



PLANNING & ZONING COMMISSION DRAFT MEETING MINUTES

EDELWEISS LODGE CLUB ROOM
TAOS SKI VALLEY, NEW MEXICO

MONDAY, MAY 5, 2014 1:00 P.M.

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2 **I. CALL TO ORDER & ROLL CALL**

3 Commission Chair Tom Wittman called the meeting to order at 1:05 p.m. Roll call was taken and a
4 quorum was established. Commission members present: April Bender, Elisabeth Brownell, Henry
5 Caldwell, Richard Duffy, Susan Nichols, and Tom Wittman. Commission members absent: Chris
6 Stagg. Staff members Mark Fratrack, Don Schieber, Ann Wooldridge, and John Miller were in
7 attendance, as well as attorney Dennis Romero.

8 **II. APPROVAL OF THE AGENDA**

9 Chairman Wittman asked to add, under item VI. Miscellaneous, updates on Village Council activity
10 and summer construction activity.

11 **MOTION:** To approve the agenda as amended.

12 **Motion: Susan Nichols Second: Richard Duffy Passed: 6-0.**

13 **III. APPROVAL OF THE MINUTES OF THE MARCH 31, 2014 MEETING**

14 **MOTION:** To approve the minutes as presented.

15 **Motion: Susan Nichols Second: Richard Duffy Passed: 6-0.**

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17 **IV. NEW BUSINESS**

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19 **V. OLD BUSINESS**

20 **A. Consideration to Approve Impact Fee Needs Assessment Report to Combine Fire, EMS, and Law**
21 **Enforcement**

22 Staff presented the Public Facilities Needs Assessment Report with the updated square footage
23 expectations for new buildings in the Core area as well as revised build-out date projections. The
24 previous version that was discussed at the March 31, 2014 P&Z meeting had presented modifications
25 from earlier reports based on state statutes that do not allow for capital equipment purchases from
26 impact fees, other than for fire apparatus equipment. The main thrust for revising the report was to
27 combine the separate EMS, Fire, and Law Enforcement accounts, in order for funds to accumulate
28 and be apportioned appropriately for any of the three Public Safety services. With the new square
29 footage calculations and revised project needs, the net impact fee will be decreased by \$0.2797 per
30 square foot, from \$4.6531 to \$4.3747 per square foot.

31 Discussion took place, clarifying certain aspects of assessing impact fees on new development. Staff
32 explained that impact fees are not assessed on square footage for parking that is associated with
33 residential or commercial units. The fees collected for a given project are not all expended on items
34 specifically related to that building. If the fees are not sufficient to cover all of the Village's cost
35 relating to infrastructure changes required for a new building, or if changes are required to existing

1 water or sewer lines, the costs will have to be negotiated between the Village and the developer.
2 Impact fees are not allowed to be spent on water or sewer infrastructure; there are separate system
3 development fees that are used for these categories.

4 **MOTION:** To recommend approval of the Public Facilities Needs Assessment Report by the Village
5 Council.

6 **Motion: Richard Duffy Second: Henry Caldwell Passed: 6-0.**

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8 **VI. MISCELLANEOUS**

9 **A. Village Council Update**

10 Commissioner Wittman gave an update on some of the financial reports from recent Village Council
11 budget meetings. Gross receipts tax collections are down by \$34,000 but lodgers' tax revenue is up.
12 Property tax revenue has seen a good increase due to an increase in the mil levy for this fiscal year.
13 Health insurance costs are rising, and employees will be getting a .5% COLA salary increase. The
14 Village needs to increase its reserve funds, though no specific goals have been set. With the
15 projected construction projects occurring over the next few summers, the budget projects a 10%
16 increase in gross receipts tax revenue the first year, a 30% increase the second year, and a 40%
17 increase the third year, with expectations of collecting approximately \$900,000 related to the
18 construction. There is \$7,500 in the budget for dust control, but more may be spent depending on
19 different factors.

20 The Public Safety Committee has been working to make the Village a designated Firewise
21 Community, and a Firewise Board of Directors has been formed. Two trash pick-up days have been
22 planned, with one being on the weekend, Saturday May 24, 2014. A request for proposals for a
23 water/sewer engineering company has been conducted and Brilliam Engineering out of Pagosa
24 Springs, Colorado was selected. The review committee was impressed with Brilliam's ideas on how
25 to increase capacity at the Wastewater Treatment Plant before needing to build an entirely new
26 facility. Next Council meetings are scheduled for May 13, 2014 and then June 10, 2014.

27 **B. Construction Update**

28 This summer's construction may be getting a later start than previously expected. The transfer to the
29 new owners of the special use permit from the Forest Service to TSV Inc. is turning out to be a slow
30 process.

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32 **VII. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING:** The next meeting
33 is scheduled for June 9, 2014 at 1:00 p.m. at the Edelweiss Lodge & Spa Conference Room.

34 **VIII. ADJOURNMENT**

35 **MOTION:** To adjourn.

36 **Motion: Susan Nichols Second: Elisabeth Brownell Passed: 6-0.**

37 The meeting was adjourned at 3:00 p.m.

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39 Tom Wittman, Chairperson