

**EXTRA-TERRITORIAL ZONING COMMISSION
REGULAR MEETING**

September 20, 2012

THESE ARE NOT VERBATIM MINUTES, THESE ARE SUMMARY MINUTES

MEMBERS PRESENT:

John Townsend, Member
Cliff Terry, Member
Stephen Pacheco, Member
Bob Hearn, Member
John Villescas, Chairman

OTHERS PRESENT:

Janine Divyak, Chief Planner
Steve Meadows, Planner
Isabel De La Rosa, Recording Secretary

MEMBERS ABSENT:

Kenneth Allin, Vice-Chairman
Janet Acosta, Secretary

1. CALL TO ORDER:

Chairman Villescas called the Regular Meeting of the Extra-Territorial Zoning Commission to order at 6:04 p.m., Thursday, September 20, 2012 in the Commission Chambers in the Doña Ana County Government Center, 845 N. Motel Boulevard, Las Cruces, N.M.

2. ROLL CALL:

Commissioner Terry	Present
Commissioner Pacheco	Present
Commissioner Hearn	Present
Commissioner Townsend	Here
Chairman Villescas	Here

3. ANNOUNCEMENTS: None

4. APPROVAL OF MINUTES: Regular Meeting of July 19, 2012:

Commissioner Townsend moved to approve the minutes.

Commissioner Terry seconded the motion.

Roll Call

Commissioner Terry	Yes
Commissioner Pacheco	Yes
Commissioner Townsend	Yes
Commissioner Hearn	Yes
Chairman Villescas	Yes

By a vote of 5-0-0, the minutes were **APPROVED**.

5. CHANGES TO THE AGENDA: None

**NEW BUSINESS
REVIEW / DISCUSSION / ACTION**

6. CASE #SU12-014: Chávez

- **Property Owner/Applicant:** Ophelia Chávez
- **Request:** a Special Use Permit, per Section 7.2 of the ETZ ordinance, to place a 1,600 sq. ft. double-wide, ground-set mobile home as an accessory dwelling on a 7.37-acre parcel within the ER2 (Residential, 2-acre minimum new lot size, single family site-built homes) Zoning District
- **Location:** 4262 Pacana Trail
- **Lot Size:** 7.37-acres
- **Legal Information:** recorded in Book 167, Page 383 in the Doña Ana County Clerk's office on March 26, 1963. Map Code #4-003-133-111-048.
- **Case Manager:** Steve Meadow

Steve Meadows was sworn in and presented the case. Based on findings and staff analysis, it was recommended for conditional APPROVAL.

Gloria Thomen, Representative, sworn in and stated that Applicant was 82 years old and still farming and wanted someone closer in case of an emergency. She further stated that her daughter Lindsay Thomen also has agricultural experience and could assist Applicant with the farm. She stated that it would give them peace of mind to have a family member looking out for Applicant.

Commissioner Townsend moved for Commission to approve SU12-014 based on Staff recommendation with condition of 1) Applicant shall complete Drainage Maintenance Agreement before final approval of submittal of Mobile Home Installation Permit.

Commissioner Pacheco seconded the motion.

Roll Call

Commissioner Terry	Yes
Commissioner Townsend	Yes
Commissioner Pacheco	Yes
Commissioner Hearn	Yes
Chairman Villescas	Yes

By a vote of 6-0-0, the motion was **APPROVED**.

7. ADMINISTRATIVE APPROVALS:

Janine Divyak stated that there were 9 new single family residences, 11 additions to single family residences, 23 mobile home installation permits, and 4 commercial permits for the month of August.

8. PUBLIC INPUT: None.

9. STAFF INPUT:

Janine Divyak noted that per legal the newspaper clipping was passed out as it dealt with conflict of interest issues which could assist Commission.

10. COMMISSION INPUT:

Commissioner Terry stated that he would not be seeking reappointment as he would be moving

out of state.

Janine Divyak stated that they are in the process of recruiting names and appointments will be done by the BOCC on October 23, 2012 meeting.

11. ADJOURNMENT:

Commissioner Townsend moved to adjourn the meeting.

Commissioner Terry seconded the motion.

All Ayes.

Chairman Villescas adjourned the meeting at 6:40 p.m.

Officer: Extra-Territorial Zoning Commission

Submitted by: Isabel De La Rosa, Recording Secretary