

**M I N U T E S**  
**PLANNING AND ZONING COMMISSION**  
 January 30, 2014

The Planning and Zoning Commission met in a regular session on January 30, 2014, at 3:00 p.m., in the City Council Chambers, 800 Municipal Drive, Farmington, New Mexico.

P&Z Members Present: Chair: Joyce Cardon  
 Commissioners: Shay Davis  
 Clint Freeman  
 Rory Jaques  
 Kristin Langenfeld  
 Cheryl Ragsdale  
 Amy Ziesmer  
 Daniel Arnold (Alt)  
 Del Washburn (Alt)

P&Z Members Absent: Paul Thompson

Staff Present: Fran Fillerup  
 Mary Holton  
 Cynthia Lopez  
 Dee Dee Moore

Others Who Addressed the Commission:

**Call to Order**

The meeting was called to order at 3:00 p.m. by Chair Cardon and there being a quorum present the following proceedings were duly had and taken.

**Presentation of the Agenda**

Senior Planner Cynthia Lopez stated that there were no changes to the agenda.

**Approval of the Minutes**

A motion was made by Commissioner Ragsdale and seconded by Commissioner Langenfeld to approve the minutes of the January 16, 2014 P&Z Meeting. This motion was approved unanimously by a 9-0 vote.

**COMMUNITY DEVELOPMENT PETITION REPORT**  
**PP 13-03 – Little Creek SD, Phase IV**

**Planning and Zoning Commission Discussion of PP 13-03 on January 30, 2014**

Director Holton stated that on page three of the agenda, there is a mention of a required drainage plan and street name proposal that has not been received from the petitioner. Staff has left several messages with the petitioner and he is aware that staff is recommending postponement until these required items are received and reviewed. She stated that staff had hoped to receive these items prior to today's meeting and that is why it remained on the agenda.

There was no discussion by the commissioners.

**Planning and Zoning Commission Action of PP 13-03 on January 30, 2014**

A motion was made by Commissioner Ziesmer, seconded by Commissioner Jaques to **postpone** Petition PP 13-03 as recommended by staff. Chair Cardon amended that, at staff's discretion the petition will be placed on the agenda when staff has determined that all materials are in.

AYE: Chair Cardon, Commissioners Davis, Freeman, Jaques, Langenfeld, Ragsdale, Ziesmer, Arnold (Alt) and Washburn (Alt)

NAY: None

ABSTAINED: None

ABSENT: Commissioner Thompson

Motion passed 9-0

**Business from the Floor:** There was no business from the floor.

**Business from the Chair:** Chair Cardon stated that she will not be in town for the next P&Z meeting on February 13, 2014. She also mentioned that the Home Expo is coming in March 2014 and there are complimentary booths available for non-profit groups.

**Business from Members:** There was no business from the members.

**Business from Staff:** Ms. Lopez informed the Commission that of the five items that went to City Council on January 30, 2014, four stayed on the consent agenda and were approved. They were; the zone changes for 6855 Drinen, SF-7 to RA and 4001 E. Main, IND to GC; the special use permit renewal for 2024 B North Sullivan/Airgas and the alley abandonment behind 602 W. Main. The Living Water Subdivision waivers were approved with the condition that a note will be recorded on the plat that identifies the land owner to be responsible for maintaining the arroyo, with annual inspections by the Public Works department.

Ms. Lopez informed the Commission that the NMLZO conference will be held in Farmington and is beneficial to all commissioners. The conference dates and times will be:


April 30, 2014	½ day afternoon
May 1, 2014	full day
May 2, 2014	½ day morning


Staff will handle the registration if anyone would like to attend. She mentioned that both Chair Cardon and Commissioner Thompson have attended previous conferences. Chair Cardon concurred that this conference provides pertinent information for board members and is very helpful.

Ms. Lopez stated that staff is hosting an APA Planning Webinar on March 12, 2014 from 2:00 p.m. to 3:00 p.m. in the 1<sup>st</sup> floor conference room at the annex building. There is no charge to attend but staff would like to confirm attendance because of limited seating.

**Adjournment**

With no further business the Planning and Zoning Commission meeting of January 30, 2014, was adjourned at 3:10 p.m.

  
Joycé Cardon  
Chair

  
Dee Dee Moore  
Office Manager