

A G E N D A

Administrative Review Board
City Council Chambers
800 Municipal Drive, Farmington, NM
November 7, 2019 at 6:00 p.m.

Item No.		Page
1	Call Meeting to Order	
2	Approval of the Agenda	
3	Approval of the Minutes from the October 3, 2019 Meeting	15
4	Petition No. ARB 19-85 – a request from Robin Porter, requesting a variance from Section 5.3.3.A requiring a paved driveway, and Section 6.4.8.C.1.A of the Unified Development Code requiring installation of a sidewalk prior to placement of a new manufactured home for property located at 6007 McCarty Avenue. (Beth Escobar)	1
5	Business from: Floor: Chairman: Members: Staff:	
6	Adjournment	

All decisions of the Administrative Review Board are final unless appealed in writing to the City Clerk's office within 15 days.

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.

ADMINISTRATIVE REVIEW BOARD

Petition ARB 19-85

**Variance request to waive the requirement for a paved driveway and installation of a sidewalk in City right-of-way prior to placement of a new manufactured home
November 7, 2019**

DESCRIPTION OF PETITION

Petition No. ARB 19-5 is a request from Robin Porter, owner of property located at 6007 McCarty Avenue in Farmington, requesting a variance from two sections of the Uniform Development Code (UDC): Section 5.3.3.A requiring a paved driveway and Section 6.4.8.C.1.A requiring installation of a sidewalk prior to placement of a new manufactured home.

LEGAL DESCRIPTION

Lot 2, in Block 7, of the Park Lane Estates, in the City of Farmington, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 1, 1959.

Otherwise located at 6007 McCarty Avenue

GENERAL INFORMATION

Applicant	Robin Porter
Property Owner	Robin Porter
Location of Property	6007 McCarty Ave
Nature of Petition	The petitioner is requesting a waiver of the requirement to install a paved driveway and a sidewalk prior to setting a new manufactured home.
Applicable Regulations	City of Farmington Unified Development Code (UDC): Section 5.3.3A requires all driveways providing access to parking on a property shall be paved. Section 6.4.8.C.1.A requires sidewalks on all streets for subdivision developments.
Zoning	SF-MH Single-Family Mobile Home
Existing Use	Currently vacant. Previous use as single-family residential
Surrounding Zoning	North: SF-MH, Single-family Mobile Home Residential District/Pak Lane Estates Subdivision South: SF-MH, Single-family Mobile Home Residential District/Pak Lane Estates Subdivision East: SF-MH, Single-family Mobile Home Residential District/Pak Lane Estates Subdivision West: RA-Rural Agricultural
Land Use	
Public Notice	Publication of Notice of this petition appeared in the Daily Times on Sunday, October 20, 2019. Property owners within 100 feet were sent notice by certified mail on Wednesday October 16, 2019. A sign was posted on the property on Friday, October 25, 2019.
Staff	Beth Escobar, Planning Manager

BACKGROUND

The applicant is requesting a waiver of the requirement for a paved driveway and installation of a sidewalk in City right-of-way prior to setting a new manufactured home on the property. The new unit is a replacement for an older mobile home that has been removed from the property.

As noted in comments from the engineering division, the property is located in the Park Lane Estates which was recorded with San Juan County in 1959.

This subdivision was originally located within the county and annexed into the City of Farmington in 1978.

Historical aerial maps show that in 1985 the streets were all dirt within this subdivision.

The City of Farmington paved the streets and installed curb and gutter per the Paving Special Assessment District 91-16 as-built document dated June 1993.

The requirement to install a sidewalk is part of Article 6-Subdivision Standards of the UDC. Sidewalks were not installed by the developer for this subdivision that was originally part of San Juan County outside City limits. The Community Works Director has determined that the requirement for sidewalk installation shall be applied to the property owner prior to redevelopment of any property since this burden should not be shifted to the City.

The requirement for a paved driveway applies to all residential development except or those in the RE 1,2 & 20 Zoning Districts.

INPUT FROM NEIGHBORS:

There have been no comments received regarding this application.

Google Earth View of Subdivision



ANALYSIS

Variance Criteria – Section 8.12.4, UDC

A variance may be granted only where a literal enforcement of the Code provisions would result in unnecessary hardship for a particular property. In order to grant a variance, the ARB must make a positive finding of fact concerning each of the following or, if a positive finding of fact cannot be made that the ARB specifically describes the circumstance that would outweigh the strict requirement for a positive finding of fact and determine that the variance will not be a public detriment:

- 1. That special conditions and circumstances exist, which are peculiar to the land, structure or building involved and are not applicable to other lands, structures or buildings in the same district; and, furthermore, that they are not self-imposed, self-created or otherwise the result of actions by the applicant.**

The special condition relative to this petition is that Ms. Porter is replacing an older mobile home that was originally set on the property. The permit for the new home has triggered the requirements for a paved driveway and sidewalk, neither of which previously existed. The majority of properties in the Park Lane Estates subdivision have older mobile homes on the lots. Most of the properties have gravel driveways. Only two properties in this subdivision have sidewalks in front of the lot.

This criterion IS met.

- 2. That a literal interpretation of the provisions of the Code would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of the Code.**

Per the applicant, the cost of installation of a paved driveway and sidewalk would exceed her budget for this project and she would not be able to place a home on this lot.

This criterion IS met.

- 3. The applicant demonstrates that the request is a minimum easing of the Code requirements, making possible the reasonable use of the land, building or structure.**

It is reasonable to expect to place a manufactured home on this property. Manufactured homes are typically a more affordable housing option. Waiving the requirement for a paved driveway and sidewalk installation is a minimum easing of the code in this specific subdivision where there are a few paved driveways and sidewalks.

This criterion IS met.

- 4. That the granting of the variance is in harmony with the general interest, the general purpose and intent of the Code, and is not injurious to the neighborhood or otherwise detrimental to the public welfare.**

The requested variance is in harmony with the general interest, the general purpose and intent of the Code. In this situation, waiver of the two requirements would not be injurious to the neighborhood since there is a preponderance of gravel driveways and no sidewalks.

This criterion IS met.

- 5. That the proposed variance will not permit a use not otherwise allowed in the underlying district.**

The granting of this variance will not allow a use not otherwise allowed in the SF-MH District.

This criterion IS met.

- 6. That no nonconforming use of neighboring lands, structures or buildings in the same district and no permitted use of lands, structures or buildings in other districts has been or shall be considered grounds for the issuance of a variance.**

No nonconforming uses, structures or buildings in the same district have been considered as grounds for this variance request.

This criterion IS met.

- 7. That the applicant would suffer an unnecessary hardship if the variance requested were denied.**

As stated in the application, installation of a paved driveway and sidewalk would exceed her budget for this project and she would not be able to go forward with her plans of setting a new home on this lot.

This criterion IS met.

CONCLUSION

The Community Development Department concludes that approval of ARB 19-85 is a minimum easing of the code, meets the intent of the code and is a property that has characteristics unique enough to allow for a waiver of the requirements for a paved driveway and sidewalk installation.

RECOMMENDATION

The Community Development Department recommends **approval** of Petition ARB 19-85 from Robyn Porter, for a variance to waive the requirement for a paved driveway and installation of a City sidewalk.

PLANNING MEMO COMMENTS SUMMARY

ARB 19-85 6007 MCCARTY AVENUE

Deadline: 10/24/19

City of Farmington Departments

CD	Director	
CD	Addressing – Planning Division	
CD	Chief Building Official – D. Childers	No comment
CD	Long Range Planner	
CD	MPO	
CD	Oil & Gas Inspector – L. Simms	
CITY	City Manager’s Office – J. Baird	No comment
ELEC	Customer Care Manager – L. Richardson	
ELEC	Electrical Engineering – L. Aligarbes	No comment
ELEC	T & D – R. Romero	
FIRE	Fire Captain – K. Rix	No comment
FIRE	Fire Marshall – B. Vega	No comment
LEGAL	City Attorney – J. Breakell	
LEGAL	Deputy City Attorney – E. Wayne	No comment
POLICE	Code Compliance – M. Romero	No comment
POLICE	Sergeant – P. Flores	
PRCA	S. Reeves/ R. Crosby	
PRCA	ORII – C. Styron	
PW	City Engineer – N. Westerling	
PW	Engineering – T. Sitta	<p>No Comment.</p> <p>Historical Information Found:</p> <ol style="list-style-type: none"> 1) The property is located in the Park Lane Estates which was recorded with San Juan County in 1959. 2) This was originally located within the county and annexed into the City of Farmington in 1978. 3) Historical Aerials show that in 1985, the streets were all dirt streets within this subdivision. 4) The City of Farmington paved the streets with curb and gutter per the Paving Special Assessment District 91-16 as-built document dated June 1993.
PW	Streets Superintendent	
PW	Traffic Engineer – I. BlueEyes	No comment
PW	Water/Waste Water – M. Tso	No comment

Other Entities

New Mexico Gas Company – R. Castillo	No comment
CenturyLink – D. Willato	No comment
Enterprise Field Services – M. Waszut	No comment
Comcast Cable – M. Johnson	
CH2MHILL OMI	
Surface Land Negotiator for BP – M. Venzara	
Farmington School District – C. Lyons	

PETITION APPLICATION		
	<p style="text-align: center;">Incomplete applications will not be accepted.</p> <p style="text-align: center;">Return completed application to:</p>	<p style="text-align: center;">Planning Division Community Development Department City of Farmington 800 Municipal Drive Farmington, NM 87401 (505) 599-1317 (505) 599-1299 (fax)</p>
PROJECT TYPE (Check Those Applicable)		
<input type="checkbox"/> Annexation and / or Zoning <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plan	<input type="checkbox"/> Summary Plat <input type="checkbox"/> Special Use Permit <input checked="" type="checkbox"/> Variance (ARB) <i>Oct 16 deadline</i>	<input type="checkbox"/> Zone Change to _____ District <input type="checkbox"/> Temporary Use Permit Proposed Length of Use: _____ <input type="checkbox"/> Well site equipment modification
INFORMATION		
Applicant's Name: <i>Robin Porter</i>	Project Location: <i>6007 McCarty Ave</i>	
Address: <i>6007 McCarty Ave</i>	Existing Use: <i>gravel driveway</i>	
E-Mail: <i>gyngtbread@hotmail.com</i>	Proposed Use: <i>No concrete driveway or sidewalk</i>	
Telephone: <i>719-320-3475</i>	Current Zoning:	
Relationship to Property Owner: <i>self</i>	Assessor's Parcel I.D. and/or Tax I.D. Number:	
Legal Description of Subject Property: <i>Lot 2, Block 7, Park Lane Estates</i>		
Is Property subject to deed restrictions, covenants, or homeowners' association agreements? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Yes, please provide copy with application.		
REPRESENTATIVE / CONTACT PERSON (if other than applicant)		
Name: <i>David Pike</i>	E-Mail: _____	
Phone: <i>327-4624 505-360-3235</i>	Address: <i>6009 McCarty Ave, Farmington, NM 87402</i>	
OWNERSHIP		
<small>PROPERTY OWNER (Identify General Partners, Managing Partner, Corporation President and Secretary. Specify type of ownership interest: Fee, Real Estate Contract, Option to Purchase)</small>		<small>MORTGAGE HOLDERS (if any)</small>
Name: <i>Same</i>	Phone:	Name: _____ Phone: _____
Address:		Address:
OWNER CERTIFICATION <small>*(Physical and Mailing)</small>		
<small>I certify that I am an owner and the information and exhibits herewith are true and correct to the best of my knowledge in filing this application. I am acting with the knowledge and consent of all persons in interest and understand that without the consent of all persons in interest the requested action cannot lawfully be accomplished. I give my permission for authorized officials of the City of Farmington or Planning and Zoning Commission to enter the premises described in this application. I understand applications will generally be reviewed by City Council at their first regular session following the P&Z review.</small>		
Name: <i>Robin Porter</i>	Address: <i>6007 McCarty Ave Farmington, NM 87402</i>	
Owner's Signature: <i>Robin Porter</i>	Phone / Email: <i>719-320-3475</i>	
**** STAFF USE ONLY ****		
Received By <i>RN</i>	<input type="checkbox"/> Blueline Copies of Plans _____	
Date <i>10/1/19</i>	<input type="checkbox"/> Ownership Report (subject and surrounding properties)	
Project File No. <i>ARB 19-85 6007 McCarty Ave</i>	<input type="checkbox"/> Legal Description _____	
Date of Hearing/Meeting: <i>ARB 11/7/19</i>	<input type="checkbox"/> Detailed Statement of Proposed Use	

10-02-19

To whom it may concern:

I am asking for a variance in regards to the mandatory paved/concrete driveway and sidewalk. The address is 6007 McCarty Ave. Farmington NM 87402, Park Lanes Estates.

The previous home had a gravel driveway as many of the properties have. I have taken pictures of most of the properties on McCarty Ave. As you can see many are not paved including the three neighboring properties. There are no sidewalks on McCarty Ave. There are a total of four sidewalks in the entire subdivision.

This property and home was purchased as a family project. When my mom inquired about buying the lot the owners said they would do a gravel driveway and landscaping. The understanding was I would buy the home and my dad would pay for the foundation. I was told how much a foundation would be so we budgeted for that. The home was purchased. We were not made aware upfront of any required pavement or sidewalk. It is not in our budget.

Two homes that were set up in 2011 were not required to have sidewalks per their parking permits. Requiring a sidewalk in front of my home would be a waist of money and concrete. Why did the city not include them when the streets were paved and curbs were put in years ago?

Please consider my request to have a gravel driveway instead of paved/ concrete and or no sidewalk.

Robin Porter
6007 McCarty Ave.
Farmington, NM 87402
719-320-3475

**(ARB) ADMINISTRATIVE
REVIEW BOARD
NOTICE OF HEARING**

Notice is hereby given that the following application has been filed with the Administrative Review Board of the City of Farmington.

Petition No. ARB 19-85- a request from Robin Porter, requesting a variance from Section 5.3.3.A requiring a paved driveway, and Section 6.4.8.C.1.A requiring installation of a sidewalk prior to placement of a new manufactured home for property located at 6007 McCarty Avenue, in the City of Farmington, San Juan County, New Mexico, as described below:

LEGAL DESCRIPTION:

Lot 2, Block 7, of the Park Lane Estates, in the City of Farmington, San Juan County, New Mexico, as show on the Plat of said Subdivision filed for record September 1, 1959.

Otherwise located at 6007 McCarty Avenue

A public hearing will be held before the Administrative Review Board of the City of Farmington on Thursday November 7, 2019, at 6:00 p.m. in the City Council Chambers at City Hall, 800 Municipal Drive, Farmington, New Mexico to consider this variance request. All persons in interest are invited to attend said hearing and shall have an opportunity to be heard on why said application should be granted or denied.

Karen Walker

Administrative Assistant

Legal No. 3849852 published in the Daily Times on October 20, 2019.

**NOTICE OF PUBLIC HEARING
VARIANCE REQUEST
PETITION NO. ARB 19-85**

October 16, 2019

Dear Property Owner:

Notice is hereby given that an application has been filed with the Administrative Review Board of the City of Farmington, New Mexico, a request from Robin Porter, requesting a variance from Section 5.3.3.A requiring a paved driveway, and Section 6.4.8.C.1.A requiring installation of a sidewalk prior to placement of a new manufactured home for property located at 6007 McCarty Avenue, in the City of Farmington, San Juan County, New Mexico, as described below:

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Otherwise located at 6007 McCarty Avenue

A public hearing will be held before the Administrative Review Board of the City of Farmington on **Thursday, November 7, 2019 at 6:00 p.m.** in the City Council Chambers at City Hall, 800 Municipal Drive, Farmington, New Mexico to consider this variance request. All persons of interest are invited to attend said hearing and shall have an opportunity to be heard on why said application should be granted or denied.

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 Beth Escobar at 505-599-1285 or bescobar@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:**

Lot Two (2), in Block Seven (7), of the PARK LANE ESTATES, in the City of Farmington, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 1, 1959

TRACT 1

Robin Kay Porter
6007 Mc Carty Avenue
Farmington, NM 87402

Lot 2, in Block 7, of the PARK LANE ESTATES, in the City of Farmington, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 1, 1959

Book 1647, page 357

TRACT 2

David and Linda Pike
6009 Mc Carty Avenue
Farmington, NM 87402

Lot 3, in Block 7, of the PARK LANE ESTATES, in the City of Farmington, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 1, 1959

Book 1132, page 316

TRACT 3

Joel A. and Diana J. Hunt
6101 Mc Carty Avenue
Farmington, NM 87402

Lot 4, in Block 7, of the PARK LANE ESTATES, in the City of Farmington, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 1, 1959

Book 1369, page 161

TRACT 4

Jackie W. and Donna R. Shelton, Willie D. Shelton
6006 Mc Carty Avenue
Farmington, NM 87402

Lot 4, in Block 6, of the PARK LANE ESTATES, in the City of Farmington, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 1, 1959

Book 1525, page 386

TRACT 5

Jesse L. Kannard
6004 Mc Carty Avenue
Farmington, NM 87402

Lot 3, in Block 6, of the PARK LANE ESTATES, in the City of Farmington, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 1, 1959

Book 1559, page 913

TRACT 6

Bryan and Lorraine Dorothy Bahena
6002 Mc Carty Avenue

Lot 2, in Block 6, of the PARK LANE ESTATES, in the City of Farmington, San Juan County, New

Farmington, NM 87402

Mexico, as shown on the Plat of said Subdivision filed for record September 1, 1959

Book 1619, page 743

TRACT 7

Hector Medina, Jr.
6000 Mc Carty Avenue
Farmington, NM 87402

Lot 1, in Block 6, of the PARK LANE ESTATES, in the City of Farmington, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 1, 1959

Book 1425, page 205, 206

TRACT 8

Top and Bottom Ltd Co.
6005 Mc Carty Avenue
Farmington, NM 87402

Lot 1, in Block 7, of the PARK LANE ESTATES, in the City of Farmington, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 1, 1959

Book 1353, page 655

TRACT 9

Landmark Missionary Baptist Church
6001 Mc Carty Avenue
Farmington, NM 87402

Lot 3, 4, 5, 6, 7, 8 in Block 8, of the PARK LANE ESTATES, in the City of Farmington, San Juan County, New Mexico, as shown on the Plat of said Subdivision filed for record September 1, 1959

Book 900, page 355

TRACT 10

Lakewood Developers, LLC
XX E Main Street
Farmington, NM 87402

Southwest Quarter of the Northeast Quarter (SW/4NE/4) of Section Twenty-Nine (29), Township Thirty (30) North, Range Twelve (12) West, N.M.P.M., San Juan County, New Mexico.

Book 1439, page 418

TO: September 11, 2019, 4:30 p.m.

LIABILITY LIMITED TO THE AMOUNT PAID FOR THIS CERTIFICATE.

SAN JUAN COUNTY ABSTRACT & TITLE COMPANY



By: Rebekah Esmiol, Abstracter

MINUTES
ADMINISTRATIVE REVIEW BOARD
October 3, 2019 – 6:00 P.M.

The Administrative Review Board met in regular session on Thursday, October 3, 2019 at 6:00 p.m. in the City Council Chamber, 800 Municipal Drive, Farmington, New Mexico.

Members present Chair-James Dennis
Brian Erickson
Jeff Johanson

Members absent: Paul Martin

Staff present: Beth Escobar
Karen Walker

Others addressing the Board: Hannelore Collyer
Marilyn Hendricks
Chuck Melazzo

Call to Order

The meeting was called to order at 6:00 p.m. by Chair James Dennis and there being a quorum present the following proceedings were duly had and taken.

Approval of the Agenda

A motion was made by Board Member Johanson and seconded by Board Member Erickson to approve the agenda. The motion passed unanimously by a vote of 3-0.

Approval of the Minutes from the September 5, 2019 Regular Meetings

Board Member Johanson made a motion to approve the minutes of the September 5, 2019 regular meeting. The motion was seconded by Board Member Erickson and passed unanimously by a vote of 3-0.

Swearing in of Witnesses

All parties that wished to speak on behalf of any agenda item were sworn in by Karen Walker.

Petition No. ARB 19-81
Variance to allow for the reduction of the required 20-foot front setback
to a carport at 1007 Delhi Terrace

Discussion of ARB No. 19-81 on October 3, 2019

Planning Manager Beth Escobar presented the staff report for ARB 19-81, a request from Marilyn Hendricks to reduce the front yard setback from 20 feet to 15 feet to allow for a carport in the SF-7, Single-family Residential District for property located at 1007 Delhi Terrace.

Delhi Terrace Subdivision was recorded in 1973. The surrounding subdivisions were recorded prior to 1971. Subdivisions recorded prior to 1971 would be allowed a 15-foot setback for a carport.

Per the application, the original garage has been modified and is no longer useable as a garage. The carport will provide a safe access for the owner from the front door of the house to where she parks her vehicle.

The request is a minimum easing of the code, meets the intent of the code and is a property that has characteristics unique enough to allow for a reduction in the 20-foot front yard setback requirement for a carport.

Staff recommends approval of Petition ARB 19-81. It is a minimum easing of the code and it is in harmony with the general intent of the code. Due to the orientation of the houses on each side of the property, it will have a minimum impact on the neighbors.

Approval is recommended subject to the following condition:

- The carport will need to be located no closer than 5 feet from the side property line or a 1-hour wall will need to be constructed. (From the support posts with a max 2 foot overhang).

Chair Dennis asked if any other properties in the area have carports. Ms. Escobar said there were not any other carports in this neighborhood. Staff received a letter of recommendation from several neighbors.

Marilyn Hendricks, 1007 Delhi Terrace, said her husband passed away in June and she feels she needs something to protect her car from the weather. The carport will be open on the sides, but will protect the car from snow and rain.

Hannelore Collyer, 934 E. Navajo Street, said she is in favor of the carport.

Administrative Review Board Action of October 3, 2019

A motion was made by Board Member Erickson and seconded by Board Member Johanson to **approve** Petition No. ARB 19-81, a request from Marilyn Hendricks to reduce the front yard setback from 20 feet to 15 feet to allow for a carport in the SF-7, Single-family Residential District for property located at 1007 Delhi Terrace subject to the following conditions:

- The carport will need to be located no closer than 5 feet from the side property line or a 1-hour wall will need to be constructed. (From the support posts with a max 2 foot overhang).

AYE: Chair Dennis, Members Erickson, and Johanson.

NAY: None

ABSTAIN: None

ABSENT: Board Member Martin

APPROVED 3-0

Discussion regarding security at City Hall

Beth Escobar noted the interruption at the back door of Council Chambers during a Planning & Zoning meeting. Ms. Escobar explained that staff has received training for active shooter incidents. Although the Board Members have not received such training through the City, staff will receive phone alerts if there is an emergency. Ms. Escobar explained emergency/evacuation procedures to the Commissioners.

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

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: Beth Escobar stated that she would like to discuss possible changes to the UDC at the next meeting. Chair Dennis said he would like to be informed by email of any changes that need to be considered rather than at an ARB meeting. Mr. Dennis said he is interested in understanding the reasoning for some of the UDC rules. Ms. Escobar said she would send out emails to all of the Board members.

Adjournment: The October 3, 2019 meeting of the Administrative Review Board was adjourned at 6:23 p.m.

James Dennis - Chair

Karen Walker - Administrative Assistant