



PLANNING & ZONING COMMISSION DRAFT MEETING MINUTES

EDELWEISS LODGE CLUB ROOM
TAOS SKI VALLEY, NEW MEXICO

MONDAY, APRIL 4, 2016 2:00 P.M.

I. CALL TO ORDER & ROLL CALL

Commission Chair Tom Wittman called the meeting to order at 2:00 p.m. Roll call was taken and a quorum was established. Commission members present: Henry Caldwell, Richard Duffy, Susan Nichols, Chris Stagg, and Tom Wittman. Commission members absent: April Bender and Jim Woodard. Staff members present: Planner Matthew Foster, Administrator Mark Fratrack, Building Code Consultant Rich Willson, Clerk Ann Wooldridge, and Attorney Dennis Romero.

II. APPROVAL OF THE AGENDA

Planner Foster asked to add a presentation by Pedro Campos from Zehren & Associates to item V. B., and move it in front of item V. A.

MOTION: To approve the agenda as amended

Motion: Chris Stagg **Second:** Richard Duffy

Passed: 5-0

III. APPROVAL OF THE MINUTES OF THE MARCH 7, 2016 MEETING

MOTION: To approve the minutes as presented

Motion: Susan Nichols

Second: Richard Duffy

Passed: 5-0

IV. NEW BUSINESS

V. OLD BUSINESS

B. Presentation and Direction to Staff regarding draft amendments to the Village Sign Code

Pedro Campos, landscape architect with Zehren & Associates, spoke about some of the changes that will be taking place to Sutton Place this year. The way-finding signs at the corner of Sutton Place and the parking lot will need to be replaced. The landing and the steps at the Edelweiss Lodge will be changed to become more a part of the streetscape. The developers are in discussion with the Edelweiss for a workable solution. The alleyway behind the Snakedance will be considered part of the public plaza, and it is hoped that the alleyway will be able to be widened to 16 feet from the current 14 feet. The core area that would have the same design requirements for signage and for lighting would include Sutton Place, the alleyway, the new plaza area, Thunderbird Road, and Ernie Blake Road. Sutton Place, the alleyway, and the plaza will be dedicated to the Village. The lower portion of Sutton Place lies in the TSV Inc. permitted area of USFS land, but the USFS will allow it to be dedicated to the Village. The sidewalk will run up the east side of the road and will lead to the stream walk. The layout for Sutton Place will determine the framework for this side of the Village, so it is important to make it right. Snow will be stored on the water quality pond at the bottom of Sutton Place. A lot of utility work will be done in conjunction with the improvements on Sutton Place, including the removal of propane tanks and the installation of natural gas lines. Mr. Campos will be working with Planner Foster to choose specific designs for signs and for lighting. They will bring these designs for review by the Community Design Committee, and will bring information back to the Commission next month. It is necessary to move forward in order to have time to order the fixtures and install them in early

summer. Snow plowing will be an issue around the new lights and landscaping. Sutton Place will become a busy pedestrian path. TSV Inc. will need approval from the U.S. Forest Service for the signs, but hopefully the way-finding signs will be inclusive of all businesses.

Planner Foster presented the next draft of the sign permit section revision of the zoning ordinance. More time will be needed to work out some of the details. One-size-fits-all regulations will not work in the Village at this time. Some of the business owners expressed the difficulty of attracting customers with so much disruption of traffic flow during this construction period. Foster has rearranged items in the code so that it makes more sense. The code proposes standards for all signs. Discussion took place about the possibility of being more lenient now, during the construction period, with the intention of being more regulatory in the long-run. Specifics about exactly where sandwich boards could be placed should be in the code, depending on how wide the sidewalk is at a particular storefront. Some property owners expressed the need to strike a balance between having the Village look to sterile, or on the other hand, too tacky. Foster would like to get more comments from the Commission, as well as from the community, and bring another revised draft back to the Commission in May.

A. Presentation and Direction to Staff regarding the funding and scope of work of a Kachina Master Plan

Planner Foster intends to send a letter to all Kachina area property owners inviting them to participate in the master plan and asking for their contributions to help pay for its development. The proposed scope of work for phase one, contemplated for using private funds, would be to assess existing conditions, make public presentations, develop a conceptual master plan, make more public presentations, formulate a final master plan and again make public presentations, followed by presentation to the P&Z Commission, and then adoption by the Council. The proposed scope of work for phase two, contemplated for using public funds, would include zoning ordinance amendments, then a public presentation, followed by presentation at P&Z and Council meetings, then fine-tuning of the architectural guidelines, followed again by presentation to the P&Z, and finally, adoption (or not) by the Council.

Administrator Fratrack presented a letter that Mr. Charles Fox requested be read at the P&Z meeting. The letter asked that the Commission not make any decisions today due to the fact that Mr. Fox was unable to attend the meeting. Commissioner Stagg said that it is important for the master plan to be done well, since the Kachina area is very special. He also said that TSV Inc. is not the largest landowner in Kachina; they are just willing to help pay for the creation of a master plan. No matter who ends up paying for the plan, the delivery of the plan would go to the Village, and it would have to be approved by the Council in order to make it the Village's plan.

C. Update from Chairman Wittman regarding the Ernie Blake Road design and meeting with property owner

Commission Chair Wittman and Administrator Fratrack met with Jerome de Bontin and Randy Hannebutt, who represent each group of owners of the properties on either side of the top of Ernie Blake Road, on March 15, 2016. The option number one solution for improving the grade and uppermost intersection of Ernie Blake Road, that had been voted on as being the most preferable, would require that 6850 square feet of land be acquired. Wittman reported that Mr. de Bontin and Mr. Hannebutt said the owners are not willing to give up this land, as they consider it very valuable, and in a prime location on the properties. Wittman said that in 2012, Mr. de Bontin had presented the option to the P&Z Commission of re-routing traffic along Lake Fork Road and then going up to Twining Road by the Twining Condominiums parking lot. Could this still be an option for improving the traffic flow instead of changing Ernie Blake Road? Discussion took place on the details involved with the various designs, and Mr. Hannebutt expressed concern that the option number one solution would result in Ernie Blake Road becoming approximately 10 feet higher in front of the Powderhorn and neighboring buildings. He asked for reconsideration of all of the options, with an interest in finding the best solution for all parties. The Beausoleil property is no longer up for sale. Commissioner Wittman will bring the issue back to the Village Council. Commissioner Stagg suggested that Russell Engineering examine the drawings again for the various options previously presented to see how much the road would actually be raised. This discussion is to be continued later.

D. Discussion of the priorities for the objectives of the Village Comprehensive Plan

Planner Foster asked for the Commissioners' input for implementation priorities for each of the eight elements of the proposed comprehensive plan (previously named the master plan). He presented lists of objectives for each element and asked for feedback before the next P&Z meeting.

VI. MISCELLANEOUS

VII. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING: The next meeting will take place on Monday, May 2, 2016 at 1:00 p.m. at the Snakedance Condominiums Hondo Restaurant.

VIII. ADJOURNMENT

MOTION: To adjourn.

Motion: Susan Nichols **Second:** Henry Caldwell **Passed:** 5-0

The meeting ended at 4:25 p.m.

Tom Wittman, Chairperson

ATTEST: _____
Ann M. Wooldridge, Village Clerk