

**AGENDA**  
**PLANNING & ZONING COMMISSION**  
**OF LOVINGTON**  
**CALLED MEETING, FEBRUARY 20, 2013 @**  
**4:30 PM**

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1. **CALL TO ORDER**
2. **CONSIDERATION OF MINUTES OF JANUARY 8, 2013**
3. **REQUEST FOR VARIANCE ON 401 W. AVE B FOR RV PARK - RAMON OROSCO JR.**
4. **REQUEST FOR MOBILE HOME PERMIT ON PROPERTY- 611 N. 2<sup>ND</sup> STREET- RAUL & ALMA GUTIERREZ**
5. **REQUEST FOR VARIANCE ON LARCH ST & 3<sup>RD</sup> STREET FOR A TRAILER PARK- CRUZ & ANGELINA CHAVIRA**
6. **REQUEST FOR VARIANCE AT 1404 S. LOVE STREET FOR A CINDER BLOCK FENCE -RUBEN GONZALEZ**
7. **CONSIDERATION OF APPROVAL FOR REPLAT OF PROPERTY-119 E. SIMPSON DR.- JUAN LEON**
8. **DISCUSSION OF ZONING ORDINANCE CHANGES- LAURA BROCK/TERRANCE LIZARDO**
9. **OTHER BUSINESS**
10. **ADJOURNMENT**

**CALLED MEETING OF THE PLANNING & ZONING COMMISSION  
TUESDAY, JANUARY 8, 2013 4:00 P.M.  
HELD IN CITY COMMISSION CHAMBERS, 214 SOUTH LOVE STREET**

**PURPOSE OF MEETING:**

- Request for variance on Desert Willow Subdivision
- Request to change Morningside & Fairview Subdivision from Zone A to Zone B
- Request to reconsider Replat of Property- Carter Addition Lot 6 & 7 Block 6
- Request for variance for RV Park located on Northwest corner of Washington & Air Drive
- Request to vacate a street easement on Adams Street

**PRESENT:** Members: David Lynch, Betty Price, Nell Lewis, Lynda Kreybig, Randy Pettigrew and Chairman Kallie Richards.

**NOT PRESENT:** Member: Jon Benard

**ALSO PRESENT:** City Manager James R. Williams, Code Enforcer Laura Brock, City Attorney Patrick McMahon and Administrative Assistant Imelda Gutierrez.

**CALL TO ORDER:** The meeting was called to order by Chairman Richards at 4:00 P.M.

**CONSIDERATION OF THE NOVEMBER 15, 2012 MINUTES:** Chairman Richards called for a motion to approve the November 15, 2012 minutes. Member Price so moved to approve the minutes. Member Lynch seconded. Motion carried unanimously.

**APPROVAL OF AGENDA:** Chairman Richards called for a motion to approve the agenda. Member Price approved the motion for the agenda. Member Lynch seconded. Motion carried unanimously.

**REQUEST FOR VARIANCE ON DESERT WILLOW SUBDIVISION- PAT WISE:** Pat Wise addressed the members to request a variance on lots on Desert Willow Subdivision. Chairman Richards abstained. Member Pettigrew called for a motion to move forward to Commissioners for approval on the variance and to follow up with the setbacks on the replat. Member Kreybig so moved. Member Lynch seconded. Motion carried unanimously

**REQUEST TO CHANGE MORNINGSIDE & FAIRVIEW SUBDIVISION FROM ZONE A TO ZONE B- CODE ENFORCER LAURA BROCK:** Code Enforcer Laura Brock addressed the members to change Zone A to Zone B. If the change is made the subdivisions will be in compliance with the City Codes. A petition form was submitted by Laura with signatures from the area residents. Member Pettigrew motioned to approve the change and move forward to the Commissioners for their approval. Member Kreybig seconded. Motion carried unanimously.

**REQUEST FOR RECONSIDER REPLAT OF PROPERTY- CARTER ADDITION LOTS 6 & 7 BLOCK 6- PAT ROGERS:** City Manager Williams received a request from Pat Rogers to accommodate an expansion of a driveway to allow for a motorhome to be pulled up onto the property. Chairman Richards made a motion to approve as is except to have the two (2) lots surveyed with new legal description on the boundary adjustment. Member Lynch seconded. Motion carried unanimously.

**REQUEST FOR VARIANCE FOR RV PARK ON NORTHWEST CORNER OF WASHINGTON & AIR DRIVE- WILL PAYNE:** Will Payne addressed the members to request a variance for a RV Park on his two (2) lots. Chairman Richards called for a motion to table until Commissioners made a decision on the request to change the subdivisions from Zone A to Zone B. Member Price seconded. Commissioner Trujillo mentioned to the members that grants are available for that area. Chairman Richards called for a motion and all aye.

**REQUEST TO VACATE STREET EASEMENT ON ADAMS STREET- ABEL CABELLO:** Abel Cabello addressed the members for a request to vacate the street easement on Adams Street to expand his oilfield company and be able to put up a fence around his property. Chairman Richards called for a motion to table until further notice and next meeting. Mr. Cabello will have to get with the other property owner to agree on property ownership. Member Lynch so moved. Member Lewis seconded. Chairman Richards called for motion: Chairman Richards, aye; Member Kreybig, aye; Member Lewis, aye; Member Pettigrew, aye; Member Price and Member Lynch opposed the motion.

**ADJOURNMENT:**

Chairman Richards asked for a motion for adjournment at 5:20 p.m.

**APPROVED:** \_\_\_\_\_  
**CHAIRMAN RICHARDS**

**ATTEST:** \_\_\_\_\_  
**MEMBER PETTIGREW**

CITY OF LOVINGTON  
STAFF SUMMARY FORM



PLANNING AND ZONING BOARD  
 LOVINGTON ETZ BOARD

MEETING DATE: 2-20-2013

SUBJECT: RV Park  
REQUESTED BY: Ramon Orosco Jr.  
ADDRESS: 401 W. Ave B

DATE SUBMITTED: 1-21-2013

**STAFF SUMMARY:**

1-21-2013 Mr Orosco inquired about putting RV spaces on his property.

**ATTACHMENTS:**

Site Plan Review form, site plan illustration

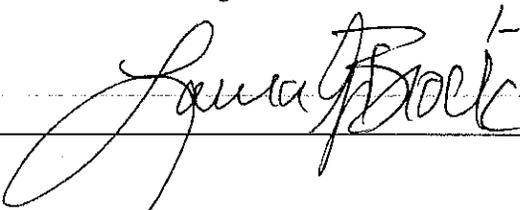
**RECOMMENDATION:**

3 RV Spaces 35x50, 20 ft drive, 11 feet dedicated for parking, 15 feet between RV's when set up and any pop outs extended.

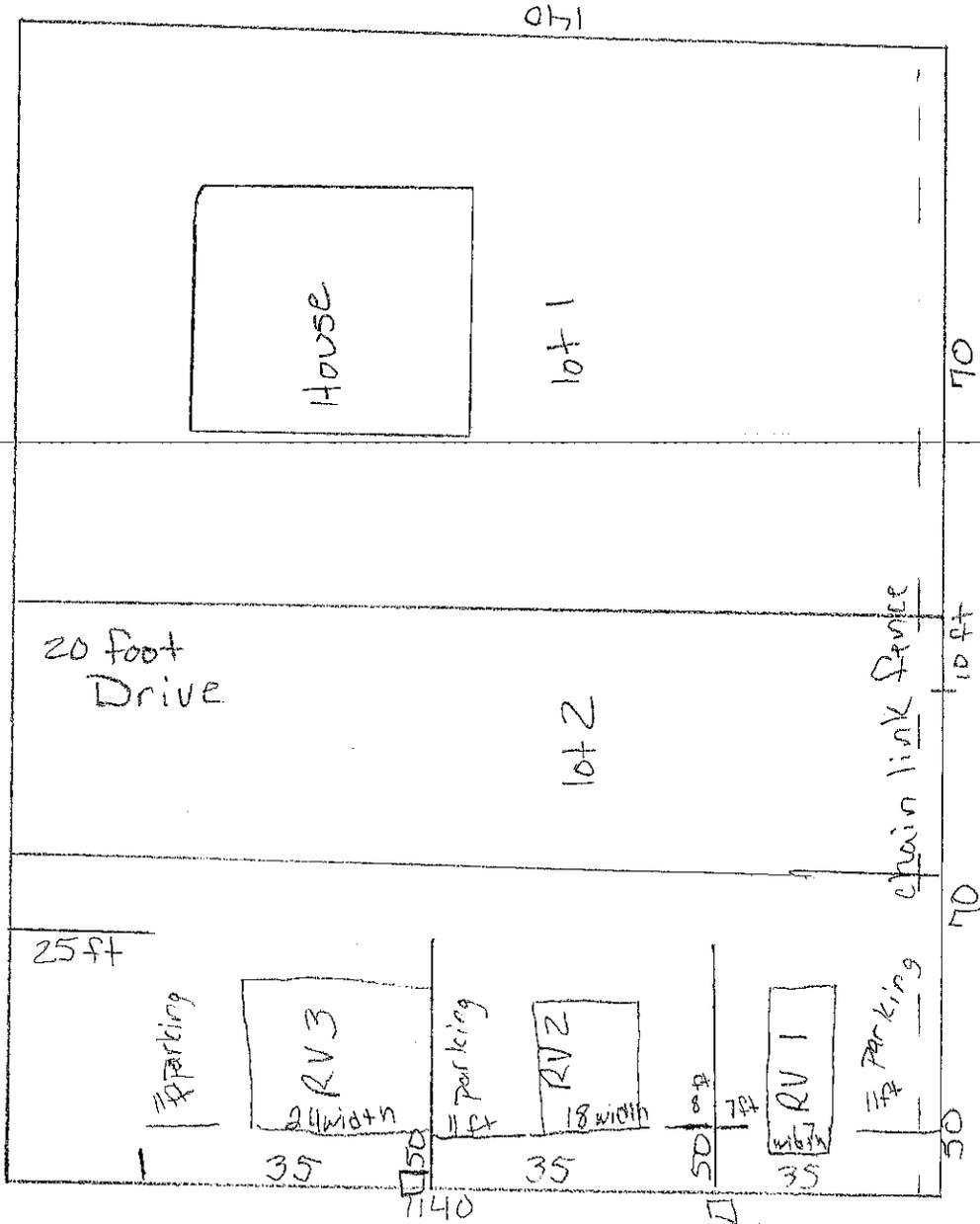
\_\_\_\_\_  
Code Enforcement Officer

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

# Site Plan Review Form

Applicants Name: Ramon Orosco Jr.			
Applicants Address: 401 W. Ave B			
Applicants Phone Number, Fax, Email:			
Brief Description of Project: Wants to put RV on property.			
Subdivision, Zoning Information: Zone A/B/C/D, Name, Block, Lot, District Southwest Add, blk 2, lot 1, 2			
Owner number 811		Parcel Number 4000008110001	
Applicants Status: Date Tentative 1-21-13		P&Z Date and Time 2-20 4:30pm	
Officer Recommendations: 3 RV spaces, 35x50, 20 foot Driveway			
Applicants Signature	Date	Officer Signature	Date
			1-24-13

N ↑



Alley

- RV spaces  
1750 sqft
- 11 feet dedicated  
for parking per  
space
- RV1 = 17 width  
or less
- RV2 = 18 width  
or less
- RV3 = 24 width  
or less

CITY OF LOVINGTON  
COMMISSION STAFF SUMMARY FORM



MEETING DATE: 2-20-2013

TYPE:  RESOLUTION  ORDINANCE  PROCLAMATION  INFORMATION  OTHER ACTION

SUBJECT: Consider Replat of Property  
DEPARTMENT: Code Enforcement  
SUBMITTED BY: Laura Brock  
DATE SUBMITTED: 1-28-2013

**STAFF SUMMARY:**

We have received a request for a mobile home permit at 611 N. 2nd St. The property has two existing trailer on the lot. They are requesting for a third mobile home to be placed on the lot.

**FISCAL IMPACT:**

REVIEWED BY: \_\_\_\_\_

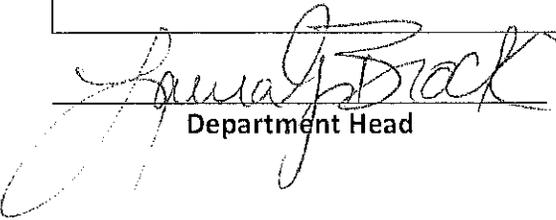
(Finance Director)

**ATTACHMENTS:**

Site Plan Review form, Site Illustration

**RECOMMENDATION:**

It is my recommendation that the lot be re plated into two parcels of land, divided east and west. The approximate size is 50x330. The trailer located on the back portion of the property needs to be removed within thirty days.

  
Department Head

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

## Site Plan Review Form

Applicants Name: Raul + Alma Gutierrez

Applicants Address: 611 N. 2nd St; 809 W Harrison Ave.

Applicants Phone Number, Fax, Email: Alma - wife  
441-8535

Brief Description of Project:  
Wants to put another mobile home on lot. 2 on lot 1 used for storage 2nd rental trailer.

Subdivision, Zoning Information: Zone A(B)C,D, Name, Block, Lot, District  
no subdivison no block no lot 11

Owner number <u>75335</u>	Parcel Number <u>4000753350001</u>
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Applicants Status: Date Tentative <u>1-23-13</u>	P&Z Date and Time <u>2-20-13, 4:30pm</u>
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Officer Recommendations:  
Divide lot in half east to west.  
Remove trailer in back portion of lot.  
lot 1 + 2 approximately 50x330

Applicants Signature	Date	Officer Signature	Date
			<u>1-28-13</u>

Existing mobile Home  
Used for storage.  
"grandfathered trailer"

existing mobile home

I want to put trailer here.

330

50

50

↑ N

CITY OF LOVINGTON  
COMMISSION STAFF SUMMARY FORM



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

TYPE:  RESOLUTION  ORDINANCE  PROCLAMATION  INFORMATION  OTHER ACTION

SUBJECT: Varaince for Trailer Court  
DEPARTMENT:  
SUBMITTED BY: Chavira Cruz  
DATE SUBMITTED: 1-28-2013

**STAFF SUMMARY:**

217 Larch has two trailers already present on this lot. They are requesting to add another trailer to the lot. The lot size is 140x145.

**FISCAL IMPACT:**

REVIEWED BY: \_\_\_\_\_

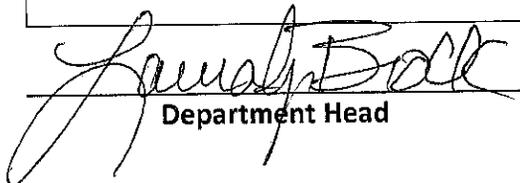
(Finance Director)

**ATTACHMENTS:**

Site plan review, site plan illustrations

**RECOMMENDATION:**

Approve the variance for the trail court with 3 trailer houses. The new trailer can be up to 21 ft in width. If they want a larger one they could move trailer marked #1 to accommodate for a larger size trailer.

  
Department Head

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

# Site Plan Review Form

Applicants Name: <u>Chavira Cruz</u>			
Applicants Address: <u>217 Larch Ave</u>			
Applicants Phone Number, Fax, Email: <u>575-942-8308</u>			
Brief Description of Project: <u>Has two mobile homes &amp; wants to add another.</u>			
Subdivision, Zoning Information: Zone A,B,C,D, Name, Block, Lot, District <u>Zone B, Fern sub, Block 3, <del>lot</del> 4, 011</u>			
Owner number <u>71285</u>		Parcel Number <u>4000772850001</u>	
Applicants Status: Date Tentative <u>1-28-13</u>		P&Z Date and Time <u>2-20-13 4:30</u>	
Officer Recommendations: <u>Approve variance for trailer court with 3 trailer houses, 3 trailer could only be 21.5 feet in width or they could move #1 mobile home further east to allow for bigger mobile home.</u>			
Applicants Signature	Date	Officer Signature	Date
			<u>2-7-13</u>

←  
N

Larch

45

I  
2 1/2

#2  
Existing

16

27 1/2 ft

140  
85 ft

10.5  
feet

42  
feet

#1  
Existing

15

27 1/2 ft

14

25 ft

#3  
NEW

28x62  
Doublewide  
1995

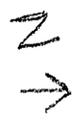
21.5 feet  
to put trailer

27 ft

85 ft

15

3rd



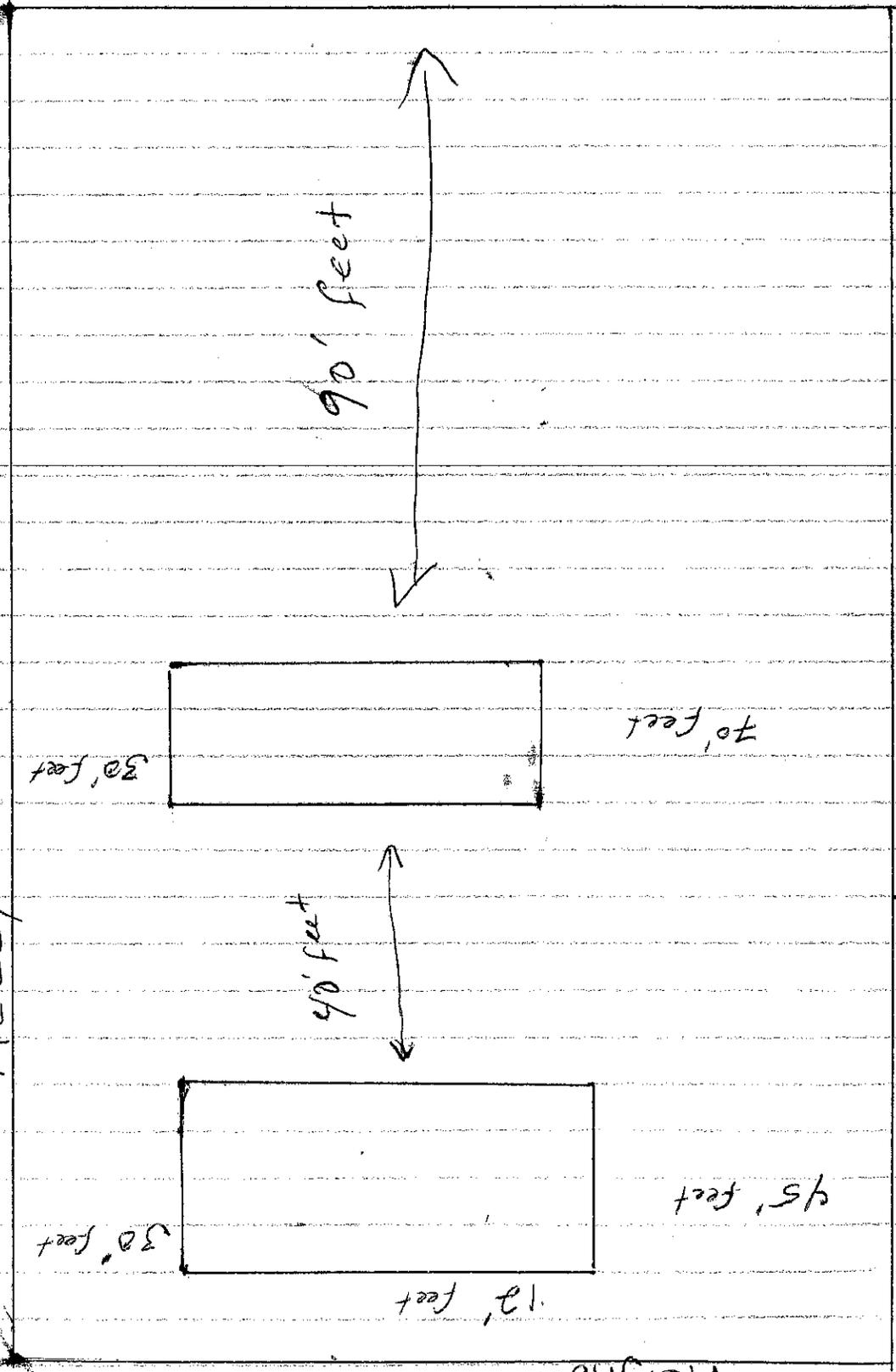
Zoned

3rd

To: Jeanett S.

From: Cruz Chavez  
Tel. (575) 942-8308

ALLEY



hatch

neighbor



CITY OF LOVINGTON  
COMMISSION STAFF SUMMARY FORM



MEETING DATE: 2-20-2013

TYPE:  RESOLUTION  ORDINANCE  PROCLAMATION  INFORMATION  OTHER ACTION

SUBJECT: Variance for Fence  
DEPARTMENT:  
SUBMITTED BY: Ruben Gonzalez  
DATE SUBMITTED: 2-4-2013

**STAFF SUMMARY:**

Ruben is requesting to put up a 10 ft. cinder block fence at 1404 S. Love St. on the South side of the property.

**FISCAL IMPACT:**

REVIEWED BY: \_\_\_\_\_

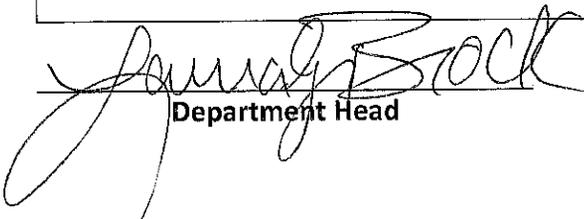
(Finance Director)

**ATTACHMENTS:**

Site plan review, site illustration

**RECOMMENDATION:**

Allow variance for 10 ft. cinderblock fence.

  
Department Head

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

# Site Plan Review Form

Applicants Name: <u>Roben Gonzalus</u>			
Applicants Address:			
Applicants Phone Number, Fax, Email: <u>1205 N 116th S</u> <u>399-4830</u> <u>1404 S Love St - property to put fence</u>			
Brief Description of Project: <u>10 ft cinderblock fence</u>			
Subdivision, Zoning Information: Zone A,B,C,D, Name, Block, Lot, District <u>Zone C, Lland Add, bllc, lot 15, 211</u>			
Owner number <u>20771</u>		Parcel Number <u>4000207710001</u>	
Applicants Status: Date Tentative <u>2-4-13</u>		P&Z Date and Time <u>2-20-13 4:30 pm</u>	
Officer Recommendations: <u>Allow variance for IDA fence</u>			
Applicants Signature	Date	Officer Signature	Date
<u>Telephoned</u>	<u>2-4-13</u>	<u>James Brock</u>	<u>2-4-13</u>

CITY OF LOVINGTON  
COMMISSION STAFF SUMMARY FORM



MEETING DATE: 2-20-2013

TYPE:  RESOLUTION  ORDINANCE  PROCLAMATION  INFORMATION  OTHER ACTION

SUBJECT: Re plat  
DEPARTMENT:  
SUBMITTED BY: Juan Ayvar Leon  
DATE SUBMITTED: 2-5-2013

**STAFF SUMMARY:**

Juan inquired about splitting lot 13 in half giving lot 14 half and lot 12 half. He is buying lot 12 from the owners of lot 14. Both parties are in agreement on splitting lot 13.

**FISCAL IMPACT:**

REVIEWED BY: \_\_\_\_\_

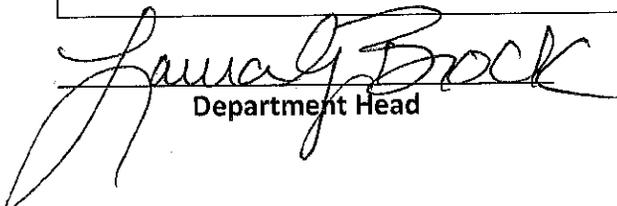
(Finance Director)

**ATTACHMENTS:**

Site plan review. site plan illustration

**RECOMMENDATION:**

Approve the re plat

  
Department Head

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

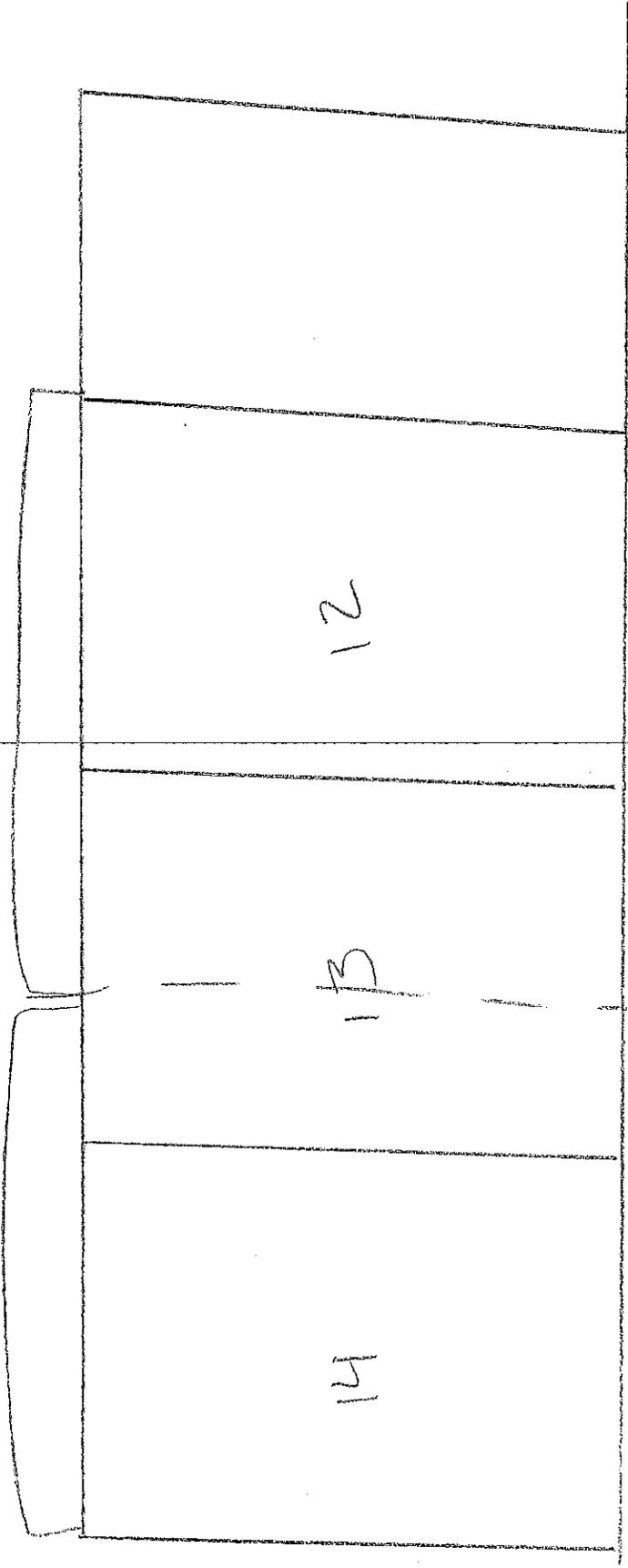
# Site Plan Review Form

Applicants Name: <u>Joan Ayvar Leon</u>			
Applicants Address: <u>119 E Simpson Dr.</u>			
Applicants Phone Number, Fax, Email: <u>575-936-5100</u>			
Brief Description of Project: <u>Replat lots 14, 13, 12</u> <u>to two lots 14, 12 75x100</u>			
Subdivision, Zoning Information: Zone A,B,C,D, Name, Block, Lot, District <u>Zone C, Simpson Sub blk 1, lot 12, <sup>13/14</sup> 011</u>			
Owner number <u>21835</u>		Parcel Number <u>4000218300001</u>	
Applicants Status: Date Tentative <u>2-5-13</u>		P&Z Date and Time <u>2-20-13 4:30 PM</u>	
Officer Recommendations: <u>owner - may Marquez</u>			
Applicants Signature <u>Joan Ayvar Leon</u>	Date <u>2-5-13</u>	Officer Signature <u>Laura J. Bock</u>	Date <u>2-5-13</u>

NR

14 75x100

12 75x100



14

13

12

Simpson

CITY OF LOVINGTON  
COMMISSION STAFF SUMMARY FORM



MEETING DATE: 2-20-2013

TYPE:  RESOLUTION  ORDINANCE  PROCLAMATION  INFORMATION  OTHER ACTION

SUBJECT: Zoning Ordinance Changes  
DEPARTMENT:  
SUBMITTED BY: Laura Brock, Terrance Lizardo  
DATE SUBMITTED: 1-8-2013

**STAFF SUMMARY:**

Chief Lizardo and I are gather information at the current time to bring before you to review changes in our Zoning ordinances.

**FISCAL IMPACT:**

REVIEWED BY: \_\_\_\_\_

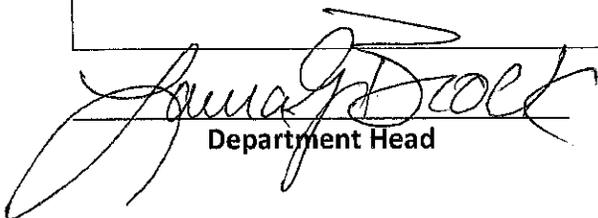
(Finance Director)

**ATTACHMENTS:**

None currently

**RECOMMENDATION:**

Review and makes suggestions.

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

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