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| **Henry P. Roybal***Commissioner, District 1* |  | **Anna T. Hamilton***Commissioner, District 4* |
| **Anna Hansen***Commissioner, District 2* | **Hank Hughes***Commissioner, District 5* |
| **Rudy N. Garcia***Commissioner, District 3* | **Katherine Miller***County Manager* |

**Tesuque Community Plan Meeting – Via WebEx**

 Monday, September 13, 2021

**Summary of Meeting**

**Facilitator:** Rosemary Romero

**Staff Present:** Robert Griego, Lucy Foma, SF County Planning Staff

**Goals for the Meeting:**

* Review expectations for planning committee
* Review Cannabis Regulation as it applies to Tesuque Planning effort
* Develop next steps and framework for finalizing plan and timeline

**Review of Virtual Meeting Protocols, Introductions, Agenda Review**: The facilitator introduced herself and asked participants to enter their name and email into the Chat Function (in lieu of a sign in sheet). Virtual meeting protocols and agenda were reviewed.

**Brief Overview of Planning Committee Purpose and Planning Policy/Regulatory Framework:** The Planning Team thought it would be helpful to review the Purpose and Regulatory Framework for developing the Tesuque plan to ensure that new people attending the meetings understood the process. Lucy Foma, Santa Fe County Planner presented a graphic that outlined the process and explained the planning framework. The process was authorized by the Board of County Commissioners. Plans are developed for districts and updated as needed. When the plan is developed it then leads to the Sustainable Plan, the regulatory language then becomes part of the County Code. This is what applies to properties. The justification needs to be made in the plan in order to include in the code after the plan is fully developed. The BCC authorizes an initial group to participate in the planning effort and are tasked with developing a draft plan update, but anyone can attend the meetings. The plan is noticed to all Tesuque residents for comments, goes to the Planning Commission for approval and then the plan is forwarded to the BCC for adoption. **The Overlay is developed by staff** and is the policy for the area and will go to the planning committee to ensure that regulations are clear and then follows the same process of notice for the Planning Commission and then to the BCC for final approval of the Overlay.

**Community Plans Process and Regulations:**

To initiate a community planning process, a community needs to establish a representative planning committee, define a specific geographic area, and be authorized by the Board to initiate the process.

Community planning meetings and activities are required to be open to the public and the residents within the area should have reasonable notice of the planning process. Community planning committees should use a consensus decision-making process.

County planning staff shall provide planning expertise and administrative support to the planning committee. The planning committee shall determine the planning process to be used and the basic guidelines for consensus decision-making.

**2.1.4.1.** A community Plan provides specific planning, design, and implementation for a traditional, contemporary, or other geographic community. **A community plan may be implemented either through the zoning map or through creation of a community district overlay zone as specified in Chapter 9.**

**Robert noted that this element has been important in the current update and that language is consistent with the 2013 plan.**

**2.1.4.2.** It is the intent of this Section to permit communities to create a community planning process, directed by County planning staff. The community planning process is intended to provide diversity of representation during the planning process and provide consistency with the goals and policies of the SGMP and SLDC.

**2.1.4.3**. The community plan is intended to identify development and growth impacts for an area and provide strategies and land use recommendations including a future land use plan consistent with the SGMP.

**2.1.4.4.** A community plan is intended to permit communities to recommend adoption of particular land use regulations based on the needs and goals of the community and shall conform to the procedures set forth in the SLDC and to subsequently update plans as necessary due to changing circumstances.

**2.1.7** Following approval of an area, community or district plan, County staff shall develop the appropriate overlay district(s) to implement the community plan.

**Roles and responsibilities of the Planning Committee/County:** This handout was developed prior to the meeting by County staff to provide clarity for the Tesuque Planning Committee about specific roles and responsibilities for the planning effort as noted in the information above initiating a planning process. These roles and responsibilities are the same for all Community Planning efforts.

Robert noted that the committee has met many of these requirements including the development of a consensus document developed by smaller subcommittee and submitted to the community.

**Summary of Planning Committee and County Staff Roles and Responsibilities for Committee and Staff.**

**Planning Committee Roles:**

* To request a community planning process be initiated
* To gather a diverse representation of the community to participate in the planning committee (through the initial letter requesting the planning process be authorized, and through developing a public participation plan with Planning Staff 2.1.5.4)
* To provide input on an initial list of issues
* To collaborate on a vision statement
* To help develop a description of the community
* To review and make recommendations on draft Plan elements which are developed by Staff
* To review draft Plan document (which is developed by Staff) before public community-wide meetings are held
* To review draft Ordinance changes (which are developed by Staff) before public community-wide meetings are held

**County Staff Roles:**

* To assist a community in understanding how to initiate a planning process
* To present justification (or lack thereof) for a planning process to be authorized by the BCC
* To determine whether a planning process should start (SLDC 2.1.5.2 state, “Once the committee is approved, County planning staff may initiate the process with the planning committee.”
* To work with the planning committee to develop a public participation plan
* To gather background information for a community plan (as found in SGMP Section 14.2.1.2)
* To describe the County policy and regulatory framework to the planning committee
* To document the planning committee’s vision and issues
* To draft plan language that implements the plan elements recommended by the planning committee
* To present the draft Plan at two community-wide public meetings
* To work with other County Staff to determine consistency between the draft plan and other County documents
* To present the draft Plan at the Planning Commission and the BCC
* To draft changes to County Ordinances based on the adopted Plan
* To present the draft Ordinance changes to the community
* To work with other County Staff to determine consistency between the draft Ordinance changes and other County documents
* To present the draft Ordinance changes to the Planning Commission and the BCC

**Comments:** The information seemed new to some people though it follows the Policy and Regulation information that was shared in prior meetings**.** It was suggested that any information to be used in meetings be emailed ahead of the meeting so that the actual meeting can focus on current information and decisions.

**Review roadmap to completing Tesuque Plan: 2021 Tesuque Community Plan Update 9.13.21**

Lucy Foma presented a timeline for completion of the plan update noting that the additional information developed over the last few months is complete and update is nearing completion with working through the fences and walls issues. The first thing will be the plan adoption and staff worked through the lists of elements that were due to be changed. The 2013 plan will not be scrapped but since the majority of it is still relevant but will include the current information. The Cannabis Regulations will be included. The next step will be to go to the community with the update for the Tesuque residents and then staff will review for consistency. The overlay will be done concurrently with all of the noted steps above. This step is a review without extensive rewriting.

Comments: Will the amendment to the 2013 plan mean that is amended to now be the 2021.

**Page 7 of the update includes:**

V. Future Land Use Map (Placeholder, will show map with boundaries for each land use category)

VI. Tesuque Traditional Historic Village Corridor (Placeholder for draft corridor language)

VII. Cannabis (Placeholder for draft cannabis language)

VIII. 2013 Tesuque Community Plan (insert 2013 Plan here as all remaining portions of 2013 plan remain intact)

**2013/2021 Plan:** Robert described that the 2021 Plan would be an update from the 2013 plan. He noted that all other communities with updates had been done this way with the exception of Tesuque. The group asked that the plan be updated and cleaned up to reflect the current reality of the area and show the updated document with redlines so the committee could review. Lucy noted that there would be one PDF that includes all of the information. Development code people do not look at two different plans, they use the one overlay district developed to determine permitting.

It was suggested that besides the code update that the plan itself should be cleaned up to reflect all of the changes/edits to the 2013 plan.

Robert noted it is possible to mesh the two plans with a replacement rather than an update. Tesuque members noted that several meetings had been spent on doing a redline. Those present agreed that the county would give the community members a redlined replaced document. Robert and Lucy shared the consolidated 7-page 2021 Tesuque Community Plan Update with changes that had been discussed and agreed upon with the redlines for the 2013 plan.

Through a review of the documents, staff identified the following areas that needed to be addressed:

1. Change the land use categories in the Plan to be consistent with the land use categories in the SGMP
2. Remove any regulatory language and references to regulations within the Plan document
3. Remove and replace references to ordinances which are no longer in effect
4. Modify the fence and wall section of the Tesuque Plan to accommodate residents’ privacy and road user safety
5. Introduce cannabis ordinance into the Tesuque Community Plan
6. Height of buildings (to be consistent with plan language)
7. Concern that commercial activities were intended to be contained in the central Rural commercial Overlay A and B did not get translated into SLDC Ch. 9 as just Rural commercial overlay uses.
8. Listing of schools in use matrix (4 categories, some all P, some all X)
9. Outdated historical information
10. J. Review entire plan for current and consistency with county documents

Land Use Categories: Using the same boundaries but updating the nomenclature to be consistent.

**Comment:** Issue of code enforcement and how would the code prevent people from adding height to their buildings that are violating current code.

Comment: In developing previous plans there were discussions with Tesuque Pueblo about their plans for a commercial area. Robert noted that neighbors will be included in the outreach and asked to comment on the plan. It was noted that the Pueblo might be considering Cannabis for this area. Robert noted that this might be a discussion between the Pueblo and Federal Agencies.

**Cannabis Regulations in Santa Fe County:**  The County had to go through an expedited process to approve the ordinance according to the passing of the state ordinance. The regulations will be out in September and SF County moved forward with a Cannabis ordinance addressed a number of items including:

* The production of cannabis as a micro-business
* The manufacturing of cannabis
* Cannabis testing
* Cannabis retailer (Can allowed the same as stores and shops)
* Cannabis consumption areas (consumption can occur in such areas bars, taverns, night clubs)

The BCC recognized there are many communities that want to have a voice in the development of regulations. The County allowed production in traditional villages as a legitimate use. Also, will allow community plans with overlay districts to address these issues. Robert noted for Tesuque, the village is currently in a community planning process and can address the Cannabis issues in the current process. Robert and Lucy will bring forward a process for the group to begin to develop the Cannabis issues. Lucy noted that Tesuque has a traditional acequia that needs to be included in the discussions.

 **Next meeting:** Monday, October 25, 2021