

**Planning & Zoning Commission
Special Meeting
August 1st, 2018 Minutes
City Council Chambers**

The special meeting of the Planning and Zoning Commission was called to order at 6:00 p.m. by Chairman Kent Wilson.

Upon roll call, the following were present:

Chairman K. Wilson
Commissioner K. Mackenzie-Chavez
Commissioner F. Pawlowski
Commissioner F. Kozeliski
Commissioner M. Long

Upon roll call, the following were absent:

Commissioner J. Dooley
Commissioner L. Miller

ITEM ONE: The City of Gallup Planning and Zoning Commission will hold a work session in order to review the final version of the update to the Gallup Land Development Standards. The meeting will focus on reviewing the thresholds pertaining to pedestrian infrastructure.

CB Stain explained how it was the Commission's last of three (3) workshops to review the final Gallup Land Development Standards. He continued by giving an overview of the previous special meetings where the issues of landscaping and thresholds to renovations and additions were addressed.

Throughout the evening CB explained how the current and updated Land Development Standards applied to new and existing development requiring pedestrian infrastructure.

There were discussions that took place between the Commissioners, Staff and the public of what the pedestrian infrastructure requirements entail and what a reasonable standard would be to benefit Gallup in the future.

There was a discussion between Commissioner Long and Stan Henderson, Public Works Director regarding the Americans with Disabilities Act (ADA) and Public Right-of-Way Accessibility Guidelines (PROWAG) and how that did and did not affect the LDS update.

There was a discussion between Commissioners and Staff about the time frames of active building permits and building permit reviews.

Throughout the work session the following amendments were agreed upon:

1. On page 118 Building Permit 1. Under applicability change from "...additions or improvements of residential..." to "additions or structural improvements of residential..."
2. On page 119 remove section ix. ~~Proposed arrangements for the maintenance of common open space areas and facilities, if these are to be provided. (Ord. C99-5, 9-28-1999)~~
3. On page 119 c. change from "Additions, renovations or aboveground structural modifications to existing buildings with project valuation less than fifty thousand dollars (\$50,00.00)..." to "Additions, renovations or aboveground structural modifications to existing buildings other than single family residential buildings with project valuation less than one hundred and fifty thousand dollars (\$150,00.00)..."
4. On page 119 d. change from "Additions, renovations or aboveground structural modifications to existing buildings with a project valuation equal to or greater than fifty thousand dollars (\$50,000.00), up to twenty (20) percent of the project valuation...until the twenty percent (20%) project valuation has been met" to "Additions, renovations or aboveground structural modifications to existing buildings other than single family residential buildings with a project valuation equal to or greater than one hundred and fifty thousand dollars (\$150,000.00), up to ten (10) percent of the project valuation... until the ten percent (10%) project valuation has been met"
5. On page 119 g. sidewalk gaps needed to be identified as, "Where there is a gap in sidewalks between two properties."
6. On page 120 e. change from "Permit applications along with the accompanying documentation shall be reviewed by the appropriate city staff and such review shall be concluded within thirty (30) days of the filing of the permit application." to "Permit applications along with the accompanying documentation shall be reviewed by the appropriate city staff and such review shall be concluded within seven (7) business days for other than single-family residential projects and five (5) business days for single-family residential projects of the filing of the permit application."

Commissioner Long motioned for approval of Item One with the recommended amendments. Seconded by Commissioner Pawlowski. Motion Carried.

Upon roll call, the following votes were:

Commissioner M. Long (Yes)
Commissioner F. Pawlowski (Yes)
Commissioner K. Mackenzie-Chavez (Yes)
Commissioner F. Kozeliski (Yes)

CB informed the Commission that all their amendments from the last three (3) meetings would be reflected in the final draft of the Gallup Land Development Standards. At the regular Planning and Zoning Commission meeting on August 8, 2018 the Commission will make a positive or negative recommendation to the City Council. The final draft of the Land Development Standards will go

before the City Council on August 28, 2018. CB explained that the final document would be available to the Commissioners and public by the end of the week

There was a discussion between Commissioners, Staff and the public about not allowing new standalone bars downtown. CB stated that those provisions were carried over from the current code and if anyone would like that change it would have to be done through the City Council.

Chairman Wilson thanked the Staff and community members for their involvement throughout the LDS update process.

Motion was made by Commissioner Pawlowski to adjourn the meeting. Seconded by Commissioner Long. Motion Carried.

Upon roll call, the following votes were:

- Commissioner F. Pawlowski (Yes)
- Commissioner M. Long (Yes)
- Commissioner K. Mackenzie-Chavez (Yes)
- Commissioner F. Kozeliski (Yes)

Commission Adjourned at 7:16 p.m.

PLANNING & ZONING COMMISSION



KENT WILSON, CHAIRMAN

ATTEST:



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