Development Review Committee  
Regular Meeting Minutes  
Thursday, August 3rd, 2017  
10:00 a.m.

THESE MINUTES ARE NOT VERBATIM, THEY ARE SUMMARY

<table>
<thead>
<tr>
<th>MEMBERS PRESENT</th>
<th>Present</th>
<th>Absent</th>
<th>OTHERS PRESENT</th>
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<tr>
<td>Luis Marmolejo, Planning</td>
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<td>Thomas Sotomayor, KD Engineering</td>
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<td>Janine Divyak, Planning</td>
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<td>Adrian Manriquez, Tierra Del Sol</td>
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<td>Angela Roberson, Planning</td>
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<td>Art Marrujo, Tierra Del Sol</td>
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<td>Albert Casillas, Planning</td>
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<td>David Cristiani, Planning</td>
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<td>Jannette Kresser, Secretary</td>
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<td>Paul Dugie, Flood</td>
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<td>John Gwynn, Flood</td>
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<td>Robert Armijo, Engineering</td>
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<td>Rene Molina, Engineering</td>
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<td>Robert Duran, Engineering</td>
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<td>Dan Sambrano, Engineering</td>
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<td>Eric Crespin, Fire</td>
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<td>Arturo Herrera, Fire</td>
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<td>Nora Oliver, Utilities</td>
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<td>Mireya Carnero, Utilities</td>
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CALL TO ORDER: Luis Marmolejo

2. APPROVAL OR CHANGES TO AGENDA:
None

3. APPROVAL OF MINUTES FROM MAY 5, 2017
   Move: Rene Molina  Second: Daniel Sombrano
   Motion carries. Approved by a response of Ayes by all present.

4. OLD BUSINESS
None

5. NEW BUSINESS
   a. Case # V17-007: Submitted by Skyline Engineering, applicant, a request for a Variance to the Unified Development Code, Sections 4.3.A and 6.2.2., which states that thoroughfares shall terminate at intersections and form a network of lots and blocks, except where the terrain or width of a parcel to be subdivided is not practical to serve an area except by using a cul-de-sac. Maintenance of a thoroughfare ending in a cul-de-sac will be by private means. The applicant is proposing a cul-de-sac to be dedicated and maintained by Doña Ana County. The cul-de-sac will serve 7 residential lots, Case # SD17-001, identified as being within Section 23, Township 26 South, Range 5 East, property Id # 17-08899, in the community of Chaparral.
Ronald King: If a road is required to be built to County standards then the County should be willing to take ownership and maintenance of the road. Homeowner Associations do not know what it takes to maintain a road. If I were the Fire Department, I would be worried about that.

Rene Molina: This is a good candidate for a cul-de-sac. With respect to the maintenance of the cul-de-sac, the requirement of maintenance is in the new code and has been fully vetted through public input, consultants and the various departments.

Rene Molina: Move for a positive recommendation to the Planning & Zoning Commission for case V17-007 to allow a cul-de-sac in this location.

Motion: Rene Molina
Second: John Gwynn

Luis Marmolejo: This variance is for the cul-de-sac to be built to County standards and for the developer to dedicate to the County for them to accept and maintain the cul-de-sac.

Motion carries by a vote of “Aye” from those present.

Rene Molina: The County is able to accept the road after successful performance through the warranty period.

b. Case # SD17-001: Preliminary Plat approval for Replat #11 of the Chaparral Subdivision #2 being Lot 28, Block M, submitted by Tierra Del Sol Housing Corporation, Rose Garcia, agent. A 7 lot residential subdivision on 2.068 acres. The lots range in size from 6,045 sq. ft. to 7,215 sq. ft. The property is identified as being within Section 23, Township 26 South, Range 5 East, property Id # 17-08899, in the community of Chaparral.

Luis Marmolejo: This has been approved by all departments except Engineering that has some comments. It will be going before the P&Z Commission on October 24th, 2017 for the subdivision and the variance.

Rene Molina: Move to forward on item 5b to the Planning & Zoning Commission on October 24th, 2017 with a recommendation the developer provides a response to the outstanding comments.

Motion: Rene Molina
Second: Nora Oliver

Motion carries by a vote of “Aye” from those present.

c. Case # V17-008: Submitted by Ken Thurston, applicant, a request for a Variance to the Unified Development Code, Sections 4.3.A and 6.2.2., which states that thoroughfares shall terminate at intersections and form a network of lots and blocks, except where the terrain or width of a parcel to be subdivided is not practical to serve an area except by using a cul-de-sac. Maintenance of a thoroughfare ending in a cul-de-sac will be by
private means. The applicant is proposing a cul-de-sac to be dedicated and maintained by Doña Ana County to serve a 15 lot subdivision to be known as Bunkie Estates identified as being within Section 17, Township 22 South, Range 2 East, property id # R0328943.

Thomas Sotomayor: We have not received official direction regarding access off of Engler Road and are assuming that access will need to be from Mt. Baldy. There are 2 cul-de-sacs which provide access to (16) 1-acre lots. We would like to have maintenance for these cul-de-sacs as well; if not, we would like to build them according to their own standards. If we were to create a “U” shaped road, we would lose a lot and not be able to meet the 1 acre minimum.

Rene Molina: Move for a positive recommendation to the Planning & Zoning Commission for cul-de-sacs at this location so that they can proceed with a subdivision submittal, knowing that we are wanting and willing to work with the developer to accommodate their needs and intent.

Motion: Rene Molina
Second: John Gwynn

Rene Molina: Would the developer be able to provide an easement between the two heads of the cul-de-sacs for pedestrian access, helping the project to promote walkability?

Thomas Sotomayor: We would be able to do it on the straightaway along an area where the property lines accommodate one another.

*Motion carries by a vote of “Aye” from those present.*

Thomas Sotomayor: We are not proposing meeting county standards on the external roadways as this road leads to nowhere at the moment.

Rene Molina: Engineering is willing to meet with the developer to discuss the issue, however it was not on the agenda for today’s meeting.

d. **Review and Discussion on a Potential Amendment to the Unified Development Code regarding cul-de-sacs.**

Engineering-Rene Molina & Robert Armijo: The UDC is still a new code. There is a means for the County to accept dedication and maintenance of a cul-de-sacs. It is better to wait and see how big of an issue this turns out to be and hear each case separately for the time being. If we are concerned about the number of cases coming before the Commission, perhaps this is something that could be handled through an Administrative Variance or perhaps we could adjust the wording slightly.

John Gwynn: We do not know all of the ins-and-outs of these at this point. For example from a flood standpoint, how will drainage be handled in these cul-de-sacs? Where will the water go? These are things that must be considered.
e. Review and Discussion on the Proposed Recommended Amendments to the UDC by the Planning and Zoning Commission.

John Gwynn: If the developer moves the building to the front of the property, they will lose parking spaces which would then need to be moved to the side of the building. Do those parking spaces then become part of the Public View Area?

David Cristiani: No, however it will still have Parking Landscaping requirements.

John Gwynn: Perhaps you should consider the language in the Landscaping Section. Street View Area versus Public View Area. Public Realm would not be a good term.

Rene Molina: I would like to see more clarification regarding the minimum surfacing requirements for a parking area in Page 156, Section 5.5 Parking and Loading Location and Design. If you recall the previous code had specific language regarding the minimum surfacing requirements.

6. Not on the agenda.

7. COMMITTEE REPORTS
   None

8. STAFF INPUT
   Luis Marmolejo: We still have the Article 250 code in CRUAA which is expired. In your opinion, should we keep this code, modify it, or adopt the UDC?

   Rene Molina: It is ultimately CRUAA’s decision, however Article 250 has been working in this area.

   Nora Oliver: I still think that the UDC is still too new to really form an opinion as to how successful it is. AS it is, we are already doing amendments to the document.

9. ADJOURNMENT
   11:24 a.m.

   Rene Molina: Motion to adjourn the meeting.

   Motion: Rene Molina
   Second: Nora Oliver

   Motion carries by a vote of “Aye” from those present.