

**AGENDA
TOWN OF EDGEWOOD
PLANNING & ZONING COMMISSION MEETING
APRIL 3, 2017 AT 6:00 PM
27 E. FRONTAGE ROAD, EDGEWOOD COMMUNITY CENTER**

THE TOWN OF EDGEWOOD PLANNING & ZONING COMMISSION IS PLEASED TO HAVE RESIDENTS OF THE COMMUNITY TAKE TIME TO ATTEND COMMISSION MEETINGS. ATTENDANCE AND PARTICIPATION IS ENCOURAGED. INDIVIDUALS WISHING TO BE HEARD DURING PUBLIC HEARING PROCEEDINGS ARE ENCOURAGED TO BE PREPARED PUBLIC COMMENTS ARE EXPECTED TO BE CONSTRUCTIVE AND DEVOID OF CHARACTER ASSASSINATION. WRITTEN COMMENTS ARE WELCOME AND SHOULD BE GIVEN TO THE TOWN ADMINISTRATOR PRIOR TO THE START OF THE MEETING.

- 1) CALL TO ORDER & ROLL CALL**
- 2) APPROVAL OF AGENDA**
- 3) APPROVAL OF MINUTES**
 - a. **DRAFT PLANNING & ZONING COMMISSION MEETING MINUTES FOR MARCH 22, 2017**
- 4) MATTERS FROM THE CHAIR AND COMMISSION MEMBERS**
- 5) MATTERS FROM THE STAFF**
- 6) FINDINGS OF FACT AND CONCLUSIONS OF LAW**
 - a. Findings of Fact and Conclusions of Law on the Application of John Bradley request for a Minor Subdivision, of a 5.8 acre tract known as Lot A-3-B, in NW 1/4, Section 13, T10N, R7E NMPM, Subdivision Aero Monte Vista at 2 Taxiway Dustdevil, in the Town of Edgewood, Santa Fe County, New Mexico.
- 7) PUBLIC COMMENT (Limited to 2 minutes per person)**
- 8) WORKSHOP**
 - a. Subdivision Refinement
 - b. Zoning Ordinance Refinement
- 9) CALENDER UPDATE AND FUTURE AGENDA ITEMS**
 - a. **Next P&Z Meeting 4/24/17 @ 6:00 pm**
- 10) ADJOURN**

A COPY OF THE AGENDA MAY BE OBTAINED AT THE TOWN OFFICE, 1911 HISTORIC ROUTE 66 DURING REGULAR BUSINESS HOURS OF 8:00 AM - 5:00 PM.

IF YOU ARE AN INDIVIDUAL WITH A DISABILITY WHO IS IN NEED OF A READER, AMPLIFIER, QUALIFIED SIGN LANGUAGE INTERPRETER, OR ANY OTHER FORM OF AUXILIARY AID OR SERVICE TO ATTEND OR PARTICIPATE IN THE HEARING OR MEETING, PLEASE CONTACT THE TOWN CLERK AT 505-286-4518 AT LEAST ONE WEEK PRIOR TO THE MEETING OR AS SOON AS POSSIBLE.

**MINUTES
TOWN OF EDGEWOOD
PLANNING & ZONING COMMISSION MEETING
MARCH 22, 2017 AT 6:00 PM
27 E. FRONTAGE ROAD, EDGEWOOD COMMUNITY CENTER**

1) Call to Order-Roll call vote.

Chairman Stanton called the meeting to order with a roll call at 6:02 P.M.

Commissioners Present: Commissioner Lee & Commissioner Huppert

Commissioners Absent: Commissioner Bryant

Staff Present: Tawnya Mortensen and Michelle Schmidt

2) Approve Agenda.

Chairman Stanton asked for a motion to approve the agenda. Commissioner Huppertz motioned to approve the agenda with Commissioner Lee seconding the motion.

Action: The Agenda was approved unanimously.

3) Approve the Minutes of 3/6/2017.

Chairman Stanton asked if there were any changes or corrections to the Draft Planning & Zoning Minutes for March 6, 2017. There were none. Commissioner Lee made a motion to approve the Minutes of March 6, 2017; his motion was seconded by Commissioner Huppertz.

Action: The Minutes of March 6, 2017 were approved unanimously.

4) Public Comment

There were none.

5) Matters From the Chair and Commission Members

There were no matters to report.

6) Matters from the Staff

Michelle Schmidt reported on changes that will be proposed soon in the Zoning Ordinance.

7) PUBLIC HEARING REQUEST FOR A MINOR SUBDIVISION

QUASI JUDICIAL PROCEDURE: CERTIFICATION THAT PUBLIC NOTICE OF THIS MEETING HAS BEEN POSTED AS REQUIRED: THIS CASE IS BEING HEARD UNDER PROVISIONS REQUIRED BY THE NEW MEXICO COURT OF APPEALS INTENDED TO PROTECT THE RIGHTS OF ALL PARTIES AND THEIR WITNESSES AND THE SWEARING IN OF ALL PARTIES GIVING TESTIMONY. THE AFFECTED PARTIES WILL HAVE THE RIGHT TO CROSS-EXAMINE PERSONS GIVING TESTIMONY. CONFIRMATION OF NO CONFLICT OF INTEREST OR EX-PARTE COMMUNICATION.

- A) APPLICATION OF JOHN BRADLEY REQUEST FOR A MINOR SUBDIVISION , OF A 5.8 TRACT KNOWN AS LOT A-3-B, IN NW SECTION 13, T10N, R7E NMPM, SUBDIVISION AERO MONTE VISTA AT 2 TAXIWAY DUSTDEVIL, IN THE TOWN OF EDGEWOOD, SANTA FE COUNTY, NEW MEXICO.

Chairman Stanton asked if there was in exparte communication or conflict of interest with the Public Hearing for John Bradley's Minor Subdivision. There wasn't any. There wasn't anyone there to give public comment or to testify. Commissioner Lee started off the discussion by stating that it looked as if the applicant had met all the requirements. Commissioner Huppertz had some questions of the roads in the area and where the access is. Commissioner Lee asked staff if they had met the requirements and the staff agreed that the applicant had. Commissioner Huppertz questioned the lack of 6" base course. Tawnya Mortensen explained that Renee Nix would allow a compaction test to be done on the road to ensure that the road would be able to hold a 75,000 lb fire truck. Chairman Stanton asked where to second lot would gain access from. Staff explained that the lot could be accessed by Taxiway Dustdevil and then down the already built driveway. Chairman asked if the Knox box had been installed and staff informed the Commission that it had already been installed. Chairman entertained a motion. Commissioner Huppertz motioned to approve with Commissioner Lee seconding the motion. A roll call vote was done with all voting unanimously.

8) Workshop

a. Discuss Subdivision Ordinance Refinements

A brief discussion ensued about the changes staff was proposing to the Subdivision Ordinance. Staff explained that the Town of Edgewood needs to be in line with state law. They also explained how the Summary Plat would work in place of the Minor Subdivision and how the Council would see less appeals. Tawnya asked for the Commissioners to look over the changes and email her with any questions.

9) Calendar Update and Future Agenda Items

The next Planning & Zoning Commission Meeting is scheduled for April 3, 2017 at 6:00 p.m. There will be a discussion on the Subdivision Ordinance on the next meeting as well.

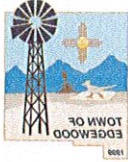
10) Adjourn

Chairman Stanton entertained a motion to adjourn. Commissioner Lee motioned to adjourn. Commissioner Huppertz seconded the motion. All voted aye to adjourn. Meeting adjourned at 7:14 p.m.

Lorenzo Stanton, Chairman

ATTEST:

Garry Bryant, Secretary



BEFORE THE TOWN OF EDGEWOOD PLANNING & ZONING COMMISSION

FINDINGS OF FACT, CONCLUSIONS OF LAW AND RECOMMENDED ORDER

IN THE MATTER OF AN APPLICATION BY:

JOHN BRADLEY

FOR A MINOR SUBDIVISION

CASE # MS-2017-03-01

I. APPLICATION PROCESS

1.1 LEGAL

A request by John Bradley seeking Subdivision Approval for a Minor Subdivision, of a 5.8 tract known as Lot A-3-B, in NW 1/4 Section 13, T10N, R7E NMPM, Subdivision Aero Monte Vista at 2 Taxiway Dustdevil, in the Town of Edgewood, Santa Fe County, New Mexico.

1.2 NOTIFICATION

On February 8, 2017 the Subdivision and Platting Application was submitted to the planning office with a \$270.00 fee on March 22, 2017, after the legal notice, the Planning and Zoning Commission reviewed the application.

II. PUBLIC HEARING

On March 22, 2017, the Planning & Zoning Commission heard this case. There were no witnesses in attendance to give testimony for or against the application.

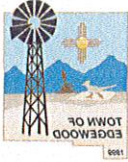
III. FINDINGS OF FACT

The Edgewood Planning & Zoning Commission is authorized to hear this case and to make a motion to approve a Minor Subdivision. Commissioners discussed the improvements that were made on the roads and the compaction test that was conducted by Enviroworks which deemed the road suitable to hold a 75,000 lb fire truck. They also discussed the fact that Sandia Air Park will allow emergency vehicles to access the fire hydrant in their subdivision in case of a fire.

IV. CONCLUSIONS OF LAW

Commissioner Huppertz moved, seconded by Commissioner Lee to approve a 2 lot Minor Subdivision.

The motion carried unanimously.



**BEFORE THE TOWN OF EDGEWOOD
PLANNING & ZONING COMMISSION**

V. ORDER OF DECISION

Based on the Findings of Fact, Conclusions of Law, the Town of Edgewood Planning and Zoning Commission orders that Case # MS-2017-03-01, a request by John Bradley or a Minor Subdivision for Tract A-3-B is hereby approved.

WRITTEN FINDINGS OF FACT, CONCLUSIONS OF LAW WAS APPROVED BY THE EDGEWOOD PLANNING AND ZONING COMMISSION AT A SCHEDULED MEETING HELD APRIL 3, 2017.

Lorenzo Stanton
Planning & Zoning Commission Chairman

Dated

Gary Bryant
Planning & Zoning Commission Secretary

Dated