

CITY OF LOVINGTON
REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION
TUESDAY, NOVEMBER 10, 2015 4:00 P.M.
TO BE HELD AT 214 SOUTH LOVE STREET

AGENDA

Notice of this meeting has been given to the public in compliance with Section 10---15---4 NMSA 1978

OPEN MEETING

- Call To Order
- Approval of Agenda
- Consideration of the Regular Meeting Minutes of October 13, 2015

NON-ACTION ITEMS

- Staff Report on Action Items Approved by City Commission

ACTION ITEMS

- Consider Recommendation for Variance to Allow Multi-Generational Housing in the Accessory Dwelling Located at 1101 W. Taylor

PUBLIC COMMENT

OTHER

ADJOURNMENT

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 City Clerk at 575---396---2884 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 575---396---2884 if a summary or other type of accessible format is needed.

REGULAR MEETING OF THE PLANNING & ZONING COMMISSION
TUESDAY, OCTOBER 13, 2015 @ 4:00 P.M.
HELD IN CITY COMMISSION CHAMBERS, 214 SOUTH LOVE STREET

PURPOSE OF MEETING:

- Staff Report on Action Items Approved by City Commission
- Consider Recommendation for Variance at 307 E Avenue C for a Gravel Driveway
- Consider Recommendation for School Zone Improvements

PRESENT: Chairman Kallie Windsor, Members Clint Laughrin, Bobby Kimbro, David Lynch, and Betty Price.

NOT PRESENT: Vice Chairman Randy Pettigrew and Member Abel Cabello

ALSO PRESENT: City Manager Williams, City Attorney Patrick McMahon, City Clerk Carol Ann Hogue, Code Enforcement Laura Brock, Fire Marshall Skip Moorhead, Water Superintendent Wyatt Duncan and Administrative Assistant Anna Juarez

CALL TO ORDER: The meeting was called to order by Chairman Windsor at 4:00 p.m.

APPROVAL OF AGENDA: Chairman Windsor called for a motion. Member Price so moved to approve agenda as submitted. Member Laughrin seconded. All Aye, motion was approved.

APPROVAL OF REGULAR MINUTES OF SEPTEMBER 15, 2015: Chairman Windsor called for a motion to approve the regular minutes of September 15, 2015. Member Price so moved. Member Laughrin seconded. All Aye, motion was approved.

NON-ACTION ITEMS:

Staff Report on Action Items Approved by City Commission: City Manager Williams informed the Members of recommendations approved by City Commission were all approved; except for zoning change, Ordinance No. 538 will be voted on October 26, 2015.

ACTION ITEMS:

CONSIDER RECOMMENDATION FOR VARIANCE AT 307 E AVENUE C FOR A GRAVEL DRIVEWAY: Code Enforcement Brock addressed Board of property owner request for a variance at 307 E Avenue C for a gravel driveway; Flex Sonora, owner of property is requesting a variance from 17.20.050 (B)(5) requiring installation of a concrete driveway. Code Enforcement Brock stated the apron will be concrete and the first 10 foot long by 20 foot wide “all weather protection surface.” All weather protection shall be construed to mean compacted caliche base with asphalt surface treatment or six inch concrete slab. Chairman Windsor asked if all side setbacks are met; Code Enforcement Brock stated City Planner Hildreth worked with Mr. Sonora’s driveway variance; variance will only be for driveway, not for setbacks. Mr. Sonora stated neighbors approve, curb cut fees are paid, and is ready to finish project. Chairman Windsor called for motion. Member Price so moved to approve a variance to allow an approximately 62 foot long by 20 foot wide

gravel driveway on the property to and beneath a carport, but the carport will need to meet State standards, with the provision that the apron and first 10 feet of the driveway be constructed of an all-weather protection surface; Member Lynch seconded. With no further discussion, all Aye. Motion was approved.

CONSIDER RECOMMENDATION FOR SCHOOL ZONE IMPROVEMENTS: City Manager Williams addressed Board of School improvements for recommendations to help with traffic congestion and safety. City Manager Williams, Police Chief Rodriguez, and Deputy Police Chief Herweg spent several days observing traffic patterns in the morning and afternoon. City Staff has met with various District administrators to obtain their input on current operating procedures as well as their recommendations for improvement. City Manager Williams stated none of the building improvements or drop-off/pick-up areas built over the last twelve months or more underwent the City permit review process. Had the permits been reviewed, some of the issues identified could have possibly been avoided. City Manager and Members discussed City Improvements and School District Improvements and additional alternatives.

City Improvements Recommendation for Ben Alexander:

1. Relocate the southbound stop sign on 6th Street approximately 20 feet to the north to the outlet of the school built pick-up/drop-off lane.
2. Establish a no parking zone on the eastern side of 6th street from Avenue N to approximately 20 feet to the north that would coincide with the expanded signed intersection. This measure would increase intersection visibility.
3. Eliminate the north east-to-west crosswalk at the intersection of Avenue N and 6th street. The southeast-to-west crosswalk would remain.

City Improvements Recommendation for Lea:

1. Remove crosswalk on Birch that is between the south entrance and alley.
2. Remove no parking signs and curb painting for "No Parking" area on Birch Street since the area use has changed

City Improvements Recommendation for Llano:

1. Provide way-finding signs to crosswalks on 2nd Street.
2. Create a four-way stop intersection at 1st and Avenue J.
3. **Additional Alternative:** To facilitate traffic flow, Avenue I from Main Street to 1st Street would be changed to a one-way street, with traffic flow directed to run east to west. In addition, 1st Street between Avenue I and Avenue J would be changed to a one-way street, with traffic flow directed to run north to south. Changing the flow of traffic would allow for two lanes of travel to be created. At the intersection of Avenue J and 1st, individuals in the east lane would be required to turn east and west lane traffic would be required to turn west or proceed south onto 1st Street. This intersection could be enhanced with a traffic island to force this type of turning and traffic flow at the intersection. This measure would be very drastic and require multiple public hearings and notifications prior to it becoming effective. This measure would have a direct impact on two businesses (Klean Machine and Peanuts Custom Shop) and 6 private residences.

City Improvements Recommendation for Taylor:

1. Create a 3-way stop intersection at Avenue F and 11th Street.
2. Install new crosswalks and signage at the inlet and outlets of June Place and 11th Street.
3. Convert June Place into a one-way street. Entrance to the street would occur from the south and exit from the north. The exit from the street would be limited to a right turn only, facilitated by signage and curbing. The immediate impact from this change would be to four private residences and would require public hearings and notifications.

Chairman Windsor called for a motion. Member Laughrin so moved to approve recommended City Improvements to the schools zone minus Llano Improvement #3. Additional Alternative to facilitate traffic flow and Taylor Improvement #3. Converting June Place into a one-way street; Member Price seconded. Motion was approved.

PUBLIC COMMENT: None

OTHER COMMENT:

- Fire Marshall Skip Moorhead stated haircut location it is closed; City Clerk Hogue stated business does not have a permit.
- Chairman Windsor stated with job loss, more people are living in backyards in RV's:
 - Corner of Eddy & 8th is not permitted
 - Corner of Monroe & Main Avenue RV's are they legal? Code Enforcement Brock stated they are, but will not be able to renew in December 2015
 - Fairview Morningside addition has a weed control issue and older mobile home, could the City do abatement on property; Code Enforcement stated yes.
 - Corner of Roosevelt and Madison Avenue there are RV's hooked up; Code Enforcement Brock will look into RV concern.
- Member Laughrin asked about clean up on Jackson; City Manager Williams stated work has stopped, City has been working with individuals and Staff will follow up next month.
- City Manager Williams stated issues with City properties can be called in and will be noted in City's Community Service Book.

ADJOURNMENT:

There being no further business the meeting adjourned at 5:01 p.m.

APPROVED: _____
CHAIRMAN, KALLIE WINDSOR

ATTEST: _____
MEMBER, DAVID LYNCH

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: 11-10-2015

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Variance multi-generational accessory dwelling 1101 W Taylor
DEPARTMENT: Planning and Zoning
SUBMITTED BY: Laura Brock
DATE SUBMITTED: 10-19-2015

STAFF SUMMARY:

Owner of property located at 1101 W Taylor (block4 lot1 of the High School addition in Lovington NM) is requesting a variance to be granted to allow for an accessory dwelling located at the back of the property inside the garage.

LMC 17.16.020 General use restrictions- prohibits more than one main building on one lot.

Property located in Zone A,

Accessory Dwelling was an existing use prior to the purchase of the home on August 12, 2014.

NMSA 3-21-1 F. Zoning authorities, including zoning authorities of home rule municipalities, shall accommodate multi-generational housing by creating a mechanism to allow up to two kitchens with a single-family zoning district.

17.08.070 Permit- Required. to construct, alter, repair remove or demolish

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Map, site plan, written statement, variance support petition, Variance letter, Mail list

RECOMMENDATION:

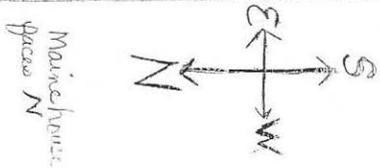
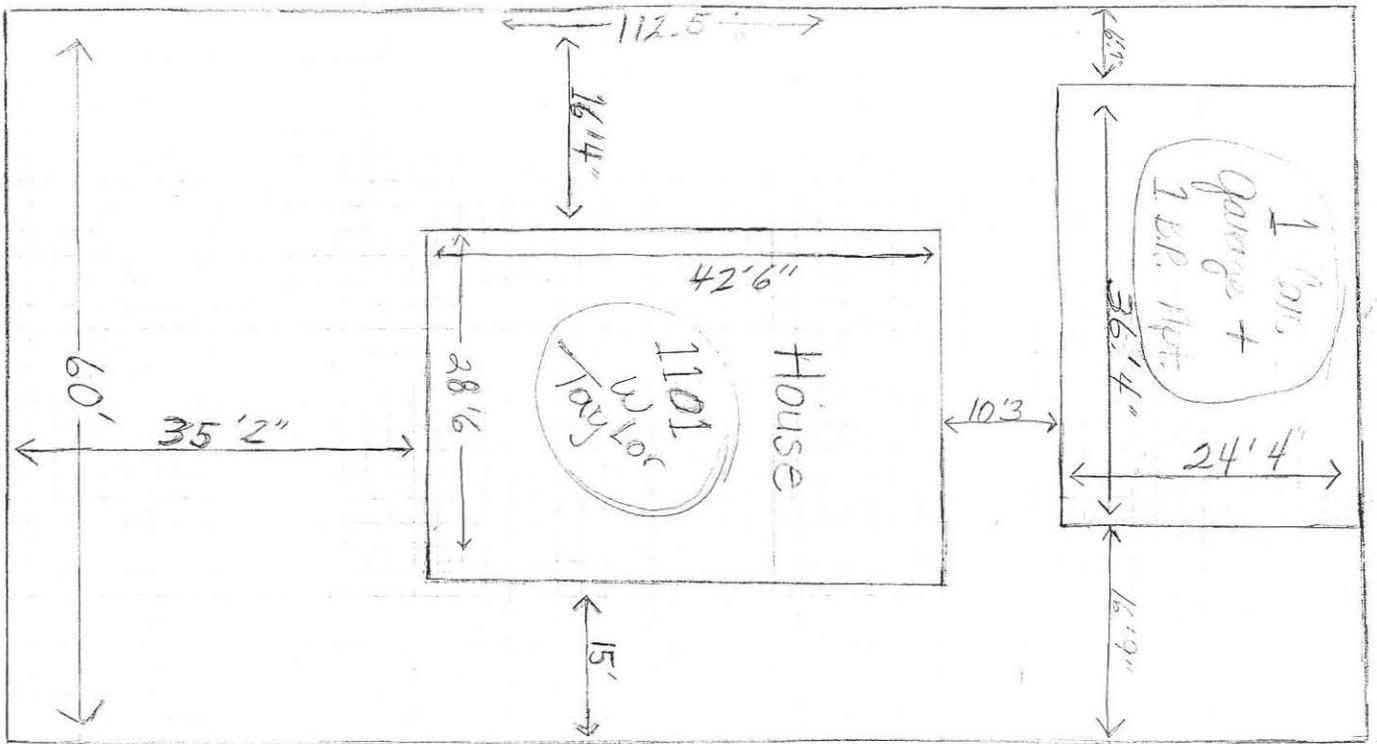
Consider a motion to approve a variance to allow for multi-generational housing in the accessory dwelling located at the back of the property inside the garage at 1101 W Taylor. Multi-generation means any numbers of persons related by blood, common ancestry, marriage, guardianship or adoption. State permits must be on file at the planning and zoning office prior to final approval.

Laura J. Brock

Department Head

City Manager

N 11th St.



W Taylor Ave.

Dear Commissioners;

Concerning property
located at 1101 W Taylor-

I am asking to continue
the use of an existing
accessory dwelling located
at the back of property
(inside garage).

Thank You,
Patty Robinson-



I am requesting a variance letter from the City of Lovington to allow a residential rental in the habitable structure located behind 1101 W Taylor. Please sign below stating whether you agree or disagree with the proposed usage.

Name	Address	Signature	Phone	Agree	Disagree
Kathy Orozco	1017 W. Taylor	Kathy Orozco	575-602-1325	✓	
Luis O. Contreras	1017 W. Taylor	Luis O. Contreras	575-603-1326	✓	
Manuel Abenda	1018 W Taylor	Manuel Abenda	575-942-8097	✓	
Rosalee Tisdale	1102 W. Taylor	ROSALIE TISDALE	575-396-5572	✓	
Miguel Carrota	1105 W. TAYLOR AVE	Miguel Carrota	575-940-7261	✓	
Christopher HERREERA	1018 W MONROE	Christopher Herreera	575-399-1594	✓	



City of Lovington

214 South Love Street
PO Box 1268
Lovington, NM 88260

Bus: 575-396-9336
Fax: 575-396-6328
lbrock@lovington.org

October 19, 2015

Request for Variance

The purpose of this letter is to inform you that a request for a use variance in zoning has been submitted to the Lovington Planning and Zoning Commission for the property located at 1101 W Taylor, Lovington, New Mexico. The property owner has requested a variance be granted to allow for an accessory dwelling located at the back of the property inside the garage. Lovington Municipal Code 17.16.020; **General use restrictions** prohibits more than one main building on one lot. This request will be considered at their next regularly scheduled meeting on Tuesday November 10, 2015 at 4 p.m. held at City Hall, 214 South Love Street, Lovington, New Mexico.

We are providing notification to each property owner within 100 feet of the area, excluding public right of ways, of this variance request. This request, with the recommendation from the Planning and Zoning Commission, will be presented to the Lovington City Commission for final approval at their November 23, 2015 meeting.

If you have any questions, please do not hesitate to contact me at 575-396-9336 or via email at lbrock@lovington.org.

Sincerely,

Laura J. Brock
Code Enforcement Supervisor
City of Lovington NM 88260

Mailing list

1101 W Taylor

- Corrales Victor Manuel
1014 W Monroe Ave
Lovington, NM
- Jose Alvarado
1102 W Monroe
Lovington, NM
- Contreras Luis O
P.O. Box 1323
Lovington, NM
- Hernandez Gerardo
P.O. Box 1313
Lovington, NM
- Chavez Victoria
1014 W Taylor Ave
Lovington, NM
- Antonio Vanuelos
719 W Polk Ave
Lovington, NM
- Hernandez Saul M
1109 W Taylor Ave
Lovington, NM
- Bell Ada Faye
1013 W Taylor
Lovington, NM
- Ontiveros Jessie
1112 W Monroe
Lovington, NM

- Tisdale Rosalee B
1102 W Taylor Ave
Lovington, NM

- Huerta Manuel Jr.
1018 W Taylor Ave
Lovington, NM

- Carrola Miguel
1105 W Taylor Ave
Lovington, NM

- Muniz Ricardo
1106 W Taylor Ave
Lovington, NM

- Rizo Arturo Reyes
43 Byron St Battle
Creek, MI 49017

1101 W Taylor

