

Planning Commission Meeting

February 11, 2015

Present: John Velasquez, Chairman; Pete Vigil, Vice Chair; Bernadette Lopez, Larry Tucker, Commissioners; Lee San Miguel, Town Manager; Trustee Dixie Melton, Lana Jo Chapin,

Vice Chair Pete Vigil opened the meeting at 6:07pm.

Roll Call Taken.

Approval of Minutes: Bernadette moved to approve the minutes from January 14, 2015. Bernadette wants minutes noted that Cecilia left early so there was no conflict with sunshine laws. Larry Seconded. John Velasquez-Yes, Pete Vigil - Yes, Larry – Yes.

Public Comments: None

Building Permits issued in January: Dan took the sign code to the Chamber and decided there isn't any real need for major changes to the code. Dan issued one excavation permit. Subway has paid all fees and ready to open. Dan received Building plans for the pharmacy at the grocery store.

Sign Code Changes: Ironhead Grill asked about requirements for fixing their ice cream cone sign. Someone asked what Dan is looking for in comments? How do business owners figure out what direction to go for putting out new signs? Can different types of signs be categorized? Dan is going to add a requirement for visible addresses to be added for emergency services.

Downtown Design Guidelines: Dan would like feedback on the changes he has made to the guidelines. The Planning Commission needs to approve changes so it can be taken to the Board of Trustees. Pete requested it be tabled to gain more public input. Dan asked for ideas on getting feedback from the residents since they did not respond to the sign survey. Lana Jo Chapin needed clarification of 3-8-7 recommending a plan for approval, definition of distance for enforcement, and definitions of building standards. Dan will produce a final draft to present to the Planning Commission for approval to take an ordinance to the Board of Trustees.

Zoning Code of R-2 on Browning Ave was discussed for future changes to the municipal code regarding mobile homes and businesses. Bernadette motioned to table this discussion. Larry seconded.

There was a brief discussion for designation of Town Tree, Town Bird, and Town Flower. Bernadette moved to table this discussion. Larry seconded.

The next meeting will be March 11, 2015 at 6pm.

The meeting was adjourned at ?pm. The next meeting will be March 11, 2015 at 6:00 pm.

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John Velasquez, Chair

Date

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Attest