



# PLANNING & ZONING COMMISSION DRAFT MEETING MINUTES

SNAKEDANCE CONDOMINIUMS HONDO RESTAURANT  
TAOS SKI VALLEY, NEW MEXICO

MONDAY, AUGUST 1, 2016 1:00 P.M.

## I. CALL TO ORDER & ROLL CALL

Commission Chair Tom Wittman called the meeting to order at 1:00 p.m. Roll call was taken and a quorum was established. Commission members present: Henry Caldwell, Richard Duffy, Chris Stagg, Tom Wittman, and Jim Woodard. Commission members absent: April Bender. Susan Nichols was driving from Santa Fe, and she arrived during item IV. A.. Staff members present: Planner Matthew Foster, Administrator Mark Fratrack, Clerk Ann Wooldridge, and Attorney Dennis Romero.

## II. APPROVAL OF THE AGENDA

Planner Foster had added a discussion item on issuing temporary food vendor permits, as a result of an inquiry the previous week.

**MOTION:** To approve the amended agenda.

**Motion:** Chris Stagg

**Second:** Jim Woodard

**Passed:** 5-0

## III. APPROVAL OF THE MINUTES OF THE JULY 11, 2016 MEETING

**MOTION:** To approve the minutes as presented

**Motion:** Jim Woodard

**Second:** Richard Duffy

**Passed:** 5-0

## IV. NEW BUSINESS

### A. Discussion of Issuing Temporary Food Vendor Permits

An inquiry was made recently at the Village office about a permit for a temporary food truck. The Village does not currently have a permitting process in place for temporary food vendors. There are various items that would need to be taken in to consideration if the Village were to commence issuing temporary food vendor permits, such as length of time permitted, requirement of property owner approval, possible allowance of open flames, requiring a NMED food handler permit, sign permit requirement, and a Village business license requirement. Planner Foster considered whether the Village should identify certain permitted locations, or create a zone for such activity. Vending would not be allowed on US Forest Service property without a Forest Service permit. No vending would be allowed in public rights-of-way, parking spaces, or pedestrian paths. There does not appear to be a need to form guidelines at this time.

## V. OLD BUSINESS

**A.** Discussion of possible land exchanges of a .5 acre parcel of Village-owned property located at the top of Bull of the Woods Road and several open space parcels located along the Lake Fork Creek and Kachina Road currently owned by the Pattison Trust and the Kachina Property Owners Association.

This item was presented initially at the July 11, 2016 P&Z meeting. Planner Foster wanted to clarify that this discussion involves three different possible land exchanges. The first would involve an exchange of a one-half acre parcel owned by the Village at the top of Bull-of-the-Woods trail for five narrow parcels along the Rio Hondo owned by the Pattison Trust. The second would be a donation of a steep parcel on the downhill side of Kachina Road between the lower lots of Block 0 on Porcupine Road and lots in Block K on Cliffhanger Loop. The third exchange is

also a donation of land, by the Kachina Property Owners Association, of four parcels in the Kachina area that could be used for open space. In order to move forward with these exchanges and donations, a process would have to be followed to include collecting plats and surveys, determining the value of all parcels, assessing risks and liabilities to the Village, such as fallen trees, snow removal, and landslides or avalanches, then researching deed restrictions and easements, and determining preferred uses and improvements, all in addition to following a legal process. Valuations of properties would be required for any land exchanges by the Village. The next step would be to get Council approval to hire and pay for an appraiser. Planner Foster will investigate possible costs.

**B. Discussion of the priorities for the objectives of the Village Comprehensive Plan**

Foster reported on the Comprehensive Plan open house which he held over the July 4<sup>th</sup> holiday weekend. There were displays of the highlights and objectives for each element of the comprehensive plan at the open house, and Foster asked each visitor to vote on their own top priorities by placing colored dots next to the objective. The results showed that the most interest lay in improvements to wireless service and broadband, redeveloping blighted properties, highway 150 pavement and bike lane, an indoor recreation area, and construction of the Kachina water tank, to name the top six. He asked the Commissioners to prioritize their top objectives on which to take action. Foster's own priorities would include addressing and street sign improvements, improved GIS, code amendments, a sign code sweep, green infrastructure, revising impact and system development fees, expanding recycling, creating a snow management plan, and implementing the use of bionic soils on Twining Road.

**C. Review of Scope of Work for a Request for Proposals to contract with a consultant to prepare the Kachina Master Plan and possible recommendation to recommend approve of the RFP to the Village Council**

Planner Foster is proposing to go ahead with advertising a request for qualifications for a contractor to commence work on the Kachina Master Plan. The scope of work would involve reviewing existing conditions, preparing base maps, preparing the master plan, then seeking public participation. There has been interest in hiring an outside contractor to complete this process. The recent comprehensive plan does not specifically focus on the unique qualities of the Kachina area. All property owners in the Kachina area were contacted to advise them of the upcoming plan and to ask for participation or funding assistance, but no one responded.

**MOTION:** To recommend to the Village Council to advertise a request for qualifications for conducting a Kachina Master Plan.

**Motion: Susan Nicholas**

**Second: Jim Woodard**

**Passed: 6-0**

**VI. MISCELLANEOUS**

**VII. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING:** The next meeting will take place on Monday, September 12, 2016 at 1:00 p.m. at the Snakedance Condominiums Hondo Restaurant. (This was later changed to the Columbine Inn Conference Center.)

**VIII. ADJOURNMENT**

**MOTION:** To adjourn.

**Motion: Jim Woodard**

**Second: Richard Duffy**

**Passed: 6-0**

The meeting ended at 2:30 p.m.

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Tom Wittman, Chairperson

ATTEST:

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Ann M. Wooldridge, Village Clerk