

REGULAR MEETING OF THE PLANNING & ZONING COMMISSION  
TUESDAY, JUNE 14, 2016 @ 4:00 P.M.  
**HELD IN CITY COMMISSION CHAMBERS, 214 SOUTH LOVE STREET**

**PURPOSE OF MEETING:**

- Discuss recommendations for the RV standards and restrictions ordinance
- Discuss recommendation for mobile food vendors
- Discuss recommendation for conditional/special use permitting
- Discuss recommendation of landscaping ordinance

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

**NOT PRESENT:** Vice Chairman Randy Pettigrew and Member Abel Cabello

**ALSO PRESENT:** City Attorney Lewis Cox, Fire Inspector Michael Ontiveros, Planning and Zoning Coordinator Crystal Ball, Code Enforcer Laura Brock, City Clerk Carol Ann Hogue, 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 published; Member Laughrin second. Motion was approved.

**APPROVAL OF REGULAR MINUTES OF MAY 10, 2016:** Chairman Windsor called for a motion to approve the regular minutes of May 10, 2016. Member Kimbro so moved. Member Laughrin seconded. Motion was approved.

**NON-ACTION ITEMS:**

- **Staff Report on Action Items Approved by City Commission:** Planning and Zoning Coordinator Ball stated City Commission approved zone change for County Fair Addition, variance for 500 E Adams, variance for setbacks on Lots 1-24 in Sunrise Acres and denied the variance of RV structure at 1828 N. Third Street.

**NON-ACTION ITEMS:**

**Discuss recommendations for the RV standards and restrictions ordinance:** Chairman Windsor asked for public comment first: Ron Humphrey, Jackie Rains, T.D. Peveler, Linda Rain, Lynn Simmons, Mike Stout, Debra Jean White addressed Members and Staff with the following concerns:

- Requested for RV to have plug in to electricity
- Requested to not retract steps
- Requested to leave slide outs, out
- Storing RV on property
- Requested to get rid of the 7 day temporary permit
- Requested to allow them to store any items in RV
- Requested more time to unload/load or to work on RV's, instead of the 72 hours

- Requested for the trees to be trimmed at the RV dump station and Central street by Magistrate Court

Members and Staff listened and addressed public concerns. Chairman Windsor read the drafted ordinance and added changes to draft; Members, Public and staff discussed ordinance changes and suggested some recommendations to ordinance:

- Planning and Zoning Coordinator Ball explained shade structure addition to ordinance
- RV needs to meet appropriate yard setbacks
- Planning and Zoning Coordinator Ball explained temporary occupation to 7 days and no more than 4 permits per lot, per calendar year
- Zoning states property owner needs to have 30% in backyard for open space
- Public suggested to change wording in zoning change. Code Enforcer Brock stated change will help her to be able to cite offenders and can be upheld in the court of law
- Storing in RV's is a health and safety issue because of rodents and fire hazard
- Consider proper installation of a outlet extension cord to RV to leave RV plugged into electricity is a health and safety issue
- Water usage is only to clean RV

Member Price stated City should get rid of temporary occupancy and cites citizens who are using the water and sewer. Member Kimbro and Lynch stated no comment. Member Laughrin stated the economy is affecting the increase of RV's in town and storage cost is costly. Member Laughrin stated he has no issue with occupancy permit since it is not enforced in the weekend and does not have an issue with what property owners store in RV's; and does not like the timeframe. Chairman Windsor stated enforcement is complaint driven because of the people living in the RV's; Member Price stated Gary Clemens, RV park dealer, is the one who complained in Commission Meeting. Code Enforcer Brock stated prior to when RV code was rewritten with City Planner Meredith Hildreth, in the code you were not allowed to live in RV's, this was omitted in the original ordinance; when it was omitted Staff advised to add into zoning, since it is a land use. Discussion only, no action was taken.

**Discuss recommendations for the mobile food vendors:** City Clerk Hogue stated all she is required to see if it is mobile, inspected by the health inspector and a CRS tax id number; mobile business permit is good for a year. Chairman Windsor recommended to add the meaning of "mobile food business"; Members had no issues with it. Vendor permit is only good for 7 days and fee is \$500. Discussion only, no action was taken.

**Discuss recommendations for conditional/special use permitting:** Planning and Zoning Coordinator Ball asked Members if they have any input on Special permits use; Members asked for more information and examples for conditional/special use permitting. Code Enforcer Officer Brock will bring back all different types of permitting; strictly zoning issue. Discussion only, no action was taken.

**Discuss recommendations of landscaping ordinance:** Code Enforcer Officer Brock requested Members to read and review landscaping ordinance and give their opinions; this will be for new businesses. Code Enforcer Officer Brock stated this will be a tool to help beautify the City of Lovington. Members and Staff discussed agreements verses ordinances. Chairman Windsor stated for all members to review information and schedule

a work session; due to so much information given. Members decided on regular meeting followed by a work session on July 12, 2016. Discussion only, no action was taken.

**PUBLIC COMMENT:**

T.D. Peveler asked who puts in the sidewalks because the sidewalk is not completed in the Yucca area; City Attorney Cox stated it is subject to the city's jurisdiction and maintained by property owner. The developer needs to put in sidewalk. Members and staff discussed considering a sidewalk ordinance for developers to include ADA compliance in the design phase.

**ADJOURNMENT:**

There being no further business the meeting adjourned at 6:04 p.m.

**APPROVED:** \_\_\_\_\_  
**CHAIRMAN, KALLIE WINDSOR**

**ATTEST:** \_\_\_\_\_  
**MEMBER, DAVID LYNCH**

**CITY OF LOVINGTON**  
COMMISSION STAFF SUMMARY FORM



MEETING DATE: \_\_\_\_\_

**TYPE:**      **RESOLUTION**      **ORDINANCE**      **PROCLAMATION**      **INFORMATION**      **OTHER ACTION**

**SUBJECT:**  
**DEPARTMENT:**  
**SUBMITTED BY:**  
**DATE SUBMITTED:**

**STAFF SUMMARY:**

**FISCAL IMPACT:**

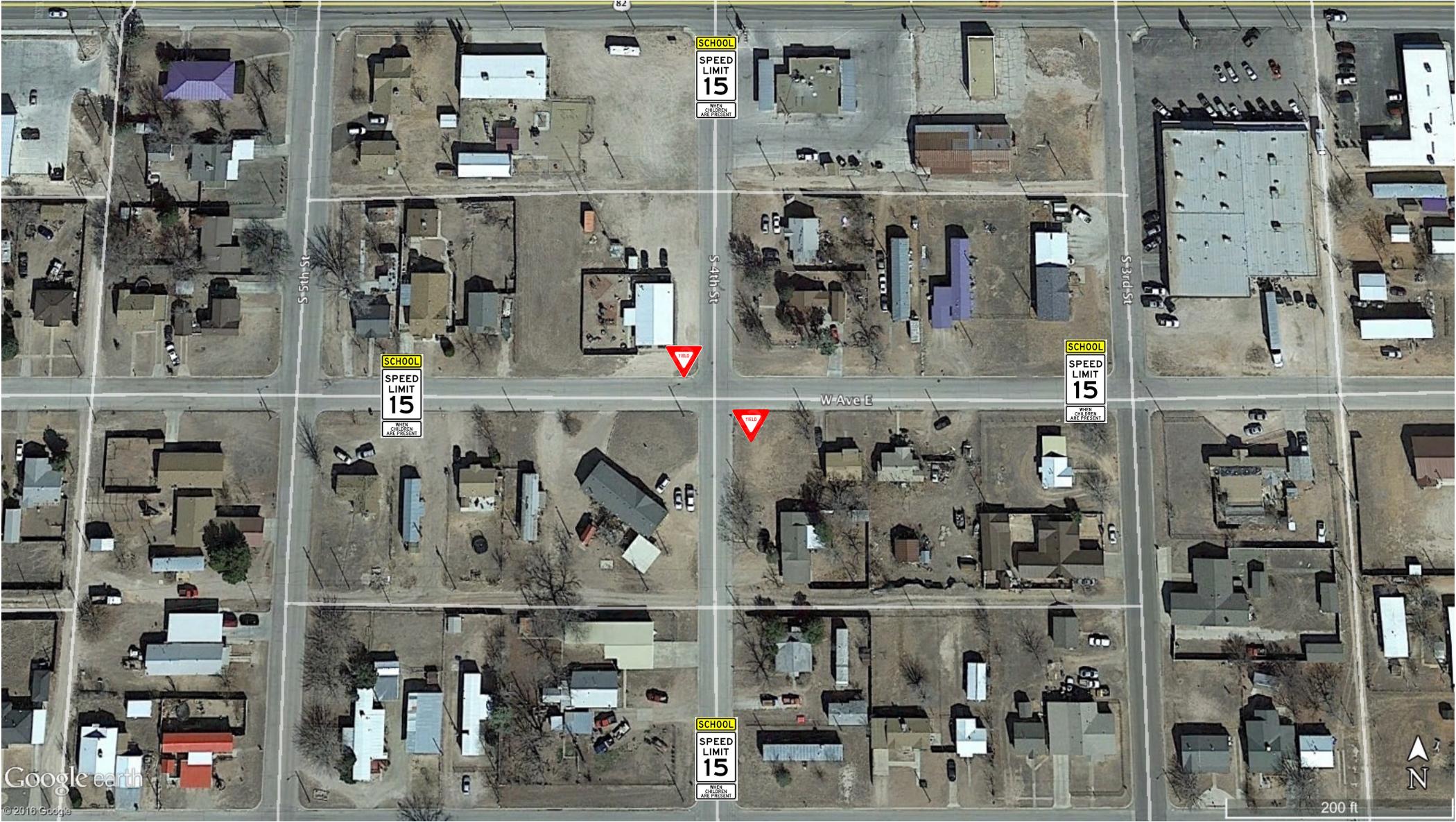
**REVIEWED BY:** \_\_\_\_\_  
*(Finance Director)*

**ATTACHMENTS:**

**RECOMMENDATION:**

\_\_\_\_\_  
**Department Head**

\_\_\_\_\_  
**City Manager**



SCHOOL  
SPEED  
LIMIT  
15  
WHEN  
CHILDREN  
ARE PRESENT

