



Village of Corrales

Planning & Zoning Department
4324 Corrales Road, Corrales, New Mexico 87048
Phone: (505) 897-0502 / Fax: (505) 897-7217

PLANNING AND ZONING COMMISSION

Date of Meeting: Wednesday, March 20, 2024, 6:30 PM

Location of Meeting: Council Chambers in-person, or via zoom teleconference

MEETING MINUTES

I. CALL TO ORDER

II. ROLL CALL

Present: Jerry Stermer, Melissa Morris, Mick Harper, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.

III. APPROVAL OF AGENDA

Motion to Approve: Heather Balas, Second: Mick Harper. Vote, yes: Jerry Stermer, Melissa Morris, Mick Harper, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.

IV. APPROVAL OF MINUTES

Feb. 21, 2024 Meeting Minutes

Motion to Approve: Melissa Morris, Second: Heather Balas. Vote, yes: Jerry Stermer, Melissa Morris, Mick Harper, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.

V. CORRALEÑOS PUBLIC FORUM (Comment on items not otherwise on Agenda – 3- Minute limit) None

VI. PUBLIC HEARING ITEMS

STR 24-02. (Short-Term Rental) Applicant and property owner **Jon Epperson**, of 3375 Lorraine Rd, Larkspur, CO is requesting a short-term rental permit for a 4-bedroom residence at **183 El Camino Campo**. Two bedrooms of the house already have Village STR approval and permit from 2022, and he wishes to add the final two for a total occupancy of 8 persons in four bedrooms. This 2.62-acre property is zoned *A-2 Agricultural and Rural Residential*.

PZA Laurie Stout (sworn): (Summarized staff report and noted original short-term rental approval on August 17, 2022, for two of the four bedrooms. Noted the ordinance had been amended, after the original approval, to limit occupancy of STR's to 2 persons per bedroom. Stated applicants are asking to add the additional two bedrooms to the existing approval. Noted septic capacity is higher than required, and applicants are current on all required inspections, registrations and taxes. Noted there have been no complaints to Code Enforcement or to Corrales Police.)

47 **Jon Epperson, of 3375 Lorraine Rd, Larkspur, CO (applicant, sworn):** (Stated the business is
48 running smoothly and appreciates the Commission's consideration of their application.)
49 **Commissioner Marshall:** Would the house be rented to one group at time or more?
50 **Epperson:** We only plan to rent to one group at a time.
51 **Chair Black:** We're going to go into public comment. Seeing none, we will close public comment and
52 go back to the Commission for discussion.
53 **Commissioner Balas:** Given that the applicant is compliant with Code Section 18-45 (f) and noting the
54 over adequacy of the septic tank as well as the track record of the project under its current rental status,
55 I move approval of STR 24-02.
56 **Move to Approve:** Heather Balas, **Second:** Jerry Stermer. **Vote, yes:** Jerry Stermer, Melissa Morris,
57 Mick Harper, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.
58
59 **Chair Black:** Mr. Epperson, you have your approval, the item could be appealed within 20 business
60 days. If that happens, Laurie will alert you to that, but otherwise, she will follow up with you with any
61 further information that you may need.
62
63 **ZOC 24-04. (Home Occupation) Applicant Morgann Balkcom of 147 Via Oreada is requesting**
64 **Home Occupation** permit approval to use 800 square feet of a 4,000 square foot home for mental health
65 coaching and therapy. "EM2 Clinic" will have up to 20 clients per week Mon-Fri 9 to 5 and Sat-Sun 9
66 to 4. This 1.55-acre property is zoned *A-2 Agricultural and Rural Residential*.
67
68 **Commissioner Harper:** (Recused himself from this item).
69 **Chair Black:** Thank you, Commissioner.
70 **PZA Stout:** (Summarized her report, noting that the applicant may have up to 20 clients per week, that
71 business days and hours are Monday through Friday, 9 to 5 and Saturday and Sunday, 9 to 4. Noted the
72 applicant is renting the home and has a lease that shows she has permission from the landlord to request
73 this home-based occupation.)
74 She asked the applicant: the website shows a business address of 4436 Corrales Road, which is a
75 commercial property. Are you moving the business from there?
76 **Morgann Balkcom, 147 Via Oradea (applicant, sworn):** No, I plan to keep my commercial property;
77 my plan is bringing someone into that space and then funnel my private coaching clients to the home.
78 **PZA Stout:** (Noted there were quite a few public comments. Concern about how much traffic there will
79 be at the home. Noted the application was compliant with the home occupation section of Code.)
80 **Balkcom:** I plan to operate a coaching business. (She expects 3 to 4 people per week to start. Would
81 love to get up to about 10-12. Described her clients.)
82 **Commissioner Chappelle:** Why is your address on Heritage Way in Albuquerque?
83 **Balkcom:** When I submitted this application, we hadn't moved to Via Oreada yet. I was trying to be
84 ahead of the curve and do everything by the rules.
85 **Commissioner Chappelle:** And the commercial property where you have your business now? Which
86 building is it in?
87 **Balkcom:** Del Rio Plaza, across the street from I think the old Sandia Bar.
88 **Commissioner Chappelle:** Is there a reason you can't do both at the commercial property?
89 **Balkcom:** I'm in an awkward position in my business where I need to grow and I need more space, but
90 I don't quite have the clientele to support it. I'm in a transitional period where I'd like to bring
91 somebody into my commercial space and build a clientele and free it up. While I can continue doing
92 coaching services with my personal clients and my goal at some point in the next year is to build it up
93 enough to where I can grow into a bigger space.
94 **Commissioner Chappelle:** A bigger commercial space?
95 **Balkcom:** Yes.
96 **Commissioner Chappelle:** What you're asking for now, is a transitory home occupation?
97 **Balkcom:** Ideally yes.

98 **Commissioner Stermer:** I'd like you to clarify the number of customers coming per week. You
99 indicated 11 to 20 (on the application), what do you think will really happen?
100 **Balkcom:** (Restated her goal of 12 clients. Noted that her schedule is flexible because of childcare
101 needs, and that was the reason for the broad number of hours and days (M-F 9-5 and weekends 9-4).
102 **Commissioner Stermer:** Typically, what kind of hours do people come to see you?
103 **Balkcom:** If I were to start tomorrow, there'd be a couple on Saturdays and a few during school hours
104 on the weekdays between 9:00 and 3:00.
105 **Chair Black:** Public comment on this item?
106 **Tonna Bugos, 132 Cadillo Ln. (public commenter, sworn):** (Expressed concern over the potential
107 amount of traffic to the site. Noted that the home occupation should have minimal impact on the
108 neighborhood. She believes that Via Oreada has been designated a trail by the Village of Corrales Trails
109 Master Plan. Noted lots of horse traffic and it near one of only six crosswalks on Corrales Road.)
110 **Patrick McClernon, 2968 Corrales Rd. (public commenter, sworn):** (Noted the pages of the lease
111 agreement did not show the owners signature, felt it did not meet the ordinance. Stated the ordinance
112 says no sales and service that would generate a greater traffic volume than normal. Noted the
113 neighborhood is very small and the impact would be greater than if the property was in a larger
114 neighborhood. Stated he believes the traffic could significantly change the neighborhood because of its
115 small size and because it is designated a trail.)
116 **David Alexander, 96 Via Oreada (public commenter, sworn):** (Expressed concern about people
117 walking, walking dogs and riding horses on the road as it is the shortest route to the Bosque in the area.
118 Stated people come to the area to take pictures, which creates additional traffic daily. Does not support
119 adding additional traffic, as it is a trail. Feels the foot traffic on the road is more important than
120 someone coming into the neighborhood for an appointment.)
121 **Billie Daugherty, 41 Via Oreada (public commenter, sworn):** (Agreed with prior comments, noted
122 who lives on the street. Expressed concern about what a proposed sign might look like, and traffic in the
123 area. Concerned that people visiting the business would not understand horse traffic etiquette.)
124 **David Stinchcomb, 122 Via Oreada (public commenter, sworn):** (Stated he agreed with prior
125 opposition, noted that the additional traffic would be enormous.)
126 **Bill Daugherty, 41 Via Oreada (public commenter, sworn):** (Noted high amount of foot traffic and
127 does not want the application approved.)
128 **Chair Black:** (Asked if there was any online public comment.) I'll bring it back to the Commission.
129 **Commissioner Chappelle:** I think it's important for people who don't know Via Oreada and for the
130 record, to explain where you get to, if you go east on Via Oreada. You've talked about it being an
131 entrance to the Bosque, but if you could explain that in a little bit more detail.
132 **McClernon:** (Explained the road dead-ends, location of parking (for Bosque visitors), where other
133 entrances to the Bosque are located and the lack of vehicle parking in the area, as it is mostly used by
134 pedestrians/horses.)
135 **Commissioner Chappelle:** If I drive a car down Via Oreada towards the east, I can't go any further
136 than the end of the road. If I ride a horse though, I could go over the little path where it goes through the
137 clear ditch and then into the Bosque.
138 **McClernon:** Correct.
139 **Commissioner Morris:** (Asked Attorney Cori Strife about the significance of that road having been
140 designated a trail.) Does that come with any legal restrictions on its use?
141 **Attorney Strife:** Not in the context of whether or not it would authorize a home occupation permit. It
142 does—and I think the residents raised the point, which does bear consideration—what the potential
143 traffic impact may be on a trail. In terms of just a home occupation permit it, it has no legal bearing.
144 **Commissioner Morris:** Could you say that last part again?
145 **Attorney Strife:** In terms of a home occupation permit, there's nothing in the planning and zoning code
146 that gives a trail any more legal weight than any other road.

147 **Commissioner Morris:** I don't know if it's a legal approval, the Commission has the power to make
148 decisions on circumstances that are different. For instance, to deny something on a basis that's not in the
149 ordinances, but based on other reasons, is that true?

150 **Attorney Strife:** Can you give me an example of what you're thinking of?

151 **Commissioner Morris:** I'm thinking there have been many residents who are concerned about
152 increased traffic for short term rentals and other developments in Corrales and generally, those have
153 been approved, but there's not some other reason. These concerns that these neighbors have just feel a
154 little bit more substantial even than that to me, although they're very substantial to the people who are
155 arguing against these things. Can you give us a feel for how much wiggle room or if there is any?

156 **Attorney Strife:** What I'm looking at is specifically the home occupation permit requirements. The
157 basic review process. They need to have their CRS from New Mexico Tax and Revenue. They have to
158 make sure that their business is conducted within the dwelling unit. They can't engage in the
159 manufacture of goods. The request has to be no more than 25% of the floor area. The primary thing I
160 think that the ordinance provides that additional parking needs generated by the conduct of the home
161 occupation permit must met with off-street parking. And that is a critical consideration and testimony.
162 And the applicant I think may help in this situation because if there is consideration to be given, we
163 need to know with certainty on the record that her potential business needs will not cause traffic to
164 bleed out onto a trail because people can't park on a trail.

165 **Commissioner Balas:** Part of our code for the home occupancy permit states the use of the dwelling
166 unit for the home occupancy shall be clearly incidental and subordinate to its use for the residential
167 purposes, do we have any defined term for clearly incidental, how are we supposed to interpret that?

168 **PZA Stout:** In our code there is a square footage limit to the business, no more than 25% of the home.
169 And there's also that portion where the applicant states "here's how much traffic I expect per week".
170 There is a category on the application of "more than 20 cars" which is not chosen here. It was the 11 to
171 20, and she's testified that 8 to 10 in a week would be her ideal. There are customer limits. And the
172 square footage limit which are within the guidelines that Code defines.

173 **Commissioner Balas:** That definition of "clearly incidental" is determined by square footage and cars.

174 **PZA Stout:** Also, that the applicant must live in the home and that the *primary* purpose of this home is
175 for her and her family to live in. The Code intent is to prevent someone from having a house be totally a
176 business, with no one living there.

177 **Commissioner Balas:** Section 7 in the same part of Code, "there shall be no sale of goods or services
178 from the home which would generate greater traffic volume than would be created in a residential
179 neighborhood". When I read this, I thought, up to five extra cars per day in my neighborhood would not
180 be more traffic than normal, but what I'm hearing from the neighbors is there are only six homes on the
181 street. Is the ordinance written to assume in an average residential neighborhood or is the ordinance
182 written to assume in this residential neighborhood? Did I make sense with my question?

183 **PZA Stout:** It's general, do typical residences have people coming and going? Do they get deliveries?
184 Do people who work from home go in and out a couple times, bank, grocery store? Is this requested
185 specific use going to be that much more? Or going to be an instance where you've got people coming in
186 and out all day long? Which is then more than what a home occupation should be under the Code? Or is
187 it going to be one in an hour, maybe no one again till the next day. That's where the judgment call
188 comes in. We've heard testimony that there is extra traffic here already because it is a Bosque entrance.
189 So, you've got some folks that just come there for that. But that's separate from the home occupation.

190 **Commissioner Chappelle:** I disagree a little bit with what Miss Stout just said, I think the testimony
191 was there are very rarely cars parked that use it as an entrance to the Bosque. It's the horses that use it as
192 an entrance to the Bosque and the big concern that the neighbors have is the equine traffic and the
193 people who aren't used to that aren't used to it, and it becomes dangerous to the horse and the rider. And
194 I think what we have and this has come up before in home occupation requests, it's stated, actually Mr.
195 McClernon's letter is home occupation permits were intended to have little or no impact on neighbors
196 and he talks about it generating so many cars per week, disproportional to the neighbors use, given that

197 there's so few houses. My concern is we're talking about a disproportional amount. Because at one point
 198 the applicant did say 12 visits, so it's kind of a moving target.

199 **Commissioner Marshall:** I appreciate what you said and want to be certain it's a dirt road. Is that
 200 correct?

201 **PZA Stout:** I don't think it's gravel. I think it may just be dirt. (Some residents nodded yes.)

202 **Commissioner Marshall:** Which also causes an additional impact on the neighborhood.

203 **Commissioner Stermer:** (Wanted to know if picture A was depicting a circular driveway.)

204 **PZA Stout:** Asked applicant for clarification. (She stated yes, it's a circular drive).

205 **Commissioner Stermer:** Where is the property located on the road?

206 **PZA Stout:** At the end except for another private driveway going to a property north of it.

207 **Commissioner Stermer:** (Asked for confirmation Via Oreada begins at Corrales Road and ends at the
 208 access to the Bosque.)

209 **PZA Stout:** Yes.

210 **Commissioner Stermer:** If I were a customer going to this property, would I pass the other five?

211 **PZA Stout:** I believe so.

212 **Chair Black:** I am concerned about a home occupancy situation on a very calm dirt road that could
 213 generate up to 20 additional visits a week in a residential community. (Talked about other home
 214 occupation approvals as a comparison.) I am concerned about the intensity of the traffic component for
 215 the application on this particular road, and I guess from my perspective I think you do have to look to
 216 the characteristics of the of the road itself to understand any disproportionate impacts that it may have.

217 **Commissioner Chappelle:** I would move to deny ZOC 24-04.

218 **Chair Black:** And is there a second?

219 **Commissioner Morris:** I second the motion.

220 **Commissioner Balas:** I want to just point out that when I look at the variables on our form on page 2,
 221 they put it in these groupings. This application is in the category of 11-20 cars weekly. The thing that's
 222 holding me up in terms of potentially approving this, and the reason I'm going to vote for the motion, is
 223 the capacity for 20 cars to a home on a street with only six homes. Had the applicant come in with one
 224 of the smaller numbers, I probably would be able to approve this application. I'm just making that
 225 observation for the record and in case an application comes back to us.

226 **Commissioner Stermer:** Affirmative. But I agree the application does not allow for more explanation
 227 and so we have the proposal which is too much traffic for this particular neighborhood.

228 **Commissioner Chappelle:** I would move to deny ZOC 24-04, given the nature of the road (Via
 229 Oreada) and the limited number of residents there. The fact is it's a dirt road and basically dead ends at
 230 the clear ditch. The potential traffic would be substantial to the neighborhood.

231 **Motion to Deny:** Mary Chappelle, **Second:** Melissa Morris. **Vote to deny:** Jerry Stermer, Melissa
 232 Morris, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.

233 **Chair Black:** Ma'am, sorry, your application is denied. You do have the right to appeal this within 20
 234 days. Talk with Laurie and she can walk you through that process.

235

236 **SDP 24-01. (Site Development Plan) Applicant Modulus Design, 912 Broadway Blvd NE, ABQ,**
 237 **87102, on behalf of property owners Carol Rising and Dana Brabson (Brabson Rising, LLC, of 712**
 238 **Trujillo Lane in Corrales) requests Site Development Plan approval for 3923 Corrales Road. This 1.4-**
 239 **acre property is zoned C – Neighborhood Commercial and is located at the southwest corner of Corrales**
 240 **Road and Coronado Road. Owners wish to ultimately have two buildings on the site containing two**
 241 **restaurant spaces and various retail.**

242

243 **PZA Stout:** (Summarized her staff report, noted the existing building has been found too expensive to
 244 refurbish, which lead to the new proposed Site Development Plan. Stated the proposed plan has two
 245 phases, and at the end of the Site Development Plan process there will be 2 new buildings on the site.
 246 The Fire Chief is satisfied with fire access as shown. There's an existing Corrales Road ingress/egress
 247 and an existing Coronado Road ingress/egress, which will remain.

248 The applicants will have to go through the Building Permit process for the construction.)
 249 **Carol Rising (Brabson Rising, LLC), 712 Trujillo Ln. (applicant, sworn):** (Read a letter she wrote
 250 related to the site and their personal and business history in Corrales. Explained how they came to be in
 251 business and why Quilts Olé moved out of Corrales due to the building condition. Stated they have
 252 worked on the existing building and property so that the current tenants would not have to move until
 253 the new building is ready. They plan to develop this site in two phases. The first building will house the
 254 existing businesses on site and allow the quilt business to return to Corrales. The second building is to
 255 allow for new tenants on the property. Stated that they hope that their existing and new businesses will
 256 continue to support the artistic community in Corrales.)
 257 **Commissioner Marshall:** How many restaurants are proposed as there is currently one on the site?
 258 **Rising:** Right now, we do not have specific tenants who have contacted us to bring in a restaurant or
 259 retail. We have talked about adding another restaurant, but that is not certain at this time.
 260 **Dana Brabson (Brabson Rising, LLC), 712 Trujillo Ln. (applicant, sworn):** We have worked with
 261 MainStreet and they pointed out a second restaurant with a different format than the current one would
 262 be appropriate in Corrales. (Stated they are using that as a starting point but have no idea if a second
 263 restaurant ultimately will be a part of the property.)
 264 **Commissioner Stermer:** I'd like to hear a little bit more about the current capacity for parking and the
 265 future capacity, what are the numbers?
 266 **Walter Gill, Modulus Design, (agent, sworn):** We showed potential tenants for the new spaces, for
 267 proposed buildings 1 and 2. What we are trying to do is create enough parking to accommodate a high
 268 volume, so that they have flexibility with what kind of tenant they potentially attract to this new space.
 269 The parking calculations on the bottom of the sheet lay out a potential tenant as a restaurant, assembly
 270 space and meet the zoning requirements for parking. The buildings are sized based on our best guess for
 271 occupancy, especially building 2. The first building is designed to meet the needs of the existing tenants
 272 and bring back the owner's business to Corrales.
 273 **Commissioner Stermer:** Access is off both Corrales Road and Coronado Road, right? And is the
 274 future plan to have both?
 275 **Gill:** The main exit and egress will be Corrales Road; we will maintain the existing Coronado access.
 276 The main entrance for all commercial use is designed to be Corrales Road as required in Code.
 277 **Commissioner Stermer:** How many spaces do you have on here?
 278 **Gill:** (Final) Phase two complete parking we have 56 required and we are providing 56.
 279 **Commissioner Chappelle:** The current parking area is basically a dirt lot in front of the existing
 280 building. Is that going to continue to be a dirt lot?
 281 **Walter Gill:** Once we complete both phases the proposed lot will be gravel. We will pave the ADA
 282 spots as required, and any access points to the businesses just for ADA access—but the majority, 98%
 283 of the parking lot will be gravel.
 284 **Commissioner Chappelle:** (Asked for clarification of what businesses are currently on the property
 285 and which would be after the construction.) (Corrales Coffee and Tea and a hairdresser now, adding
 286 back Quilts Ole. Future additions TBD.)
 287 **Commissioner Harper:** We have parking spaces within the 25-foot set back from Corrales Road. Is
 288 that setback requirement of 25 feet strictly for buildings?
 289 **PZA Stout:** Yes, it is for structures.
 290 **Commissioner Harper:** The other question I've noticed is this property runs 424 feet along Coronado
 291 Road. But the maximum distance from Corrales Rd. for commercial zoning is 350 feet. Is that right?
 292 **PZA Stout:** We evidently have a grandfathered property here. The entirety of this lot on the Village of
 293 Corrales zone map shows it as commercial.
 294 **(Former property owners confirmed the Commercial zoning has existed since at least 1972.)**
 295 **Commissioner Marshall:** (Concerned about the interaction of the proposed development with the
 296 existing school across the street. Wanted to verify the business entrance was approved by NMDOT.)
 297 **Walter Gill:** Yes. Because it's an already approved DOT exit and entrance for commercial use, we've
 298 taken that as an approval to continue it as a commercial use.

299 **Chair Black:** Is there any public comment on this item in the room?
300 **Ginger Hunter, 112 Coronado Rd. (public commenter, sworn):** (Concerned about how the new
301 development would affect an easement agreement for sewer and water on their property.)
302 **Michael Van Wagner, 112 Coronado Rd. (public commenter, sworn):** (Did not comment, had same
303 concerns as Hunter.)
304 **Rich Shore, 91 Coronado Rd. (public commenter, sworn):** (Concerned about doubling (the size) of
305 that use and extending the use into a restaurant space which may have evening traffic as well. Stated the
306 layout is a good fit and he likes it. Has concerns about the construction phase and the effect on their
307 animals (skittish horses). Also concerned with the height and lighting and its effect on their property.)
308 **Chair Black:** I will throw it back to the Commission for any questions or discussion.
309 **Commissioner Harper:** To address a couple of questions from members of the public. I don't believe
310 any action the Commission takes regarding a Site Development Plan could impair an easement owned
311 by another property owner if it's been recorded. Regarding lighting, since the current construction took
312 place on this site, the Village has passed a night skies ordinance that limits light created on this lot. It
313 cannot escape the boundaries of this lot; all lighting must be shielded down. (Noted that proposed walls
314 and fences should help block headlights and some potential noise.) But otherwise, I don't see anything
315 here that's out of compliance with our ordinance.
316 **Commissioner Balas:** (Wanted to make sure that the applicants were communicating with the school
317 across the street as their lot is used by some of the parents dropping off their children at the school, due
318 to the proximity of the crosswalk to their parking lot.)
319 **Chair Black:** Wanted to know if PZA Stout was aware of any easements on the property.
320 **PZA Stout:** (Stated she was not aware of any but did not have plats or recordings related to the
321 property other than the Site Development plan.)
322 **Rising:** There is an encroachment agreement that has been recorded that provides for that encroachment
323 of the fence on the west. As far as I could tell, the terms of the encroachment agreement were
324 accurately stated. With that in place, we would not be disturbing or encroaching on the encroachment.
325 **Commissioner Balas:** Can I clarify what we just heard—that if there's an existing easement, you're
326 going to observe the terms of the existing easement? Is that in summary, what you just said?
327 **Rising:** Well, I'm not sure that it's an easement. It's an encroachment. But that aside, we have no intent
328 to disturb the terms of that.
329 **Commissioner Balas:** OK.
330 **PZA Stout:** Please correct me if I'm wrong. My understanding is that the property to the west has a
331 fence that's a little bit onto your property and that is the encroachment?
332 **Rising:** That's correct.
333 **Commissioner Morris:** I'm still a little unclear about the easement; an encroachment of a fence is
334 completely different. I would think the right to come and use somebody's well, and sewer system—the
335 encroachment of a fence that comes over is not the same as the right to come onto the property.
336 **Rising:** The encroachment is the occupancy within the property line by that other owner. As far as the
337 encroachment agreement is concerned, there are provisions in it concerning well usage, septic usage,
338 location of utility lines and those kinds of things to benefit the owners of that property. That is the
339 subject of the encroachment agreement.
340 **Commissioner Morris:** It sounds to me like an easement.
341 **Rising:** It's a lot like an easement.
342 **Commissioner Chappelle:** I would move for the approval of SDP 24-01, the Site Development Plan
343 for 3923 Corrales Road, given that it meets all the requirements for a site development plan in Code
344 (Section 18-45 (b)). Commissioner Harper seconded.
345 **Motion to Approve: Mary Chappelle, Second: Mick Harper. Vote yes: Jerry Stermer, Melissa Morris,**
346 **Mick Harper, Mary Chappelle, Elizabeth Marshall, Heather Balas, Rob Black.**
347 **Chair Black:** You have approval, it can be appealed within 20 days.
348
349

350 VII. OTHER BUSINESS

351 Commission discussion regarding potential recommendations to Council within *Article V.*
352 *Terrains and Stormwater Management.*

353
354 **PZA Stout:** (Reviewed proposed language changes to ordinance, which clarifies requirements to
355 request a Variance to Slope disturbance for land more than 15% slope.)

356 **Commissioner Stermer:** I would like to express our consensus on this to the Village Council, and that
357 they consider the recommended changes.

358
359 **Motion to Approve forwarding changes for Governing Body consideration:** Jerry Stermer, Second:
360 Elizabeth Marshall. **Vote, yes:** Jerry Stermer, Melissa Morris, Mick Harper, Mary Chappelle, Elizabeth
361 Marshall, Heather Balas, Rob Black.

362
363 VIII. PZA REPORT

364 **PZA Stout:** (Summarized her report, the Building Official and Code Enforcement Officer reports.)

365
366 X. COMMISSIONERS FORUM

367
368 XI. NEXT MEETING: April 17, 2024 at 6:30pm

369
370 ADJOURNMENT

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376  _____ 4/17/24
377 Rob Black, Chair Date
378 Planning and Zoning Commission

379
380
381
382  _____ 4-17-24
383 Laurie Stout, Planning & Zoning Administrator Date