



**CITY PLAN COMMISSION HEARING  
Agenda  
&  
Notice of Annual Business Meeting**

**Minutes  
January 12, 2004**

The annual meeting of the El Paso City Plan Commission was called to order at 1:40 p.m. by Elma Carreto.

**PUBLIC HEARING**

1. An Ordinance amending Title 20 (Zoning) of the El Paso Municipal Code, by amending Section 20.04.520 (Administrative Provision; Notice-Method) to change the notice requirements for a zoning change on one acre or more of land. The penalty being as provided in Chapter 20.68 of the City of El Paso Municipal Code.

SUMMARY: Rudy Valdez, Planning Department, requested that this ordinance be postponed until the January 15, 2004 City Plan Commission meeting.

**ACTION:** Motion made by Gary Porras to postpone until the January 15, 2004 City Plan Commission meeting, seconded by Dick Vorba and unanimously carried (6-0).

**ANNUAL BUSINESS MEETING**

- I. Call to Order, Director of Planning
- II. CPC Business – Discussion and Action:
  - **Election of Officers (Chair, First Chair, Second Chair, Executive Secretary)**  
Elma Carreto was elected Chair, Alan Simpson 1<sup>st</sup> Vice-Chair and Oscar Venegas 2<sup>nd</sup> Vice-Chair by acclamation. Rudy Valdez was elected Executive Secretary.
  - **Appointment of Sub-Committees**  
Motion was made by Gary Porras to postpone until the January 29, 2004 City Plan Commission meeting, seconded by Dick Vorba and unanimously carried (6-0).
  - **Meeting Schedule**  
Meeting schedule had already been discussed.
  - **Training Schedule**  
No training was scheduled.
  - **Changes to Bylaws**  
Changes to bylaws would be discussed at the January 29, 2004 City Plan Commission meeting.

III. FY 2003 Business Report:

Pat Aduato, Deputy CAO, discussed with the City Plan Commission new projects for 2004. Ms. Aduato noted that the Building and Zoning Advisory Committee would be placing items on the City Plan Commission agenda for action during the next six months.

A. Planning, Research & Development

- Land Development Division  
Rudy Valdez, Fred Lopez, and Jorge Rousselin, Planning Department, briefly reviewed the 2003 Business Report.
- Long Range and Neighborhood Planning Division  
Veronica Rosales, Planning Department, briefly reviewed the 2003 Business Report.
- Data Management and Support Services Division  
Rosemary Staley, Planning Department, briefly reviewed the 2003 Business Report.

B. Parks & Recreation Department, Park Fees Special Fund  
Pete Dunavant, Parks and Recreation Department, briefly reviewed the park fees for 2003.

IV. FY 2004 Projects and Priorities - Planning, Research & Development Department

V. Public Comment

The City Plan Commission Hearing adjourned at 3:45 p.m.

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Rudy Valdez, Executive Secretary

**OFFICIAL MINUTES AND RECORD OF ACTION**

**TAKEN BY THE EL PASO CITY PLAN COMMISSION ON JANUARY 12, 2004**

\_\_\_\_\_, **CHAIR**

\_\_\_\_\_, **DATE**