

Village of Jemez Springs  
Planning and Zone Committee Meeting  
February 1, 2018

- 1) Joe Bowen called Meeting to Order at 18:35.

Members present: Joe Bowen, Tom Gonzales, Talia Michelle, Sarah Swarttouw

Guests: Mayor Bob Wilson, Steven Neff, Logan Kuiper, Melissa Schupp-Bonin, Cornelis Swarttouw,

No minutes from two prior meetings provided for approval. Will address at next meeting.

- 2) Talia M motioned to modify the agenda by adding an item #3 Approve prior meeting minutes, and moving item #3a to be addressed after #3b & #3c. Sarah S. seconded the modified meeting's agenda. All agreed.

- 3) Approval of Nov 2017 and Dec 2017 Meeting Minutes as submitted. Tom moved, Talia 2<sup>nd</sup>. All agreed.

4a) Logan Kuiper requested approval to build or move in manufactured home on his property at south end of Mooney just E of the river. Joe informed Logan that if he chooses to build, we will need a land plat with the proposed building placed on it. Next we will send that to the Flood Plain Administrator of Sandoval County for approval or building adjustment. Then we will need another village form to take to the CID.

4b) Melissa is requesting to build a 24'x24 garage/shed. She had drawings, elevation certificate, plat with building location, etc. Committee members reviewed the paperwork, then directed Melissa to take the plat and the application form she brought to the office, and then fill out the flood plain form, pay out fee, and the office will send all off to the Flood Plain Administrator.

4c) Since only Talia and Mike had reviewed the revised duties, it was decided to postpone discussion of responsibilities to the next meeting. Meanwhile, Talia emailed those revised duties to all the members.

Talia requested that committee members receive an electronic version of the agenda, prior meeting minutes, and appropriate supporting docs when the notice for Open Meeting Act is posted. Joe said that is already supposed to be happening, and he will get with Yvonne to make that happen.

Talia expressed a desire to move the scheduled meeting time to another day of the month. It was resolved to submit a proposal to the village council to change the regularly scheduled P&Z Meeting for 3<sup>rd</sup> Thursday of the month, if that works for meeting room availability, and if the 3<sup>rd</sup> Thurs does not work, then the 4<sup>th</sup> Thursday.

- 5) No Zoning matters to discuss.

- 6) No public input matters raised.

7) At 19:35, Talia Michelle motioned to Adjourn. All agreed.