

## REGULAR MEETING

City of Anthony, NM Planning and Zoning Commission  
Municipal Building  
320 Lincoln St.  
Anthony, NM 88021

Thursday April 12, 2012  
6:00 P.M.

### AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

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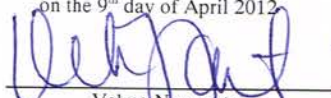
THOSE ITEMS ON THE AGENDA INDICATED BY AN ASTERISK (\*) ARE ON THE CONSENT AGENDA AND WILL BE VOTED ONE BY ONE MOTION UNLESS A COUNCILOR REQUESTS THAT A SPECIFIC ITEM BE REMOVED AND PLACED ON THE REGULAR AGENDA FOR DISCUSSION PURPOSES.

4. APPROVAL OF AGENDA ORDER
5. APPROVAL OF MINUTES  
\* Regular Meeting March 22, 2012
6. PUBLIC MEETING  
For Discussion:
  - A. Draft of Subdivision Design Standards and Subdivision Design Ordinance for the City of Anthony, New Mexico.
7. PUBLIC COMMENTS
8. COMMISSION MEMBER COMMENTS
9. CHAIRMAN COMMENTS
10. ADJOURNMENT

#### POSTED:

City of Anthony City Clerk Office  
El Paso Electric Company  
NM Gas Company  
Anthony Post Office  
Senior Citizen Center  
Anthony Water & Sanitation District

Filed in the office of the City  
on the 9<sup>th</sup> day of April 2012

  
Velma Navarrete  
Deputy City Clerk/Treasurer

**PLEASE NOTE:** If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Office of the City Clerk at 575-882-2983 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Office of the City Clerk at 575-882-2983, if a summary or other type of accessible format is needed.

## REGULAR MEETING

City of Anthony, NM Planning and Zoning Commission  
Municipal Building  
320 Lincoln St.  
Anthony, NM 88021

Thursday April 12, 2012  
6:00 P.M.

### MINUTES

1. **CALLED TO ORDER @ 6:04pm** by *Comm. Fernando Herrera*
2. **PLEDGE OF ALLEGIANCE** by *Comm. Arturo Madrid*
3. **ROLL CALL – PRESENT:** *Commissioner Herrera, Commissioner Mimbela, Commissioner Madrid, and Commissioner Brumlow. ABSENT: None*
4. **APPROVAL OF AGENDA ORDER** – *Motion to change #7. Public Comments to go before #6. Public Meeting, by Comm. Brumlow, seconded by Comm. Madrid, unanimous vote, motion carried – agenda approved as amended.*
5. **APPROVAL OF MINUTES**  
\* Regular Meeting March 22, 2012  
*Motion to approve Regular Meeting Minutes of 03/22/2012 by Comm. Brumlow, seconded by Comm. Mimbela, unanimous vote, motion carried – minutes approved.*
6. **PUBLIC COMMENTS**  
*Manuel Cenicerros – Bought a lot (land) and would like to subdivide, to install two mobile homes. This gentleman has come in and has spoken to Codes Enf. Roman. Resident has been to surveyor's office, the lot is at 12,000 square feet, and he provided a sketch to P&Z of the subdivision he wants. Comm. Mimbela commented that it looks presentable to him; however, Comm. Herrera stated City residents need to wait for subdivision ordinance to become effective.*
7. **PUBLIC MEETING**  
*For Discussion:*
  - A. Draft of Subdivision Design Standards and Subdivision Design Ordinance for the City of Anthony, New Mexico.  
*Discussion: Paul Howard explained the draft, it's a work-in-progress. An idea suggested by Mayor Castañeda was to have more "open space" in development stage of land. Onsite retention should also be a part of the developer's plans. There should be adequate ponding areas, retention ponds. Maintenance of large subdivisions will be done by the municipality. Homeowner's association fees can take care of this bill/cost. Comm. Herrera stated he would like for these large developments to avoid cul-de-sacs and dead ends. These standards are what residents will have to follow through with in order to subdivide, etc.*
8. **COMMISSION MEMBER COMMENTS**  
*Comm. Mimbela believes it's a good draft, does not require many changes.  
Comm. Madrid had no comments.  
Comm. Brumlow says it's a good draft, let's get it done!*

**9. CHAIRMAN COMMENTS**

*Co-Chair Fernando Herrera relayed information to the board that no cases can be sent to the Board of Trustees unless they are appealing a case. He also explained to the board the conflicts of interest with certain Commissioners, having spouses/relatives on the Board of Trustees, or like himself, with being the Fire Chief for the City. Commissioners stated they thought Co-Chair Herrera should stay. Mr. Paul Howard stated it's a small community and involvement is limited.*

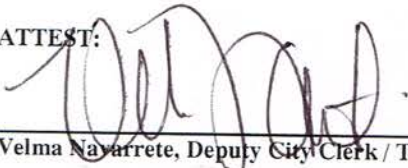
**10. ADJOURNMENT**

*Motion made by Comm. Madrid to adjourn the meeting, seconded by Comm. Brumlow, unanimous vote, motion carried, meeting was adjourned @ 7:16pm.*

**APPROVED:**

  
Fernando Herrera, Co-Chair

**ATTEST:**

  
Velma Navarrete, Deputy City Clerk / Treasurer

{SEAL}

*Prepared by Velma Navarrete  
Approved at Regular Meeting held on April 26, 2012*

## SPECIAL MEETING – WORK SESSION

City of Anthony, NM Planning and Zoning Commission  
Municipal Building  
320 Lincoln St.  
Anthony, NM 88021

Tuesday April 17, 2012  
6:00 P.M.

### AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

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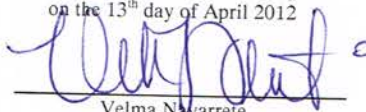
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4. APPROVAL OF AGENDA ORDER
5. PUBLIC MEETING  
*Work Session:*
  - A. Finalize Subdivision Design Ordinance (Draft) for the City of Anthony, New Mexico in order to propose to the City's Board of Trustees for adoption.
7. PUBLIC COMMENTS
8. COMMISSION MEMBER COMMENTS
9. CHAIRMAN COMMENTS
10. ADJOURNMENT

#### POSTED:

City of Anthony City Clerk Office  
El Paso Electric Company  
NM Gas Company  
Anthony Post Office  
Senior Citizen Center  
Anthony Water & Sanitation District

Filed in the office of the City  
on the 13<sup>th</sup> day of April 2012

  
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Velma Navarrete  
Deputy City Clerk/Treasurer

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## SPECIAL MEETING – WORK SESSION

City of Anthony, NM Planning and Zoning Commission  
Municipal Building  
320 Lincoln St.  
Anthony, NM 88021

Tuesday April 17, 2012  
6:00 P.M.

### MINUTES


1. **CALLED TO ORDER @ 6:03pm** by *Comm. Herrera*
2. **PLEDGE OF ALLEGIANCE** by *Erick Gomez, Tierra del Sol Housing Authority*
3. **ROLL CALL**  
*PRESENT: Comm. Brumlow, Comm. Herrera, Comm. Madrid*  
*ABSENT: Comm. Mimbela*
4. **APPROVAL OF AGENDA ORDER** – *Motion made by Comm. Brumlow to approve agenda order, seconded by Comm. Madrid, unanimous vote, motion carried, agenda order approved.*
5. **PUBLIC MEETING**  
*Work Session:*
  - A. Finalize Subdivision Design Ordinance (Draft) for the City of Anthony, New Mexico in order to propose to the City's Board of Trustees for adoption.  
*Discussion: Paul Howard brought in a copy of 17.30.050; "Road Requirements." Comm. Brumlow asked if the fees were for individuals or for commercial subdivisions. Mr. Howard answered they applied to developers mostly. Comm. Mimbela asked if that covered the review process and Mr. Howard directed him to 17.010; the pre-app process, special fees, special drainage provisions, etc. Comm. Herrera commented on the geographic feasibility, i.e., the flood zones. Erick Gomez, TDS, asked who filed the indemnity agreements? Is there a form that a person files? Mr. Howard stated it was usually a bond to show the city will not be hung out to dry, etc. Comm. Herrera stated his concern for the ponding issue, Mr. Howard stated the drainage plan will have that addressed. Since we don't have a Development Director, many of the plans will have to come in prepared, etc. Comm. Herrera asked if the P&Z will be in charge of granting the waivers. Mayor Castañeda along with Commissioners would like to have a Public Hearing on this Draft of the Subdivision Ordinance, in order to take public comments. It was agreed by the board to have the Public Hearing Thursday, April 26, 2012 at 5:30pm, with the Regular Meeting at 6:00pm to follow.*
7. **PUBLIC COMMENTS** - *none*
8. **COMMISSION MEMBER COMMENTS** - *none*
9. **CHAIRMAN COMMENTS** - *none*

10. **ADJOURNMENT** – *motion made by Comm. Madrid to adjourn the meeting, seconded by Comm. Brumlow, unanimous vote, motion carried, meeting adjourned at 6:54pm.*

APPROVED:

  
Fernando Herrera, Co-Chair

ATTEST:

  
Velma Navarrete, Deputy City Clerk / Treasurer

{SEAL}

*Prepared by Velma Navarrete  
Approved at Regular Meeting held on April 26, 2012*

## REGULAR MEETING

City of Anthony, NM Planning and Zoning Commission  
Municipal Building  
320 Lincoln St.  
Anthony, NM 88021

Thursday April 26, 2012  
6:00 P.M.

### AGENDA

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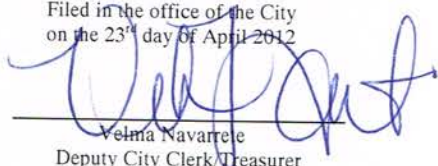
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4. APPROVAL OF AGENDA ORDER
5. APPROVAL OF MINUTES
  - \* Regular Meeting April 12, 2012
  - \* Special Meeting/Work Session April 17, 2012
6. PUBLIC MEETING
  - For Discussion:*
    - A. Draft of Subdivision Ordinance for the City of Anthony, New Mexico. (Second Reading)
7. PUBLIC COMMENTS
8. COMMISSION MEMBER COMMENTS
9. CHAIRMAN COMMENTS
10. ADJOURNMENT

#### POSTED:

City of Anthony City Clerk Office  
El Paso Electric Company  
NM Gas Company  
Anthony Post Office  
Senior Citizen Center  
Anthony Water & Sanitation District

Filed in the office of the City  
on the 23<sup>rd</sup> day of April 2012

  
Velma Navarre  
Deputy City Clerk/Treasurer

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**REGULAR MEETING**

**City of Anthony, NM Planning and Zoning Commission  
Municipal Building  
320 Lincoln St.  
Anthony, NM 88021**

**Thursday April 26, 2012  
6:00 P.M.**

**AGENDA - ADDENDUM**

**6. PUBLIC MEETING**

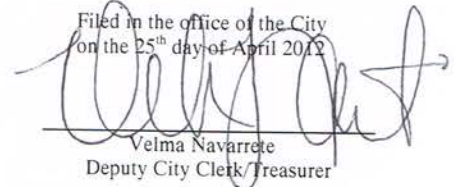
For Discussion:

**B. Case No. 12.04.001** – Anthony resident Ramiro Ruiz applying for permit to install mobile home at 730 Madison, *Zone CR1-M*.

**POSTED:**

City of Anthony City Clerk Office  
El Paso Electric Company  
NM Gas Company  
Anthony Post Office  
Senior Citizen Center  
Anthony Water & Sanitation District

Filed in the office of the City  
on the 25<sup>th</sup> day of April 2012



Velma Navarrete  
Deputy City Clerk/Treasurer

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Anthony, NM 88021

Thursday April 26, 2012  
6:00 P.M.

### MINUTES

1. **CALLED TO ORDER @ 6:03pm** by *Comm. Herrera*
2. **PLEDGE OF ALLEGIANCE** by *Erik Lopez*
3. **ROLL CALL** *Present: Comm. Brumlow, Comm. Madrid, Comm. Mimbela, and Comm. Herrera.*  
*Absent: None.*
4. **APPROVAL OF AGENDA ORDER** *Motion made by Comm. Mimbela to approve the agenda order, seconded by Comm. Brumlow, unanimous vote, motion carried, agenda order approved.*
5. **APPROVAL OF MINUTES**
  - \* Regular Meeting April 12, 2012
  - \* Special Meeting/Work Session April 17, 2012*Motion made by Comm. Brumlow to approve minutes from the regular meeting held on April 12, 2012, seconded by Comm. Mimbela, unanimous vote, motion carried and minutes were approved.*  
*Motion was made by Comm. Brumlow to approve minutes from the special meeting held on April 17, 2012, seconded by Comm. Madrid, unanimous vote, motion carried and minutes were approved.*
6. **PUBLIC MEETING**
  - For Discussion:*
    - A. Draft of Subdivision Ordinance for the City of Anthony, New Mexico. (Second Reading)  
*Discussion: Iasiahs Amaya was present at the meeting; he requested more time to review the document. The Commission unanimously agreed that our City Attorney should take a look at this draft of the subdivision ordinance, thoroughly. Commissioners also stated they want to schedule a workshop with the Board of Trustees, but after the final reading and the changes from the attorneys; both our City Attorney and the attorney from Tierra Del Sol Housing. Once we obtain comments/changes from the attorneys, then the Commission will have another meeting; another reading.*
7. **PUBLIC COMMENTS** – *None (aside from comments stated above)*
8. **COMMISSION MEMBER COMMENTS** *Comm. Brumlow – Would like to see City re-zoned. What about the fees (?), would we change them for a large subdivision. Comm. Madrid – In regards to covenants, do we know what covenants there will be?*
9. **CHAIRMAN COMMENTS** *Comm. Herrera thanked the public and Mr. Paul Howard for helping with this very important document for the City.*

**REGULAR MEETING**

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Municipal Building  
320 Lincoln St.  
Anthony, NM 88021**

**Thursday April 26, 2012  
6:00 P.M.**

**MINUTES - ADDENDUM**

**6. PUBLIC MEETING**

*For Discussion:*

**A. Case No. 12.04.001** – Anthony resident Ramiro Ruiz applying for permit to install mobile home at 730 Madison, Zone CRI-M.

*This case was checked and verified by Mr. Roman, Codes Enforcer. He stated the lot is too small, and the actual owners of the lot must be present at the meeting and ask for a variance. The residents stated concerns regarding this case because they are not the owners of the lot, they'd be renting this lot and they have given a down payment on the rental of this lot. The Commissioners stated the City could provide a letter stating the interpretation by the Commission and Mr. Roman.*

**SPECIAL MEETING – PUBLIC HEARING**

**City of Anthony, NM Planning and Zoning Commission  
Municipal Building  
320 Lincoln St.  
Anthony, NM 88021**

**Thursday, April 26, 2012  
5:30 P.M.**

**AGENDA**

**1. CALL TO ORDER BY VICE-CHAIRMAN FERNANDO HERRERA**

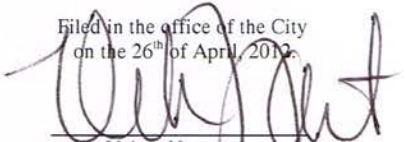
**2. DISCUSSION**

A. Take public comments on Draft of Subdivision Ordinance for the City of Anthony, NM.

**POSTED:**

City of Anthony City Clerk Office  
El Paso Electric Company  
NM Gas Company  
Anthony Post Office  
Senior Citizen Center  
Anthony Water & Sanitation District

Filed in the office of the City  
on the 26<sup>th</sup> of April, 2012.



Velma Navarrete  
Deputy City Clerk/Treasurer

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**SPECIAL MEETING – PUBLIC HEARING**

**City of Anthony, NM Planning and Zoning Commission  
Municipal Building  
320 Lincoln St.  
Anthony, NM 88021**

**Thursday, April 26, 2012  
5:30 P.M.**

**MINUTES**

**1. CALL TO ORDER BY VICE-CHAIRMAN FERNANDO HERRERA @ 5:34pm.**

*Roll Call- Present: Commissioner Madrid, Commissioner Brumlow, Commissioner Herrera, Commissioner Mimbela. Absent: None.*

**2. DISCUSSION**

A. Take public comments on Draft of Subdivision Ordinance for the City of Anthony, NM.  
*Discussion:*

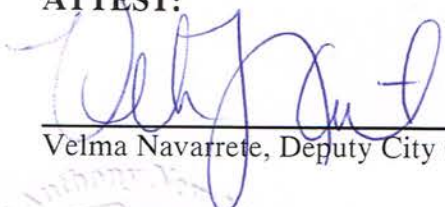
*Jose Terrones, from Anthony Water & Sanitation District was present at the meeting, he commented on the draft, said AWSO does have some concerns. Asked if our city attorney has reviewed the draft. Comm. Herrera stated he has not reviewed it thoroughly, but he will. Mr. Terrones stated franchise fees should be specifically allocated to certain projects, and stated in the subdivision ordinance so that the City never gets sued for "wrongfully" using funds. He also asked if there will be a requirement in the ordinance for traffic studies for large subdivisions. He stated there could be a waiver for small subdivisions in which traffic may not have a large impact, however, the City must be extremely explicit with the wording of such a waiver. Mr. Terrones also stated the water and wastewater sections were very vague. It was agreed by the Commissioners that this ordinance should be revised thoroughly, including all the fees, and timeframes which the contractors will be given once a subdivision permit is issued. Comm. Mimbela asked about the landscape ordinance and if that was separate. Another question was the legality of impact fees, the document must be written so that it is legal to spend the monies on capital improvements of the City. Mr. Terrones stated he will be meeting with Mayor Castañeda and Comm. Herrera stated he would like to be present.*

*Public Hearing closed at 6:00pm.*

**APPROVED:**

  
Fernando Herrera, Co-Chair

**ATTEST:**

  
Velma Navarrete, Deputy City Clerk/Treasurer

{SEAL}

*Prepared by Velma Navarrete  
Approved at Regular Meeting held on May 17, 2012*