



CITY OF ELEPHANT BUTTE PLANNING & ZONING COMMISSION
REGULAR MEETING - OPEN TO THE PUBLIC

Tuesday, January 4, 2022 - 9:00 am

103 Water Street, Elephant Butte, NM 87935

The City will also make the meeting open to the public through WebEx number: (415) 655-0001, Access Code: 126 791 3791, Password: 87935, or see www.cityofelephantbutte.com for more information.

MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Nathan LaFont called the meeting to order and led the Pledge of Allegiance.

2. ROLL CALL

Clerk-Treasurer Rani Bush conducted roll call:

Chair Nathan LaFont - Present
Vice-Chair Tami Smith – Present
Commissioner Sheridan Fuss – Present
Commissioner Orlando Saavedra - Present
Commissioner Cathy Vickers – Present (Arrived late)

Clerk-Treasurer Bush declared a quorum.

3. DECLARATION OF CONFLICT OF INTEREST & STATEMENT OF OPEN MEETINGS ACT

**The Open Meetings Act is in effect, and there is a three-minute limit per speaker on all non-agenda items.*

Vice-Chair Smith declared a conflict of interest on Item 11d. Draft Ordinance – Short Term Rentals.

4. APPROVAL OF AGENDA

Commissioner Fuss motioned to approve the agenda. Vice-Chair Smith seconded. 4-0. **Motion Carried.**

5. APPROVAL OF MINUTES

a. Regular Meeting Minutes, December 7, 2021

Commissioner Fuss motioned to approve the minutes as written. Vice-Chair Smith seconded. Commissioner Saavedra abstained. 3-0. **Motion Carried.**

6. PUBLIC INPUT

Vicki Ballinger, 101 Vista Verde, Elephant Butte – She intends to be engaged. Then she passed out her resume to show her credentials so the Commission could be assured that she is honest and very much interested in what happens to the Community.

Commissioner Cathy Vickers arrived.

7. COMMISSIONERS' COMMENTS

Commissioner Fuss pointed out that the "Annual Public Notice of Meetings" that was handed out at the last meeting had the wrong date for the November 2022 meeting. Election Day 2022 will be the second Tuesday in November. Clerk-Treasurer Bush had also noticed it and revised the notice to reflect that the November 2022 meeting will be held on November 1, 2022.

Commissioner Vickers commented on how it has been cold out, so she wanted to thank everybody for keeping the City clean.

Chair LaFont had worked with City Attorney Alan Dahl in preparation for the meeting, but they didn't get to discuss everything because of traveling and the holidays. He apologized and hoped the Commission could still move forward with today's agenda items.

8. CITY MANAGER REPORT

Mayor Phillip Mortensen gave a City Mayor report instead of a City Manager report. He is excited to be here. He is looking forward to working with each and every one of the commissioners. He has some ideas to increase the participation at the Council meetings. Probably in February, he will start having "Coffee and Donuts with the Mayor" the morning of the Council meeting in an effort to get to know the Community better and allow the Community to know him better. He will invite one council member and one commissioner (avoiding a quorum). He knows that folks in the Community have a lot of good knowledge and might not want to share it publicly. In a more relaxed setting, they might engage and throw out ideas for the City to look at.

9. LAND USE REPORT

Land Use Admin Lindsey Cobleigh reported a total of 108 permits for the year and over \$6,500 collected in permitting fees. There are currently 81 permits open. The Realtors' Workshop will be on January 27, 2022, at 9:00 am.

10. CODE ENFORCEMENT REPORT

Land Use Admin Cobleigh reported that code enforcement is going well. She will be sending out about 15 written notices today.

11. REGULAR ITEMS

a. Discussion/Possible Action: Chair & Vice-Chair Elections

A discussion was held about when the last elections were held.

Commissioner Fuss motioned to postpone the elections until the next meeting. Commissioner Vickers seconded. 5-0. **Motion passed.**

b. Discussion/Possible Action: 2022 Priorities

Commissioner Fuss motioned to postpone the 2022 Priorities until the next meeting. Commissioner Vickers seconded. 5-0. **Motion passed.**

c. Discussion/Possible Action: Policies & Procedures

Chair LaFont explained the reasons for having official policies and procedures. Then a discussion was held about the three current documents which need to be updated.

Commissioner Vickers motioned to postpone Policies & Procedures until the next meeting. Vice-Chair Smith seconded. 5-0. **Motion passed.**

d. Discussion/Possible Action: Draft Ordinance - Short Term Rentals

The Commission discussed the addressing of rental units, the approval process, determining occupancy, appeals, and the application process.

Commissioner Vickers motioned to postpone Draft Ordinance – Short Term Rentals until the next meeting. Vice-Chair Smith seconded. 5-0. **Motion passed.**

e. Discussion: Storage Lots

The Commission gave City Attorney Alan Dahl feedback about what they wanted to see in the draft storage lot ordinance, including screening, landscaping, access, trash, and “For Sale” signs. City Attorney Dahl will work on revising the draft ordinance.

Commissioner Saavedra motioned to postpone the Storage Lots discussion. Commissioner Vickers seconded. 4-0. Commissioner Fuss was not in the room during the vote. **Motion passed.**

f. Discussion: Dark Skies / Lighting Regulations

A discussion was held about the two conflicting sets of codes (Chapter 94 vs. Chapter 155.034). Chair LaFont suggested the removal of all references to wattage. Land Use Admin Cobliegh suggested keeping the two separate but updating them both. City Attorney Dahl will look into the matter.

Commissioner Vickers motioned to postpone the Dark Skies / Lighting Regulations discussion. Commissioner Saavedra seconded. 5-0. **Motion passed.**

12. ADJOURNMENT

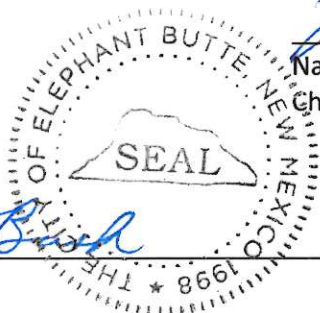
Chair LaFont adjourned the meeting.


Minutes approved and adopted at the Planning and Zoning meeting on February 1, 2022.

ATTEST:



Rani Bush
Clerk-Treasurer





Nathan LaFont
Chair