



**CITY OF ELEPHANT BUTTE PLANNING & ZONING COMMISSION  
NOTICE TO REGULAR MEETING**

**Tuesday, September 13, 2022 - 9:00 am**

103 Water Street, Elephant Butte, NM 87935

The city will also make the meeting open to the public through Zoom link:

<https://zoom.us/j/81271694051> Meeting ID 812 7169 4051, or see [www.cityofelephantbutte.com](http://www.cityofelephantbutte.com)

---

**MINUTES\***

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chairman LaFont called the meeting to order, Vice Chair Smith led the pledge of allegiance.

**2. ROLL CALL**

Chair Nathan LaFont – PRESENT

Vice-Chair Tami Smith – PRESENT

Commissioner Orlando Saavedra – ABSENT

Commissioner Sheridan Fuss – PRESENT

Commissioner Lee Morris – PRESENT

Commissioner Lowell Pierson – PRESENT

Chairman LaFont made the statement for the records that Commissioner Saavedra would not be in attendance today and that alternate Commissioner Pierson would be a voting member.

Alternate Commissioner Casas was present but was not a voting member.

City Clerk Newberry conducted roll call and 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 3-minute limit per speaker on all non-agenda items.  
NONE.*

**4. APPROVAL OF AGENDA**

Commissioner Morris made a motion to approve the agenda as presented. Second was made by Commissioner Fuss. 5-0.

**5. APPROVAL OF MINUTES**

**a. Regular Meeting Minutes, August 2, 2022**

Requested amendments to the meeting minutes are as follows:

Page 1: date corrected to August 2, 2022.

Page 3: address to addressed, swan to sworn, the addition of "to know", weather to whether, ex parte to ex parte, the addition of punctuation and capitalization.

Page 4: update 2 to "to".

Page 5: the addition of "permit", 7 to 7<sup>th</sup>, remove "like made", the addition of punctuation and capitalization.

Page 6: the addition of "commission" following planning and zoning, maybe to may be, the addition of punctuation and capitalization.

**Commissioner Fuss** made a motion to approve the August 2<sup>nd</sup>, 2022, Meeting Minutes as amended. Second was made by Vice Chair Smith. 5-0. Motion Carried.

**6. PUBLIC COMMENT**

Comment can be made in person, through Zoom or submitted to the City Clerk before the meeting.

No public comment was submitted or presented.

No submitted or presented public comment.

**7. COMMISSIONERS' COMMENTS**

**Chair Nathan LaFont** – NONE

**Vice-Chair Tami Smith** – NONE

**Commissioner Sheridan Fuss** – NONE

**Commissioner Lee Morris** – NONE

**Commissioner Lowell Pierson** – Requested meeting minutes be submitted to the commission as soon as a week after the meeting rather than the Friday before. A discussion was held between City Manager Archuleta, Chairman LaFont, and Commissioner Pierson. City Manager Archuleta informed the Commission that the city is upgrading the equipment that is being used to record the meetings to make the meeting minute documentation easier on staff as well as being able to have the documents ready sooner for both the commission as well as council. A goal of the first of the year, 2023, was placed for the meeting minutes to be submitted to Commissioners ten days prior to meetings for review.

**8. CITY REPORT**

**City Manager Archuleta** reported to the Commission that the most current ICIP had been completed and in total the City is requesting \$8 million from the legislator for improvement funds. Priority items covered are roads, sewer, and new equipment. The commission was updated on the approved by council sewer project that is estimated at \$3 million along with the newly awarded funds to complete the next phase of the Warm Springs Blvd project. This phase will include both road and drainage.

**9. LAND USE/CODE ENFORCEMENT REPORT**

**Land Use Administrator Lindsey Cobleigh** presented the code and land use permitting reports. There have been a total of 109 issued permits since January 1<sup>st</sup>, 2022, with 76 currently open. LandUse Administrator Cobleigh noted that she had received two new home builds just this morning as well and projects 8-10 more new home builds before the end of the year. For the past month there was a total of 56 code violations with 20 now being brought into compliance.

**Commissioner Casas** asked what the different statuses of the code violations were on the presented report.

**LandUse Administrator Cobleigh** discussed the different statuses that are reflected on their reports and explained the meanings.

**10. PUBLIC HEARINGS**

No public hearings scheduled.

**11. REGULAR ITEMS**

**a. Sign Ordinance (Discussion)**

Chairman LaFont began the discussion by asking if City Attorney, Ben Young, had any updates on this proposed Ordinance that will be combining and amending the current ordinance and the sign guidelines. Young stated that Alan Dahl was still currently working on the proposed changes and merge of ordinance and guidelines and at this time there was nothing to submit to the commission.

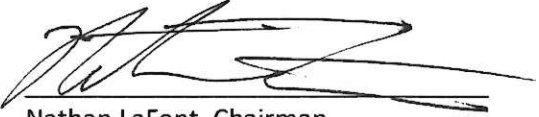
**b. Commercial – Residential use in commercial zone: Mixed use & apartment building (discussion)**

A discussion was held on whether or not integrating residential use into the current commercial district would be of interest to the commission. Right now, with how our current code reads the only residential allowed is a caretaker/nightwatchman on properties to which the residence must meet the 1,000 sq. ft. minimum. There was discussion on a mixed-use zoning district i.e., commercial use on the lower level and residential apartments on the upper levels. Main components that were of concern were parking, number of stories, setbacks, all commercial areas or specific areas, and sidewalks and gutters. Chairman LaFont ended the discussion with a summary stating that all members of the commission see it as a great addition to the city.

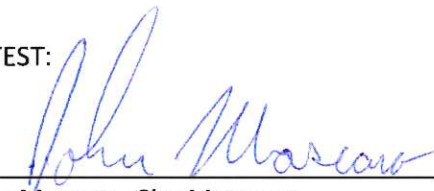
**12. ADJOURNMENT**

Chairman LaFont adjourned the meeting.

Minutes approved and adopted at the Planning and Zoning meeting on October 4th, 2022.

  
Nathan LaFont, Chairman

ATTEST:

  
John Mascaro, City Manager