect and there is a five minute limit per speaker on all non-agenda issues” and asked if there was anyone that wanted to comment and there was not.
- III. **Minutes** –
***Motion:** To approve the May 19th special meeting minutes as submitted.*
***Made:** Commissioner Fuss **Second:** Commissioner Buchanan **Vote:** Carried 4-0-1
With Vice-Chair Vickers abstaining after noting her absence from that meeting.*
- IV. **Public Hearing Action Item** – There were no items scheduled for public hearing.
- V. **New Business** –
 - A. **Evaluation of Intersection Traffic Conditions - Highway 171 & 195** – As an update to the Commission’s discussion at its May 19th special meeting, Mr. Dyjak and Chairman Looney summarized their presentation to the Mayor and City Council during its May 20th regular meeting. It was determined that an internal evaluation of traffic safety at Butte & Warm Springs Boulevards will continue.

After speaking with Sheriff Hamilton at that meeting, it is believed that the best course is to keep deputies vigilant during the upcoming holiday weekends to determine whether guided traffic control is needed during peak times. Staff and the Commission would also study long-term measures that may improve traffic, although a permanent three-way stop sign would not be considered in the immediate term.

B. **Farewell to Susanah Sivage** – Upon learning that Mrs. Sivage had resigned her position as Utility Clerk and Municipal Court Clerk that morning, the Commission requested that she visit the Chambers for a proper farewell. Commissioner Buchanan led the Commissioners and Mr. Dyjak in expressing their gratitude for her impeccable customer service and dedication to serving the City over the past four years. The Commissioners noted that her presence would be missed and that Mrs. Sivage would leave a void within the organization. Mrs. Sivage thanked the Commissioners and stated that it had been a pleasure to become acquainted with each of them.

VI. **Continuing Business -**

A. **Limited Keeping of Chicken Hens- Draft Ordinance -** Based upon input received at the May 19th special meeting, Mr. Dyjak prepared a draft ordinance and presented a summary of its contents for the Commission's consideration. Among other items, the ordinance would allow up to 5 hens on lots of at least 10,000 square feet within the R-1-A, B, C and C-2 zoning districts only. Furthermore, a permit would be required and random and routine inspections of the property would be conducted to ensure compliance with coop, setback and sanitary condition requirements.

There were no public comments. Chairman Looney then sought a motion regarding the ordinance.

Motion: *To make a recommendation to the City Council for approval of the proposed ordinance amending Sections 91 and 155 of the Municipal Code as presented.*

Made: Commissioner Buchanan **Second:** Commissioner Fuss **Vote:** Carried 3-2.

With Commissioners Fuss, Buchanan and LaFont in favor of the motion and Chairman Looney and Vice-Chair Vickers against.

With the majority of the Commission approving the proposed ordinance, it would be scheduled for public hearing and consideration before the City Council.

VII. **City Planner & Zoning Administrator's Report -** A planning and code enforcement update was provided by Mr. Dyjak, a copy of which is on file with the Planning & Code Enforcement Department. Included in his report were updates on the League of Zoning Officials Conference highlights, the City's preliminary budget and priorities and an update that the C-2 Commercial zoning district ordinance was being considered by the City Council at its upcoming June 3rd regular meeting.

VIII. **Commissioners Comments -** Commissioner Fuss inquired of County Commissioner Sherry Fletcher as to her remarks on the County Commission's decision to vacate County Road 033 adjacent to the Monticello Box. Commissioner Fletcher responded that she was the lone vote against the vacation of the road as there were too many questions left unanswered and that the history and area heritage made her inclined to preserve access to the road and adjacent public lands.

IX. **Public Comment -** Commissioner Fletcher also provided an update on the upcoming celebration of the Elephant Butte Dam and her recently-released area historical books.

X. **Adjournment - Motion:** *To adjourn the regular meeting at 10:04 a.m. and convene the scheduled workshop after a brief recess.*

Made: Vice-Chair Vickers **Second:** Commissioner LaFont **Vote:** Carried 4-0

Vice-Chair Vickers departed upon the conclusion of the meeting.

Commissioner LaFont left briefly upon the conclusion of the meeting and returned approximately ten minutes into the workshop.

Workshop Minutes

I. Chairman Looney called the workshop to order at 10:15 a.m.

II. **Comprehensive Plan Update- Information & Discussion -**

Commissioners briefly discussed the Comprehensive Plan update schedule and acknowledged that additional workshops may need to be scheduled to continue this process with the aim to present a final draft by the first quarter of next year.

The Commission continued its review the Comprehensive Plan concentrating on commercial corridors, potential standards and accompanying new zoning districts or overlays. Mr. Dyjak presented an overview of tools that the City could use to differentiate the various 3-5 unique commercial areas/corridors that currently all maintain a C-2 zoning designation, with the small exception of the "Special Uses" area that does not have an effective zoning designation. Overlay zones, performance zoning, form-based zoning and new zoning districts were all presented by Mr. Dyjak as potential mechanisms that could recognize each area's distinct features while also promoting improved development results. Further evaluation would occur before developing recommendations within the Comprehensive Plan.

III. *The workshop was adjourned by unanimous consent at 10:57 a.m.*

Minutes Approved:

June 25, 2015

Respectfully prepared and submitted:



Bradford Dyjak,
City Planner

