AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA – December 12, 2019

4. APPROVAL OF MINUTES – November 14, 2019 - P & Z Meeting Minutes

5. CURRENT ITEMS
   a. Conditional Use Permit: Keith Martello; residential setback encroachment

6. OTHER / STAFF REPORT

7. ADJOURNMENT
TOWN OF RED RIVER
PLANNING & ZONING COMMISSION
REGULAR MEETING
NOVEMBER 14, 2019
COUNCIL CHAMBERS – CONFERENCE CENTER

1. CALL TO ORDER

Commissioner Heather Larson called the meeting to order at 10:03 AM.

2. ROLL CALL

Commissioner Heather Larson - Present
Commissioner Randy Richard - Present
Commissioner Chris Green - Present
Commissioner Justin Whitlock - Present
Commissioner Sara Nora – Present, Arrived at 10:58am

Chappell Stewart, Planning and Zoning Administrator, was also present.

3. APPROVAL OF AGENDA – NOVEMBER 14, 2019

Commissioner Larson made a motion to approve the agenda for November 14, 2019. Commissioner Whitlock seconded the motion and the motion carried.

4. APPROVAL OF MINUTES - August 15, 2019

Commissioner Larson made a motion to approve the agenda for August 15, 2019. Commissioner Whitlock seconded the motion and the motion carried.

5. CURRENT ITEMS

a. Conditional Use Permit - Chris & Tracy Heilaman - 100 High Cost Trail Space #31 Enchanted Offroad, LLC.

Chris & Tracy Heilaman were present on behalf of Enchanted Offroad, LLC. The conditional use permit requested was to allow Enchanted Offroad, LLC to rent out ROV’s from space #31 at the Red River RV Park. Following discussion, Commissioner Larson made a motion to recommend to Town Council to approve the conditional use permit for January 1, 2020 through December 31, 2020 and will be subject to annual renewal thereafter. Commissioner Green seconded the motion. Assistant Clerk Therese Padilla took a roll-call vote. Chairperson Richard – yes, Commissioner Larson - yes, Commissioner Green - yes, Commissioner Whitlock - yes. The motion carried.

b. Land Swap: RRSA Inc. & MH-NM, Inc. (d/b/a Anchovies) with The Town of Red River.

Art Mulligan and Steve Cherry were present on behalf of Anchovies. High Street encroaches on the southern boundary of Anchovies’ property. The owners of Anchovies proposed a land swap with the town for land area directly to the east of the site. The area to the town would be 758.22 SF and the area to Anchovies would be 518.16 SF. The town will need an easement for the sewer line in front of Anchovies as it runs from the manhole cover on the southeast corner of the lot westward. Commissioner Green made a motion to recommend the land swap to the Town Council. Commissioner Larson seconded the motion. Assistant Clerk Therese Padilla took a roll-call vote. Chairperson Richard – yes, Commissioner Larson - yes, Commissioner Green - yes, Commissioner Whitlock - yes. The motion carried.
c. Steep Slope Ordinance 2008-03; Request for review of Lot 33, Powderpuff Trail
Paul and Barbara Calhoun, owners of Powderpuff Lot 24, were present to ask that Lot 33 have a licensed engineer’s approval in accordance with Ordinance 2008-03 regarding steep slope. Lynwood Lockwood, the contractor for Lot 24, was also present. Mr. Calhoun presented a case that Lot 33 was a steep slope lot and should have had a survey completed by a licensed engineer prior to excavation. An hour-long presentation and discussion followed. The P&Z Commission discussed internally and chose to follow the position held by the P&Z Administrator that Lot 24 does not require a survey approved by a licensed engineer.

6. OTHER/STAFF REPORT

a. Timbers, Main Street
Chappell Stewart stated that Ed Saint sent certified mail to the owners outlining the violation of the nuisance ordinance. The letter was returned. The letter will try to be delivered via another method or address.

b. Wilson Woodyard
Chappell Stewart updated the commission that the town’s attorney, John L. Appel, received a complaint letter from an attorney representing Mary and Chris Peterson objecting to the woodyard operating at its current location on High Street. Mr. Appel responded with a letter saying the woodyard did not violate the town’s ordinances. Chairperson Richard noted that semi-trucks come down High Street to the woodyard. He also noted that having no fence around the property is a potential safety concern. Chappell Stewart stated these were not violations of ordinances, but the commission can consider revising or adding language to its ordinances to address these concerns in the future.

7. ADJOURNMENT

With no further business, Commissioner Randy Richard adjourned the meeting at 11:30 AM.

________________________________________  _______________________________________
Therese Padilla, Assistant Clerk                  Randy Richard, Commissioner
TOWN OF RED RIVER

Conditional Use Permit

The Planning and Zoning Commission and the Town Council of the Town of Red River grants Conditional Use to the below listed person or business for the described purpose on the listed property subject to the below listed or attached list of conditions, if any.

Name of Person requesting Permit: **Keith Martello** Phone #: **214-649-6573**

Name of Business: ____________________________________________

Mailing Address: **PO Box 907, Red River, NM 87550**

Description of Use: **Add second story and roof over porch on east side of house**

Property Description/Physical Address: **Single Family Residential 210 Capitol Trail**

Zone Designation: **R1**

Conditions Set By Commission or Council: ____________________________________________

________________________________________

Is this subject to Renewal? **YES** **NO** Renewal Date: ____________

Permit Valid from _______________ to _______________

Approval of the Planning and Zoning Commission is located in the minutes for the _______________ meeting.

Approval of the Town Council is located in the minutes for the _______________ meeting.

Signed: ___________________________ Date: _________________

Planning & Zoning Commission

Signed: ___________________________ Date: _________________

Town Council
Hi Chappell - Please see Kim Shaw's email in this string.

Kim - Thank you so much for giving us this permission. Next time you're in town please feel free to stop by and I'll show you the drawings for our plan. Take care.

Keith

----- Forwarded Message -----  
From: Kim Shaw <kimshaw52@yahoo.com>  
To: kmartello@yahoo.com <kmartello@yahoo.com>  
Sent: Tuesday, November 12, 2019, 2:08:41 PM MST  
Subject: Red River home addition

KEITH,

AFTER SPEAKING WITH THE MARTELLO’S, WE WOULD LIKE TO GIVE THEM PERMISSION TO ADD A SECOND STORY ABOVE THEIR PORCH AND TO ALLOW THEM TO ENCROACH INTO OUR PROPERTY UP TO TEN FEET.

ROCKY AND KIM SHAW 304 N. CARIBEL TRAIL

RED RIVER, NM

580-254-3788

40684 SOUTH COUNTY ROAD 206

WOODWARD, OK 73801

Sent from Mail for Windows 10

Great, Kim and Keith. Appreciate it.
Hello Chappell - I talked to Sheri McShan last night and explained that our second story addition would encroach on the setback (for our property) adjacent to her property. She was kind enough to allow us to encroach on this setback.

Sheri - Thank you so much for allowing us to proceed. Just so you know we are tentatively planning on starting construction in the spring/early summer (assuming we can line up a contractor, etc.). If you have any questions for me please don't hesitate to ask.

Keith Martello
214-649-6513

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On Monday, November 11, 2019, 5:25:54 PM MST, Sheri McShan <sherimcshan@gmail.com> wrote:

The Martello’s want to add onto their home which comes too close to my property line. I understand that the additional space will be 2 story. That is perfectly fine with me. I have no problem with the addition.

Thank you
Sheri McShan
214 478 8883

Sent from my iPhone