



**VILLAGE OF EL PORTAL
VILLAGE COUNCIL
PLANNING & ZONING COMMITTEE MEETING
MINUTES
MONDAY, JULY 10, 2017
7:30 PM**

- A. **CALL TO ORDER:** Chairperson Cubillos called the Planning & Zoning committee meeting to order at 7:56PM
- B. **MOMENT OF SILENT MEDITATION & PLEDGE OF ALLEGIANCE:** Chairperson forgoes the moment of silent meditation followed by the pledge of allegiance due to it being done in the previous committee meeting.
- C. **ROLL CALL:** The Chairperson asked the Clerk to read the roll call.

Present: Mayor Claudia Cubillos, Chairperson
Vice Mayor Omarr Nickerson, Vice Chair
Councilperson Harold Mathis, Jr, Member
Councilperson Werner Dreher, Member
Councilperson Vimari Roman, Member

Also present: David Rosemond, Village Manager
Eugene Morales, Chief of Police
Yenise Jacobi, Village Clerk
Juan Mullarat, Plusurbia

D. **APPROVAL OF AGENDA:**

D1. The Chair asked for any additions or amendments to the Agenda. The Chair asked that the agenda be approved as is. Vice Mayor Nickerson motioned, and Councilperson Mathis Jr, second. The motion carried unanimously.

E. **APPROVAL OF MINUTES:**

E1. Minutes for March 13, 2017 for Planning & Zoning Committee Meeting to be approved Councilperson Mathis, Jr. motioned, and Councilperson Dreher second. The motion carried unanimously. Motion passed.

F. **GOOD & WELFARE:** None noted.

Note: *Councilperson Mathis, Jr. recused himself from voting and participating on item*

G1 and G2 variances referenced below.

G. AGENDA ITEMS:

G1. Request for Variance 52 NE 90 Street (Driveway)

G1a. James Curry would like to request for a variance to allow extension of the paved driveway on the swale and private property (20) feet to allow room to park more than one car.

G1b. Merlin Brooks- 400 NE 90th Street – Ms. Brooks stated that there was an ordinance of no parking on the swale.

Motion: A motion to move to full council Variance for Driveway 90th Street, to the July 2017 Regular Council Meeting **Action: Passed Moved by** Councilperson Roman **Seconded by** Councilperson Dreher.

Vote: (Summary: Yes=4, No = 0).

Councilperson Dreher	Yes
Councilperson Roman	Yes
Councilperson Mathis, Jr.	Recused from voting
Councilperson Nickerson	Yes
Mayor Cubillos	Yes

G2. Request for Variance 8995 NE 4th Avenue (Fence)

G2a. Stephen Davis & Todd M. Neuman would like to request Fence. (*West Side-NE 4th Avenue*) & Fence (*North Side-NE 90th Street*)

G2b. Merlin Brooks- 400 NE 90th Street – Ms. Brooks stated that the plants they have hang over her house and to please make sure regardless of the decision made plants do not hang over her house.

Motion to move to full council *West Side NE 4th Avenue failed, it was Motioned by Vice Mayor Nickerson and did not get a second.*

Motion: A motion to move to full council Variance of the Fence on the North Side NE 90th Street to the July 2017 Regular Council Meeting **Action: Passed Moved by** Councilperson Roman **Seconded by** Councilperson Dreher

Vote: (Summary: Yes=4, No = 0).

Councilperson Dreher	Yes
Councilperson Roman	Yes
Councilperson Mathis, Jr.	Recused from voting
Councilperson Nickerson	Yes
Mayor Cubillos	Yes

G3. Marijuana Dispensary Standards

G3a. It was stated that Attorney Geller to work on a moratorium or a process in order for this topic to be ready for the next regular council meeting.

Motion: A motion to move the Marijuana Dispensary Standards to the July 2017 Regular Council Meeting for further discussion **Action:** **Passed Moved by** Councilperson Roman **Seconded by** Councilperson Dreher

Vote: (Summary: Yes=4, No = 0).

Councilperson Dreher Yes

Councilperson Roman Yes

Councilperson Mathis, Jr. Recused from voting

Councilperson Nickerson Yes

Mayor Cubillos Yes

G4. Storm Water & Street Design

G4a. Juan from Plusurbia presented a Light Imprint presentation.

G4. Adam old – referenced NACTO – storm water guide book to look at this book it is a helpful resource.

G5. Chapter 17 – Zoning Processes Update

G5a. Juan from Plusurbia expressed the need to move on with Chapter 17 that by the end of the month everyone should have had the opportunity to become familiar with it.

G6. Zoning & Building Fees Update

G6a. Fees are still being worked on in comparison with other cities El Portal is still the lowest.

G7. Tracking Report Review

G7a. Additions, deletions and any amendments made are reflected on the tracking report sheet.

H. GOOD & WELFARE: None noted.

I. ADJOURNMENT: Mayor Cubillos called for a motion to adjourn the Planning & Zoning committee meeting. Councilperson Roman, made a motion and Councilperson Dreher seconded the motion. The motion carried unanimously. Meeting adjourned at 11:17 P.M.