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CITY OF BELEN
PLANNING & ZONING COMMISSION MEETING
MINUTES
AUGUST 31 2015

Chairman Tom Greer called the regular meeting of the Belen Planning and Zoning Commission meeting to order at 6:00 p.m.

PRESENT: Chairman Tom Greer
Vice Chair Steve Ethridge
Commissioner Claudine Montano
Commissioner Debbie Thompson
Commissioner Gordon Reeves

CITY STAFF: Steven Tomita
Lisa R Miller, Planning & Zoning Administrator
Jerah Cordova, Mayor
Darlene Aragon, City Council

OTHER: Duane Fritz
Bill Stubbs
Rose Gould
Ken Maestas
Nancy Abeyta
Andres Abeyta
Luis Medina
Cynthia Medina
Catherine Sipscomb
Ty Trujillo

PLEDGE OF ALLEGEANCE

Commissioner Gordon Reeves lead the Pledge.

APPROVAL OF AGENDA:

Commissioner Claudine Montano moved to approve the Agenda..

Commissioner Gordon Reeves seconded the Motion.

Motion Carried.

APPROVAL OF MINUTES:

The Minutes of the Regular Meeting of August 10, 2015 were reviewed.

Commissioner Claudine Montano moved to approve the minutes.

Commissioner Gordon Reeves seconded the motion.

Motion carried.

PUBLIC WORKSHOP

Development Standards (Building Architectural Styles, landscaping, property fencing/walls, exterior building treatments, etc) intended to preserve and expand what has historically been Belen while embracing new ideas and concepts that would be in harmony with our past.

Steven Tomita explained to the Commission and the attending citizens the process that was being used for the scoring of the slides that will be presented. He said that the purpose was to try and develop standards for construction within the City limits. At this time the City has no regulations at this time. He wants them to look at each slide quickly and then rate it on how they see it. He would like them to also add the letter **M** to any that they feel would be appropriate for the Down Town area.

Rating Sheets were then distributed and the slide presentation was presented. Everyone was informed that the first section will be on Commercial styles.

Steven Tomita informed them that the next selection is for the Residential Styles. He informed the group that sometimes the colors are relevant to the styles, it creates a specific style. He wants them to consider the colors also.

The next 101 slides were of Residential styles.

Steven Tomita said that the Planning & Zoning Department staff will now add up the scores on each and determine an average. We will then drop the ones that got the first two lower scored photos then take what is left and look into more details to eliminate more and come up with the top two. We will then go into more detail and categorize the actual styles.

One of the participating citizens suggested that some big structures need to also be considered. You may not like the fact that the building is large but the style is what you would like to see and there are some cases where large buildings are acceptable. Examples are apartments, malls, courthouses, etc.

Chairman Tom Greer asked the participants how they were notified of the workshop.

Some answered a flyer in the water bill and some said through the Chamber of Commerce.

Lisa Miller informed them that she had the flyers placed in the water bills and asked the Chamber to get the word out to their people.

Steven Tomita said he notified the Main Street Group about it also.

OPEN COMMENTS/REQUESTS

A participant suggested another category, the category of D for demolish.

Chairman Tom Greer said that there is a long process to go through for the City to condemn and demolish a structure. The City has demolished several structures. We have several buildings in town that have been neglected and need to be either demolished or repaired. We have to be concerned about owners rights also. There are buildings that have a historic significance to the City and its occupants.

Steven Tomita said that this is a part of what we are doing with the Architectural Design Standards and what is being done is only a part of that.

A participant asked if the City was going to be working on fencing, etc.

Steven Tomita said that is a part of the architectural design standards and will be another part of this process.

A participant suggested sidewalks being placed in areas that already have some but not all the areas of some roads do not have them.

Steven Tomita said that the City is already working on this.

Another participant suggested putting the sidewalks all the way to the curb and not have the empty area from the curb to the existing sidewalks.

Chairman Tom Greer said that he was in the right room to be involved in this and any participation is greatly appreciated. The Main Street Organization is also working on this and there is always room for volunteers. There are places for you to participate and explore these ideas and to provide input.

Steven Tomita informed everyone of a workshop coming up. That workshop will be on the Draft Downtown Master Plan and the Metropolitan Redevelopment Plan, which will be held on the 14th of September. This is a very important document and we would like to have public input.

Vice Chair Steve Ethridge thanked everyone for coming and commented on how sad it is that when the P & Z Commission has their meetings there is no one in attendance except for the Commission. He would like to see more attendance at these meetings and feels that people need to participate so that they are aware of what is going on instead of complaining after the fact. The public is always welcome and we want their input. That is the purpose of these meetings.

Chairman Tom Greer said that there is always an area on the agenda for open comments and requests. If you ever have an issue or want to make comments or participate, there is always a place for you here.

Lisa Miller informed everyone that the P & Z Commission meet on the second Monday and the last Monday of every month.

A participant asked about the status of the property located behind her home. She reported it a couple of months age.

Lisa Miller informed her that the complaint was sent on to Code Enforcement and that she is working on the paperwork for the condemnation and demolition of the home she is speaking of. She explained that we were waiting on the funds from the previous demolitions so that we can proceed with more. She also explained the process of condemnation and demolition.

Steven Tomita said that one of the challenges we face is that by the time we find an owner to give them notice some of them are already going into foreclosure. Once it does the City can do nothing to them until that foreclosure is complete. This can tie it up for an extended period of time because a lot of the banks will just sit on these properties for an extended period of time before completing the foreclosure. Once they take possession we have to start the process again. It is a challenge.

A participant commented on Camino Del Llano and how it was such a poor design poor construction of a road. He said that the big trucks carrying heavy loads, for the construction of the second runway at the airport, are going to tear that road up because of the poor construction. It was not worth what the City, and the people paid for.

A participant informed the Commission that businesses need to be made aware of the fact that there are people that live out of dumpster and dumpster dive for information and other things, and feel that the business should be taking more precautions and shred their paperwork that is discarded. All kinds of information can be obtained by paperwork that is just tossed.

Commissioner Gordon Reeves informed them that the best thing would be to contact the polices and report it. It is illegal.

The participant said by the time the police would arrive they would be gone.

Commissioner Debbie Thompson asked is anyone attended the County Fair and did they enjoy it.

Someone commented that it was small but nice

Commissioner Debbie Thompson said that it is nice to see people and kids attending the fair again. It has been small but it is getting bigger each year.

ADJOURNMENT

There being no further business to come before the City of Belen Planning & Zoning Commission, Commissioner Claudine Montano moved to adjourn.

Commissioner Gordon Reeves seconded the motion.

Motion carried.

The regular meeting of the City of Belen Planning & Zoning Commission adjourned at 7:12 pm.

/s/
Chairman Tom Greer

ATTEST:

/s/
Steven Tomita, Development Services Manager