**AGENDA**

Planning & Zoning Commission  
City Council Chambers – 800 Municipal Drive  
August 15, 2019, at 3:00 p.m.

<table>
<thead>
<tr>
<th>Item</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Call Meeting to Order</td>
</tr>
<tr>
<td>2</td>
<td>Approval of the Agenda</td>
</tr>
<tr>
<td>3</td>
<td>Approval of the Minutes of the July 25, 2019 P&amp;Z Meeting</td>
</tr>
<tr>
<td>4</td>
<td>Petition No. ZC 19-67 – a request from Leaf Properties, Inc., represented by Doug Kinsey, for (1) a zone change from SF-7, Single-family Residential, to LNC, Local Neighborhood Commercial, (2) a variance to increase the height of a freestanding sign from 10 feet to 20 feet in the LNC District, and (3) a reduction to the required minimum off-street parking for property located at 1451 E. 30th Street. (Helen Landaverde)</td>
</tr>
<tr>
<td>5</td>
<td>Business from:</td>
</tr>
<tr>
<td></td>
<td>Floor:</td>
</tr>
<tr>
<td></td>
<td>Chairman:</td>
</tr>
<tr>
<td></td>
<td>Members:</td>
</tr>
<tr>
<td></td>
<td>Staff:</td>
</tr>
<tr>
<td>6</td>
<td>Adjournment</td>
</tr>
</tbody>
</table>

The recommendation of the Planning and Zoning Commission is scheduled to be considered at the City Council Meeting on Tuesday, August 27, 2019.

**ATTENTION PERSONS WITH DISABILITIES:**
The meeting room and facilities are fully accessible to persons with mobility disabilities. If you plan to attend a meeting and need an auxiliary aid or service, please contact the City Clerk's office at 599-1101 or 599-1106, prior to the meeting so arrangements can be made.
COMMUNITY DEVELOPMENT PETITION REPORT
PETITION ZC 19-67

(1) A zone change from the SF-7, Single-family Residential District to the LNC, Local Neighborhood Commercial District, (2) a variance to increase the height of a freestanding sign from 10 feet to 20 feet in the Local Neighborhood Commercial District and (3) a reduction to the required minimum off-street parking for a new retail store for property located at 1451 E. 30th Street

A. STAFF REPORT, August 15, 2019

PROJECT INFORMATION

<table>
<thead>
<tr>
<th>Applicants</th>
<th>Douglas Kinsey</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representative</td>
<td>Douglas Kinsey</td>
</tr>
<tr>
<td>Date of Application</td>
<td>July 17, 2019</td>
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<tr>
<td>Requested Action</td>
<td>(1) a zone change from the SF-7, Single-family Residential District to the LNC, Local Neighborhood Commercial District, (2) a variance to increase the height of a freestanding sign from 10 feet to 20 feet in the LNC District, and (3) a reduction to the required minimum off-street parking for a new retail store</td>
</tr>
<tr>
<td>Location</td>
<td>1451 E. 30th Street (R0031676)</td>
</tr>
<tr>
<td>Existing Land Use</td>
<td>Vacant and undeveloped</td>
</tr>
<tr>
<td>Existing Zoning</td>
<td>SF-7, Single-family Residential District</td>
</tr>
</tbody>
</table>
| Surrounding Zoning and Land Use | **North:** SF-10, Single-family Residential and SF-A, Single-family Attached/(religious institution and residential)  
**East:** SF-7, Single-family Residential District/Residential  
**West:** SF-7, Single-family Residential District/undeveloped  
**South:** SF-7, Single-family Residential District/Residential |
| Notice              | Publication of Notice for public hearings of the Planning and Zoning Commission appeared in the Daily Times on Sunday, July 28, 2019. Property owners within 100 feet were sent notice by certified mail on Wednesday, July 24, 2019 and a sign was posted on Friday, August 2, 2019. |
| Staff Planner       | Helen Landaverde, Associate Planner |

Project Description:
The petitioner is requesting the following: (1) a zone change from the SF-7, Single-family Residential District to the LNC, Local Neighborhood Commercial District, (2) a variance to increase the height of a freestanding sign from 10 feet to 20 feet in the LNC, District, and (3) a reduction to the required minimum off-street parking for a new retail
store (Dollar General) measuring approximately 9,100 ft.² and to be located at 1451 E. 30th Street.

Retail sales is not permitted in the SF-7 District. A zone change to the LNC District would allow retail sales and services by right on the subject property.

Pursuant to the Unified Development Code (UDC) Section 5.8.7(b), the maximum allowable height for a freestanding sign in the LNC District is 10 feet.

Pursuant to UDC 5.2.3 Minimum off-street parking requirements for the LNC, Local Neighborhood Commercial District the number of parking spaces required for the proposed use is 45 spaces (convenience stores 1.0 per 200 ft.²; 9,100 ft.² ÷ 200 ft.²).

San Juan County Tax Assessor’s records show that the size of the property is 5.470 acres and it is undeveloped.

The surrounding properties are mostly zoned residential with commercial clusters/nodes (OP, Office Professional and LNC, Local Neighborhood Commercial) along 30th Street. The existing freestanding signs along 30th Street in the OP and in the LNC Districts (commercial clusters/nodes) are less than 10 feet high. Pursuant to the UDC Section 5.8.7A, the maximum height for freestanding signs in the OP and LNC Districts is 10 feet.

Figure 1. Farmington Zoning Map.

The closest commercial zoning is located west of the subject property and at the intersection of Butler Avenue; approximately half a mile away from the subject property.

Proposal
The petitioner is proposing a zone change for the entire subject property (5.470 acres). He is proposing to initially construct a Dollar General store (approximately 9,100 ft.²) on the north east portion of the property (0.97 acres). The hours of operation will be Monday to Sunday, 8:00 a.m. to 10:00 p.m. The applicant is proposing to have 30 off-
street parking spaces, including two (2) ADA parking spaces, and a 20-foot tall freestanding sign.

**Variance Request**

*Sign*

The applicant is requesting approval to place a 20-foot tall freestanding sign, 100% higher than permitted in the LNC District, to provide better visibility for the freestanding sign from the public right-of-way. The sign consists of approximately 50.63 ft.$^2$ of sign area.

The topography of the property is mostly flat (see Figure 2). The nearest freestanding sign in this area is for Summit Church. Pictometry, mapping and aerial measurements program, indicates that the height of the freestanding sign for Summit Church is approximately six (6) to eight (8) feet tall.

**Figure 2. Photos of Subject Property.**

![Image of Street View](image-url)
Minimum Off-Street Parking

The minimum off-street parking requirement for the proposed use is 45 spaces (convenience stores 1.0 per 200 ft.²) including ADA parking, with a minimum of three (3) accessible spaces, one of which has to be a van-accessible space.

The minimum number of accessible spaces required per UDC Section 5.2.10 Accessible parking for physically handicapped persons is as follows:

Table 1. Accessible parking for physically handicapped persons.

<table>
<thead>
<tr>
<th>UDC Section 5.2.10 Accessible parking for physically handicapped persons.</th>
<th>Minimum Number of Accessible Spaces</th>
<th>Minimum Number of Van-Accessible Spaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Parking Spaces Required</td>
<td>1-25</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>26-35</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>36-50</td>
<td>3</td>
</tr>
</tbody>
</table>

The petitioner is requesting a variance to reduce the number of parking spaces required from 45 to 30 parking spaces, of which three (3) must be accessible handicap spaces.
The request is a reduction of 15 parking spaces (33.33%) for a total of 30 parking spaces.

Staff conducted research for the number of off-street parking spaces at other local dollar stores within the City (see Table 2).

**Table 2. Existing off-street parking of local dollar stores.**

<table>
<thead>
<tr>
<th>Name (Year Built)</th>
<th>Location</th>
<th>Building Area (SJCAO)</th>
<th>Required Parking Spaces/Accessible</th>
<th># of Actual Parking Spaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dollar General (2012)</td>
<td>4700 W. Main St.</td>
<td>9,232</td>
<td>46/3</td>
<td>45/3</td>
</tr>
<tr>
<td>Family Dollar (2002) *</td>
<td>660 W. Main St.</td>
<td>7,913</td>
<td>39/3</td>
<td>25/2</td>
</tr>
<tr>
<td>Dollar Tree (2014)</td>
<td>501 E. Broadway Ave.</td>
<td>9,016</td>
<td>45/3</td>
<td>72/3</td>
</tr>
<tr>
<td>Dollar General (2011)</td>
<td>506 E. Broadway Ave.</td>
<td>9,112</td>
<td>45/3</td>
<td>37/3</td>
</tr>
<tr>
<td>Dollar General (2013)</td>
<td>1101 S. Dustin Rd.</td>
<td>9,188</td>
<td>45/3</td>
<td>50/3</td>
</tr>
</tbody>
</table>

Based on the information above (Table 2), two dollar stores have fewer off-street parking spaces than the UDC requires. The Family Dollar store on West Main was built before the implementation of the UDC in 2008 and has only 25 parking spaces.

**Sec. 5.5 - Landscaping and screening.**

The applicant is required to provide landscaping and screening for all new construction on the subject property.

5.5.1 Purpose. The section provides standards for the installation and maintenance of landscaping, walls, and screening devices in order to preserve and enhance the natural environment and beauty of the city, to minimize the adverse effects of development, and to promote the general welfare of the citizens of Farmington.

**Sec. 3.12 Local Neighborhood Commercial (LNC) District:**

3.16.1 Purpose: the local neighborhood commercial (LNC) district is intended to accommodate neighborhood-oriented, low-intensity retail sales and services used in commercial clusters and/or nodes along thoroughfares and at intersections that are readily accessible from surrounding residential areas. LNC district uses attract customers from a limited area and are typically located along collector or arterial streets. The proposed location, 1451 E. 30th Street, is a minor arterial street (see Figure 3).
The LNC district includes specific standards designed to ensure the compatibility with the residential-scale and style of the neighborhoods they serve.

**Farmington Comprehensive Plan**

The Comprehensive Plan’s 2020 Future Land Use Map recommends the subject area as “Residential Single Family Suburban Area”. Although the request for the zone change does not comply with the recommendations in the Future Land Use map, the request supports the following goals and objectives, regarding commercial development, of the City’s Comprehensive Plan:

**Chapter 4, Land Use and Development**

"Objective 4.1: Assure the provision of a variety of different land use types in suitable locations, densities, and patterns while avoiding mixing of incompatible uses in close proximity to each other.

Objective 4.5: Support the development of vibrant and viable commercial areas with a variety of uses.

Action 4.5.2: Locate new commercial developments near existing commercial areas and buffer from residential uses.

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Action 4.5.3: Ensure appropriate zoning to support the viability of old as well as new commercial development.

Objective 4.7: Manage development along highways and major thoroughfares, improving aesthetics as well as transportation efficiency.

Action 4.7.1: Create and use corridor plans that contain additional regulations and standards pertaining to building setbacks, architectural design, signage, open space, landscaping, parking, building orientation, and design features.

Action 4.7.2: Encourage neighborhood and general commercial development along roadway corridors to provide buffers when adjacent to residential neighborhoods."

The major corridors are identified as the following in the Comprehensive Plan: Main Street, Broadway, Murray Drive, Piñon Hills Boulevard, Butler, 20th and 30th Streets, US 64, US 550, and La Plata Highway.

Economic Development

"Objective 8.5: Support retention and expansion of existing businesses.

Action 8.5.1: Continue to support the efforts of the Chamber of Commerce and San Juan Economic Development Services in encouraging the growth and development of local and national businesses in the Four Corners region.

Action 8.5.2: Support local businesses. Encourage local shopping."

Additionally, the proposed zone change supports the City's Economic Development Plan (Chapter 22, Article 22 of Farmington's Municipal Code):

"Goals. The goals of the economic development plan are as follows:

1. Reduction of unemployment and an increase in the labor force participation rate.

3. Affirmative support of local business creation, retention and expansion.

4. Improved economic diversification.

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Strategies. The strategies of the economic development plan are as follows:

1. Support the county economic development service and other collaborative efforts to attract qualified industry, and to assist in the expansion of existing local industry.

Priorities. The priorities of the economic development plan are as follows:

1. Infrastructure needed to support the development and growth of a healthy and diverse economy.

2. Businesses and industries that provide semiskilled and skilled jobs.

4. Businesses and industries that produce goods or services locally, for distribution within the region to displace imported goods and services.

5. Businesses and industries that fill a gap in the local economic base.”

Concerning signage, the Comprehensive Plan specifies that:

“Commercial and directional signage should be attractive and coordinated to provide an overall impression of the city. Smaller advertising signs such as monument signs in neighborhood commercial areas will provide a better visible impression.”

STAFF ANALYSIS

The UDC states that the City shall consider whether the proposed zoning and land use are compatible with the conforming zoning and land use of nearby properties and with the character of the neighborhood. Section 8.7.4 of the UDC outlines Issues for consideration in determining a proposed zone change as follows:

A. Is the proposed zoning consistent with the Farmington Comprehensive Plan?

The proposed zone change for the subject property is consistent with the Comprehensive Plan’s Chapter 4 Land Use Development, Chapter 8 Economic Development and the City’s Municipal Code Chapter 22 Economic Development Plan. The Comprehensive Plan’s Chapter 4 supports Land Use Development where businesses should be clustered throughout the City and should be accessible from residential areas.

The variance to reduce the minimum required off-street parking from 45 to 30 parking spaces should not have an adverse impact on the surrounding area. It is also not anticipated that the proposed small retail

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business will generate more traffic in the area considering that the subject property is located along a minor arterial.

The variance request to the height of the freestanding sign does not support the Comprehensive Plan's goals for commercial and directional signage. The applicant is proposing to have a freestanding sign 100% higher than permitted in the LNC District. Smaller advertising signs such as monument signs is recommended in neighborhood commercial areas.

B. Is the proposed zoning and land use(s) compatible with the present zoning and conforming uses of nearby property and the character of the neighborhood?

The adjacent properties are zoned residential (SF-7, SF-10 and SF-A). However, there are commercial clusters/nodes along 30th Street (OP and LNC). The closest commercial zoning is located west of the subject property and at the intersection of Butler Avenue.

The proposed zoning for the subject property is compatible with the land uses and character of the area. The LNC district includes specific standards designed to ensure the compatibility with the residential-scale and style of the neighborhoods they serve.

C. Will there be adverse impacts; and/or can any adverse impacts be adequately mitigated?

The proposed zone change for a small retail business and a variance to reduce the minimum required off-street parking from 45 to 30 parking spaces should not have an adverse impact on the surrounding area. It is also not anticipated that the proposed small retail business will generate more traffic in the area considering that the subject property is located along a minor arterial.

The proposed height to the freestanding sign (20 feet) would be incompatible with the character and scale of the neighborhood. Pursuant to the UDC Section 5.8.7A, the maximum height for freestanding signs in the OP and LNC Districts is 10 feet. The existing freestanding signs along 30th Street in the OP and in the LNC Districts (commercial clusters/nodes) are less than 10 feet high.

D. Is the proposed density and intensity of use permitted in the proposed zoning district?

The petitioner is proposing a zone change from the SF-7 District to the LNC District to allow for a small retail business (Dollar General) on the subject property. There are commercial clusters/nodes (OP and LNC) along 30th Street. The closest commercial zoning is located west of the
subject property and at the intersection of Butler Avenue; approximately half a mile away.

Pursuant to the UDC 2.8.2 Nonresidential base zoning district density and dimensional schedule, the LNC District requires a minimum of 10,890 ft.$^2$ for a non-residential use. The subject property is 5.470 acres (238,273.2 ft$^2$).

A retail sales and service, sales oriented business is permitted in the LNC District.

E. Is the site physically suitable for development of uses and density permitted by the proposed zoning district?

The subject property is 5.470 acres and fronts a minor arterial, 30th Street; the subject property is connected to the City's arterial network and will have access to primary streets and major thoroughfares, which would be suitable for the proposed use and the proposed zone change, as recommended by the Comprehensive Plan's Action 4.7.2:

"Encourage neighborhood and general commercial development along roadway corridors to provide buffers when adjacent to residential neighborhoods."

The property to the north is residential (including a religious institution) and the properties to the east and south are residential uses.

F. Are adequate public facilities and services available to serve development for the type and scope suggested by the proposed zone? If utilities are not available, could they be reasonably extended by the applicant? Is the applicant willing to pay for the extension of public facilities and services necessary to service the proposed development?

The subject property is vacant and undeveloped. The petitioner would be responsible to provide all the necessary infrastructure for the property.

G. Does the proposed change constitute "spot zoning" as defined in Article 11, definitions?

Article 11 defines "spot zoning" as "Where a particular tract within a larger area is specifically zoned so as to impose upon it restrictions not imposed upon the surrounding lands, or grant to it special privileges not granted generally, not done in pursuance of the Comprehensive Plan."

The proposed zone change for the subject property is consistent with the Comprehensive Plan's Chapter 4 Land Use Development, Chapter 8

The requested zone change to LNC is compatible with the character of the area and along 30th Street. It is not anticipated that the zone change will be detrimental to the surrounding neighborhood nor will it grant special privileges. The LNC District allows less intensive commercial uses, such as restaurants and offices. Additionally the LNC District is more restrictive for commercial uses than other commercial districts (GC, General Commercial and IND, Industrial).

The LNC Districts are intended to accommodate neighborhood-oriented, low-intensity retail sales along thoroughfares and at intersection that are readily accessible from surrounding residential areas. The proposed zone change would not be a spot zone.

STAFF COMMENTS

Public Works: Tony Sitta

Per the City of Farmington Code:

- All non-residential development requires the installation of 5 foot sidewalk along the property boundary adjacent to a City Street as part of any building permit.
- All non-residential development requires a grading and drainage plan, prepared by a New Mexico Licensed Engineer, as part of any building permit. This shall be submitted and approved prior to the issuance of a building permit.

STAFF CONCLUSION

Staff concludes the following is appropriate for ZC 19-67:

1) Approval for the zone change request. The proposal does not constitute a spot zone and would not adversely impact the area. The proposed use for this property is consistent with sections of the Comprehensive Plan and the City's Municipal Code Chapter 22 Economic Development Plan.

2) Approval for the reduction to the required minimum off-street parking for a new retail store (Dollar General) from 45 parking spaces to 30 spaces, with a minimum of three (3) accessible spaces, one of which has to be a van-accessible space.

3) Denial for a variance to increase the height of a freestanding sign from 10 feet to 20 feet in the LNC, District. The request is not a minimum easing of the code and it is not in harmony with the neighborhood.

STAFF RECOMMENDATION

The Community Development Department recommends partial approval of Petition ZC 19-67, a request from Douglas Kinsey, for (1) a zone change from the SF-7, Single-family Residential District to the LNC, Local Neighborhood Commercial District, (2) a
variance to increase the height of a freestanding sign from 10 feet to 20 feet in the LNC, District, and (3) a reduction to the required minimum off-street parking for a new retail store (Dollar General) measuring approximately 9,100 ft.$^2$ and to be located at 1451 E. 30th Street, subject to the following conditions/UDC requirements:

1) **Approval for the zone change request**, the proposal does not constitute a spot zone and would not adversely impact the area. The proposed use for this property is consistent with sections of the Comprehensive Plan and the City's Municipal Code Chapter 22 Economic Development Plan;

2) **Approval for the reduction to the required minimum off-street parking for a new retail store (Dollar General) from 45 parking spaces to 30 spaces**, with a minimum of three (3) accessible spaces, one of which has to be a van-accessible space. Improvements and/or development on the subject property will require submission of building plans that are consistent with all of the City's current building and fire standards and/or other agency permits for review and approval prior to site improvements and/or development;

3) **Denial for a variance to increase the height of a freestanding sign from 10 feet to 20 feet in the LNC, District.** The request is not a minimum easing of the code and it is not in harmony with the neighborhood;

4) The applicant is required to provide landscaping and screening for all new construction on the subject property; and

5) The installation of 5-foot sidewalk along the property boundary adjacent to a City Street is required as part of any building permit.
July 30, 2019

City of Farmington
Community Development
800 Municipal Drive
Farmington, NM
87401-2663

Attn: Helen Landaverde

Re: Petition No. ZC19-67

Pursuant to the notification of Petition for zone change as referenced above, we are herewith submitting our attached comments regarding such zone change. At this time, we are not particularly objecting to the zone change, however we believe there are significant issues that must be addressed. We are particularly concerned about the drainage issues and the maintenance of the alleys and the gas line easement.

We realize that some of these issues were created in 1956 when Mossman Subdivision No.6 was recorded. There is a dedication of streets and alleys on each plat and an acceptance of such dedications on each plat. We do not believe that there was ever an ordinance vacating the alleys. However, we have not searched the city records and such an ordinance could have been passed. Residents have been using the alley throughout its length since the subdivision was created.

Please feel free to contact us at 320-0315. WE appreciate your consideration.

Sincerely yours,

Richard Cheney

Cc/Nica Westerling, City Engineer
# PLANNING MEMO COMMENTS SUMMARY

**ZC 19-67 1451 E. 30TH ST.**

**Deadline: 7/29/19**

## City of Farmington Departments

<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
</tr>
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<tbody>
<tr>
<td>CD</td>
<td>Director</td>
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<tr>
<td>CD</td>
<td>Addressing – Planning Division</td>
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<tr>
<td>CD</td>
<td>Chief Building Official – D. Childers</td>
</tr>
<tr>
<td>CD</td>
<td>Long Range Planner</td>
</tr>
<tr>
<td>CD</td>
<td>MPO</td>
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<tr>
<td>CD</td>
<td>Oil &amp; Gas Inspector – L. Simms</td>
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<tr>
<td>CITY</td>
<td>City Manager’s Office – J. Baird</td>
</tr>
<tr>
<td>ELEC</td>
<td>Customer Care Manager – L. Richardson</td>
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<td>ELEC</td>
<td>Electrical Engineering – L Aligarbes</td>
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<td>ELEC</td>
<td>T &amp; D – R. Romero</td>
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<tr>
<td>FIRE</td>
<td>Fire Captain – K. Rix</td>
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<td>FIRE</td>
<td>Fire Marshall – B. Vega</td>
</tr>
<tr>
<td>LEGAL</td>
<td>City Attorney – J. Breakell</td>
</tr>
<tr>
<td>LEGAL</td>
<td>Deputy City Attorney – E. Wayne</td>
</tr>
<tr>
<td>POLICE</td>
<td>Code Compliance – M. Romero</td>
</tr>
<tr>
<td>POLICE</td>
<td>Sergeant – P. Flores</td>
</tr>
<tr>
<td>PRCA</td>
<td>S. Reeves/ R. Crosby</td>
</tr>
<tr>
<td>PRCA</td>
<td>ORII – C. Styrion</td>
</tr>
<tr>
<td>PW</td>
<td>City Engineer – N. Westerling</td>
</tr>
<tr>
<td>PW</td>
<td>Engineering – T. Sitta</td>
</tr>
</tbody>
</table>

**Per the City of Farmington Code:**

1) All non-residential development requires the installation of 5 foot sidewalk along the property boundary adjacent to a City Street as part of any building permit.

2) All non-residential development requires a grading and drainage plan, prepared by a New Mexico Licensed Engineer, as part of any building permit. This shall be submitted and approved prior to the issuance of a building permit.
<table>
<thead>
<tr>
<th>PW</th>
<th>Traffic Engineer – L. Blue Eyes</th>
<th>PW</th>
<th>Water/Waste Water – M. Tso</th>
<th>No comment</th>
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</thead>
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**Other Entities**

<table>
<thead>
<tr>
<th>Entity</th>
<th>Comment</th>
</tr>
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<tbody>
<tr>
<td>New Mexico Gas Company – R. Castillo</td>
<td>No comment</td>
</tr>
<tr>
<td>CenturyLink – D. Willato</td>
<td>No comment</td>
</tr>
<tr>
<td>Enterprise Field Services – M. Waszut</td>
<td>No comment</td>
</tr>
<tr>
<td>Comcast Cable – M. Johnson</td>
<td>No conflict</td>
</tr>
<tr>
<td>CH2M HILL OMI</td>
<td></td>
</tr>
<tr>
<td>Surface Land Negotiator for BP – M. Venzara</td>
<td></td>
</tr>
<tr>
<td>Farmington School District – C. Lyons</td>
<td></td>
</tr>
</tbody>
</table>
**PETITION APPLICATION**

Incomplete applications will not be accepted. Return completed application to:

Planning Division
Community Development Department
City of Farmington
800 Municipal Drive
Farmington, NM 87401
(505) 599-1117
(505) 599-1299 (fax)

<table>
<thead>
<tr>
<th>PROJECT TYPE (Check Those Applicable)</th>
<th>Neighborhood</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Annexation and/or</td>
<td>□ Zone Change to Comm. District</td>
</tr>
<tr>
<td>Zoning</td>
<td>□ Temporary Use Permit</td>
</tr>
<tr>
<td>□ Preliminary Plat</td>
<td>□ Proposed Length of Use</td>
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<tr>
<td>□ Final Plan</td>
<td>□ Well site equipment modification</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant's Name: Douglas O. Kinney</td>
</tr>
<tr>
<td>Address: P.O. Box 1224, Helen, GA 30045</td>
</tr>
<tr>
<td>E-Mail: <a href="mailto:doug.kinney@lafq-properties.com">doug.kinney@lafq-properties.com</a></td>
</tr>
<tr>
<td>Telephone: 706-878-7877</td>
</tr>
</tbody>
</table>

| Project Location: 1451 E 30th Street |
| Existing Use: Vacant Land |
| Proposed Use: Retail |
| Relationship to Property Owner: Assessor's Parcel I.D. and/or Tax I.D. Number: |
| Developer |

| Legal Description of Subject Property: 16 Blk of ESTIGNE-MILWAUKEE (4 SEC 04 29 13 BK 1640 PG 160) |
| If Yes, please provide copy with application. |

<table>
<thead>
<tr>
<th>REPRESENTATIVE/CONTACT PERSON (If other than applicant)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Douglas O. Kinney</td>
</tr>
<tr>
<td>E-Mail: <a href="mailto:doug.kinney@lafq-properties.com">doug.kinney@lafq-properties.com</a></td>
</tr>
<tr>
<td>Phone: 706-878-7877</td>
</tr>
<tr>
<td>Address: P.O. Box 1224, Helen, GA 30045</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OWNERSHIP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Owner: Jack &amp; Woodward</td>
</tr>
<tr>
<td>Mortgage Holders (if any)</td>
</tr>
<tr>
<td>Name: Jack &amp; Woodward</td>
</tr>
<tr>
<td>Address: 1118 N. Moore Verde, Farmington, NM</td>
</tr>
</tbody>
</table>

| Owner's Signature: |
| Phone / Email: 505-496-1780 |

<table>
<thead>
<tr>
<th>STAFF USE ONLY</th>
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</thead>
<tbody>
<tr>
<td>□ Blueprints Copies of Plans</td>
</tr>
<tr>
<td>□ Ownership Report (subject and surrounding properties)</td>
</tr>
<tr>
<td>□ Legal Description</td>
</tr>
<tr>
<td>□ Detailed Statement of Proposed Use</td>
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</tbody>
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(Handwritten)
VARIANCE REQUEST

Leaf Properties, Inc., is seeking a variance for additional parking spaces in addition to a sign variance to allow for placement of a pylon sign.

PARKING:
Leaf Properties (Applicant) is requesting a variance from the minimum off-street parking requirement to reduce the number of parking spaces for a Dollar General Store. Applicant is requesting a variance to reduce the number of parking spaces required from 41 to 30 spaces, of which two will be designated as accessible handicap spaces. Approval of this request will result in a 25% reduction in parking spaces/impervious surface and will more than meet the parking requirements of the planned use and the reduction will also positively impact drainage in the area.

The proposed use is allowed in the neighborhood commercial zoning code and therefore the variance is not allowing anything that would not be permitted under the current zoning designation. In addition, there are other Dollar Stores which exist in the municipality that have been granted approval for thirty (30) or less parking spaces.

SIGN:
Applicant is proposing to increase the height of a free standing sign from 10 feet to 20 feet, which will more than meet the sign requirements of the planned use. Applicant is only requesting a slight increase to the existing height requirement to provide better visibility. The requested variance is a minimum easing of the existing code and will not be injurious to the neighborhood or detrimental to the public welfare and will be designed in a manner that will not impact the surrounding area.

In addition, there is precedent, as other Dollar Stores have been approved to construct a 20 ft. pylon sign in the municipality.

NOTE: A copy of the proposed sign and specs are attached.

ATTACHMENTS:
Proposed Sign and Specs - Exhibit “A”
Legal Description – Exhibit “B”
Conceptual Site Plan
Parcel Map
P & Z PLANNING & ZONING COMMISSION
NOTICE OF PUBLIC HEARING

Notice is hereby given that the following application has been filed with the Planning and Zoning Commission of the City of Farmington, New Mexico.

Petition No. ZC 19-67 - a request from Leon Properties, Inc., represented by Drew Rice via for (1) a change from S-7 - Single-Family Residential District to the ULC, Local Neighborhood Commercial District, (2) a variance to increase the height of a freestanding sign from 10 feet to 20 feet in the ULC District, and (3) a reduction to the required minimum off-street parking for property located at 1451 E. 30th Street, in the City of Farmington, San Juan County, New Mexico, as described below.

LEGAL DESCRIPTION
That part of the N/2SW/4SE/A of Section 3 in Township 29 N of Range 13 W, N.M.P.M., in the City of Farmington, San Juan County, New Mexico, Book 1449, page 200.

Otherwise known as 1451 E. 30th Street

Pursuant to the provisions of Sections 3-21-6, New Mexico Statutes Annotated, 1976 Compilation, notice is hereby given that this petition will be considered at the regularly scheduled Public Hearing of the Planning and Zoning Commission of the City of Farmington on Thursday, April 25, 2019 at 5:00 p.m. at the City Council Chambers at City Hall, 802 Municipal Drive, Farmington, New Mexico. If forwarding by the Commission, this petition will be considered
By the City Council on
Tuesday, August 27
2019 at 6:00 p.m. in
the City Council
Chambers, all inter-
 rested individuals are
invited to attend the
hearing and shall have
an opportunity to be
heard with respect to
the subject Petition.

Karen Walker
Administrative
Assistant
Legal No. 1292222
published in The Daily
Times on July 26,
2019.
NOTICE OF PUBLIC HEARING
ZONE CHANGE
PETITION NO. ZC 19-67

July 24, 2019

Dear Property Owner:

Notice is hereby given that an application has been filed with the Planning and Zoning Commission of the City of Farmington, New Mexico, a request from Leaf Properties, Inc., represented by Doug Kinsey for (1) a zone change from SF-7, Single-family Residential District to the LNC, Local Neighborhood Commercial District, (2) a variance to increase the height of a freestanding sign from 10 feet to 20 feet in the LNC District, and (3) a reduction to the required minimum off-street parking for property located at 1451 E. 30th Street, in the City of Farmington, San Juan County, New Mexico, as described below:

LEGAL DESCRIPTION
That part of the N/2NW/4SE/4 of Section 3 in Township 29 N of Range 13 W, N.M.P.M.,
In the City of Farmington, San Juan County, New Mexico, Book 1540, page 200.
Otherwise known as 1451 E. 30th Street

Pursuant to the provisions of Section 3-21-6, New Mexico statutes Annotated, 1978 Compilation, notice is hereby given that the petition will be heard in a public hearing by the Planning and Zoning Commission of the City of Farmington on Thursday, August 15, 2019 at 3:00 p.m., in the City Council Chambers at City Hall, 800 Municipal Drive, Farmington, New Mexico. If forwarded by the Commission, this item will be reviewed by the City Council on Tuesday, August 27, 2019 at 6:00 p.m., in the City Council Chambers. All persons shall have an opportunity to be heard why said application should be granted or denied. All persons of interest and citizens are invited to attend said hearing.

You are receiving this letter because you may own property within 100 feet (excluding public right-of-way) of the proposed change. You are invited to attend the hearing noted above or submit written comments prior to the meeting to the Community Development Department - Planning Division at 800 Municipal Drive, Farmington, New Mexico 87401. Please be advised that all submitted comments will become public record and that there is the possibility that any petition may be withdrawn before the hearing date.

If you have any questions or would like additional information regarding this notice or the petition, please contact Helen Landaverde at 505-599-1282 or hlandaverde@fmtn.org.

Sincerely,

Karen Walker
Administrative Assistant
Names and Tax-Roll Addresses of Owners Within One Hundred (100) Feet (excluding roadways and easements) of the Following Described Property

Referenced as TRACT 1:

That part of the North One-Half of the Northwest Quarter of the Southeast Quarter (N2NW/4SE/4) of Section Three (3), in Township Twenty-Nine (29) North of Range Thirteen (13) West, N.M.P.M., in the City of Farmington, San Juan County, New Mexico, described as follows:
BEGINNING at the Northeast corner of Lot One (1), in Block Two (2), of the ALTURA SUBDIVISION, as shown on the Plat of said Subdivision filed for record,
THENCE North 89° 13' West 1043.39 feet along the North line of said N2NW/4SE/4,
THENCE South 51° 12' East 251.10 feet to a point on the North line of MOSSMAN SUBDIVISION NO. 6, as shown on the Plat of said Subdivision filed for record,
THENCE North 84° 48' East 1023.80 feet along the North line of said Subdivision to the Northeast corner thereof, said point being also on the west line of said ALTURA SUBDIVISION;
THENCE North 00° 20' East 147.31 feet to the point of beginning.

TRACT 1

Jack Arthur Woodward Revocable Trust
1118 North Mesa Verde
Farmington, NM 87401

TRACT 2

The Tres Rios Area Christian Church Disciple
711 East 30th Street
Farmington, NM 87401

TRACT 3 & 4

Basin Properties, Inc.
446 County Road 3000
Aztec, NM 87410

That part of the N2NW/4SE/4 of Section 3 in Township 29 North of Range 13 West, N.M.P.M., in the City of Farmington, San Juan County, New Mexico.
Book 1640, page 200

That Part of the NE1/4SW1/4 of Section 3 in Township 29 North of Range 13 West, N.M.P.M., in the City of Farmington, San Juan County, New Mexico.
Book 430, page 131
Book 1142, page 326

Lot 1, of the RIDGEWAY SUBDIVISION, in the City of Farmington, San Juan County, New Mexico, filed for record July 24, 1998.
Book 1644, page 664

AND

Lot 2, of the SIMMONS SUBDIVISION, in the City of Farmington, San Juan County, New Mexico, filed for record February 9, 2010.
TRACT 5
The Living Word Church, Inc.
1200 East 30th Circle
Farmington, NM 87401
Lot 1, of the SIMMONS SUBDIVISION, in the City of Farmington, San Juan County, New Mexico, filed for record February 9, 2010.
Book 1074, page 22

TRACT 6
John R. Schrader
3003 North Carlton
Farmington, NM 87401
Lot 44, in Block 8, of the NORTHRIDGE SUBDIVISION NO. 3, in the City of Farmington, San Juan County, New Mexico, filed for record May 26, 1983.
Book 1249, page 1016

TRACT 7
Armeliza S. Weits
1147 County Road 126
Hesperus, CO 81326
Lot 45, in Block 8, of the NORTHRIDGE SUBDIVISION NO. 3, in the City of Farmington, San Juan County, New Mexico, filed for record May 26, 1983.
Book 1628, page 925

TRACT 8
Leroy Montoya and Priscilla Montoya
3000 North Carlton
Farmington, NM 87401
Lot 29, in Block 9, of the NORTHRIDGE SUBDIVISION NO. 3, in the City of Farmington, San Juan County, New Mexico, filed for record May 26, 1983.
Book 1370, page 888

TRACT 9
Kenneth P. Maestas
5511 Arroyo Drive
Farmington, NM 87402
Lot 28, in Block 9, of the NORTHRIDGE SUBDIVISION NO. 3, in the City of Farmington, San Juan County, New Mexico, filed for record May 26, 1983.
Book 1585, page 288

TRACT 10
Patrick J. Hale
3603 Kudson Avenue
Farmington, NM 87401
Lot 2, in Block 3, of the ALTURA SUBDIVISION, in the City of Farmington, San Juan County, New Mexico, filed for record July 1, 1959.
Book 1303, page 855
Book 1216, page 951
TRACT 11
Quentin A. Sannes and Irma I. Sannes
3001 Knudsen Avenue
Farmington, NM 87401
Lot 1, in Block 3, of the ALTURA
SUBDIVISION, in the City of Farmington, San
Juan County, New Mexico, filed for record July 1,
1959.
Book 1642, page 275

TRACT 12
Terry Bergeson
c/o Raymond Fred Cantucho, II
2901 Knudsen Avenue
Farmington, NM 87401
Lots 1 and 2, in Block 2, of the ALTURA
SUBDIVISION, in the City of Farmington, San
Juan County, New Mexico, filed for record June
28, 1968.
Book 1544, page 836
Book 1331, page 135

TRACT 13
Robert Lewis Caine and Nellie Charlene Caine
Revocable Trust
2803 Knudsen Avenue
Farmington, NM 87401
Lot 3, in Block 2, of the ALTURA
SUBDIVISION, in the City of Farmington, San
Juan County, New Mexico, filed for record June
28, 1968.
Book 1597, page 933

TRACT 14
Bill Garrison and June Garrison, Trustees
2801 Knudsen Avenue
Farmington, NM 87401
Lot 4, in Block 2, of the ALTURA
SUBDIVISION, in the City of Farmington, San
Juan County, New Mexico, filed for record June
28, 1968.
Book 1492, page 626

TRACT 15
Angel Quintana
2609 Southside River Road No. 8
Farmington, NM 87401
Lot 14, in Block 13, of the MOSSMAN
SUBDIVISION NO. 6, in the City of Farmington,
San Juan County, New Mexico, filed for record
August 18, 1955.
Book 1577, page 185

TRACT 16
Jacob A. Eppinga and Cassady Eppinga
1310 East 27th Street
Farmington, NM 87401
Lot 13, in Block 13, of the MOSSMAN
SUBDIVISION NO. 6, in the City of Farmington,
San Juan County, New Mexico, filed for record
August 18, 1955.
Book 1560, page 69
Call to Order

Chair Joyce Cardon called the meeting to order at 3:00 p.m. There being a quorum present the following proceedings were duly had and taken.

David Sypher, Community Development/Public Works Director, welcomed Beth Escobar, the new Planning Manager for Community Development.

David Sypher announced the kick off for the development of the new Comprehensive Plan. Mr. Sypher asked for three individuals from the Planning & Zoning Commissioner to volunteer to be on the committee for this plan.

Presentation of the Agenda
There were no changes to the agenda.

**Approval of the Minutes**
A motion was made by Commissioner Ragsdale and seconded by Commissioner Mangum to approve the minutes of the June 27, 2019 P&Z Meeting. This motion was approved unanimously by a 9-0 vote.

**Swearing in of Witnesses**
Karen Walker swore in all parties that wished to speak on behalf of any agenda items.

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**CONSIDERATION & RECOMMENDATION**

**ZC 19-55**

**Zone Change for LNC to MF-L & Variance to Street Side Setback**

**706 W. Apache**

**Planning & Zoning Commission Discussion of Petition ZC 19-55 on July 25, 2019**

Associate Planner Helen Landaverde presented the staff report for ZC 19-55, a request from J.W. Easley for (1) a zone change from the LNC, Local Neighborhood Commercial District, to the MF-L, Multifamily Low Density District, to allow for residential use on the property, and (2) a variance to reduce the street side yard setback for the existing structure from 20 feet to 7 feet to come into compliance, for property located at 706 W. Apache.

The property is 0.380 acres and is in the Apache Subdivision, Tract B, and is a corner lot. There is an existing single-family dwelling on the property. This part of the City was annexed in 1947. Research shows that as early as 1976 this area was zoned single-family residential and there were some duplexes within this single-family residential district.

On December 1976, City Council approved Petition 426 for a zone change from R1-B, Single-family residential to R-2, Multi-family Low Density for nearby property located at 503 Glade Place.

The property had been zoned OP since 2004 until a zone change from OP, Office Professional to LNC, Local Neighborhood Commercial was approved by City Council in 2010.

The applicant stated that he recently purchased the property and is renting two units as residences. The applicant has requested a new address and another separate electric meter for one of the units.
Currently, the area is mixed use, as there is commercial, office professional and residential in the surrounding area. Upper story residential is only permitted in the LNC District, which is why the applicant is requesting a zone change to allow for the nonconforming use.

The applicant would like to continue using the building on the subject property as a multifamily residence. The applicant would like to have two two-bedroom residential units on the property. A zone change to MF-L would allow a maximum of five units.

The property owner would have to provide sufficient off-street parking for the residential uses on the property. The total required off-street parking for the proposed residential use is two spaces, including ADA parking. Additionally, the required off-street parking shall be paved pursuant to Unified Development Code Section 5.3.3A Driveways and parking lot access.

The minimum driveway width for multifamily dwellings is 10 feet. Currently, there is a small semi-circular driveway partially paved, asphalt and gravel, in the south street side yard. The street side and rear yard area is mostly covered with gravel. Pursuant to 3.9.4 District standards, all parking shall be located in the side or rear yard.

Furthermore, the proposed zone change to residential use will required that street access for the subject property be directly through a local street. Because West Apache Street is a minor arterial street, the proposed residential use cannot take direct access to the arterial street via West Apache Street, and must take access through San Juan Place per UDC 5.3.2A.

The 2020 Future Land Use Plan recommends Office Professional for this area; therefore, the proposal does not support the Future Land Use Plan. It does promote the Land Use and Development and Housing goals, and objectives of the Comprehensive Plan.

The applicant is also requesting a variance to reduce the street side yard setback for the existing structure from 20 feet to seven 7 feet to come into compliance with the UDC. Currently, the existing structure’s street side yard setback is approximately 7 feet and does not meet the required street side yard setback in the MF-L District. If approved, it would come into compliance with the UDC.

The Community Development Department recommends approval of Petition ZC 19-55 with the following condition:
• Variance to the required 20-foot street side yard setback shall apply for the existing structure only. If the existing structures are removed/demolish for any reason, they shall be replaced at 20 feet from the street side yard setback from the property line.

James Easley, 708 W. Douglas, stated that he bought the property because his dad built the house in 1937. It has been vacant for several years and was going to be torn down. The house is an adobe house. New windows and doors have been installed. Currently, there are renters in the house. Mr. Easley said he would like to put more rentals on the property in the future.

Commissioner Langenfeld was concerned about possible spot zoning, but feels the zoning in this area varies. Chair Cardon said she has the same concerns, but feels that this is an older section of town and the new Comprehensive Plan may address these areas. Commissioner Davis said it might be a spot zone, but is conforming to the surrounding properties.

Planning & Zoning Commission Action of Petition ZC 19-55 on July 25, 2019
A motion was made by Commissioner Davis and seconded by Commissioner Brown to approve Petition ZC 19-55, a request from J.W. Easley for (1) a zone change from the LNC, Local Neighborhood Commercial District, to the MF-L, Multifamily Low Density District, and (2) a variance to reduce the street side yard setback for the existing structure for property located at 706 W. Apache with the following conditions:

• Variance to the required 20-foot street side yard setback shall apply for the existing structure only. If the existing structures are removed/demolish for any reason, they shall be replaced at 20 feet from the street side yard setback from the property line.

AYE: Chair Cardon, Commissioners Brown, Davis, Langenfeld, Lockmiller, Mangum, Ragsdale, Sewell, and Smouse.

NAY: None

Abstained: None

Absent: Commissioners Freeman and Waldroup.

Motion passed 9-0
Planning & Zoning Commission Discussion of Petition SUP 19-60 on July 25, 2019

Associate Planner Helen Landaverde presented the staff report for SUP 19-60, a request from Security Finance of New Mexico, LLC, DBA Continental Loans, represented by Robert Dinning for a Special Use Permit to allow for the relocation of an existing loan company/financial service office in the LNC, Local Neighborhood Commercial District for property located at 2222 Suite B E. 20th Street.  

The surrounding area is commercial and residential. The applicant is proposing to relocate the office from 1903 E. 20th Street to 2222 Suite B, E. 20th Street. The UDC considers loan companies to be an office use, and office uses are permitted in the LNC District with a Special Use Permit.  

San Juan County Tax Assessor’s records show that the size of the subject property is 0.547 acres. The existing building measures approximately 8,098 sq. ft.  

According to the applicant, Continental Loans has been in business for nearly 30 years in the City of Farmington. The applicant would like to relocate the existing financial services office to 2222 Suite B, E. 20th Street within the existing commercial strip center and is proposing to occupy 2000 sq. ft. of floor area.  

The applicant stated that the proposed office relocation would allow for easier parking access for customers and more office space. The hours of operation will be Monday to Friday from 9:00 a.m. – 6:00 p.m., and by appointment only on Saturday.  

Pursuant to the UDC 5.2.3 Minimum off-street parking requirements the proposed use requires a minimum of eight spaces, including ADA parking. There are two existing uses in the commercial strip center, Cannon wholesale sales office and ASAP MVD office. It does not appear that the proposed use will interfere with the existing parking at that location.  

According, to the applicant the Cannon wholesale sales office occupies approximately 2,000 sq. ft. of floor area. The minimum required off-street parking for this use is 0.6 per employee. The
ASAP MVD office also occupies approximately 2,000 sq. ft. of floor area. The minimum required off-street parking for this use is eight spaces.

There are currently 12 parking spaces that are marked, but not clearly designated. Pursuant to UDC 5.2.11, *Parking design standards* Required parking spaces shall be permanently and clearly designated for all facilities requiring five or more spaces. Each such parking space and off-street parking facility shall be identified by surface markings and shall be maintained in a manner to be readily visible and accessible at all times.

The applicant is proposing to utilize the street side and rear yard area for additional parking.

The proposed SUP is consistent with the 2020 Future Land Use Plan. It is recommended for this area to be commercial. The proposed use is considered an office use and offices are permitted by right in the City’s commercial district, including loan companies. The proposed use would promote and facilitate the City's Economic Development Plan, core goals and priorities goal #3 *Affirmative support of local business creation, retention and expansion*, and priority #4 *Businesses and industries that produce goods or services locally, for distribution within the region to displace imported goods and services.*

If this SUP is approved, it will be transferrable and run with the land pursuant to UDC 8.9A *Special Use Permits.* SUP 19-60 meets the criteria listed in Section 8.9.4 of the UDC.

The Community Development Department recommends approval of Petition SUP 19-60 to allow for the relocation of the existing loan company subject to the following conditions/UDC requirements:

- Pursuant to 5.2.11 *Parking design standards* The applicant is required to clearly designate all of the minimum off-street parking spaces (8 spaces) including ADA parking. The surface markings shall be maintained visible and accessible at all times including handicapped designated areas.

Commissioner Davis asked why this type of business required an SUP. Ms. Landaverde said for loan companies, there might be a misunderstanding that a business open 24 hours would be allowed. The residential area is nearby and neighbors might not like this type of business in the area. Ms. Landaverde mentioned Payday Loans as an example that is open 24 hours. The UDC sees it as an office use and the applicant will maintain office hours. Those hours may not be maintained in the future if another type of Loan Company occupies the space.
Commissioner Langenfeld clarified that the SUP would stay with the land and even though the current applicant intends to maintain regular office hours, a future tenant could occupied the space and would be allowed to stay open 24 hours. Ms. Landaverde said it is possible, but the SUP could be revoked if someone complains. Ms. Langenfeld asked if there was any benefit to include a condition with the approval of the SUP. Ms. Landaverde said a condition could be included.

Bob Dinning, 7219 Driftwood, said he has no concerns or questions as long as the petition is recommended for approval.

Commissioner Sewell asked the nature of Continental Loans. Mr. Dinning said they do small loans and people make payments at the office. To his knowledge, there has never been any complaints in the 30 years the company has been in Farmington.

Commissioner Brown asked if a restriction on business hours would hurt the business. Mr. Dinning said that should not be a problem, but would hate to come back to Planning & Zoning if the business decides to stay open until 7:00 p.m.

**Planning & Zoning Commission Action of Petition SUP 19-60 on July 25, 2019**

A motion was made by Commissioner Sewell and seconded by Commissioner Smouse to approve Petition SUP 19-60, a request from Security Finance of New Mexico, LLC, DBA Continental Loans, represented by Robert Dinning for a Special Use Permit to allow a loan company to do business in the LNC, Local Neighborhood Commercial District for property located at 2222 Suite B E. 20th Street with the following condition:

- Pursuant to 5.2.11 Parking design standards The applicant is required to clearly designate all of the minimum off-street parking spaces (8 spaces) including ADA parking. The surface markings shall be maintained visible and accessible at all times including handicapped designated areas.

AYE: Chair Cardon, Commissioners Brown, Davis, Langenfeld, Lockmiller, Mangum, Ragsdale, Sewell, and Smouse.

NAY: None

Abstained: None

Absent: Commissioners Freeman and Waldroup.
Motion passed 9-0

Business from the Floor: Chair Cardon asked for volunteers to be on the committee for the development of the new Comprehensive Plan. Ms. Cardon volunteered. Commissioner Brown volunteered. Commissioner Freeman was nominated by other Commissioners.

Business from the Chair: There was no business from the Chair.

Business from the Members: There was no business from the Members.

Business from Staff: David Sypher reported that Petition ABD 19-51 passed on consent at the July 9, 2019 City Council meeting.

Adjournment: With no further business and a motion by Commissioner Davis and seconded by Commissioner Ragsdale, the Planning and Zoning Commission meeting of July 25, 2019 was adjourned at 3:36 p.m.

____________________________    _____________________________
Joyce Cardon       Karen Walker
Chair         Administrative Assistant