

**REGULAR MEETING OF THE PLANNING & ZONING COMMISSION
MONDAY, NOVEMBER 4, 2013 @ 4:00 P.M.
HELD IN CITY COMMISSION CHAMBERS, 214 SOUTH LOVE STREET**

PURPOSE OF MEETING:

- Consideration of Approval of Traffic Control Measure – 13th Street & Avenue M
- Consideration of Approval of Carport Variance – 1302 W. Jackson Street
- Consideration of Approval of Replat of Block 26, College Addition, Lot 1

PRESENT: Members: Vice Chairman Lynda Kreybig, Randy Pettigrew, Betty Price, Bobby Kimbro and David Lynch,

NOT PRESENT: Members: Chairman Kallie Richards, Abel Cabello, City Clerk Carol Ann Hogue and City Attorney Patrick McMahan

ALSO PRESENT: City Manager James Williams, City Attorney Lewis Cox, Fire Chief Terrance Lizardo, Assistant City Manager Jared Cobb, Chief of Police Danny Bryant, Code Enforcer Laura Brock and Administrative Assistant Imelda Gutierrez.

CALL TO ORDER: The meeting was called to order by Member Randy Pettigrew at 4:10 p.m.

APPROVAL OF AGENDA: Member Randy Pettigrew called for a motion to approve the agenda as submitted. Member Kreybig so moved to table action item Tab 4: Consideration of Approval of Replat of Block 26, College Addition, Lot 1 on the agenda. Member Price seconded. Motion was approved.

APPROVAL OF REGULAR MINUTES OF OCTOBER 7, 2013: Member Randy Pettigrew called for a motion to approve the regular minutes of October 7, 2013. Member Lynch so moved to approve the minutes a submitted. Member Price seconded. Motion was approved.

ACTION ITEMS:

CONSIDERATION OF APPROVAL OF TRAFFIC CONTROL MEASURE – 13TH STREET & AVENUE M: Member Pettigrew called for a motion to approve the traffic control measure at 13th Street and Avenue M. Assistant City Manager Cobb addressed the members stating that the Commissioners requested a broader plan or recommendation for traffic control in the area due to the main concern is speeding. The Commissioners have asked to bring back to Planning & Zoning. The Police Department did increase enforcement in the area. The result was a minimal impact. Member Kimbro stated that there are shrubs obstructing the view for drivers in that area. Member Kreybig so moved to recommend a 4-way stop sign on 13th & Avenue M and 13th & Avenue N. Member Kimbro seconded. Motion was approved.

CONSIDERATION OF APPROVAL OF CARPORT VARIANCE – 1302 W. JACKSON STREET: Member Pettigrew called for a motion to approve the carport variance at 1302 W. Jackson Street. Member Pettigrew asked Code Enforcer Brock to explain and give her recommendations as of what Mrs. Perez requested for a carport variance to accommodate three (3) car garages. Mrs. Perez has requested to build a carport that is 625 sq. ft. (25x25). The City Ordinance 17.20.040 B states that a carport cannot be larger than 480 sq. ft. Code Enforcer Brock recommends the approval of variance for the carport with the understanding that all state rules must be complied with. Code Enforcer Brock stated that Marybell Perez was asked to attend the meeting. Member Price so moved to table due to Mrs. Perez did not show up to the meeting. Member Kreybig seconded. Motion was approved to be tabled.

PUBLIC COMMENT: None

OTHER COMMENT:

Member Pettigrew just clarified about a comment he made at the Commission Meeting on Monday night regarding Ordinance 512 – Offstreet Parking. The fact is that things have changed and that if the public has an opinion or that if the Commission wouldn't approve the ordinance is not his issue. His concern was that are the Commissioners reading the material on the agenda before they go to the meetings.

ADJOURNMENT:

Member Price made the motion for adjournment at 4:55 p.m. Member Kreybig seconded.

APPROVED: _____
VICE CHAIRMAN KREYBIG

ATTEST: _____
MEMBER PETTIGREW

CITY OF LOVINGTON
STAFF SUMMARY FORM



MEETING DATE: 1-6-2013

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Carport
DEPARTMENT: Code Enforcement
SUBMITTED BY: Jose and Marybell Perez
DATE SUBMITTED: 10-26-213

STAFF SUMMARY:

1302 W Jackson

11-4-2013- scheduled for review at P&Z, item tabled due to no attendance.

Request variance for carport to be 625 sq. ft.

Ordinance 17.20.040 B states that a carport can be no larger than four hundred and eighty square feet.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

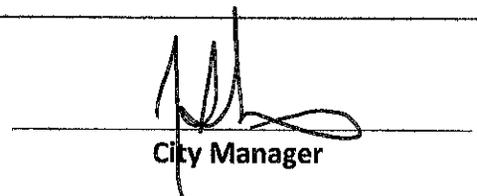
ATTACHMENTS:

site plan, warranty deed, application, proposal letter, stop work letter, pictures

RECOMMENDATION:

Consider overall comprehensive plan for the city, take action in the best interest of the city.


Department Head


City Manager



Carport Permit

The first step in obtaining a permit is to complete the Planning and Zoning Application. This document provides the basic information required for all City planning, zoning and permitting applications. The following check list provides additional requirements for your specific application. Please attach all of the requested documentation, sign, and date.

Permit Requirements

- 1) Submit a completed Planning and Zoning Application. All fields must be completed and legible in order to process the application.
- 2) Pay the Carport Permit processing fee.
- 3) Provide proof of ownership or interest in the property. A deed with a legal description or property lease will meet this requirement. If the applicant is not the owner, an Affidavit by Property Owner(s) is required.
- 4) Submit a site plan. Site plans must show the property lines, building dimensions, lot area, lot dimensions, easements, building setbacks, road access points, and the location of utilities.
- 5) The carport must meet the appropriate setback requirements:
 - Front – Five (5) feet from the point below the roofline to the property line
 - Side – Five (5) feet from the point below the roofline to the property line
 - Rear – No setback requirement
- 6) Submit carport design specifications. The carport must meet the following:
 - No larger than four hundred eighty (480) square feet, or twenty (20) feet long by twenty four (24) feet wide
 - Attach to a permanent building
 - Match or conform to the permanent building in materials, character, and design
 - No walls or doors that may interfere with vision
 - Access must be assured by a concrete driveway the width of the carport
- 7) Submit one copy of the approved state building permit(s).
- 8) A final inspection is required after construction to ensure the carport meets all of the regulations set forth above.

Applicant Name: ~~J. Lopez~~ Jose L Perez

Date: 11-6-2013

Applicant Signature: J. Lopez

Preliminary Approval

Code Enforcement Officer Name: _____ Date: _____
Code Enforcement Officer Signature: _____

Final Inspection

Code Enforcement Officer Name: _____ Date: _____
Code Enforcement Officer Signature: _____



Zoning Application

The first step in obtaining a permit is to complete the Planning and Zoning Application. This document provides the basic information required for all City planning, zoning and permitting applications. The following check list provides additional requirements for your specific application. Please attach all of the requested documentation, sign, and date.

Zoning Requirements

- 1) Submit a completed Planning and Zoning Application. All fields must be completed and legible in order to process the application.
- 2) Pay the appropriate zoning fee(s).
- 3) Provide proof of ownership or interest in the property. A deed with a legal description or property lease will meet this requirement. If the applicant is not the owner, an Affidavit by Property Owner(s) is required.
- 4) Submit a site plan. Site plans must show the property lines, surrounding properties, proposed buildings/structures, lot area, lot dimensions, easements, building setbacks, road access points, and the location of utilities.
- 5) Submit a proposal letter that details the following:
 - Proposed use
 - Reason(s) why the request is being made
 - Potential impacts (positive and negative) that may result from proposed use, including those related to noise, odors, traffic, health, quality of life, and property values
 - For Proposed Commercial Uses and Home Occupation Requests the letter should specify the type of business (retail, manufacturing, etc.), days and hours of operation, proposed number of employees, and the anticipated traffic/clientele
- 6) For annexations, the applicant must submit a petition signed by the owners of a majority of the number of acres in the contiguous territory.
- 7) Representation at two scheduled public hearings to present the request and answer questions, one before the Planning and Zoning Commission and a second with the City Commission.
- 8) A final inspection is required after the project is completed to ensure it conforms to the regulations set forth above.

PLANNING AND ZONING APPLICATION

- Type(s):
- VARIANCE
 - SPECIAL USE
 - CONDITIONAL USE
 - ZONE CHANGE
 - VACATION
 - ANNEXATION
 - CARPORT
 - RV PARK
 - MOBILE HOME PARK
 - PLAT
 - REPLAT
 - ALTERNATE SUMMARY
 - BUILDING
 - MOBILE/MANUFACTURED
 - WATER CONNECTION
 - SEWER CONNECTION
 - CURB CUT
 - SIGN

Jose
399-9213

Applicant Name: Marybell Perez 704-7347

Mailing Address: 1302 W Jackson
Lovington N.M 88260

Phone Number: (704) 2704-7347 or 942-4676

Property Address (Site Location): same as above

Property Owner(s): Jose or Marybell Perez

Brief Description of Request: Carport 625 sq ft to accommodate 3 car garage,

Subdivision: West Ridge Zone: A B C D

Block: 1

Lot: 1, 2, 3

Owner Number: 78443 Parcel Number: 4000784430001

Book: _____ Page: _____

Present Use of Property: Zone B - residential

Applicant Signature: [Signature] Date: 10-26-2013

Date Received by Code Enforcement: 10-28-13

Code Enforcement Officer Name: Laura J Brock

Code Enforcement Officer Signature: [Signature]

CODE ENFORCEMENT SUPPLEMENT

Does request require adjacent property owner and public notification?

Yes No

If yes, date notification to adjacent property owners sent notification:

10/29/13

Was notification sent by:

Certified Mail¹

1st Class Mail²

Please attach list of property owners, address, and copy of letter, and copy of return receipt (if applicable) to this supplement.

If public notification made, list date of newspaper publication³: _____

Code Enforcement Recommendation:

17.020.040 B. A carport no larger than four hundred eighty square feet or twenty feet long & twenty-four feet wide.

I recommend approval of variance for carport to be 625 sq ft, 25 x 23 with the understanding that all state rules are complied with.

Laura J Brock
Reviewing Officer Name

Laura J Brock
Reviewing Officer Signature

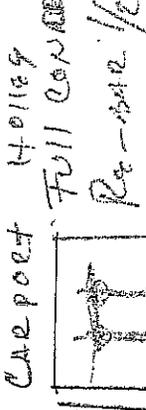
10-28-13
Date

1 If zoning change is for an area of one block or less, notice shall be mailed by certified mail to owners of property within 100 feet, excluding public right-of-way, of the area proposed to be changed. (NMSA 1978 3-21-6)

2 If zoning change is for an area of more than one block (NMSA 1978 3-2-6) or a variance is requested, notice of public hearing shall be mailed by 1st Class mail to property owners within 100 feet, excluding public right-of-way, of the area proposed to be changed.

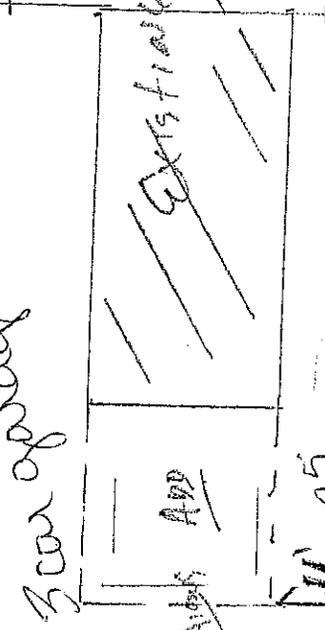
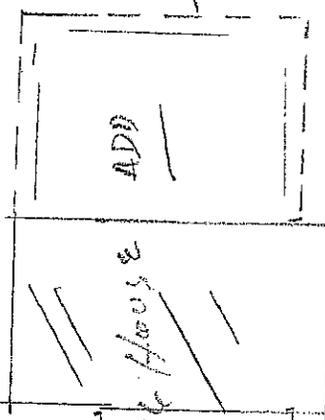
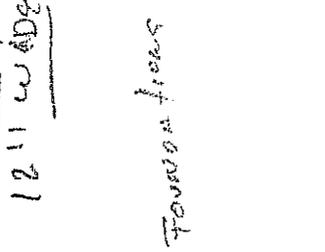
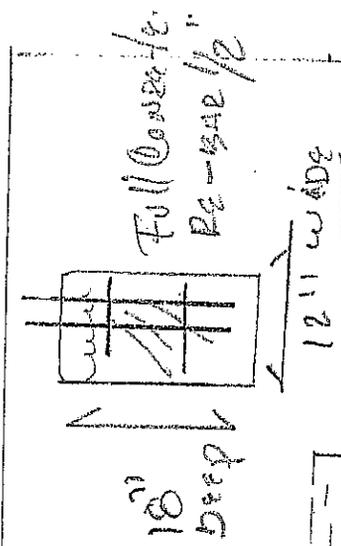
3 Notice of the time and place of hearing shall be published at least 15 days prior to the date of the hearing.

FOUNDATIONS Plan



4'-8" DOOR 1/2" 18" D - 24" x 24" - Full Concrete.
18" D - 24" x 24" - Full Concrete.
41 Re-bar 1/2"

NOTE ANCHOR BOLTS
SECTIONS 403.1.6
OF THE INTERNATIONAL RESIDENTIAL
CODE MUST BE COPIED
WITH (N.M. RESIDENTIAL BUILDING CODE)



NOTE
SECTIONS 403
OF THE INTERNATIONAL RESIDENTIAL
CODE MUST BE COPIED
WITH (N.M. RESIDENTIAL BUILDING CODE)

FOOTING & FOUNDATION

490 FT
58

Jackson St

Robert

432-~~800~~-6682
209

5

01783

WARRANTY DEED

Valley Springs Gold Creek, Inc., a California Corporation

for consideration paid grants to

Marybell Perez, a married woman dealing in her sole and separate property

whose address is 1302 W. JACKSON AVE. LOVINGTON, NM 88260

the following described real estate in LEA county, New Mexico

FOR SURFACE TITLE ONLY:

Lots One (1) and Three (3), Block One (1), Westridge Addition to the City of Lovington, Lea County, New Mexico.

Subject to reservations, restrictions and easements appearing of record with warranty covenants.

WITNESS our hands and seals on 2/13/13

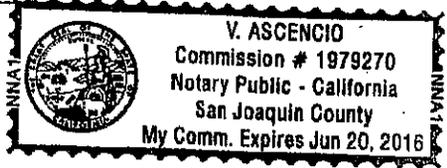
VALLEY SPRINGS GOLD CREEK, INC., A CALIFORNIA CORPORATION
By: RYAN VOORHEES, PRESIDENT

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN JOAQUIN

This instrument was acknowledged before me on 2/12/13, by RYAN VOORHEES, President of Valley Springs Gold Creek, Inc., a California Corporation

V. Ascencio
Notary Public

My commission expires : 10-20-16



RETURN TO: GRANTEE

STATE OF NEW MEXICO
COUNTY OF LEA
FILED

FEB 15 2013

at 11:32 o'clock A M
and recorded in Book _____
Page _____
Pat Chappelle, Lea County Clerk
By J. Carlson Deputy

01783

This is a true and correct copy of the original filed in the office of the County Clerk
Flinn & Waldron Title & Abstract Co., Inc.

To whom it may concern.

This is Jose Perez, I'm asking permission to build my carport, the size it is. I have 8 cars. 3 of them fit my garage the rest will be under my carport. Also. On my neighborhood, theres been vandalism. My new Expedition was totally scratched up my new Explorer and my truck. They were scratched up totally. I got police reports. We need to place vehicle under surveillance. Also with new rule coming out in Louington. I caint park my cars on ~~the~~ my yard. I would gladly appreciate ya's help.

Thank you

Jose Perez

Animal/Code Enforcement

***City of Lovington
117 E. Ave B
Lovington, NM 88260***



***Cell 575-704-0224
Office 575-396-9329
Fax 575-396-3597***

Date: 11-5-2013

Jose and Marybell Perez
1302 West Jackson Street
Lovington, NM 88260

Mr. and Mrs. Perez,

This letter is to inform you that your project is in violation of the Lovington Municipal Code sections 17.20.040 and 17.20.080. The Code states that a permit is required prior to the construction of a carport. At this time, we are requesting that your contractor stop work and secure the job site.

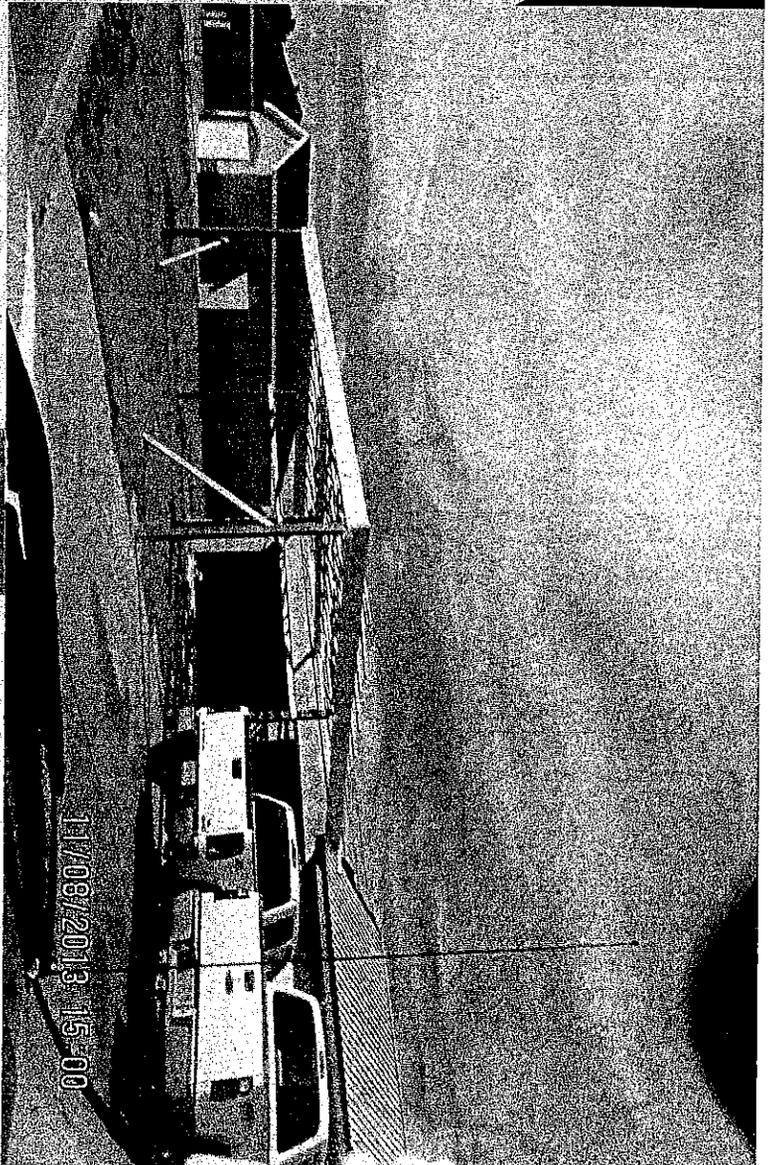
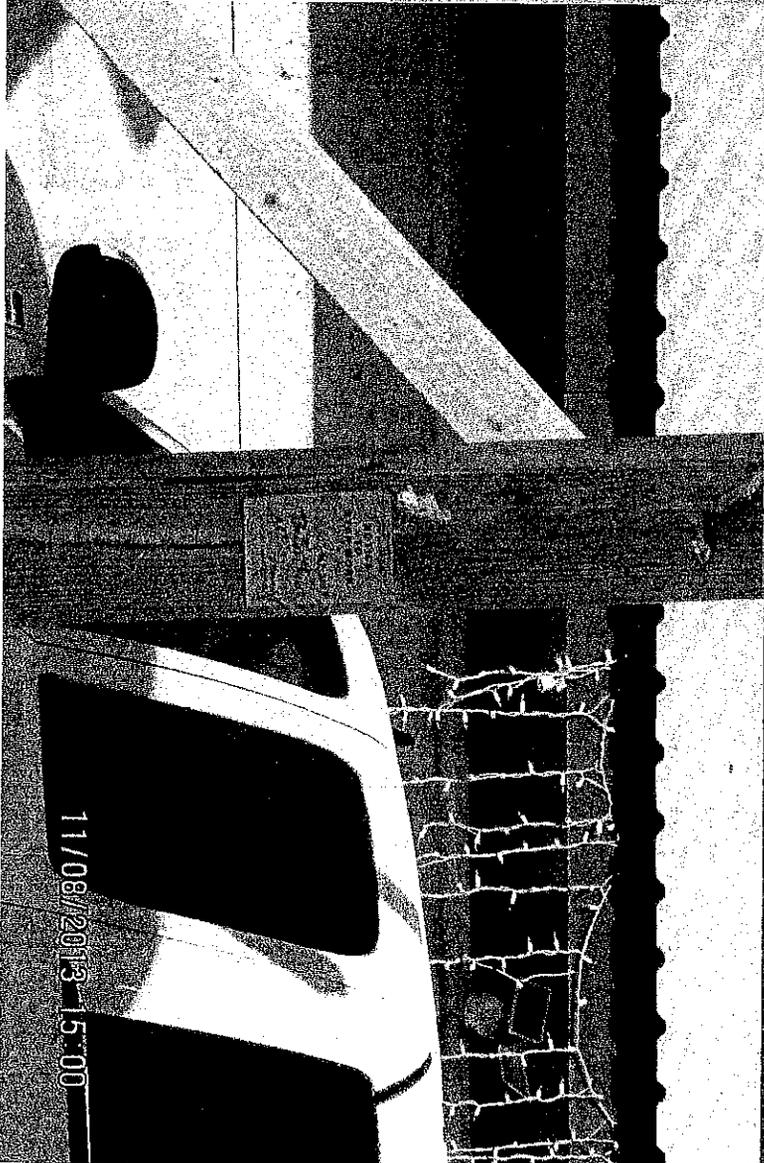
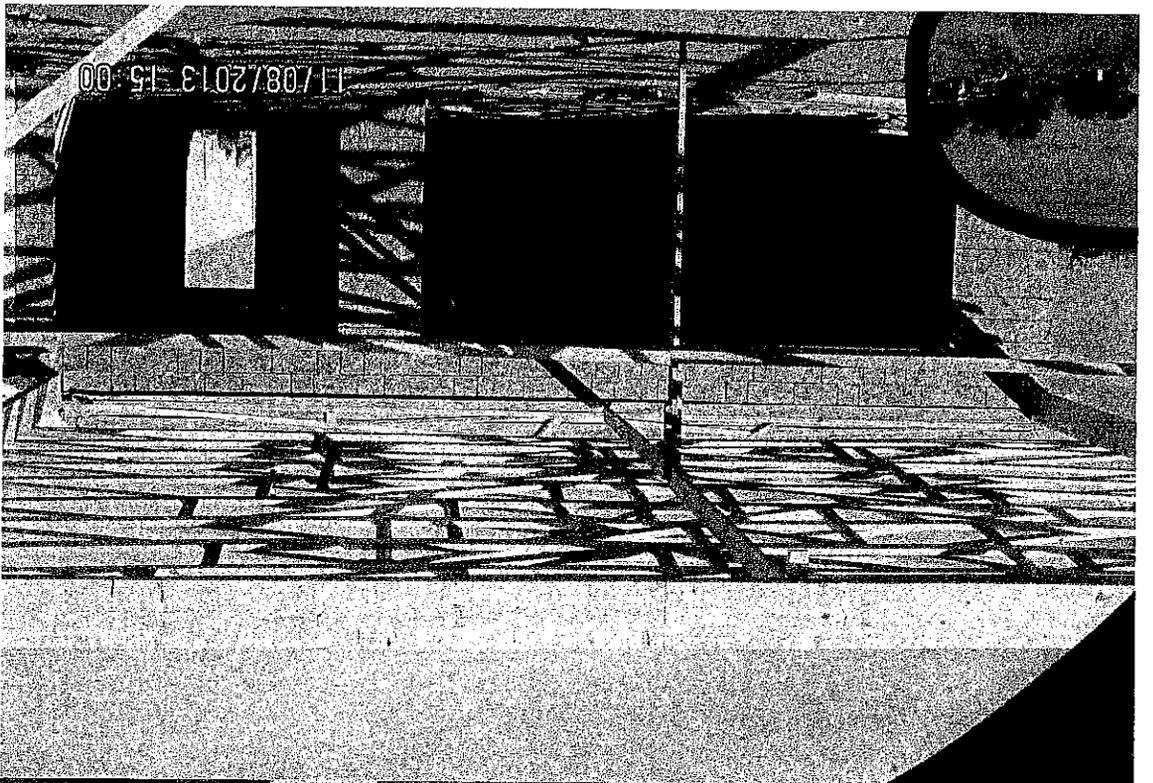
The project may resume upon approval of a carport permit. Due to the size of the proposed carport, your permit will require a variance to Chapter 17.20.040 B., which limits carports to no larger than four hundred eighty (480) square feet. To process the request, please read, complete, and return the attached application by no later than December 16.

If the carport is completed without prior approval, or does not conform to the approved site plan, the City will send an additional letter stating the violation(s). At that time you will be provided with a timeframe to resolve the violation. Failure to comply within the time allotted will result in a fine and the structure may be torn down, at your expense, within fifteen days of such notice.

I would like to emphasize that it is our desire to resolve this violation through the standard application process for a carport permit and variance. Please do not hesitate to contact my office if you have any questions or concerns.

Thank you,

Laura Brock
Animal/Code Enforcement Supervisor
City of Lovington
575-704-0224



CITY OF LOVINGTON
STAFF SUMMARY FORM



MEETING DATE: 1-6-2013

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Vacation
DEPARTMENT: Code Enforcement
SUBMITTED BY: Micheal and Carolyn Taylor
DATE SUBMITTED: 12-5-2013

STAFF SUMMARY:

1502 Main St.

Vacation of 20' ally way easement between lot 107 and 110.

Allsups is interested in expanding their business and would like to purchase this land, if the city is willing to vacate the alley easement.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

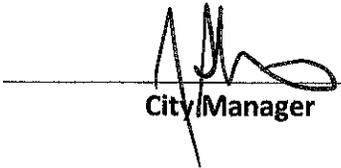
ATTACHMENTS:

planning and zoning application, warranty deed, proposal letter, pictures.

RECOMMENDATION:

Water and Sewer departments advise their are no utilities in that easement. Electric does not appear to be in easement. Mr. and Mrs. Taylor own both properties adjacent to alleyway. Trash pick up for surrounding homes is in front of the property. Take action in the best interest of the city


Department Head


City Manager



Zoning Application

The first step in obtaining a permit is to complete the Planning and Zoning Application. This document provides the basic information required for all City planning, zoning and permitting applications. The following check list provides additional requirements for your specific application. Please attach all of the requested documentation, sign, and date.

Zoning Requirements

- 1) Submit a completed Planning and Zoning Application. All fields must be completed and legible in order to process the application.
- 2) Pay the appropriate zoning fee(s).
- 3) Provide proof of ownership or interest in the property. A deed with a legal description or property lease will meet this requirement. If the applicant is not the owner, an Affidavit by Property Owner(s) is required.
- 4) Submit a site plan. Site plans must show the property lines, surrounding properties, proposed buildings/structures, lot area, lot dimensions, easements, building setbacks, road access points, and the location of utilities.
- 5) Submit a proposal letter that details the following:
 - Proposed use
 - Reason(s) why the request is being made
 - Potential impacts (positive and negative) that may result from proposed use, including those related to noise, odors, traffic, health, quality of life, and property values
 - For Proposed Commercial Uses and Home Occupation Requests the letter should specify the type of business (retail, manufacturing, etc.), days and hours of operation, proposed number of employees, and the anticipated traffic/clientele
- 6) For annexations, the applicant must submit a petition signed by the owners of a majority of the number of acres in the contiguous territory.
- 7) Representation at two scheduled public hearings to present the request and answer questions, one before the Planning and Zoning Commission and a second with the City Commission.
- 8) A final inspection is required after the project is completed to ensure it conforms to the regulations set forth above.

Applicant Name: Michael Taylor

Date: 12-26-13

Applicant Signature: [Signature]

Preliminary Approval

Code Enforcement Officer Name: Laura Brock

Date: 12-26-13

Code Enforcement Officer Signature: [Signature]

City Manager Name: _____

Date: _____

City Manager Signature: _____

Final Inspection

Code Enforcement Officer Name: _____

Date: _____

Code Enforcement Officer Signature: _____

PLANNING AND ZONING APPLICATION

- Type(s):
- | | | |
|---|--|--|
| <input type="checkbox"/> VARIANCE | <input type="checkbox"/> SPECIAL USE | <input type="checkbox"/> CONDITIONAL USE |
| <input type="checkbox"/> ZONE CHANGE | <input checked="" type="checkbox"/> VACATION | <input type="checkbox"/> ANNEXATION |
| <input type="checkbox"/> CARPORT | <input type="checkbox"/> RV PARK | <input type="checkbox"/> MOBILE HOME PARK |
| <input type="checkbox"/> PLAT | <input type="checkbox"/> REPLAT | <input type="checkbox"/> ALTERNATE SUMMARY |
| <input type="checkbox"/> BUILDING | <input type="checkbox"/> MOBILE/MANUFACTURED | <input type="checkbox"/> WATER CONNECTION |
| <input type="checkbox"/> SEWER CONNECTION | <input type="checkbox"/> CURB CUT | <input type="checkbox"/> SIGN |

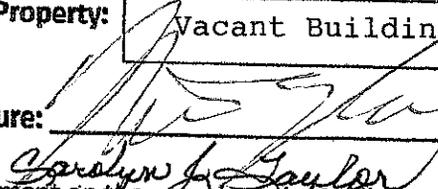
Applicant Name: Michael and Carolyn J. Taylor
 Mailing Address: 7411 Valdez Street
Hobbs, NM 88242
 Phone Number: 575/399-2540
 Property Address (Site Location): 1502 S. Main Street
Lovinton, NM
 Property Owner(s): Mike and/or Carolyn J. Taylor

Brief Description of Request:

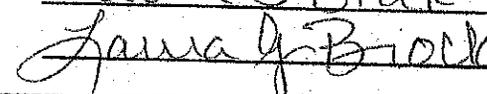
City of Lovington vacation of 20' ally way easement that divides Blocks #107 and #110. If this can be accomplished, Allsups is interested in expanding & developing their commercial business.

Subdivision: LLano South Llano Zone: A B C D
 Block: 107 110
 Lot: 4,5,6 6,7,8,9
 Owner Number: 0023361 00288623 Parcel Number: (107)4000233610001 (110) 4000233620001
 Book: File 1, 1469 Page: 672

Present Use of Property: Vacant Building

Applicant Signature:  Date: 12/05/2013

To ensure placement on the agenda, submit all materials three weeks in advance of your scheduled meeting.

Date Received by Code Enforcement: 12-6-13
 Code Enforcement Officer Name: Laura J Brock
 Code Enforcement Officer Signature: 

CODE ENFORCEMENT SUPPLEMENT

Does request require adjacent property owner and public notification?

Yes

No

If yes, date notification to adjacent property owners sent notification: _____

Was notification sent by:

Certified Mail¹

1st Class Mail²

Please attach list of property owners, address, and copy of letter, and copy of return receipt (if applicable) to this supplement.

If public notification made, list date of newspaper publication³: _____

Code Enforcement Recommendation:

Water & Sewer advise there are no utilities in the easement. Electric does not appear to be in easement.

They own both parties adjacent to alleyway. Trash pick up for surrounding home is in front of property.

Take action in the best interest of the city

Laura Brock

Reviewing Officer Name

Laura Brock

Reviewing Officer Signature

12-6-13

Date

¹ If zoning change is for an area of one block or less, notice shall be mailed by certified mail to owners of property within 100 feet, excluding public right-of-way, of the area proposed to be changed. (NMSA 1978 3-21-6)

² If zoning change is for an area of more than one block (NMSA 1978 3-2-6) or a variance is requested, notice of public hearing shall be mailed by 1st Class mail to property owners within 100 feet, excluding public right-of-way, of the area proposed to be changed.

³ Notice of the time and place of hearing shall be published at least 15 days prior to the date of the hearing.

December 5, 2013

City of Lovington
City Mayor and Commissioners
214 S. Love Street
Lovington, NM 88260

Mike & Carolyn J. Taylor
7411 Valdez Street
Hobbs, NM 88242

Ref: Proposal Letter
Alley Easement between Block 107 and Block 110

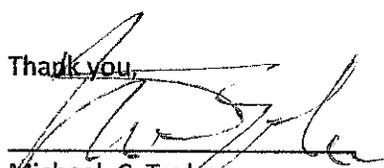
Honorable Mayor and City Commissioners:

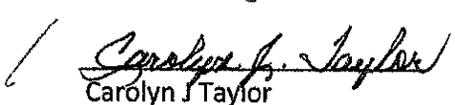
At this time, we own Block 107, Lot 4,5,6 and Block 10, Lot 6,7,8,9 which are located at 1502 Main Street, Lovington NM. The City of Lovington owns a 20 ft. ally way easement that separates these two blocks of property.

We would like to request that the City of Lovington relinquish the ally way easement that separates these two blocks of property. The combination of these two blocks of land would be in the best interest of both the City of Lovington as well as ourselves. We have been approached by Allsup's with a proposal that shows their interest in the possible purchase of both blocks of land to expand and develop their commercial business in Lovington, if the two blocks of land can be combined.

Your consideration in this matter will be greatly appreciated.

Thank you,


Michael C. Taylor


Carolyn J Taylor



LONNIE D. ALLSUP
PRESIDENT

2112 THORNTON P.O. BOX 1907
CLOVIS, NEW MEXICO 88102-1907

PHONE
(505) 769-2311

December 18, 2013

City of Lovington
Attn: Lovington Mayor and Commissioners
214 S. Love Street
Lovington, NM 88260

RE: Allsup's Convenience Stores, Inc. ("Allsup's") – Letter In Support of Michael C. and Carolyn J. Taylor Proposal Letter For Relinquishment of Ownership of a Certain Unusual Tract of Land Owned By City of Lovington and Running Between the Length of Lots 4, 5, and 6 of Block 107 of the Llano Addition and Lot 9 of Block 110 of the South Llano Addition to the City of Lovington, Lea County, New Mexico (the "Unused Alley Way Tract of Land").

Dear Mayor Drummond and City Commissioners:

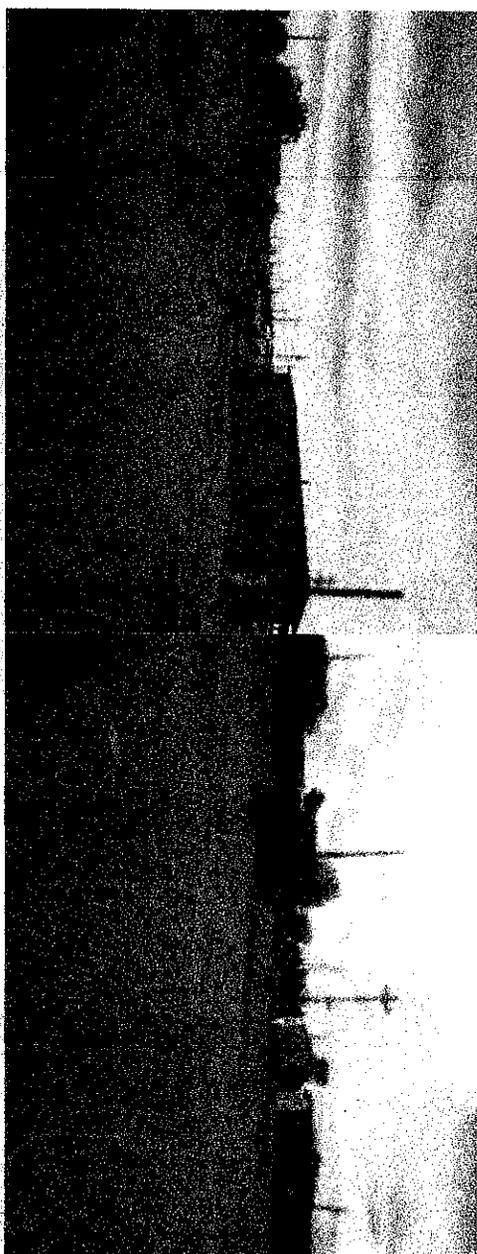
This letter is written in support of the Proposal Letter of Michael C. Taylor and Carolyn J. Taylor requesting the City of Lovington to relinquish all of its rights in the above-captioned Unused Alley Way Tract of Land owned by the City of Lovington which we have reflected in the Cross-Hatched area in the document attached to this letter. This confirms that Allsup's Convenience Stores, Inc. is currently under contract with Mr. and Mrs. Taylor to purchase certain real property adjoining the Unused Alley Way Tract of Land for the purpose of constructing a new and modern diesel fuel facility to be built near the existing Allsup's Store No. 117 property located at 1608 S. Main Street in Lovington on the real property to be purchased from Mr. and Mrs. Taylor, but only if this Unused Alley Way Tract of Land owned by the City can be acquired by Allsup's. We feel the new diesel fuel sale facility with additional truck parking will greatly complement our already newly remodeled Store No. 117, resulting in additional business, customer traffic and income for Allsup's and tax revenue for the City of Lovington. We are pleased to have this opportunity to increase our commercial presence in Lovington.

We appreciate your consideration of the requested relinquishment of the Unused Alley Way Tract of Land and we wholeheartedly support the Taylor Proposal letter.

Sincerely,

Lonnie D. Allsup
President

cc: Mike and Carolyn Taylor



CITY OF LOVINGTON
STAFF SUMMARY FORM



MEETING DATE: January 6, 2014

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Discussion of Off Street Parking Ordinance
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: December 30, 2013

STAFF SUMMARY:

Staff have been directed by Commission to bring the Off Street Parking Ordinance back to the Planning and Zoning Commission for modification and clarification.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

Changes to this ordinance, if approved by Commission, will require re-notification of property owners in Zones A and B.

ATTACHMENTS:

Original Off Street Parking Ordinance (Ordinance No. 512)

RECOMMENDATION:

Discussion only.

Department Head

James R. Williams

City Manager

ORDINANCE NO. 512

An ordinance of the City of Lovington, New Mexico, amending Title 17, Chapter 17.16 – General Use Regulation, of the Lovington Municipal Code.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LOVINGTON THAT TITLE 17, CHAPTER 17.16 BE AND HEREBY IS AMENDED AS FOLLOWS:

17.16.080 Off Street Parking

- A. No truck tractor, semitrailer, the truck tractor individually, or the semitrailer individual is permitted to park anywhere within any residential zone of the City.
- B. No commercial vehicles are to be parked and/or stored in the front yard, side yard, or rear yard setbacks within any residential zone of the City. Commercial vehicles are defined as vehicles with more than two axles, a vehicle used to transport hazardous materials requiring Department of Transportation placarding, construction vehicles designed for off road usage, and vehicles requiring the driver to have either a Class A or Class B drivers license or the equivalent. A non-commercial vehicle is defined as one that has a gross weight rating of not more than ten thousand (10,000) pounds and can be legally parked in a standard eight and a half (8.5) foot by twenty (20) foot parking space.
- C. Parking generated by residential occupation shall not be permitted in the front, side, or rear yard setbacks except that the existing driveway, improved driveway, or parking pad may be used.
- D. No more than forty (40) percent of the front, side, or rear yard setback can be dedicated to off-street parking.
- E. All open off-street parking surfacing and access drives shall be designed and constructed utilizing the following types of acceptable coverage:
 - a. Four (4) inches of base coarse covered with a two (2) inch layer of asphalt; or
 - b. Minimum depth of six (6) inches of concrete; or
 - c. Compacted gravel; or
 - d. Cinder; or
 - e. Crushed stone

Parking surfaces constructed of compacted gravel, cinder, or crushed stone must have a delineated edge.

Grass and bare earth parking areas are prohibited.

- F. No recreational vehicle shall be parked within the front or side yard setbacks of any property in any residential zone for more than a seventy-two (72) hour period. A recreational vehicle means each of the following:
- a. Bus;
 - b. Camp trailer;
 - c. Camper;
 - d. Fifth-wheel travel trailer;
 - e. Trailer;
 - f. Motor-coach
 - g. Motor home
 - h. Boat;
 - i. Jet ski or other watercraft
 - j. All terrain vehicle
- G. The follow exceptions and restrictions apply to off-street parking of recreational vehicles:
- a. A single recreational vehicle may be parked adjacent to the driveway on a permitted paved area or pad provided that the recreational vehicle is parked a minimum of five (5) feet behind the back of the sidewalk, or eight and one-half (8 ½) feet behind the property line in cases where there is no sidewalk.
 - b. In addition to parking on parking pads, a single recreational vehicle may be parked on the driveway of a two-car garage of a residence, provided that the vehicle meets the setback requirements prescribed above for parking pad use.
 - c. Recreational vehicles may be parked within a street-side side yard setback provided such vehicles are behind a six (6) feet tall solid fence.
 - d. Recreational vehicles may be parked on an approved off-street parking surface or parking pad within the side and rear yard setbacks.
- H. No recreational vehicle may be occupied for living, sleeping, or any other purposes while parked per the limitations listed above other

than a visitor's recreational vehicle, which may be used for the guest's accommodations for not more than seven (7) days.

APPROVED, PASSED, AND ADOPTED this _____ day of _____, 2013.

CITY OF LOVINGTON

DIXIE DRUMMOND, MAYOR

ATTEST:

CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
STAFF SUMMARY FORM



MEETING DATE: January 6, 2014

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Discussion of Metal Carports
DEPARTMENT: Executive
SUBMITTED BY: Jared Cobb, Assistant City Manager
DATE SUBMITTED: December 31, 2013

STAFF SUMMARY:

The municipal code requires all carports to be attached to a permanent structure. Over the past few months we have received requests to permit freestanding carports. These are typically constructed with steel framing; a polyethylene, steel, or aluminum roof; and may be certified to withstand winds of up to 90 mph (pictures attached).

Staff would like the Planning and Zoning Commission to discuss an amendment to the code. If the Commission is interested, staff will conduct additional research and prepare an amendment for discussion at a future meeting.

FISCAL IMPACT:

REVIEWED BY: _____

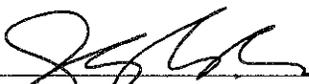
(Finance Director)

ATTACHMENTS:

Pictures

RECOMMENDATION:

For discussion only.



Department Head



City Manager



CITY OF LOVINGTON
STAFF SUMMARY FORM



MEETING DATE: January 6, 2014

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Discussion of Summary Plat Approvals
DEPARTMENT: Executive
SUBMITTED BY: Jared Cobb, Assistant City Manager
DATE SUBMITTED: December 31, 2013

STAFF SUMMARY:

The municipal code includes an Alternate Summary Procedure which permits the city manager or designee to approve plats that meet the following requirements:

- Subdivisions of not more than three parcels of land, or resubdivisions where the combination or recombination of portions of previously platted lots does not increase the number of lots.
- No additional streets, alleys, or easements for utilities, or if required the additional property must be shown on the plat as "Herein Dedicated".

The attached spreadsheet provides a brief summary of the plats approved through this procedure since the last Planning and Zoning Commission meeting.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

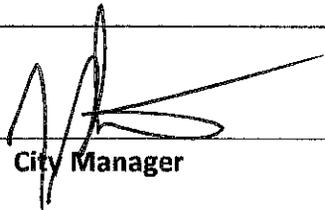
ATTACHMENTS:

Approved Summary Plats

RECOMMENDATION:

For discussion only.

Department Head



City Manager

Approved Summary Plats - November 2013

<u>Applicant</u>	<u>Property Owner</u>	<u>Location</u>	<u>Description</u>	<u>Date Approved</u>
Barry Miller	Barry Miller	Main Street and Birch Avenue	Lot split. Required a lift station and private sewer line to connect to the main line located in the alley between First and Second street.	11/14/2013
Robert Fierro	Wanda Duke (Lot 10) Franco Jimenez (Lot 9)	306 and 310 Avenue F	Expanded Lot 9 two feet to the west to reflect 1998 sale from owner of Lot 8; expanded Lot 9 8.99 feet to the east to reflect private transaction with owner of Lot 10.	11/18/2013

Approved Summary Plats - December 2013

<u>Applicant</u>	<u>Property Owner</u>	<u>Location</u>	<u>Description</u>	<u>Date Approved</u>
Lea County Electric	Lea County Electric	Solar Addition, Blocks 1 and 4, north of Avenue D to immediate west of Lovington Square	Replat created two lots in blocks 1 and 4 for development. A 5 foot electric utility easement added. No other changes to utilities or streets.	12/16/2013