



PLANNING & ZONING COMMISSION DRAFT MEETING MINUTES

SNAKEDANCE CONDOMINIUMS HONDO RESTAURANT
TAOS SKI VALLEY, NEW MEXICO

MONDAY, MAY 2, 2016 2:00 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 and Susan Nichols. Staff members present: Planner Matthew Foster, Administrator Mark Fratrack, Clerk Ann Wooldridge, and Attorney Dennis Romero.

II. APPROVAL OF THE AGENDA

Commission Chair Wittman asked to move item V.d. to before item V.a.

MOTION: To approve the agenda as amended

Motion: Chris Stagg

Second: Henry Caldwell

Passed: 5-0

III. APPROVAL OF THE MINUTES OF THE APRIL 4, 2016 MEETING

MOTION: To approve the minutes as presented

Motion: Richard Duffy

Second: Jim Woodard

Passed: 5-0

IV. NEW BUSINESS

A. Consideration to recommend to the Village Council an access easement from the Village of Taos Ski Valley to Mr. Kammerdiener on Lot 4, Block F of the O.E. Pattison subdivision

Mr. Kammerdiener is asking for the Village to grant an easement through Village property in order to create a driveway, water line, and sewer line easement to his Block F, Lot 4 property. Attorney Romero explained that the Village needs to follow the rules concerning giving away property because there is a value to the land that would become an easement. If the value of the land is greater than \$25,000, then an elaborate process must be undertaken by the Village, according to regulations. It would be difficult to establish an implied easement, and it is not possible to establish a prescriptive easement on public lands. Roger Pattison said that the reason the Pattison Trust granted this piece of property to the Village was to allow an easement to the Kammerdiener property. Attorney Romero explained that it is not a requirement of subdivision approval that every property have an access route. Attorney Romero will investigate the various aspects of granting an easement and will bring information to the next P&Z meeting before this item goes to the Council.

V. OLD BUSINESS

A. Discussion and direction to staff regarding the design of Sutton Place

Planner Foster said that the landscaping and lighting will need Council approval, as the Village will be accepting ownership and maintenance of Sutton Place after completion. These landscaping and lighting designs will become the standard for guidelines throughout the Village Core. Pedro Campos, landscape architect with Zehren & Associates, said that the construction drawings have been completed and submitted for Parcel G. Sutton Place will become the arrival venue for the new Blake Hotel. The design calls for an 8-foot wide sidewalk with a 6-foot wide

landscaping area adjacent to and following the sidewalk up Sutton Place. The landscaping will consist of both deciduous and evergreen trees, with perennials planted for the summer. Lighting will be placed every 40 feet going up Sutton Place. Discussions are still taking place concerning the sidewalk and lights along the front of the Edelweiss Lodge. Mr. Campos met with the Community Design Committee to review the design of the proposed lighting fixtures, which have a timber pole and cross arm and a downward facing lamp. The base will be made of concrete to withstand snow damage and damage from snow removal. Adornments such as flower baskets and banners could be hung from the lamp posts.

Commissioner Duffy asked Mr. Campos about whether the J.R. Trail could get linked up to Sutton Place. A boardwalk will possibly be built to connect the trail up to Sutton Place and then to the riverwalk. The grade of Sutton Place will be decreased as it approaches the top, with the intersection in front of the Edelweiss and the Snakedance to be flattened to 5%. The sidewalk in front of the Edelweiss will become contiguous, with no stairs, but with a 12% grade at its steepest point. The plan for the way-finding signs will be similar to existing group signs, which would then transfer to a pedestrian-sized scale in the core. Consideration is being given to "you are here" signs, as well as for pamphlets with maps.

MOTION: To recommend approval by Staff and by Village Council of the landscape design and the standards for lighting for Sutton Place, with the provision to include a connection of the JR Trail to Sutton Place

Motion: Richard Duffy Second: Chris Stagg Passed: 5-0

Planner Foster will prepare detailed information for presentation to the Council.

B. Discussion and direction to staff regarding the design standards for street lights and way-finding signs

This discussion took place under the previous agenda item.

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

Planner Foster has edited the document for clarity. With this latest revision, the intent and purpose of the code is set forth. Signs that are permitted, exempt, and prohibited are spelled out. Signs cannot interfere with pedestrian traffic, and all signs will require a business license in order to be permitted. There will be a \$25 fee to apply for a permit, and the Planning Office will have 10-20 days during which to respond and give approval, or disapproval. Temporary signs to be allowed will be one per business for 180 days with each application, allowed two times per year. For special events, a plan would need to be presented for the event, including the signs. Way-finding signs would not need a permit, but would be required to follow design guidelines. After the sign code is finalized and adopted, Foster will conduct a comprehensive sweep of signs and determine steps to be taken for compliance. The Commission will review this version of the sign code amendments once again at the next P&Z meeting.

D. Discussion regarding the design of Ernie Blake Road

Commissioner Wittman and Administrator Fratrack will be meeting again with the property owners on either side of the top of Ernie Blake Road. Discussion of this item will take place at the next P&Z meeting.

VI. MISCELLANEOUS

A. Planner Foster presented a draft of the Community Wildfire Protection Plan for the Commission to review. It will be discussed at the next P&Z meeting.

B. There may be opportunities for some tours of the inside of The Blake during the next couple of weeks.

VII. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING: The next meeting will take place on Monday, June 6, 2016 at 1:00 p.m. at the Snakedance Condominiums Hondo Restaurant.

VIII. ADJOURNMENT

MOTION: To adjourn.

Motion: Henry Caldwell **Second:** Richard Duffy **Passed:** 5-0

The meeting ended at 3:30 p.m.

Tom Wittman, Chairperson

ATTEST: _____
Ann M. Wooldridge, Village Clerk