

City of Alamosa  
Planning Commission  
January 27, 2016  
6:00 p.m.  
Minutes of the Meeting

The regular meeting of the Planning Commission was called to order on the above date at 6:00 p.m. by Chairman Mark Manzanares. Present were the following members: Shirley Adcock, Farris Bervig, Debbie Clark, and Robert McWhirter and Scott Travis. A quorum was declared. Staff present: Pat Steenburg, Harry Reynolds and Julie Scott.

**Agenda Approval: M/S/C.** McWhirter, Clark. Motion was made to approve the agenda as amended to include on Item 2B a request for a Permitted Use by Special Review. (Unanimous)

**Approval of the Minutes: M/S/C.** Travis, Clark. Motion made to approve the minutes of the December 9, 2015 meeting as presented. (Unanimous)

**Public Comments:** None

**Regular Business -** Conduct Public Hearings-Zoning Issues-No applications received.

Planning Issues:

The request of Martin D. Lopez and Jose de Jesus Lopez dba Calvillo's for a Permitted Use by Special Review to allow outdoor sales (Use Group C-23). The property affected is Lots 12 thru 16, Alamosa, Block 52, NW1/4, Section 10, Township 37 North, Range 10 East, City of Alamosa, Alamosa County also known as 400 Main St.

The public hearing opened at 6:03 p.m.

Manzanares: Is there someone here to speak on behalf of this request? Please step up to the podium and state your name and address for the record. Tell us what you would like to do.

Lopez: Martin D. Lopez, 400 Main St., Alamosa. I'm the owner of Cavillo's; we would like to use the outdoors and make it better for the community and pet friendly as well.

Manzanares: Thank you. Is there anyone else that would like to speak for this request? Anyone against this? We close the public hearing. Are there any questions from the Commission?

The public hearing closed at 6:05 p.m.

Clark: Will there be a fence around the area?

Lopez: Yes.

Steenburg: That would be a requirement with the liquor license modification.

Manzanares: Are there any CDOT issues?

Steenburg: Not that I'm aware of.

Manzanares: Are there any more questions? Is there a motion?

**M/S/C.** Travis, Clark. Motion made to recommend approval of the request of Martin D. Lopez and Jose de Jesus Lopez dba Calvillo's for a Permitted Use by Special Review to allow outdoor sales (Use Group C-23). The property affected is Lots 12 thru 16, Alamosa, Block 52, NW1/4, Section 10, Township 37 North, Range 10 East, City of Alamosa, Alamosa County also known as 400 Main St. ( Unanimous)

Recommendations from Planning Commission will go to City Council on Wednesday, February 17, 2016 at 7:00 p.m. or shortly thereafter for consideration on the consent calendar.

Next Item:

The request of Community Resources and Housing Development Corporation for approval of a final plat and a Permitted Use by Special Review to allow single family dwellings in a Commercial Business zone. The property affected is Montana Azul Estates Subdivision located in a fraction of the NE1/4 of Section 8, Township 37 North, Range 10 East, N.M.P.M., City of Alamosa, Alamosa County, lying generally west of Craft Drive and north of Tremont St.

The public hearing opened at 6:08 p.m.

Manzanares: Is there someone here to speak? Please state your name and address for the record.

Lucero: Janet Lucero, CRHDC, 1016 West Ave., Alamosa.

Reynolds: Martin Reynolds, 21626 County Road AA.5, Alamosa. I am the engineer on this project. It is just a continuation of the development that they are doing in this area. We've already been here for the preliminary plat.

Steenburg: We will also do a permitted use for single family dwellings in a commercial business zone.

Manzanares: This does not change the zoning?

Steenburg: No, this should be addressed and then we can look at the final plat.

Travis: so this is commercial property?

Reynolds: From what I understand north of Tremont and west of Craft Dr. is commercial zoned.

Steenburg: Their existing development has reached build out. We are requesting a recommendation for approval of single family dwellings in commercial, the property to the west will remain commercial. We should have two actions on these requests.

Manzanares: We will close the hearing and are there any further questions? A motion?

The public hearing closed at 6:09 p.m.

M/S/C. Travis, McWhirter. Motion made to recommend approval of the Permitted Use by Special Review to allow single family dwellings in a commercial business zone. The property affected is Montana Azul Estates Subdivision located in a fraction of the NE1/4 of Section 8, Township 37 North, Range 10 East, N.M.P.M., City of Alamosa, Alamosa County, lying generally west of Craft Drive and north of Tremont St. (Unanimous)

The request of Community Resources and Housing Development Corporation for approval of a final plat. The property affected is Montana Azul Estates Subdivision located in a fraction of the NE1/4 of Section 8, Township 37 North, Range 10 East, N.M.P.M., City of Alamosa, Alamosa County, lying generally west of Craft Drive and north of Tremont St.

The public hearing opened at 6:12p.m.

Manzanares: I know it is a bit redundant, but please state your name and addresses for the record.

Lucero: Janet Lucero, CRHDC, 1016 West Ave., Alamosa.

Reynolds: Martin Reynolds, engineer on the project, 21626 County Road AA.5, Alamosa. This is 28 lot development and we are working with Pat on the infrastructure. This is basically the same as the preliminary plat you reviewed.

The applicants again stated the final plat is a continuation of the self help home development in this area.

The public hearing closed at 6:14 p.m.

Bervig commended the organization for making home ownership a reality for people that may not otherwise have that opportunity.

Clark: Are all the lots south filled?

Lucero: There is one lot on Adcock that will be part of this next phase.

M/S/C. McWhirter, Adcock. Motion made to recommend approval of the final plat. The property affected is Montana Azul Estates Subdivision located in a fraction of the NE1/4 of Section 8, Township 37 North, Range 10 East, N.M.P.M., City of Alamosa, Alamosa County, lying generally west of Craft Drive and north of Tremont St. (Unanimous)

Steenburg: As we discussed, we will hold this plat until the lift station requirements are met and then take it to City Council for approval.

**Other Business:**

Election of Officers: Chairman

Manzanares was nominated for Chairman and was unopposed. He accepted the position.

Vice Chairman:

Clark was nominated for Vice Chair and accepted the nomination. There were no other nominations.

Next Item: Comprehensive Plan

Steenburg explained that McWhirter would no longer be able to represent the Planning Commission on the Comprehensive Plan review with Adcock and two from the board were required. He gave a brief overview of what would be required and the number of meetings it would entail. It would stretch over a period of 12 -14 months, community outreach and consist of 5-6 meetings through that time period. There will also be a code review.

Bervig and Travis both expressed interest. Travis will serve as a regular member of the Commission and Bervig with his previous experience on Council and review committees would be welcome to attend.

Clark questioned if the County was involved in this process and McWhirter brought up the possibility of alternating who would attend if one could not be at a specific meeting.

After no further business, the meeting was adjourned at 6:35 p.m.

Respectfully submitted,

Julie Scott  
Recording Secretary

**Other Business:**

The Commission thanked staff for the efforts to make the application process and duties of the members run as smoothly as possible.

Steenburg extended an offer to Planning Commission members for individual meetings if they felt it was necessary to get updates on the progress of the Comprehensive Plan update.

Staff updated the Commission on the IHOP project. Utilities are in and work progresses. There was also an explanation on how lift stations operate.

**Correspondence:** Distributed.

After no further business, the meeting was adjourned at 6:25 p.m.

Respectfully submitted,

Julie Scott  
Recording Secretary