



PLANNING & ZONING COMMISSION MEETING MINUTES

EDELWEISS LODGE AND SPA
TAOS SKI VALLEY, NEW MEXICO

MONDAY, AUGUST 6, 2012 1:00 P.M.

1

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

3 Commissioner Tom Wittman called the meeting to order. A quorum was established with
4 Commission members Mary Mortimer, Steve Ruppert, Chris Stagg, and Tom Wittman present.
5 Elisabeth Brownell, Richard Duffy, and Susan Nichols were absent. Staff members Mark Fratrack,
6 Don Schieber, and Ann Marie Wooldridge were in attendance.

7 **II. APPROVAL OF THE AGENDA**

8 Mark Fratrack asked to discuss the Fire substation and Zap's property under Miscellaneous.

9 **MOTION:** To approve the agenda with the above amendments.

10 **Motion: Mary Mortimer Second: Steve Ruppert Passed: 4-0.**

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12 **III. APPROVAL OF THE MINUTES OF THE JUNE 11, 2012 MEETING**

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

14 **Motion: Steve Ruppert Second: Chris Stagg Passed: 4-0.**

15 **IV. OLD BUSINESS**

16 **A. Discussion - Impact Fee Needs Assessment Review**

17 Don Schieber explained that a public facilities needs assessment report, or other needs assessment
18 review, is routinely conducted by municipalities to quantify impact fees. In the Village's case, fees are
19 collected to fund growth in the areas of EMS, Fire Protection, Road improvements, Law Enforcement,
20 Parks and Recreation, and General Government. The overall costs of the needs, divided by the
21 existing and projected square footage, determine the amount of the impact fees. The last revision
22 was done in 2006. Schieber said that Village staff department heads will need to prepare a list of their
23 needs with associated costs in order to update the report. Many items pertaining to the new core area
24 redevelopment will need to be added, for example the new roads. An application was made for
25 funding through the MAP (Municipal Arterial Program) for these new roads, but we were not awarded
26 funding this year. Schieber touched on other needs and estimated costs for core redevelopment,
27 including the pedestrian network and riverwalk.

28 There are many other needs for road improvements, with Phoenix Switchback being a particularly big
29 project. The road needs to be widened, drainage improved, and sliding from uphill addressed. Chris
30 Stagg said that dust control is one of the biggest issues in the Village and suggested that
31 consideration be given to paving Twining Road up to the steeps. It makes sense to have the
32 infrastructure in place first before paving according to Schieber, and there are new underground items
33 to be placed such as electric lines and new water lines. Also, the grading of the road needs to be
34 improved. There is the possibility of drilling horizontal lines to avoid digging up the road, but Wittman
35 said that the Army Corps of Engineers did some drilling in that manner in 1978, and it was very costly
36 and difficult to execute given the large boulders found underground in this terrain. Schieber
37 expressed concern regarding the tight fit in the existing easement with four or five lines already in

1 place. Now there is the possibility of adding fiber optic lines and natural gas lines. Could the
2 easement be widened?

3 Discussion took place on whether paving should be included in the needs assessment report. It was
4 decided that this is an appropriate project for impact fee funding. Paving should also be included on
5 the Infrastructure Capital Improvements Plan (ICIP) list. Stagg suggested adding approximately
6 \$70,000 to the list for paving from the parking lot to Phoenix Switchback. Schieber recommended
7 addressing the purchase of land for snow storage in both the needs assessment and in the ICIP.

8 Fratrack said that Staff will work on specific item costs and bring a rough draft of the needs
9 assessment report for the September meeting. Stagg cautioned against creating impact fees that
10 are so high that they become burdensome for builders. Fratrack said that the Village is looking at other
11 funding avenues, having recently raised the property tax mil levy rate and working with the financial
12 services company G.K. Baum on bonding. A special tax district may no longer be necessary.
13 Wittman suggested that the needs report should be addressed by the Council at budget time.
14

15 **V. NEW BUSINESS**

16 **A. Discussion - Impact Fee Needs Assessment Review**

17 Staff presented last year's ICIP spreadsheet with some notes on possible additions This is a working
18 list and somewhat different from what gets sent to the Capital Outlay Bureau in Santa Fe for the ICIP
19 submittal. It is important to consider how projects will progress in making these plans.

20 One item on the list was the Fiber Optic Utility Trench. Kit Carson Electric had been planning to dig
21 a trench up State Road 150 in order to install fiber optic cable and to place power lines underground.
22 However, due to the cost they are now considering putting the cable in on the overhead poles. The
23 U.S. Forest Service, who owns the land adjacent to the road, is in favor of installing the lines
24 underground. There is a question as to whether the gas company would install natural gas lines while
25 the trench is open. Staff said that the gas company has said that they would not install gas lines up
26 the highway because the Village customer base is too small for them to recuperate their costs. They
27 have asked the Village to participate in funding the project. Wittman relayed that the Council would
28 be willing to lend financial support to the electric and fiber optic project, but not necessarily the natural
29 gas project. In addition to the Village cost, there would be substantial work for each resident to take
30 on in digging a line for natural gas to their house, changing the plumbing, and installing new meters.

31 Further discussion touched on the remaining items contained in last year's ICIP. Some projects were
32 changed, or rearranged, and some new additions were made. Staff will make the changes discussed
33 and will circulate the updated list by e-mail to the Commissioners for their review in order to present
34 this year's version to the Council at their September 4th meeting.

35 **MOTION:** To recommend approval by the Council of the revised Infrastructure Capital Improvements
36 Plan with changes as discussed.

37 **Motion: Chris Stagg Second: Mary Mortimer Passed: 4-0.**

38 **B. Discussion - Water System Improvements and Upgrades**

39 Schieber introduced Tom Mastor of Taos Mountain Builders who was there on behalf of the Sierra
40 del Sol homeowners association. Schieber explained that the Village plans to upgrade the 2" water
41 line along the private road, Ernie Blake Road, running along side the Sierra del Sol up to the Lake
42 Fork Condominiums. The new water line would be a benefit to the 37 owners at the Sierra del Sol,
43 the 13 owners at the Lake Fork Condominiums, and the 20 owners at the Twining Condominiums.
44 Installation of the line would mean an upgrade from a small galvanized line that tends to break, to a
45 new fire-rated plastic water line. While this work is being done, there would be an opportunity to
46 better identify the entrance to the Sierra del Sol Condominiums. Discussion has taken place but no
47 progress made in coming to an agreement with the Sierra del Sol homeowners on an easement.
48 Stagg asked that Dennis Romero draw up an easement agreement between the Village and the
49 Sierra del Sol that would be amenable to the Sierra del Sol.

50 **VI. MISCELLANEOUS**

1 **A.** The Village was slated to move the fire substation that is in Kachina Village. The current location
2 was not intended to be the permanent location, and the rent will increase a great deal in a few years.
3 Work had begun on clearing the new site where the substation could be relocated, but work was
4 stopped because of a concerned citizen. Building a new fire station on the proposed site would be very
5 costly, and the Village had planned for several years as a project on the ICIP list to relocate the current
6 substation. The decision to be made is whether to keep the substation where it is even though it will
7 become more and more costly, or remove the substation, or design and build a building pad for future
8 use. Mortimer expressed concern about providing adequate fire protection in the Kachina area.
9 Stagg recommended that Fratrack meet with Roger Pattison to discuss.

10 **B.** The Village has hired a contractor to clean up the property at 20 Zap's Road, after notifying the
11 owner of the Village's intent to do so. Village Staff would like to board up the buildings as a public
12 safety measure and designate it as "Do Not Occupy" because of the code infractions.

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14 **VII. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING:** The next meeting will
15 take place on Wednesday, September 5, 2012 at 1:00 p.m. at the Edelweiss Lodge & Spa Conference
16 Room.

17 **VIII. ADJOURNMENT**

18 **MOTION:** To adjourn.

19 **Motion: Chris Stagg Second: Mary Mortimer Passed: 4-0**

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Tom Wittman, Chairperson