



MINUTES
Metropolitan Redevelopment Agency
Board of Commissioners – January 19, 2021
Held virtually using Zoom

<https://zoom.us/j/97559822611?pwd=R1drVCszbWdxb3pVa1FCS2hoRjRhUT09>

Members Present: John McNeill, D.D.S. - Chair
Jill Tanis – Vice Chair
Elizabeth McNally - Commissioner
Greg Mills - Commissioner

Members Absent: Doug Dykeman – Commissioner

Staff Present: Julie Baird
Beth Escobar
Shana Reeves
Sherry Roach
Elizabeth Sandoval
Warren Unsicker
Karen Walker

Others Present: Heather Gallion
Adam Trubow

1. Call to Order

The meeting was called to order at 4:00 p.m. by Chair John McNeill, and there being a quorum, the following proceedings were duly had and taken.

2. Approval of the December 15, 2020 Minutes

The minutes of December 15, 2020 were not reviewed by Chair McNeill. Chair McNeill asked that the minutes be approved at the next meeting, after review.

3. Continuing Discussion Regarding the Comp Plan Update and the MRA District – John McNeill

Chair McNeill asked if any commission members had a chance to review or had suggestions for the Comp Plan committee, especially regarding the land use portion of the plan.

Vice Chair Tanis, Commissioner Mills and Commissioner McNally stated that they had not had a chance to review.

Chair McNeill asked Planning Manager Escobar if there would be time for the MRA to make comments next month.

Planning Manager Escobar stated yes and that the process has been postponed until further notice and public outreach will resume when the process resumes.

Vice Chair Tanis asked if the process will resume when face-to-face events could be held.

Planning Manager Escobar stated that was correct and the direction that has been given by City Council.

4. Presentation/Discussion Regarding Proposed Changes to the Unified Development Code – Beth Escobar

Planning Manager Escobar presented the following:

The Unified Development Code

- The regulatory document for public and private development in the City
- Current version adopted 2007
- Contains regulations regarding zoning, land use, development standards and subdivisions
- Provides authority for review and decision making
- Outlines administration and procedures

Revisions

- Began review in 2019
- Update specific sections of the code to remove impediments for property owners
- Revise sections based on identified conflicts in implementation
- Incorporate sustainability practices for drainage design, landscaping, street design and lighting
- Draft revisions have been reviewed by the City Attorney with no identified flaws or conflicts
- Council will begin review in January 2021
- Target adoption date is February 2021

Highlights

Article 2 – Use Regulations

- Adopt regulations regarding fowl
 - Administrative review required if issues arise
 - No maximum allowable number
- Allow retention of existing setbacks for replacement manufactured homes
- Adopt regulations for small cell wireless in historic district
- Add regulations for mobile food units to align with Municipal Code
- Allow separate electric meters for apartments and guest houses
- Clarify regulations regarding Accessory Structures
 - Maximum allowance based on lot coverage

Article 5 – Development Standards

- Allow for reduction in parking requirements based on Director's review
- Requires Planning Review for resurfacing of parking areas
- Allow for gravel driveways with a 10-foot concrete apron for replacement of mobile and manufactured homes
- Increase requirements for landscaping in parking areas
- Require incorporation of irrigation best practices
- Require first flush capture for new construction
- Encourage rainwater harvesting to supplement landscape irrigation
- Update regulations for construction in flood zone to align with new FEMA regulations
- Adopt new street classification and design standards

Article 5.8 – Signage

- Entire Section 5.8 has been revised to align with recent court rulings
- Temporary sign category addresses all non-permanent signs
- No temporary signs in public right-of-way
- Allow portable signs
- Adopts regulations for murals

Section 5.10 – Outdoor Lighting

- Applies lighting code to all **new development**, not just those adjacent to residential uses (Staff will work with existing businesses to encourage compliance)
- Update allowed lighting sources to include LED
- Establish a range for light color temperature

Article 6 - Subdivisions

- Add language regarding what constitutes a lot-of-record
 - Remove requirement for Summary Plat

Article 8 – Administration & Procedures

- Remove the requirement for title report except in certain cases

- Add acceptance of lot consolidation through warranty deed or recorded legal survey
- Make SUP's transferable for residential uses
- Allow time limit for SUP's to be set through conditions of approval

Article 9 – Nonconformities

- Eliminate prohibition to rebuild or restore non-conforming use

Article 11 – Definitions

- Add definition for loan companies – Loan Companies: Companies offering same day, 'over the counter' loans to customers based on collateral such as tax refunds and auto titles. Loans are issued at an interest rate regulated by the state and significantly, higher than federally set interest rates.

Summary

- P & Z has reviewed changes
- Areas where there was not consensus by the Commission will be reported to Council
- Public comment is encouraged
- Redline and draft on the website
- Social media announcement
- Redline version will be published 30 days before Council action
- First public hearing for review of proposed changes is February 9th at 6:00

Commissioner McNally stated that she has the concern of the ability of the City to install sidewalks across undeveloped parcels. Commissioner McNally asked if there is a mechanism that the City can implement to allow the City to install sidewalks across parcels that are not developed, recouping the cost of the sidewalk when the parcel does get developed. Commissioner McNally also stated that missing sidewalks are a real obstacle for pedestrians. Commissioner McNally then stated on commercially developed property, the sidewalks come along the street and there are no sidewalks to the business and asked if that could be evaluated as part of the development of commercial parcels.

Planning Manager Escobar stated that there has been a lot of staff discussion regarding sidewalks. The direction from these discussions is to either conduct a study in-house or ask for a grant to conduct a study to identify where the gaps are regarding sidewalks.

Chair McNeill stated that during the construction of Main Street, Mr. Burton, the Planner, recommended in areas where you want to encourage walking and a sense of community, you have a setback on the sidewalk from the street with a buffer zone of landscaping. Chair McNeill then asked Planning Manager Escobar what were the possibilities of getting that implemented within areas of the MRA.

Planning Manager Escobar stated that as the Comp Plan progresses and future plans are identified, that can be part of the future MRA district plan.

Chair McNeill asked Planning Manager Escobar if it needed to be added to the Unified Development Code if it is a possibility.

Planning Manager Escobar stated that new development standards for road design are in the proposed UDC update.

Chair McNeill asked how the replacement of manufactured homes update would affect people who would want to move or replace their manufactured homes.

Planning Manager Escobar stated that the replacement of manufactured homes update is proposing that individuals can keep their current setbacks and not requiring the new installation to meet setbacks.

Chair McNeill asked what the process is if the setback requirement is exceeded.

Planning Manager Escobar stated that the individual would then request a waiver.

Chair McNeill asked how easily is a waiver obtained.

Planning Manager Escobar stated the waivers go to the Administrative Review Board; neighbors within 100 feet are notified and discussed in public meeting.

Chair McNeill asked if the MRA would be able to have input with situations within the MRA.

Planning Manager Escobar stated that if the property is within the MRA, yes.

Chair McNeill asked if there are any changes to the small cell wireless update.

Planning Manager Escobar stated that there are no changes and the MRA recommendations have been included and are moving forward to Council.

Chair McNeill asked what the landscaping and parking areas update refers to.

Planning Manager Escobar stated that currently the landscape code is a little hard to interpret. The update to this section is being cleaned up to be able to apply to new developmen of commercial and multifamily properties.

Chair McNeill asked about the update to regulation regarding murals.

Planning Manager Escobar stated the regulations of murals are being brought forward at the request of Council. The recommendation for murals is that a

permit would be required, allowing the process to review what is being proposed, where the location will be and if the Arts & Culture Commission should review these permits.

Chair McNeill asked if temporary signs would be allowed on Main Street.

Planning Manager Escobar stated yes that is being proposed. A permit would be required to review placement and to make sure no emergency or ADA areas are being blocked.

Chair McNeill asked how the lighting update would affect any areas of the MRA.

Planning Manager Escobar stated that it would only affect new development. All commercial development would be required to have fully shield lighting and LED lights would be encouraged.

Chair McNeill asked what was happening with questions that came up recently regarding loan companies within the MRA district and if the definition for loan companies would include not allowing loaning companies in the Historic District.

Planning Manager Escobar stated that there will be a discussion regarding special use permits and similar uses in Article 8 and looking for direction from City Council regarding the proposed changes.

Chair McNeill asked if there will be a similar table, like there is now, in the UDC code for allowed uses and those requiring special use permits.

Planning Manager Escobar stated that there will be and hyperlinks will be built into the table.

Sherry Roach, Downtown Project Coordinator, stated in regards to the loan company definition, Ms. Escobar may want to look at the definition of small business loans as defined by the State of New Mexico.

5. Presentation/Discussion Regarding the River Reach Project – Elizabeth McNally/Robert Lehmer

Commissioner McNally stated that she is still getting information together regarding this presentation and she would not be presenting at this time.

Warren Unsicker, Economic Development Director, stated that White Water Study has begun in partnership with the River Reach Foundation.

6. Discussion/Presentation Regarding New Incentive Applications – Warren Unsicker

Warren Unsicker, Economic Development Director, introduced Adam Trubow, the new incentive applicant who has recently purchased the Anasazi Inn property.

Adam Trubow, Owner of TAL Realty Inc., stated that he has purchased the Anasazi Inn property with the initial intent to turn the property into affordable housing, downsizing the current occupancy. After site visits to the property, it was determined that the property needs to be demolished. Mr. Trubow stated that working with the MRA to get some funding would help speed up the demolition process. The idea is to create three commercial sites; the total site is 3 acres. With the medical buildings in close proximity, a hope is for a potential pharmacy in this location. Construction fences should go up soon.

Mr. Unsicker stated that the application is for the Anasazi Inn property is the proposal is for the demolition cost, with the estimated total cost for demolition being \$250,000.

Mr. Trubow stated that the estimated cost of \$250,000 is for the entire demolition to bring the area to grade level, with no safety issues induced in the cost.

Mr. Unsicker asked if the total cost included the build out of the additional business.

Mr. Trubow stated that the total cost is just for demolition.

Mr. Unsicker stated that the \$250,000 is only the beginning of the construction cost for the total project.

Mr. Unsicker stated that Mr. Trubow is requesting assistance with \$150,000 from the MRA to go toward the cost of the demolition. The aspiration is then to market the site.

Commissioner McNally asked Mr. Trubow if he had the chance to reach out to the company that is developing the senior living across the street.

Mr. Trubow stated that he did leave a message in late December and has not heard back.

Commissioner McNally stated that the developers stated that almost very quickly there will be a pharmacy chain goes up in the area. Commissioner McNally also asked Mr. Trubow if he had thought about the idea of a restaurant in that area and if he had thought about acquiring the additional property near the Anasazi Inn, formally the Bernardone restaurant.

Mr. Trubow stated that he had inquired about the property, but the price that is being asked at this time is not realistic. If the area should be a fully lit intersection

for the property it could be a game changer for that area. Mr. Trubow stated that at this time he does not have any plans to build anything. The idea for the property is to put a national quality tenet in that area.

Vice Chair Tanis thanked Mr. Trubow for the having plans to make improvements in our city.

Chair McNeill stated that Mr. Trubow has a request for \$150,000 on a \$250,000 demolition cost and asked Mr. Trubow what the potential is on the project if the City is not able to help with funding.

Mr. Trubow stated the project will precede and will be fenced and taken down. The funding is to help expedite the project.

Chair McNeill asked Mr. Unsicker what the potential is that this application will be approved by the City.

Mr. Unsicker stated that it will be at the determination of the City Council. Mr. Unsicker stated that the City does not have a specific line item account dedicated to these types of projects at the moment.

Chair McNeill thanked Mr. Trubow for starting this project and stated that this will be a matter of timing because he is not sure if the City has the funds at the moment.

A motion was made by Vice Chair Tanis and seconded by Commissioner Mills to support the project of demolishing the Anasazi Inn property presented by Mr. Trubow and to refer to the City Council for possible funding of the project as available.

A roll call vote was taken and this motion was approved unanimously by a 4-0 vote.

7. Update on Totah Theatre Project – Warren Unsicker

Mr. Unsicker stated that San Juan County is moving forward in the project scope and timeline of the renovation of the Totah Theater. Once the project is completed the facility will be reverted back to the City of Farmington and managed by the Civic Center staff. The City is currently in the process of receiving funding from the State that will assist with the projection and sound system. Mr. Unsicker stated that the City's contribution to this project will be the fire suppression system and roofing of the facility.

Chair McNeill asked what the time frame is for beginning the renovations and completion of the project.

Julie Baird, Assistant City Manager, stated that she is not aware if the notice to proceed has been sent yet and the contract is estimated to be 180 days, with payment due at 15 days of substantial completion, estimated to be sometime in September or October of 2021.

Chair McNeill asked what the potential uses would be for the building.

Mr. Unsicker stated that the County received funding from the State specifically around creating spaces for the film industry. This project is meant to be the keynote screening room space and office space for prospective directors and producers.

8. MRA Staff Updates – Warren Unsicker

Mr. Unsicker stated that the Locke Street Eats and Ironwood Gym project was presented today to City Council. Council's determination was not to be able to fund the project due to not having funds especially dedicated to incentives. Mr. Unsicker stated that the project is still moving forward and the two things that will not be occurring, that would have been assisted by the funding, are building improvements and the construction of the pavilion for the food truck park.

Chair McNeill stated City Council requested information from the MRA and it was agreed upon that Council and the MRA thought this was an excellent project, but City Council determined that funding was not available. Chair McNeill also stated that the Civic Center and Downtown projects were mentioned a number of times as to how these projects were meant to entice entrepreneurs and developers into the area and how it is working.

Mr. Unsicker also added that construction for the Mission Senior Living facility should begin within a month and a half. Mr. Unsicker also stated that he did an interview with KOB about all the new businesses that are moving into Downtown.

9. Main Street Complete Streets Final Report – Sherry Roach

Sherry Roach, Downtown Project Coordinator, stated that the new restaurant Downtown, Olive Tree Mediterranean Restaurant, will be opening this Friday.

Ms. Roach stated that wrap up has begun on the Downtown project. The stormwater pollution prevention plan has been closed out. Notice of inspections have gone out on infrastructure, letters of acceptance will be done when the project is closed out. Reimbursement requests are being sent out; there will be one final request after this one. Ms. Roach also stated that she is working on closing up her office at HQ Downtown, possibly moving out at the end of the month. The Gateway structures have been completed. With warmer overnight temperatures, sealing on the asphalt can be completed, along with striping, pavement markings and irrigation flush and testing. The Capital Outlay funding has been used up, meeting the deadline. Wi-Fi will be installed when weather permits. Addressing for businesses has been passed onto the Planning Division.

Chair McNeill asked Assistant City Manager Baird for follow up on the anticipated use on the HQ building and what the status was on a Downtown Coordinator.

Assistant City Manager Baird stated the space is currently in negotiations, the City is working with The Chili Pod on a possible expansion. Human Resources has received the okay to post the position of the Downtown Coordinator. Ms. Baird asked Mr. Unsicker if it had been posted yet.

Mr. Unsicker stated that it is imminent to be posted and he will follow up with HR.

10. Business from

Floor – There was no business from the floor.

Chair – There was no business from the Chair.

Members – There was no business from members.

Staff – There was no business from staff.

11. Adjournment

A motion was made by Vice Chair Tanis and seconded by Commissioner Mills to adjourn. Roll call was taken and the motion was approved unanimously 4-0. The Metropolitan Redevelopment Agency Board of Board Members meeting was adjourned at 5:12 p.m.



John McNeill, Chair



Elizabeth Sandoval, Administrative Assistant