



CITY OF ELEPHANT BUTTE ZONING COMMISSION
NOTICE OF REGULAR MEETING
Tuesday, March 4, 2025 – 10:00am
103 Water Street, Elephant Butte, NM 87935

Minutes*

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Commissioner Lee Morris called the meeting to order, and **Commissioner Masce** led the pledge of allegiance.

2. ROLL CALL/IDENTIFICATION OF VOTING MEMBERS

- **Chairman Lee Morris** – Present
 - **Vice-Chair Christine Logan** – Present
 - **Commissioner John Masce** – Present
 - **Alternate Commissioner Matt Casas** – Absent
 - **Alternate Commissioner Mike Finlay** - Absent
- City Clerk Cobleigh** conducted a roll call and declared a quorum.

3. APPROVAL OF AGENDA - Declaration of conflict of interest

Vice-Chair Logan made a motion to approve the agenda as submitted. **Commissioner Masce** seconded the motion. 3-0. Motion Carried.

4. PUBLIC COMMENT

*The Open Meetings Act is in effect and there is a 3-minute limit per speaker on all non-agenda items.

None Submitted.

5. CONSENT ITEMS

- a. Regular Meeting Minutes from February 4, 2025

Vice-Chair Logan made a motion to approve the meeting minutes as presented. **Commissioner Masce** seconded the motion. 3-0. Motion Carried.

6. REGULAR ITEMS

- a. Discussion/Possible Action : Extension Request on Final Plat – Cielo Entrada

Janet Porter-Carrejo introduced the letter that had been submitted requesting an extension for the final plat submittal. The request is for a 15-day extension.

Vice-Chair Logan made a motion to approve the requested 15-day extension for the final plat submittal. **Commissioner Masce** seconded the motion. 3-0.

Chairman Morris – Yes

Vice-Chair Logan – Yes

Commissioner Masce – Yes

Motion Carried.

b. Discussion/Possible Action : Amendments of Right-of-Way Management Code

Janet Porter-Carrejo and Lindsey Cobleigh introduced this item to the Zoning Commission for review. Porter-Carrejo informed the commission that the city had held a workshop regarding the right-of-way code and met with utility companies and local contractors to receive their input on the needed amendments for this code. Cobleigh stated she had taken the input from that meeting and drafted an amended ordinance for the right-of-way management code. Members of the commission offered a few amendment suggestions for the draft ordinance as well. Line 48, add signage. Line 88, add clarification of expectation of backfill. Line 97, add clarification that the one year begins from the date of city acceptance.

Vice-Chair Logan made a motion to approve for recommendation to city council with the discussed amendments. Commissioner Masce seconded the motion. 3-0.

Chairman Morris – Yes

Vice-Chair Logan – Yes

Commissioner Masce – Yes

Motion Carried.

c. Discussion/Possible Action: Zoning Definitions

Lindsey Cobleigh began the discussion on the zoning definition amendments. Cobleigh stated that she had received feedback from Vice-Chair Logan and provided it in the packets for the commission to review. There was a discussion between staff and the commission on the contradictions within the zoning definitions as well as some definitions listed numerous times. Cobleigh and code officer Romero both attested that clarification to the zoning definitions would be a tremendous aid to both of their jobs with the city.

The zoning commission requested that City Clerk, Cobleigh begin drafting an amendment ordinance for the zoning definitions and present it at the next zoning meeting.

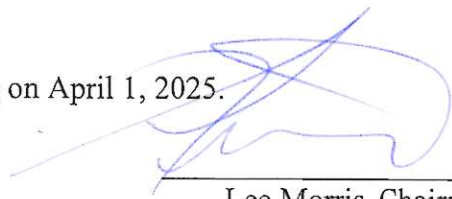
7. COMMISSIONER COMMENTS & REPORTS

There was an open discussion between staff and the commission on the possibility of moving from a 3-member zoning board to a 5-member zoning board. Cobleigh suggested that the board meet up with like municipalities during the Spring NMLZO Conference in May and discuss 3-member vs 5-member boards and the possibility of going back to a full Planning and Zoning Commission. Chairman Morris and Vice-Chair Logan are both planning on attending the NMLZO Spring Conference and look forward to the Commissioner based training that will take place at this conference.

8. ADJOURNMENT

Chairman Morris adjourned the meeting.

Minutes approved and adopted at the Zoning meeting on April 1, 2025.



Lee Morris, Chairman

ATTEST:



Lindsey Cobleigh, City Clerk



