

**MINUTES OF THE  
EXTRA-TERRITORIAL ZONING COMMISSION (ETZ) MEETING**

**January 29, 2015  
6:00 p.m.**

*(Note: These are not verbatim minutes; they are summary notes unless marked otherwise.)*

**MEMBERS PRESENT:**

Kenneth Allin, Vice-Chairman  
Carlos Coontz, Commissioner  
John Townsend, Commissioner  
Janet Acosta, Commissioner  
Tim Sanders, Commissioner  
Robert Hearn, Commissioner  
John Villescas, Chairman

**OTHERS PRESENT:**

Janine Divyak, Chief Planner, Community Development  
Jonathan Kesler, Planner, Community Development

**MEMBERS ABSENT:**

None

**1. CALL TO ORDER**

**Chair Villescas** called the Business Meeting of the Extra-Territorial Zoning Commission to order at 6:15 p.m. Thursday, January 29, 2015 in the Doña Ana County Government Center, 845 N. Motel Blvd., Las Cruces, NM. This meeting was rescheduled from Thursday, January 22, 2015 because of inclement weather.

**2. ROLL CALL**

Kenneth Allin, Vice-Chair	Here
Carlos Coontz, Commissioner	Here
John Townsend, Commissioner	Here
Robert Hearn, Commissioner	Here
Tim Sanders, Commissioner	Here
Janet Acosta, Secretary	Here
John Villescas, Chair	Here

**3. ANNOUNCEMENTS**

None.

**4. APPROVAL OF MINUTES:** December 18, 2014 Meeting Minutes

**Commissioner Allin** made a motion to approve the minutes with **Commissioner Hearn** seconding the motion.

Kenneth Allin, Vice-Chair	Yes
Carlos Coontz, Commissioner	Yes
John Townsend, Commissioner	Yes

Robert Hearn, Commissioner	Yes
Tim Sanders, Commissioner	Yes
Janet Acosta, Secretary	Yes
John Villescas, Chair	Yes

The vote was 7-0-0 to **APPROVE** the minutes.

**5. ELECTION OF OFFICERS: Chairperson, Vice-Chairperson and Secretary**

**Commissioner Acosta** made a motion to reelect the same officers to their same positions with **Commissioner Sanders** seconding the motion.

Kenneth Allin, Vice-Chair	Yes
Carlos Coontz, Commissioner	Yes
John Townsend, Commissioner	Yes
Robert Hearn, Commissioner	Yes
Tim Sanders, Commissioner	Yes
Janet Acosta, Secretary	Yes
John Villescas, Chair	Yes

The motions were **APPROVED** by a vote of 7-0-0.

**6. CHANGES TO THE AGENDA**

None.

**7. REVIEW OF THE BY-LAWS**

**Janine Divyak, Chief Planner**, reported on the proposed change to the By-Laws. The proposed change is to the first sentence on page 1, Section 3 Annual Meetings: “The annual meetings of the ETZ Commission shall be the first regularly scheduled ETZ County meeting in January of each year.” The proposed change is to add to that sentence “or, at the next regularly scheduled city or county meeting at the discretion of the Chair if said meeting is cancelled due to unforeseen circumstances.”

**Commissioner Allin** made a motion to adopt the amended By-Laws with **Commissioner Townsend** seconding the motion.

Kenneth Allin, Vice-Chair	Yes
Carlos Coontz, Commissioner	Yes
John Townsend, Commissioner	Yes
Robert Hearn, Commissioner	Yes
Tim Sanders, Commissioner	Yes
Janet Acosta, Secretary	Yes
John Villescas, Chair	Yes

The motion was **APPROVED** by a vote of 7-0-0.

**8. REVIEW OF THE REASONABLE NOTICE OF MEETING REQUIREMENTS AND THE 2015 CALENDAR YEAR SCHEDULE OF MEETINGS**

**Commissioner Allin** made a motion to approve the Reasonable Notice of Meeting Requirements and the 2015 Calendar Year Schedule of Meetings with **Commissioner Hearn** seconding the motion.

Kenneth Allin, Vice-Chair	Yes
Carlos Coontz, Commissioner	Yes
John Townsend, Commissioner	Yes
Robert Hearn, Commissioner	Yes
Tim Sanders, Commissioner	Yes
Janet Acosta, Secretary	Yes
John Villescascas, Chair	Yes

The motion was **APPROVED** by a vote of 7-0-0.

**9. ADMINISTRATIVE APPROVALS**

**Janine Divyak, Chief Planner**, reported on administrative approvals for the month of December and also provided year-end totals. **Commissioner Hearn** asked that the chart showing monthly averages of permits be emailed out to the Commissioners.

**10. PUBLIC INPUT**

None.

**11. STAFF INPUT**

**Jonathan Kesler, Planner**, welcomed back Commissioner Townsend and said it was good to see everyone up there.

**12. COMMISSION INPUT**

None.

**13. ADJOURNMENT**

**Commissioner Acosta** made a motion to adjourn, with **Commissioner Sanders** seconding the motion. A vote of all "ayes" was heard from the Commissioners. The meeting was adjourned at 7:00 p.m.

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Officer: Extra-Territorial Zoning Commission