

Village of Jemez Springs
Planning and Zoning Commission
Regular Meeting Minutes
April 18, 2019 6:30 p.m.
Josephine Shephard Memorial Building Conference Room

1. Joe Bowen called the meeting to Order at 6:37 p.m. April 18, 2019
 - a. Members present: Joe Bowen (Chair), Michael Nealeigh (Vice Chair), Talia Michelle (Secretary), Tom Gonzales, and Sarah Swarttouw
 - b. Guests: Cornelus Swarttouw
2. Agenda Approved as presented
3. Previous Meeting's Minutes (March 21, 2019) Accepted as presented.
4. Public Input – none
5. New Business
 - a. Mike Nealeigh obtained property ownership information from the Sandoval County's Eagle Web and compiled it into a chart for analysis. Data includes property ownership, type and usage. Some information gleaned from the data is that there are 254 properties in the Village, of which 166 are improved, 88 unimproved; of the improved, 137 are residential, 14 commercial businesses, 16 church/org/gov; of the residential, it is estimated that 79 are owner occupied, 20 long term renter occupied, 29 seasonal owner occupied, and 9 short term occupancy rentals.
6. Unfinished Business
 - a. Tom Mnich agreed to channel the water diversions adequately along his road right away so that it does not damage the paved road and the residents down that road. He has not done it yet as his contractor cannot get to his property until the N Mooney bridge is fixed. Joe signed his permit to build. We will check the road when it is done.
 - b. Commissioner Michael Nealeigh presented a revised draft of the amendment to Article V of the Village Ordinances regarding short term occupancy rental property ("STOR") to the Village Council yesterday. The Village Council let us know if they want any changes for us to consider. Otherwise, they will take the next steps required to approve the ordinance.

We will prepare a flowchart and/or forms that may be used by the Village when a STOR conditional use permit is requested. We will set the Conditional Use Permit for a 2yr period, which will require the property owner to reapply every 2yrs for another Conditional Use Permit.

We may follow up with warnings, perhaps in the manner of a pre-written letter with check boxes of what our requirements are that are not being

met, so that the owner has an opportunity to correct the problem. If the problem is not remedied, we may rescind the Conditional Use Permit.

We might impose fines if property owners continue to use the property for a use that has not been granted, and if those fines are not paid, we may file liens on the property for those unpaid fines.

- c. We will look once again at the Comprehensive Plan next month to see if there might be another project that we would like to take on.
- d. The restroom sign at Leyba Land has been working, somewhat. People come down and sometimes find the facilities, but there is no sign on the building from the direction of the parking area to identify the restroom. Sarah will look into another sign for that.

7. Zoning Issues - none

8. Meeting adjourned at 7:34 p.m.