

**MINUTES
ADMINISTRATIVE REVIEW BOARD
June 9, 2016 – 6:00 P.M.**

The Administrative Review Board met in regular session on Thursday, June 9, 2016 at 6:00 p.m. in the City Council Chamber, 800 Municipal Drive, Farmington, New Mexico.

Members present:	Co-Chair-Paul Martin Vice Chairman James Dennis Adam Soukup
Members absent:	Ireke Cooper Lynn Scott
Staff present:	Mary Holton Cindy Lopez Keith Neil Karen Walker
Others addressing the board:	Christian Ortega

Call to Order

The meeting was called to order at 6:02 p.m. by Co-Chair Paul Martin and there being a quorum present the following proceedings were duly had and taken.

Approval of the Agenda

A motion was made by Board Member Dennis, seconded by Board Member Soukup, to approve the agenda. The motion passed unanimously by a vote of 3-0.

Approval of the Minutes from the May 5, 2016 Regular Meetings

Board Member Dennis made a motion to approve the minutes of the May 5, 2016 regular meeting. The motion was seconded by Board Member Soukup and passed unanimously by a vote of 3-0

Swearing in of Witnesses

All parties that wished to speak on behalf of any agenda item were sworn in by Karen Walker.

**Petition No. ARB 16-29
Variance to the Required Front Yard Setback
1205 S. Butler Avenue**

Discussion of ARB No. 16-29 on June 9, 2016

Associate Planner Keith Neil presented the staff report for ARB 16-29, a request from Emilio and Irma Ortega for a variance to allow a 10 foot front yard setback and a 7 foot rear yard setback for property located at 1205 S. Butler in the MF-L Multi-Family Low Density District with an SMHA Special Mobile Home Area Overlay. The property currently has several storage sheds, a small building and some dead trees that are in the process of being demolished and removed. The petitioner had already purchased a mobile home measuring 76' x 14' in size for placement on the property prior to seeking approval from the City.

Mr. Neil went on to state that there are a large number of mobile homes in the area. Most of these mobile homes are non-conforming. This proposed location for Mr. Ortega will be in line with the existing mobile homes in the area. New mobile homes purchased today are typically too large to fit on lots of this size. With the proposed location of the mobile home, the front door will be facing south. The 14' width of the mobile home will allow for open space similar to the area required for the front and rear yard. On the west end of the property, explained Mr. Neil, is a 20 foot utility easement. This 20 foot easement will allow a minimum of 27 feet between the property line and the mobile home. Staff is recommending a minimum of 10 feet from the mobile home to the north and the new mobile home on this property. This proposal will be consistent with the other mobile homes in the area.

Staff recommends approval with a recommendation of a minimum of 8 feet from the north property line and a minimum of 10 feet from the residence on the north property.

Board Member Dennis asked for clarification on how far the mobile home would be from the north property line. Mr. Neil said the UDC requires 8 feet, but staff was asking for 10 feet from the mobile home on the adjoining property.

Board Member Martin asked if a 10 foot setback can be a condition of approval of the petition and if the Building Department could measure the setback prior to granting occupancy of the mobile home. Mr. Neil commented that it could be a condition of approval and the petitioner would need to provide a site plan prior to receiving a parking permit.

Mr. Dennis was concerned about the lack of conformity. The concern stemmed around any future development that will not be in conformity in this area. Mr. Neil stated that the size of the mobile home parcels is limited by the setbacks which are 25 feet in the front and 20 feet in the rear. The Mobile Home Overlay permits mobile homes in this area.

Mr. Dennis questioned as to whether improvements were being made to the neighborhood. Mr. Neil said there will be improvements with the clean-up of the shrubbery and the demolition of the buildings on this lot.

Christian Ortega of 1205 S. Butler Avenue, Emilio Ortega's son, stated that the demolition is almost complete.

Administrative Review Board Action of June 9, 2016

A motion was made by Board Member Dennis and seconded by Board Member Soukup to **approve** Petition No. ARB 16-29, a request from Emilio and Irma Ortega for a variance to allow a 10 foot front yard setback and a 7 foot rear yard setback for property located at 1205 S. Butler in the MF-L Multi-Family Low Density District with an SMHA Special Mobile Home Area Overlay with the condition that the north side yard setback be a minimum of 10 feet.

AYE: Board Members Dennis, Martin, and Soukup.

NAY: None

ABSTAIN: None

ABSENT: Chair Cooper and Board Member Scott

APPROVED 3-0

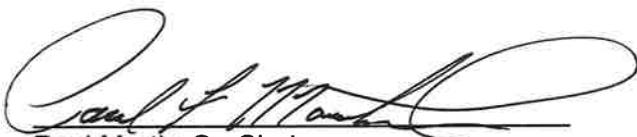
Business from the Floor: There was no business from the Floor.

Business from the Chair: There was no business from the Chair.

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

Business from Staff: Senior Planner Cindy Lopez reminded the Board Members of the June 27, 2016 training presented by the NM Municipal League General Counsel for Boards and Commissioners. The training will be at the Civic Center from 1:30 to 4:00 and will cover Ex-parte Communication, Quasi-Judicial proceedings and the Open Meetings Act. Ms. Lopez asked the Board Members to R.S.V.P. as soon as possible.

Adjournment: The June 9, 2016 meeting of the Administrative Review Board was adjourned at 6:25 p.m.


Paul Martin-Co Chairman


Karen Walker-Administrative Assistant