

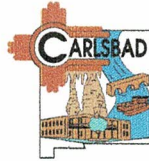
MINUTES OF THE REGULAR MEETING OF THE

**City of Carlsbad
Planning & Zoning Commission**

Sean Neme
10/3/2022

Monday, September 12, 2022 at 5:00 p.m.

**Meeting Held in the Janell Whitlock Municipal Complex Council Chambers
114 S. Halagueno St.**



CITY OF CARLSBAD
CARLSBAD, NEW MEXICO

PLANNING AND ZONING COMMISSION

Monday, September 12, 2022 at 5:00 PM
Janell Whitlock Municipal Complex Council Chambers
114 S. Halagueno Street
GoToMeeting ID: 505-080-037
<https://meet.goto.com/505080037>
US Phone: +1 (224) 501-3412 Access Code: 505-080-037

1. Roll call of voting members and determination of quorum
2. Approval of Agenda
3. Approval of Minutes from the Meeting held August 1, 2022
4. Remove from Table a consideration of approval of a variance to allow 0' street frontage for the creation of two lots located at 4208 & 4210 National Parks Hwy.
5. Consider approval of a Variance to allow 0' street frontage as opposed to the minimum 50' street frontage for the creation of two lots located at 4208 & 4210 National Parks Hwy., zoned "C-2" Commercial 2 District.
6. Consider approval of a Conditional Use Permit to allow a Scrap Yard/Vehicle Salvage/Wrecking Yard located at 1700 & 1702 E. Greene St., zoned "I" Industrial District
7. Consider a recommendation to Council for an Annexation of approximately 1.73 acres located at 720 W. Cherry Ln., legally described as Lot 10, Hemlers Town & Country Estates.
8. Consider a recommendation to Council for an application of zoning from County to "R-R" Rural Residential District for approximately 1.73 acres, located at 720 W. Cherry Lane, legally described as Lot 10, Hemlers Town & Country Estates.
9. Consider approval of a Final Plat for Who Who Subdivision, creating 5 new residential lots, located at 302 Who Who Dr., outside of City of Carlsbad city boundary.
10. Consider approval of a Final Plat for Martin Farms Subdivision Unit 4, creating 64 new single family residential lots, zoned "R-1" Residential 1 District.
11. Consider approval of a Preliminary Plat for Quail Hollow Subdivision Unit 6, creating 2 new residential lots, zoned "R-R" Rural Residential District, located north of Quail Hollow Run, and the dedication of the extension of Captain Williams Lane.

12. Consider a request for Variance from Ord. 56-90(b) to allow a 25' front setback as opposed to the minimum 30' front setback for the proposed new properties described as Lot 1 & Lot 2, Quail Hollow Subdivision Unit 6, zoned "R-R" Rural Residential District.
13. Consider a recommendation to Council for a Zone Change from "R-R" Rural Residential District to "R-1" Residential 1 District for approximately 1.00 acre, for the proposed new properties described as Lot 1 & Lot 2, Quail Hollow Subdivision Unit 6.
14. Consider approval of a request for Variance from Ord. 56-90(b) to allow a 3.5' side setback as opposed to the minimum 5' side setback for the property located at 110 N. Third St., zoned "R-1" Residential 1 District.
15. Consider approval of a request for Variance from Ord. 56-90(b) to allow a 0' side setback as opposed to the minimum 5' side setback for the property located at 806 Colonial Ct., zoned "PUD" Planned Unit Development District.
16. Consider a request for Variance from Ord. 56-70(d)(5)(c) to allow a 2' increase to fence height resulting in a 6' fence as opposed to the maximum 4' fence height along the side setback for the property located at 2416 Iowa St., zoned "R-1" Residential 1 District.
17. Consider a request for Variance from Ord. 56-90(b) to allow the placement of an accessory building in the minimum 10' rear setback for the property located at 2107 Calle de Cordoniz, zoned "R-1" Residential 1 District.
18. Consider a request for Plat approval for the creation of three lots located at 313 S. Walnut St., zoned "R-2" Residential 2 District
19. Summary Plat Review
20. Adjourn

FOR INFORMATION ONLY

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or may be viewed in the Office of the City Clerk or at the Carlsbad Public Library during normal and regular business hours

PLANNING AND ZONING COMMISSION MEETING SCHEDULE

- Regular meeting – Monday, October 3, 2022 at 5:00 p.m.

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 JANELL WHITLOCK MUNICIPAL COMPLEX
COUNCIL CHAMBERS,
114 S. HALAGUENO STREET, SEPTEMBER 12, 2022 AT 5:00 P.M.**

VOTING MEMBERS PRESENT:

**JAMES McCORMICK
BRAD NESSER
TRENT CORNUM
LINDA WILSON
VALERIE BRANSON**

**CHAIRPERSON
COMMISSIONER
COMMISSIONER
COMMISSIONER
COMMISSIONER**

VOTING MEMBERS ABSENT:

NONE

EX-OFFICIO MEMBERS PRESENT:

**JEFF PATTERSON
TRYSHA ORTIZ**

**PLANNING DIRECTOR
DEPUTY PLANNING DIRECTOR**

SECRETARY PRESENT:

JUDITH WEBSTER

**PLANNING AND REGULATION
DEPARTMENT SECRETARY**

OTHERS PRESENT:

**DENISE MADRID-BOYEA
CHARLIE GARCIA
GEORGE DUNAGAN
RODOLFO M. ESTRADA JR.
MELVIN PYEATT
JERRI McTAGGART
SCOTT HICKS
BEVERLY CRAWFORD
JEF LUCCHINI
WENDY CONWAY
DIANE HAVEL
JOEY GONZALEZ
MUFFY GONZALEZ
JOHNNIE BRADFORD
GRACE DOMINGUEZ
COURTNEY TEAGUE
TREY GONZALES
CODY MAY
RAY PETERS
STEPHANIE MERVINE
MARIA KNITTEL
JEFF McCLAIN
JANELLE HICKS**

**CITY
CITY
212 W. STEVENS
2416 IOWA ST.
413 HAMILTON ST.
2107 CALLE DE CODORNIZ
ROSWELL
809 COLONIAL CT.
805 COLONIAL CT.
804 COLONIAL CT.
804 COLONIAL CT.
310 N. ALAMEDA ST.
310 N. ALAMEDA ST.
808 COLONIAL CT.
110 N. 3RD ST.
1702 E. GREENE ST.
1702 E. GREENE ST.
308 WHO WHO DR.
806 COLONIAL CT.
CARLSBAD DEPT. OF DEVELOPMENT
(via phone)
(via phone)
*(via virtual meeting)***

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

0:00:02 Start Recording [5:00:56 PM]

0:00:09 **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. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** Absent—None.

0:00:25 **2. Approval of Agenda**

Ms. Wilson made a motion to approve the Agenda; **Mr. Cornum** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent— None. Abstained—None. The motion carried.

0:01:01 **3. Approval of Minutes from the regular Meeting held August 1, 2022**

Mr. Cornum made a motion to approve the minutes from the regular meeting held on August 1, 2022; **Mr. Nesser** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent— None. Abstained—None. The motion carried.

0:01:48 **4. Remove from Table a consideration of approval of a variance to allow 0' street frontage for the creation of two lots located at 4208 & 4210 National Parks Hwy.**

Ms. Wilson made a motion to approve; **Mr. Cornum** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent— None. Abstained—None. The motion carried.

0:02:38 **5. Consider approval of a Variance to allow 0' street frontage as opposed to the minimum 50' street frontage for the creation of two lots located at 4208 & 4210 National Parks Hwy., zoned "C-2" Commercial 2 District.**

The applicants, **Maria Knittel** and husband **Jeff McClain**, join via phone. **Mr. Patterson** explains this request is to allow 0' street frontage at 4208 & 4210 National Parks Hwy., instead of the minimum 50', in order to split off Lots 2 and 3 to the east of National Parks Hwy. Where they would like the entrance is not a platted or installed street. He states there is a 60' private access and utility easement coming off National Parks Hwy. that is currently being used for access. The owner has installed a gravel road coming off the highway through Lot 1 and Lot 2 to Lot 3. The City of Carlsbad Subdivision Regulation Code states easements do not constitute street frontage. He explains C-2 zoning requires pavement, curb, gutter and sidewalk. **Mr. McClain** states the utilities run through the north access, not the south. He states Lot 3 has sewer and Lot 2 has a grandfathered-in septic tank. The property has large trucks and bus traffic through it. He would like to create better parking for Lots 2 & 3. **Mr. Patterson** explains the applicants are trying to substitute a gravel road and access easement for the platted city street as required. **Ms. Knittel** states they have access to the highway on the north side of the property. **Mr. Patterson** states the property owner of Lot 1 has a private agreement to keep the access open to Lot 2 and Lot 3, which could change if the property is sold. The City has no way to guarantee access to Lot 2 or Lot 3 because it is private. Floor opened for public comment. There was none. **Ms. Ortiz** states she received an email from Sgt. Carver with the Carlsbad City Police substation to the north of the easement, who provided photos with his concerns; the 20' wide strip of dirt beside the substation is not meant for regular vehicle traffic; it is too narrow and the fence and property owned by the City to the north can be too easily damaged; and currently it serves as an occasional mud-bogging strip after it rains. It has two noticeable obstacles: an electrical utility vault to the east; and the fiber optic cables with markers and a box on the west side. **Mr. McClain** says Sgt. Carver is referring to the alley between their access and the substation, on which he is continually getting notices to take care of. He states that is for Verizon's substation. **Ms. Wilson** asks if the applicants are using the south side access to enter the property. **Mr. McClain** states they do use it to enter the property. **Mr. Cornum** asks if the state DOT recognizes this as ingress/egress from the

highway. **Mr. McClain** states that when they asked, the DOT asked them to add the curb cut to the NMDOT database; but the owners did not have the authority to do so. **Mr. Nesser** states there is a curb cut in front of the police substation that allows access; and asks if that is what they are using to access the easement. **Ms. Knittel** says it is. **Mr. McClain** states the south entrance is used by Lot 3, and Lot 2 is used by the north entrance. He would like to cut down on the traffic through the speed bumps, etc. by Sandia Lab by accessing through the south easement **Ms. Knittel** asks if they have to go in and build the road. **Mr. Patterson** replies the City does not build roads for private development.

Mr. Nesser made a motion for approval; **Ms. Wilson** seconded the motion. The vote was as follows: **Yes—Ms. Wilson. No—Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Branson.** Absent—None. Abstained—None. The motion was denied.

Mr. Patterson tells the applicants they can write an appeal letter to his office within 15 days and then this item will move on to City Council for final determination.

0:32:50 **6. Consider approval of a Conditional Use Permit to allow a Scrap Yard/Vehicle Salvage/Wrecking Yard located at 1700 & 1702 E. Greene St., zoned "I" Industrial District**

The applicant's representative, **Courtney Teague**, comes to the podium. **Mr. Patterson** explains this request is to allow a scrap yard/vehicle salvage/wrecking yard at the property, which is zoned I-Industrial; thus requiring a Conditional Use Permit. The Planning staff recommends approval of this request with the condition that when granted, the applicants provide a copy of the state permits. **Mr. Patterson** tells the board that the applicant is having to renew his Conditional Use permit when he renews his state permit. **Mr. Teague** states he buys scrap metals, and understands the conditional use is not transferable. He states they put concrete at 1702 where the cars will go; the scrap metal goes on 1700.

Mr. Cornum made a motion to approve; **Ms. Wilson** seconded the motion. The vote was as follows: **Yes—Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

0:37:59 **7. Consider a recommendation to Council for an Annexation of approximately 1.73 acres located at 720 W. Cherry Ln., legally described as Lot 10, Hemlers Town & Country Estates.**

The applicant does not attend.

Mr. Nesser made a motion to table this item; **Mr. Cornum** seconded the motion The vote was as follows: **Yes—Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

0:39:29 **8. Consider a recommendation to Council for an application of zoning from County to "R-R" Rural Residential District for approximately 1.73 acres, located at 720 W. Cherry Lane, legally described as Lot 10, Hemlers Town & Country Estates.**

The applicant does not attend.

Mr. Nesser made a motion to table this item; **Ms. Branson** seconded the motion. The vote was as follows: **Yes—Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

0:40:22 **9. Consider approval of a Final Plat for Who Who Subdivision, creating 5 new residential lots, located at 302 Who Who Dr., outside of City of Carlsbad city boundary.**

The applicant, **Cody May**, comes to the podium. **Mr. Patterson** explains this request is to approve the final plat for the Who Who Subdivision. **Mr. Patterson** says there was a change made from the preliminary plat in that the entrance was changed from the east side and now it has been moved to the west side; so it now works in tandem with the neighboring subdivision. The Planning staff recommends approval. **Mr. May** states he is building more single family homes in this subdivision. **Stephanie Mervine**, of the Carlsbad Department of Development, comes to the podium in support of this project.

Ms. Wilson made a motion for approval; **Mr. Cornum** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

0:44:13 **10. Consider approval of a Final Plat for Martin Farms Subdivision Unit 4, creating 64 new single family residential lots, zoned “R-1” Residential 1 District**

The applicant, **George Dunagan**, comes to the podium. **Mr. Patterson** explains this request is to approve the final plat for this subdivision, creating 64 new single family residential lots. The developer has provided a Letter of Credit as a financial guarantee to cover the completion of the development as well as the construction costs estimates for the work. The financial guarantee provides security for the City in the event that the developer is unable to complete the development. **Mr. Patterson** asks if the developer and the contractors who buy the lots would agree to the City not setting up utility accounts or issuing Certificates of Occupancy until the infrastructure is complete. He talked to **Mr. Dunagan** about this and he agrees. **Ms. Mervine** comes to the podium again to voice support for this project.

Mr. Nesser made a motion to approve; **Ms. Branson** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

0:52:18 **11. Consider approval of a Preliminary Plat for Quail Hollow Subdivision Unit 6, creating 2 new residential lots, zoned “R-R” Rural Residential District, located north of Quail Hollow Run, and the dedication of the extension of Captain Williams Lane.**

The applicant, **George Dunagan**, comes to the podium. **Mr. Patterson** explains this request is for approval to create 2 new residential lots at the north of Quail Hollow Run, and the dedication of the extension of Captain Williams Lane. The Planning staff recommends approval of this request with the following conditions: The developer shall complete and submit construction plans for review by City staff; The developer and engineer shall continue to work with City staff as to the infrastructure installed and the design of the infrastructure; the City’s Infrastructure Inspector shall monitor installation of the approved infrastructure; and City staff shall formally accept the infrastructure installed. **Mr. Patterson** says Quail Hollow Run will not connect to Captain Williams. **Mr. Dunagan** states the Captain Williams Dr. will only connect to Quail Hollow Run with an emergency gate.

Ms. Wilson made a motion to approve; **Mr. Cornum** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

0:55:58 **12. Consider a request for Variance from Ord. 56-90(b) to allow a 25’ front setback as opposed to the minimum 30’ front setback for the proposed new properties described as Lot 1 & Lot 2, Quail Hollow Subdivision Unit 6, zoned “R-R” Rural Residential District.**

The applicant, **George Dunagan**, comes to the podium and states that this 25’ setback will match all the other homes in Quail Hollow. **Mr. Patterson** states all the units of Quail Hollow have received this variance. The Planning staff recommends approval of this request.

Mr. Cornum made a motion to approve; **Ms. Wilson** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

0:58:23 **13. Consider a recommendation to Council for a Zone Change from “R-R” Rural Residential District to “R-1” Residential 1 District for approximately 1.00 acre, for the proposed new properties described as Lot 1 & Lot 2, Quail Hollow Subdivision Unit 6.**

The applicant, **George Dunagan**, comes to the podium. **Mr. Patterson** explains this request is for a zone change for the proposed new properties, Lot 1 and Lot 2, in Quail Hollow from R-R Rural Residential to R-1 Residential 1 District. This will allow those lots to match the zoning in the rest of Quail Hollow. This will go to City Council on October 25, 2022.

Ms. Wilson made a motion to approve; **Mr. Nesser** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

1:00:48 **14. Consider approval of a request for Variance from Ord. 56-90(b) to allow a 3.5’ side setback as opposed to the minimum 5’ side setback for the property located at 110 N. Third St., zoned “R-1” Residential 1 District.**

The applicant, **Grace Dominguez**, comes to the podium. **Mr. Patterson** explains this request is to reduce the side setback to 3.5’ instead of 5’. The applicant plans to build an addition at the house. City staff recommends denial. **Ms. Dominguez** states she is raising two of her grandchildren and her house is currently only 2 bedroom. **Mr. Patterson** states there is a platted alley behind her house. **Ms. Wilson** asks the applicant if she is enclosing the carport to make this room. **Ms. Dominguez** states she is. **Mr. Nesser** asks if the entire carport will be the bedroom and asks the size. **Ms. Dominguez** says it will be 13’ x 28’. There was no public comment.

Ms. Wilson made a motion to approve; **Mr. Cornum** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

1:07:35 **15. Consider approval of a request for Variance from Ord. 56-90(b) to allow a 0’ side setback as opposed to the minimum 5’ side setback for the property located at 806 Colonial Ct., zoned “PUD” Planned Unit Development District.**

The applicant, **Raymond Peters**, comes to the podium. **Mr. Patterson** explains this request is to have 0’ side setback so the applicant can place a carport on his property. The applicant will install gutters on it to keep rainfall from sleeting onto the neighbor’s property. The Planning staff recommends denial of this request. **Mr. Peters** states he has already made a payment on a metal carport and now he needs a permit. **Ms. Wilson** questions if the carport will be offset from the wall and fence line. He states it will be 2’ from the house and 2’ from the fence line. Floor opened for public comment. **Diane Havel** comes to the podium, stating she lives next door to the applicant. She has no problem with him, but the carport would stick out from the front of the house and look cheap. She states no one on the street has carports, RVs or boats at their house. She is against his request. **Mr. Cornum** asks her about home-owners restrictions. She states they used to have restrictions, but they are not enforced at this time. She states **Mr. Peters** has a gate to the area beside his house, but he does not want to put the carport there. She tells the commission that she thinks it will look terrible and she does not want to have to look at it. **Beverly Crawford** comes to the podium in opposition to this request. She lives across the street. **Jef Lucchini** comes to the podium in opposition; he feels it would create a precedent and others would be granted variances to place carports. He and his wife feel it would decrease the value of their property. **Johnnie Bradford** comes to the podium in opposition; stating she already has problems backing out of her driveway because of all the parked vehicles. She states all of the houses already have 2-car garages. **Mr. Peters** states he is going to

park his pickup truck there no matter what. He sees no problem with what he wants. **Ms. Havel** states his carport will be an eyesore. **Mr. Peters** says her husband parks on the gravel in front of their house. **Ms. Havel** responds she is not asking for a variance for a carport. **Ms. Branson** asks if they have any say on the carport itself or just the setback. **Mr. Patterson** tells her according to the City's rules, he can place a carport in the front setback. At one point the neighborhood had an architectural committee, but it may not now. **Mr. McCormick** states the request is for a reduction of the side setback, not the carport itself. **Mr. Patterson** tells the commission that the neighborhood was built with the houses right on the lot line on one side, and a 10' side setback on the other side. **Ms. Branson** asks if there is a utility easement on the side of his house. **Mr. Patterson** says there is not. **Mr. McCormick** asks **Mr. Peters** if he would change his request from a 0' setback to a 2' setback. **Mr. Peters** says he will.

Mr. Nesser made a motion to approve with the condition of a 2' side setback; **Ms. Branson** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Cornum, Ms. Wilson, Ms. Branson.** No— **Mr. Nesser.** Absent— None. Abstained—None. The motion carried.

1:32:47 **16. Consider a request for Variance from Ord. 56-70(d)(5)(c) to allow a 2' increase to fence height resulting in a 6' fence as opposed to the maximum 4' fence height along the side setback for the property located at 2416 Iowa St., zoned "R-1" Residential 1 District.**

The applicant, **Rodolfo Estrada**, comes to the podium. **Mr. Patterson** explains this request is to allow a 2' increase in fence height along the side setback and front setback at the property. Planning staff recommends approval of this request, with the condition that the fence is tapered down as it approaches the front of the property. **Mr. Estrada** states that he has tried to purchase the lot next door, but the owner does not want to sell it. It is vacant and full of overgrown weeds and trees. **Ms. Ortiz** tells the commission that the City has had to take action on the neighboring property in the past over weeds. **Mr. Estrada** says his fence will not block the view of the stop sign at the intersection nearby on Eighth St. **Mr. McCormick** asks how the fence will be tapered. **Mr. Estrada** states he will work with the City; **Mr. Patterson** states they will consult with the police department, who suggested the tapering to not block view of drivers.

Mr. Cornum made a motion to approve; **Ms. Wilson** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

1:42:01 **17. Consider a request for Variance from Ord. 56-90(b) to allow the placement of an accessory building in the minimum 10' rear setback for the property located at 2107 Calle de Cordoniz, zoned "R-1" Residential 1 District.**

The applicant, **Jerri McTaggart**, comes to the podium. She states she requested permits for a new shed and a patio from the Building Dept. She was told she didn't need a permit for the shed because of the size. She states when it was inspected, the shed was bigger than the past shed and was placed in the rear setback. **Mr. Patterson** explains this new shed was larger and also needs a variance for placement in the rear setback. The City does not require permits for sheds under 120 sq. ft. Planning staff recommends denial of this request. Because no permits are required for sheds under 120 sq. ft., where they are placed is not regulated by the City. **McTaggart** states the old shed was only 10' x 10'. She states her new shed is 10' x 16'. **Ms. Ortiz** states there is a 5' wall behind the property with an 8' drop to the property behind. Floor opened for public comment. There was none.

Ms. Wilson made a motion to approve; **Mr. Nesser** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

1:49:17 **18. Consider a request for Plat approval for the creation of three lots located at 313 S. Walnut St., zoned "R-2" Residential 2 District**

The applicant, **Janelle Hicks**, joins via virtual meeting. **Mr. Patterson** explains this request is for a land division to create 3 new lots, zoned R-2 Residential District 2. The lots created meet the minimum lot size required and the minimum street frontage required along S. Walnut St. The Planning staff recommends approval. **Ms. Hicks** states there are already 2 houses on the property now and possibly one other in the past, which is no longer there. She would like to separate them, each with their own lot.

Mr. Cornum made a motion to approve; **Ms. Wilson** seconded the motion. The vote was as follows: **Yes— Mr. McCormick, Mr. Nesser, Mr. Cornum, Ms. Wilson, Ms. Branson.** No—None. Absent—None. Abstained—None. The motion carried.

1:52:31 **19. Report regarding Summary Review Subdivisions**

Mr. Patterson gave a report on the Summary Reviews. Nothing unusual was noted.

1:53:53 **20. Adjourn**

There being no other business, the meeting was adjourned.

1:53:57 Stop Recording [6:54:53 PM]