**Planning & Zoning Commission**
**June 8th, 2016 Minutes**
**City Council Chambers**

The regular meeting of the Planning and Zoning Commission was called to order at 6:00 p.m. by Vice-Chairwoman Keegan Mackenzie-Chavez.

Upon roll call, the following were present:

Vice-Chairperson K. Mackenzie-Chavez
Commissioner F. Kozeliski
Commissioner M. Long
Commissioner L. Miller

Upon roll call, the following were absent:

Chairman K. Wilson
Commissioner J. Dooley
Commissioner F. Pawlowski

Presented to the Chairman and Commissioners for their approval were the minutes of the March 9th, 2016 regular meeting. Commissioner Kozeliski motioned for approval of minutes as presented. Seconded by Commissioner Long, A.V.A. Motion Carried.

*Chairwoman Mackenzie-Chavez administered the oath required by state law for public forum.*

Prior to the discussion of Item One, Commissioner Pawlowski arrived.

**ITEM ONE: CASE# 14-00200005:** Request by Ahmad Ayesh, property owner, for Preliminary Plat approval of a Major Subdivision; Replat No. 1 of Lots 1 and 2, Sunrise Subdivision.

CB Strain informed the Commission that this is a Major Subdivision located north of Mark Avenue and across from Little Sisters of the Poor. He used the overhead screen to point out the location on the GIS map. There is also another major subdivision, that has already been approved by the Commission, located south of Mark Avenue. This subdivision will subdivide two existing lots into nine individual lots. The lots are being subdivided for resale by the property owner. The current zoning district is Single Family Residential (RS-1) and will remain as such. The lots all meet the minimum size dimensions per our Land Development Standards and the Construction Drawings have been submitted and approved by the Gallup Task Force. There is no subdivision agreement required with this request, as the infrastructure will not be deferred.

Vice-Chairwoman Mackenzie-Chavez corrected the case number stated prior to discussion of Item One. The correct number is 14-00200005.
Commissioner Kozeliski noted that there is still no printed name of the applicant on the application, only the signed name. In the future it may difficult to know who signed the application if not printed. Mary Austin from the Planning Department explained that the amendment has been made to current applications, but in this case the original application was submitted prior to the change. This case has been active since 2014.

Commissioner Long asked if there were any deferments to utilities. CB explained that the La Paloma Subdivision is under construction for water and wastewater now and those water and sewer lines will serve both the La Paloma and Sunrise Subdivisions. All plans for utilities have been reviewed and approved the Gallup Task Force for both subdivisions.

Chairwoman Mackenzie-Chavez asked if the total number of lots will be nine. CB replied in the affirmative.

Motion was made by Commissioner Kozeliski for approval of this item as presented by staff. Seconded by Commissioner Pawlowski. A.V.A., Motion Carried.

CB reminded the Commission that they have approved the Preliminary Plat. Once the infrastructure has been installed and accepted by the City, then the applicant will submit an application for Final Plat approval. Thereafter, they will come before the Commission once again for approval. The nine new lots will not be legal lots of record until the final plat is recorded with the county clerk.

There was a brief discussion on **Items Two and Three.**

Mr. Cameron Curley, a nearby resident to the proposed subdivision, arrived at the meeting after Item One has been discussed and approved. He was provided with a brief summary of the item and he had no additional questions or concerns.

Commission Adjourned at 6:12 p.m

PLANNING & ZONING COMMISSION

KENT WILSON, CHAIRMAN

ATTEST:

CLYDE (C.B.) STRAIN
SECRETARY TO PLANNING & ZONING