



VILLAGE OF RUIDOSO
Village Hall
313 Cree Meadows Drive



PLANNING COMMISSION
REGULAR MEETING MINUTES
July 06, 2010 2:00 PM

1. CALL TO ORDER & ROLL CALL

The meeting was called to order by Chairperson Beth Hood at 2:00 pm. Roll call was taken. Members present were Commissioners Sayers, Cornelius, Flack, Hinz and Wimbrow. Commissioner Cowan was absent.

Staff present was Deputy Village Manager William Morris and Staff Planner Jennifer Williams. Code Enforcement Officers Kalama Davis and Chris Eisneberg were in the audience. Dike Cooke, Forestry Director was also in the audience.

2. CERTIFICATION OF COMPLIANCE WITH RESOLUTION 2010-01

Mr. Morris stated that we were in compliance with Resolution 2010-01.

3. APPROVAL OF AGENDA

A motion was made by Commissioner Wimbrow to approve the agenda. The motion was seconded by Commissioner Hinz. The motion passed with all ayes.

4. APPROVAL OF MINUTES

A. Regular Meeting – June 15, 2010

A motion was made by Commissioner Flack to approve the minutes for the regular meeting of June 15, 2010. The motion was seconded by Commissioner Cornelius.

Mr. Morris asked the Planning Commission if these minutes could be brought back to the next regularly scheduled meeting so that staff has a chance to include some additional information in the minutes.

Chairman Hood asked for an amended motion to bring the minutes for the regular meeting of June 15, 2010 back on July 20, 2010 with the changes as indicated by Mr. Morris.

A motion was made by Commissioner Hinz to amend the motion as stated. The motion was seconded by Commissioner Sayers. The motion passed with all ayes.

5. ELECTION OF OFFICERS

A. Vice Chairperson

A motion was made by Commissioner Cornelius to appoint Commissioner Wimbrow as Vice Chairman. The motion was seconded by Commissioner Hinz. The motion passed with all ayes.

6. PUBLIC HEARING

A. Discussion and possible action to review and recommend changes to the Village of Ruidoso Comprehensive Plan.

Chairman Hood opened the public hearing to allow the public to discuss the changes to the Village of Ruidoso Comprehensive Plan. Chairman Hood asked the public if anyone wanted to speak to the item. No members of the public responded. Chairman Hood asked Mr. Morris to speak to the item. Mr. Morris stated that the recommended changes to the Comprehensive Plan were results of a discussion from the June 15, 2010 meeting at which time the Planning Commission review the items within the Comprehensive Plan that were specifically related to the Planning Department and the Planning Commission.

Mr. Morris stated that many of the items are already being implemented or have already been completed. There were a few items however that the target date needed to be adjusted because it just wouldn't be possible to get those things done in that time frame. Those items are as follows:

Policy 1.4.1: The Planning Department will start creating modifications to specific sections within Chapter 54 that relate to specific identified issues by ~~October~~ **February**, 2010, including:

Policy 1.4.2: The Planning Department shall complete a draft of the Future Land Use Map, which is part of the Future Land Use Atlas, by ~~December~~ **July**, 2010, and present it to the Village Council for adoption no later than ~~July, 2011~~ **December, 2010**

~~**Policy 1.4.6: Starting February, 2010, the Planning Administrator shall include in all staff reports to the Planning Commission and the Village Council an appropriate statement indentifying how the proposed project is consistent with the 2010 Comprehensive Plan.**~~

Objective 14.1: The Village shall continue to support the development of a ~~4~~**2**-year college.

Chairman Hood asked for comments from the Commission. Commissioner Hinz asked for clarification on what change was made to Policy 1.4.1. Mr. Morris stated that the only change will be the date change from February, 2010 to October, 2010.

A motion was made by Commissioner Wimbrow to approve an ordinance to the governing body of the Village of Ruidoso, New Mexico to adopt amendments to the 2010 Comprehensive Plan. The motion was seconded by Commissioner Hinz. The motion passed with all ayes.

The planning commission reserves the right pursuant to NMSA 1978 §10-15-1 H.(3) to close the meeting to conduct an executive session for deliberations and receipt of legal advice on any item for which a public hearing has been conducted, and testimony, exhibits or other evidence considered.

7. REGULAR ITEMS

- A. Discussion and possible action to review or revise Policies and Procedures for the Planning Commission.

Chairman Hood stated that she wanted to begin to put the Policies and Procedures for the Planning Commission on paper. She had five items that she wanted to propose as the first items to be recorded as part of the Policies and Procedures for the Planning Commission. Those items are as follows:

1. The Village of Ruidoso Planning Commission follows Robert's Rules of Order.
2. Planning Commissioners, if at all possible, will make it known to the Planning Commission as well as to Planning Department Staff if they will be absent from a regularly scheduled Planning Commission meeting.

3. The Planning Commission will be made aware of any appeal of decision that is made and scheduled to go before the Village Council.
4. The Planning Commission will immediately be made aware of any direction from the Village Council to revisit a particular case or any other items as designated by the Village.
5. On a quarterly basis, a representative of the Planning Commission will report to the Village Council on business of the Planning Commission.

Chairman Hood asked the Commission to think about it and asked the Planning Staff to return to the next meeting with these policies and procedures written up for additional review. Chairman Hood asked for a motion to bring this item back to the next meeting for additional discussion.

A motion was made by Commissioner Flack that this item is returned to the next meeting for additional discussion. The motion was seconded by Commissioner Cornelius. The motion passed with all ayes.

8. PUBLIC INPUT

Mr. Rick Albers asked the Planning Commission if they planned to add items to the Policies and Procedures over time. Chairman Hood stated that she didn't really anticipate adding additional policies and procedures. She asked Mr. Albers to expand on what he meant. He stated that he thought maybe a policy regarding ex-parte communications might be appropriate. Chairman Hood stated that she wasn't sure if that was appropriate or not and she asked Mr. Albers if he would be willing to expand on that idea a little more at the next meeting. Mr. Albers stated that many Planning Commissions in other communities have similar policies regarding ex-parte communications and the he would do some research and return his findings to the Planning Commission. Mr. Morris added that the legal staff for the Village was also researching this topic.

9. STAFF REPORTS

A. Review of Code Enforcement Activity

Both Code Enforcement Officers for the Village of Ruidoso were present at the meeting and discussed the activities that they engage in on a daily basis. Chairman Hood stated that she was impressed by the list of activities. She stated that these logs justify their jobs. Kalama Davis briefly reviewed the kinds of activities that the Code Enforcement Officers do. He added that not only do they do Code Enforcement they also do Animal Control. He explained how they are contacted with complaints. He stated that dispatch sometimes alerts them to complaints or animals and also they receive messages on their voicemails. Commissioner Hinz asked if Solid Waste could offer assistance with dead animals. Kalama Davis stated that that would be a great help because every time they pick up an animal they have to go and dump it at the transfer station before moving onto the next call. Commissioner Hood stated that she had heard that they were a big help in improving the number of people that are getting their business licenses. Mr. Davis stated that they have been asking people at various events to show their business licenses and if they don't have their licenses they were asked to go to the Village Hall and get a license. Mr. Morris stated that as part of this process, staff realized that the business license application was just too cumbersome and the business license format was changed.

Commissioner Cornelius asked what authority they had over building. Mr. Davis stated that they do check for permits and can red-tag a property for not having a building permit. He then would forward the information onto the building department.

There was continued discussion about various items that were listed on the code enforcement log and the actions that they take to correct issues.

B. Review of Solid Waste Large Item Disposal Procedures

The Planning Commission reviewed the Solid Waste policy on disposal of large trash items. Mr. Morris discussed the handout indicating that it was something that was done by the Solid Waste Department. The handout states that they will pick up large items. Commissioner Sayers stated that it might be a good idea to inform the residence that this is something that is legal and is offered. Mr. Morris added that as long as the program isn't abused that they will continue to do so. He stated that the employees know the areas of town that are hit all the time and that that can lead to another issue that will have to be dealt with. Commissioner Cornelius stated that if there are particular areas of town that are hit more often than other then maybe having a few roll-offs around town would be beneficial. He added that he feels like the Village makes it hard to dump because we have so many weekend visitors. Those weekenders will come up on the weekend and do work on their houses and they have nowhere to dump their debris. As a result, we are forcing individuals to dump illegally. Commissioner Sayers stated that because of the fees that are charged, and that those fees are expensive, that there should be a place for residents doing repair jobs on their homes to dump their debris. Mr. Morris stated that it is something that can be looked at. He also stated that he would ask the Director of Solid Waste to come to the next meeting. Commissioner Cornelius stated that perhaps at some point they information should be included in the water bill so that all residence would know what services were offered and how the process works.

Mr. Morris states that there was a conditional use permit that was issue to Mr. Art Carmona a few months ago. The Planning Department is in the process of preparing a letter to Mr. Carmona stating that the conditional use permit has become void because he has been unable to meet the condition of providing a letter from the property owner stating that he agreed with the use. There was also an appeal filed which will be withdrawn since the conditional use permit is no longer valid.

10. COMMISSIONER COMMENTS

Chairman Hood asked the Commissioners if there were any items that they have been brought to the attention of the Planning Staff that has not yet been addressed. Commissioners Wimbrow, Flack and Hood stated they had no issues. Commissioners Cornelius, Sayers and Hinz stated that they were all interested in what came of the discussion of the site visits.

11. ADJOURNMENT

The meeting was adjourned at 2:45pm.