



# County of Los Alamos

## Minutes

### Community Development Advisory Board

1000 Central Avenue  
Los Alamos, NM 87544

*Chair, Catherine Ozment; Vice Chair, Andrea Pistone; William Dai; Denise Derkacs; Cindy Hollabaugh; Jaime Kennedy; and Aaron D. Walker: Members*

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Wednesday, April 10, 2019

2:00 PM

B & C Room 110

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#### **I. ADMINISTRATIVE ACTIONS**

##### **A. Call to Order/Introductions**

**Members Present:** Catherine Ozment, Denise Derkacs, Cindy Hollabaugh, Jaime Kennedy, Andrea Pistone and Aaron Walker, members.

**Members Not Present:** William Dai

**Others Present:** Paul Andrus, CDD Director and Staff Liaison; Katie Thwaits, Assistant County Attorney; Michael Arellano, Chief Building Official; Barbara Lai, Administrative Support; Andrew Harnden, staff;

Meeting called to order at 2:00 pm by Chair Ozment

##### **B. Approval of Today's Agenda**

**Motion:**

**Board Member Cindy Hollabaugh moved to accept the Agenda. Board Member Aaron Walker seconded. The motion passed (6-0).**

##### **C. Review/Approval of Meeting Minutes**

1. [11857-19](#) Minutes from the Community Development Advisory Board Meeting on March 18, 2019.

**Attachments:** [A - Draft CDAB Minutes 3-18](#)

**Motion:**

**Board Member Aaron Walker moved to approve the minutes from the March 18, 2019 meeting. Board Member Derkacs seconded. The motion passed (5/0). Member Hollabaugh abstained.**

##### **D. Public Comment for Items Not on the Agenda**

No public comment.

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**II. PRESENTATIONS AND DISCUSSION ITEMS (Action May be Taken on These Items)**

**A. Update on the Legal Landscape for Codes from Judge Allen**

Chair Ozment introduced Judge Allen and invited her to the podium to give her presentation to the board. Judge Allen told the board some of her legal background in JJab and Teen Court. She stressed her judicial philosophy and the importance of remaining impartial when hearing a case. Judge Allen reviewed the court and police forms associated with criminal cases, citations, and summons. She also explained the sentencing options, disposition of 2018 code charges and cases, and common legal definitions related to cases. She reported that codes cases have never resulted in jail time and in only two cases was a fine levied. Mr. Andrus explained that in the future the charging document will pare down the number of offenses to focus on only the most egregious violations. The board asked questions and received responses from Judge Allen and Mr. Andrus.

**B. Review Codes: 18-54 Structural members; 18-55 Foundation walls; 18-56 Exterior walls; 18-57 Roofs and drainage; 18-58 Decorative features; 18-59 Overhang extensions; 18-60 Stairways, decks, porches, and balconies; 18-61 Chimneys and towers; 18-62 Handrails and guards; 18-63 Window, skylight and door frames; 18-64 Doors; 18-65 Building security. 16-281 Inoperable Vehicles; 16-361 Off-Street Parking (parking on the front lawn); 38-367 Un-hitched trailers.**

The board discussed the codes listed on the agenda. The sections of most concern to the board covered sections in Chapter 16, i.e. inoperable vehicles, off-street parking, and un-hitched trailers. The board discussed the nuances of "aesthetics" and "property values". Attachment A flipchart pages illustrate the main issues discussed.

**C. Ongoing Review of Monthly Cases**

**Motion:**

**Board Member Pistone made a motion to table the Review of Ongoing Cases and incorporate the item into the May meeting. Board Member Walker seconded. The motion passed (6/0).**

**D. Update from Communication and Outreach Working Group (A Walker, D Derkacs, C Hollabaugh)**

Member Walker informed the board of the subgroup's progress on securing dates at the Farmers Markets and the Concerts at the Pond.

Mr. Walker asked board members for input on the type of materials to be distributed at the events and how to publicize the events.

After discussing the working groups assignments, it was decided that the Communication group will focus on public information and publicizing events through a flyer, brochure and handouts. The Outreach group will focus on event planning and logistics.

**E. Working Group Reports**

Due to time constraints, the rest of the items on the agenda will be moved to the May meeting.

**Motion:**

**Member Walker made a motion to table Item E. Working Group Reports until the May meeting. Member Hollabaugh seconded. The motion passed (6/0).**

1. Review of Codes in Other Communities (D. Derkacs, J. Kennedy)
2. Inspection Routes (W. Dai, J. Kennedy, A. Pistone)

**III. REPORTS AND UPDATES**

- A. Chair Report**
- B. Board Member Reports**
- C. Staff Report**
- D. Council Liaison Report**

**IV. PUBLIC COMMENT**

**V. NEXT MEETING(S)/FUTURE AGENDA ITEMS**

TBD

The next CDAB meeting will be May 20, 2019 at 5:30 in the Municipal Building, Room 110.

**VI. ADJOURN**

The meeting adjourned at 5:02.

## **Inoperable Vehicles**

- Opaque cover designed to fit the vehicle
  - Remove requirement?
- Property values
  - Sale ability
  - Hobby vs abandoned project
  - Unlicensed vehicles

## **Parking**

- Percent of front for parking
- Commercial vehicles
  - # of drivers vs # of cars?
  - Parking availability
- Different neighborhoods