



**VILLAGE OF EL PORTAL  
VILLAGE COUNCIL  
PLANNING & ZONING COMMITTEE MEETING  
MINUTES  
MONDAY, MARCH 13, 2017  
7:30 PM**

- A. **CALL TO ORDER:** Chairperson Cubillos called the Planning & Zoning committee meeting to order at 8:25PM
- 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

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

- D. **APPROVAL OF AGENDA:** 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 January 9, 2017 for Planning & Zoning Committee Meeting to be approved Councilperson Mathis, Jr. motioned, and Councilperson Roman second. The motion carried unanimously. Motion passed.

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

G. **AGENDA ITEMS:**

**G1. Tracking Report Review –**

**G1a.** Additions, deletions and any amendments made are reflected on the tracking report sheet.

**G1a. Plusurbia – Juan Mullart, Planning & Zoning**

We are moving forward with the Form Based Code, Ordinances and Comp Plan by this Friday, It is important for the attorney to give his okay and you all to review. We also need to give enough time for the Village Clerk to Advertisement we are going to be ready for the 1<sup>st</sup> Reading on the next meeting January 24<sup>th</sup>. Keep in mind that there is a chance to make corrections between 1<sup>st</sup> and 2<sup>nd</sup> reading. Parking issue as development occurs, we need to look for solutions before the problem arises. There are complaints of 2<sup>nd</sup> avenue and it hasn't been even began to be developed. You might need to find some options whether it is Meters, Public parking or lease space as a city. Garage Enclosure look into if variance is needed. Code Enforcement need to be educated and needs to pick up on for example swale. Parking is king. Historic Reservation Grant goes along with replenishing the streets canopy. Historic Sherwood Forest needs to be considered.

Note: Mayor Cubillos instructed that she would like to know which proprieties the ones are using city parking as their own. Parking to be addressed at March meeting.

Note: Workshop was discussed on Chapter 17 & 24, looking at the week of March 20<sup>th</sup>.

**G2. Tishler Bise**

G2a. Update on Tishler Bise Village Manager said that the contract has been done. Juan stated that Planning & Zoning is a department that makes money, that lead him to review the fees, since then he has been discussion with Village Manager on updating fees and we are by far the lowest.

Juan Mullart again explained that the fee schedule needs to be updated, his fees need to be paid by the applicant. Said he rather do things pro bono and do things right. The fees need to be reviewed for comparison.

**H. GOOD & WELFARE:**

H1a. James Curry0 52 NE 90<sup>th</sup> Street- Mr. Curry stated that he would like to proceed with a fence variance.

I. **ADJOURNMENT:** Mayor Cubillos called for a motion to adjourn the Planning & Zoning committee meeting. Councilperson Mathis, Jr. made a motion and Councilperson Dreher seconded the motion. The motion carried unanimously. Meeting adjourned at 9:28 P.M.