

Planning Commission Meeting
November 18, 2010
5:30 PM
City Council Chambers
405 N. Paseo de Oñate, Española NM

Item I Call to Order:

The Planning Commission Meeting was called to order at 5:32 PM, by Chairman Wright. The following were present:

Commissioners: Erle Wright, Chairman
Amrit Khalsa
Richard Beaudoin
Anissa Martinez

Commissioners
Absent: Laurie Koontz
Sunee Sandoval
Jake Torres (resigned)

Staff: Russell Naranjo, Planning Director
Isabelle Martinez, Code Enforcement Officer

Item II Pledge of Allegiance:

Chairman Beaudoin led the Pledge of Allegiance.

Item III Approval of Agenda:

As presented:

- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Public Concerns
- V. Items for Consideration
 1. Special Review MHP. A request from Ms. Elena Dutchover for variance requirements to mobile home park regulations for an existing legal non-conforming Mobile Home Park, located at 1612 N. Prince Drive. The property is located within an existing R-1, Rural Residential District.
- VI. Approval of Minutes
September 9, 2010
- VII. Matters from the Planning Commission
- VIII. Matters from the Planning Staff
- IX. Adjournment

Mr. Russell Naranjo, Planning Director, stated that Ms. Elena Dutchover has withdrawn her application; therefore, Item V would be removed from the agenda. He added that there are some code enforcement issues on the subject project that need to be addressed. He stated Ms. Dutchover may re-submit her request at a later date.

Commissioner Khalsa moved to approve the agenda amended. Commissioner Beaudoin seconded the motion. Motion carried by a 4-0 vote.

Item IV Public Concerns:

None

Ms. Whitney Jones, Rio Grande Sun reporter, introduced herself.

Item V. Items for Consideration:

This item was removed from the agenda.

Item VI Approval of Minutes:

Commissioner Khalsa moved to approve the September 9, 2010 Planning Commission meeting minutes as presented. Commissioner Beaudoin seconded the motion. Motion carried by a 4-0 vote.

Item VII Matters from the Planning Commission:

Commissioner Khalsa asked what issues needed to be addressed on Ms. Dutchover's property. Mr. Naranjo stated that there are some nuisance conditions on the property. He added that the mobile home spaces were in existence prior to North Prince Drive being annexed into the city. He added that this area was annexed in the early 1980's. Mr. Naranjo added that Ms. Dutchover is elderly and would like to separate the mobile homes from the house. Therefore, she would be creating a mobile home park. He added that the spaces are located off of North Prince Drive; therefore, paving requirements would not be required. Mr. Naranjo stated there may be some safety concerns. Mr. Naranjo stated that Ms. Dutchover decided to withdraw her application to explore all her options.

Commissioner Khalsa asked if there were city utilities available to this area. Commissioner Beaudoin stated that the mobile home spaces are serviced by city water, but have a septic system.

Commissioner Wright asked what kind of conditions could have been placed on the request, being that it was a lot split. Mr. Naranjo stated it was actually more than a lot split it could be considered a mobile home park. He added that Ms. Dutchover will be working with staff.

Commissioner Beaudoin asked if staff had received an update from Mr. Cyrus Samii on the re-codification of the code. Mr. Naranjo stated that he has had contact with Mr. Samii. He added that Mr. Samii is streamlining sections of the code. Mr. Naranjo stated Mr. Samii is willing to come for another workshop between now and December if the Commission is interested.

Commissioner Khalsa stated that Mr. Samii will be cleaning up the development code; he will not be making any major changes. Mr. Naranjo stated that Mr. Samii will also be combining other ordinances into the development code. Mr. Naranjo added that Mr. Samii will be cleaning up the sign code and Mobile Home Park regulations.

Commissioner Khalsa asked if there was a possibility that the code could change before Ms. Dutchover resubmits her application. Mr. Naranjo responded that yes that is possible.

Commissioner Wright stated that Mr. Samii will be fixing the language on the code in the first section. Other changes will include duties of the Planning Director and the Development Review Team. He added that other items that will be addressed are: sunset clause, zoning issues, mobile home park requirements, fees and penalties. Commissioner Wright stated that manufacturing housing also needs to be identified.

Commissioner Khalsa stated that manufactured housing is placed on permanent foundations and mobile homes are left on the wheels.

Mr. Naranjo stated that the Mobile Home Park regulations need to be addressed. He added that locations for mobile home and mobile home parks cannot be discriminated against and Mr. Samii will be working on that as well. Mr. Naranjo said that the current MHP regulations have some criteria that is actually illegal and cannot be used.

Commissioner Wright stated that other issues to be addressed are annexation, historic districts, nuisance code and vendor permit requirements. Mr. Naranjo stated that these items need to be placed under the umbrella of the development code.

Commissioner Wright stated that Mr. Samii will be making grammatical corrections on the first phase. Mr. Naranjo stated he had asked Mr. Samii to e-mail the first phase of the code. Mr. Naranjo stated that it will be sent in legislative format.

Commissioner Wright stated that he would like to ask the Commission for direction on the letter (addressing the sign code) that was sent (by the Commission) to Mayor Lucero and City Council. He stated that the Commission had presented the letter to Mayor Lucero and asked that she present it to the City Council. He asked if the Commission would still like to proceed with presenting the letter to the

City Council. He added that the Commission needs direction from Mayor Lucero and City Council on addressing Mobile Home Parks and abandoned buildings.

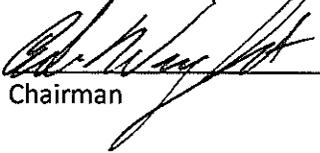
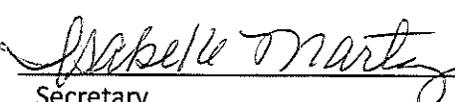
Commissioner Beaudoin stated that the Commission should meet with Mayor Lucero once again.

Item VIII Matters from the Planning Staff:

Mr. Naranjo stated that all issues have already been addressed.

Item IX Adjournment:

Commissioner Khalsa moved to adjourn the meeting. Commissioner Martinez seconded the motion. Motion carried by a 4-0 vote. Meeting adjourned at 5:57 PM.

	10 FEB 2011		2/10/11
Chairman	Date	Secretary	Date

Planning Commission Meeting
September 9, 2010
5:30 PM
City Council Chambers
405 N. Paseo de Oñate, Española, NM

Item I Call to Order:

The Planning Commission Meeting was called to order at 5:38 PM, by Chairman Wright. The following were present:

Commissioners:	Erle Wright, Chairman Amrit Khalsa Sunee Sandoval Jacob Torres (<i>via teleconference</i>)
Commissioners Absent:	Richard Beaudoin Laurie Koontz Anissa Martinez
Staff:	Larry Valdez, Planning Technician Isabelle Martinez, Code Enforcement Officer

Item II Pledge of Allegiance:

Chairman Wright led the Pledge of Allegiance.

Item III Approval of Agenda:

As presented:

- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Public Concerns
- V. Approval of Minutes
August 12, 2010
- VI. Matters from the Planning Commission
- VII. Matters from the Planning Staff
- VIII. Adjournment

Commissioner Khalsa moved to approve the agenda as presented. Commissioner Sandoval seconded the motion. Motion carried by a 4-0 vote.

Item IV Public Concern

NONE

Item V Approval of Minutes:

Chairman Wright stated that on page 7, fourth paragraph the word "refurbishing" should be changed to "refurbish" and the word "existing" should be added.

Commissioner Khalsa moved to approve the minutes with the above corrections. Commissioner Sandoval seconded the motion. Motion carried by a 4-0 vote.

Item VI Matters from the Planning Commission:

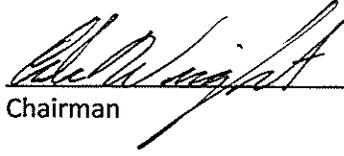
NONE

Item VII Matters from the Planning Staff:

NONE

Item VIII Adjournment:

Commissioner Khalsa moved to adjourn the meeting. Commissioner Sandoval seconded the motion. Motion carried unanimously. Meeting adjourned at 5:44 PM.


Chairman

9/20/10
Date


Secretary

10/9/10
Date