

MINUTES OF THE REGULAR MEETING OF THE

**City of Carlsbad
Planning & Zoning Commission**

August 18, 2017, at 4:30 p.m.

**Meeting Held in the Annex Planning Room
114 S. Halagueno**



**CITY OF CARLSBAD
CARLSBAD, NEW MEXICO**

PLANNING AND ZONING COMMISSION

**Monday, August 18, 2017, at 4:30 PM
Municipal Annex 114 S. Halagueno Street
Planning Room**

1. Roll call of voting members and determination of quorum.
2. Approval of Agenda.
3. Consider approval of a Preliminary Plat for Knott Land Division.
4. Adjourn.

If you require hearing interpreter, language interpreters or auxiliary aids in order to attend and participate in the above meeting, please contact the City Administrator's office at (575) 887-1191 at least 48 hours prior to the scheduled meeting time.

**MINUTES OF A REGULAR MEETING OF THE CITY OF CARLSBAD PLANNING &
ZONING COMMISSION HELD IN THE MUNICIPAL ANNEX PLANNING ROOM, 114 S.
HALAGUENO STREET, AUGUST 18, 2017, AT 4:30 P.M.**

VOTING MEMBERS PRESENT:

**BRIGIDO GARCIA
LASON BARNEY
JAMES McCORMICK**

**COMMISSIONER
COMMISSIONER (Via Telephone)
CHAIRPERSON (Acting)**

VOTING MEMBERS ABSENT: NONE

EX-OFFICIO MEMBERS PRESENT:

**JEFF PATTERSON
GEORGIA GOAD
RON MYERS
PAT CASS
LUIS CAMERO**

**PLANNING DIRECTOR
PLANNING DEPUTY DIRECTOR
DIRECTOR OF PUBLIC WORKS
DIRECTOR OF UTILITIES
DIRECTOR OF ENGINEERING
SERVICES**

SECRETARY PRESENT: NONE

OTHERS PRESENT:

**JAMES KNOTT
BRAD NESSER
ALEX PALOMINO
MELVIN R. PYEATT
STEVE ANGEL
GARY WADDELL**

**APPLICANT
NPSR ARCHITECTS
SOUDER MILLER & ASSOCIATES
R & R SURVEYING

CLAYTON HOMES**

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:00 Start Recording [4:30:21 PM]

0:00:39 **1. Roll call of Voting Members and Determination of Quorum.**

Roll was called, confirming the presence of a quorum of commission members. The following members were present— **Mr. Garcia; Mr. McCormick, Mr. Barney (Via Telephone), Mr. McCormick.**

0:00:59 **2. Approval of Agenda.**

Mr. Garcia made a motion to approve the Agenda, **Mr. Barney** seconded the motion. The vote was as follows: **Yes—Mr. Garcia, Mr. Barney, Mr. McCormick; No—None; Abstained—Mr. Knott (Applicant), Mr. Nesser (Applicant’s Consultant);** Absent— None. The motion carried.

1:29:21 **3. Consider Approval of a Preliminary Plat for Knott Land Division.**

Mr. Patterson explained that the item is a Preliminary Plat Approval for the James Knott Land Division, creating 58 new residential lots located near Boyd Dr. and Hidalgo Rd. The location is currently being rezoned from “R-R” Rural Residential to “R-1” Residential which will go before the City Council on September 12, 2017. The Applicant has provided Pre-Final Plans for construction of this subdivision. We have several City Staff Members here to discuss compliance to City Specifications. **Mr. Knott** said he wants to meet all City Specifications. **Mr. Knott** said he is accompanied by his consultants, Brad Nesser with NPSR, Alex Palomino with Souder Miller and Associates, Steve Angel, and Melvin Pyeatt with R & R Surveying. **Mr. Nesser**, NPSR, said he had an updated site plan. **Mr. McCormick** asked if the updates were included in the Agenda Packet. **Mr. Knott** said updates to the original plans were brought to the Planning Department as late as yesterday and wanted to include them in the Packet. **Mr. McCormick** asked if the updates addressed some of the concerns of the Department Staff. **Mr. Knott** said yes, some of them. **Alex Palomino** said he did the civil engineering, site grading & drainage, and water/sewer. **Melvin R. Pyeatt** said he did the subdivision layout. **Mr. Angel** said he will be the construction supervisor.

The discussion begins with the Engineering Services Director’s comments that are included in the briefing. Several minor items are addressed in the additional documents provided at the meeting however many crucial items, especially drainage is still unclear. A comprehensive drainage plan has not been submitted, and there is a flooding issue in the area as indicated by past flooding in the intersection of Boyd Dr. and Hidalgo Rd. northeast of the subject site. More detailed planning and design needs to be provided as to where the storm water will eventually go. **Mr. Camero** said the detailed drainage plan is a requirement. **Mr. Palomino** said he will have a drainage plan by the coming week. Some discussion was made about utility easements and restrictive covenants, and fencing. Maintenance of the utility easements

that appear in the plans would be the purchaser's responsibility. **Mr. Camero** said the water and sewer lines need at least a ten foot separation according to New Mexico Environment Department Regulation. **Mr. Cass** said that the Pre-Final Plan shows chip seal and the City of Carlsbad does not accept less than two inch asphalt. **Mr. Knott** said that the timeline for chip seal is narrowing and he now intends to use hot mix asphalt. If it were summer he would push for chip seal. **Mr. McCormick** said that paving has been covered and two inch asphalt will be used, monumentation is the next item. **Mr. Pyeatt** said the lots will be staked at the time of Final Plat approval after infrastructure is in place.

Mr. McCormick said the next item is curbing. **Mr. Camero** said drive pads need to be thick, six inches, including the side walk and the curb, and that roll over curbs will be allowed. **Mr. Camero** said that the development permit should require that these issues be met. **Mr. Patterson** said the detail is in the plans. **Mr. Palomino** said that detail is for the ally pad. **Mr. Knott** said drive pad locations are yet to be determined so the issue should become part of the certificate of occupancy and or completion, or should be handled by the private covenants for the development.

The discussion of the water line coming west down Crabb St. from Boyd Dr. begins. **Mr. Knott** said the water line on the south side of Crabb St. is eight inches. **Mr. Pyeatt** said it is stubbed out at 800' to the west. **Mr. Patterson** asked if the eight inch water line is ten feet from the sewer line. **Mr. Knott** said if it turns out that it isn't he would have to relocate it. **Mr. Camero** stated some doubts as to the location and size of the water line here. There was then discussion about curb and gutter on the south side of Crabb and the west side of Willow although no requirement is recommended. **Mr. Knott** said that his plan will have 60' right-of-way with 28' of paved surface and that the west side of Willow and the south side of Crabb St. will have curb and gutter on both sides. He said wants to stop the curb at the end of the newly developed lots. **Mr. Patterson** said the plan and profile shows a ditch not curb. **Mr. Knott** said he would rather use the ditch instead of the curb and gutter on the west of Willow St. and the south side of Crabb St. **Mr. Patterson** pointed out the Plan & Profile of the ditch to the Commission. **Mr. Patterson** asked if **Mr. Knott** had an agreement with the property to the south to not alter the proposed ditch because if altered it will damage the drainage plan. **Mr. Knott** said that there was no agreement in place at this point. **Mr. Knott** said the owner to the south of Crabb St. has a temporary water line in the 60' easement and that there may a need for an agreement with the City to allow for the temporary/private line to remain in that location.

Mr. Palomino said the issue of Butternut St. being 1300' long is not applicable because it has more than two outlets. **Mr. Patterson** said he would not consider it to be a looped street so it follows the Subdivision Ordinance.

Mr. Palomino said he does not anticipate underground piping for storm drainage but there may be a need for a pond area to be added. **Mr. Knott** said the upcoming drainage study would address this issue.

Mr. Palomino said the location of hydrants, manholes, & elevations will be added to the proposed specifications with Plan & Profile for grade and depth, sewer and water with curb stamp.

Mr. Knott said based on all the comments he would like to request preliminary approval. **Mr. McCormick** asked for public comment. **Mr. Waddell** said he is in support of the proposed Subdivision and he lives on the corner of Boyd Dr. and Hidalgo Rd. and the water/flooding as it is now is channeling through to that intersection.

Mr. McCormick said there being no other public comment, he will entertain a motion for approval or denial. **Mr. Garcia** made the motion to approve with the contingencies of:

- The developer shall submit a Comprehensive Drainage Plan for approval by the City of Carlsbad.

- Two inch hot mix asphalt shall be used, no chip seal.
- Plan & Profile for all water and sewer lines.
- Drive pad specs be required in Restrictive Covenants according to detail on sheet 2-3 in the Pre-Final plans.
- Curb stamp for water & sewer entrances.
- Water line size will be six inch minimum. Developer will provide line size calculation and water modeling calculations to the City.
- Covenants shall contain requirement to keep all easements clean and free of debris and brush.
- All setbacks shall be adhered to per the City Zoning Ordinance.
- Ditches west of Willow St. and south of Crabb St. will remain intact and unaltered.

Mr. Barney seconded the motion. The vote was as follows: **Yes-Mr. Garcia, Mr. McCormick, Mr.Barney**: No-None; Abstained-None; The motion carried.

Mr. McCormick stated there are no other items on the agenda other than Adjourn.

1:41:22 4. Adjourn.

1:42:00 Stop Recording [6:33:23 PM]



 Chairman

9-11-17
 Date