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**CITY OF BELEN
PLANNING & ZONING COMMISSION MEETING
MINUTES
MARCH 9, 2015**

Chairman Tom Greer called the regular meeting of the Belen Planning and Zoning Commission meeting to order at 6:08 p.m.

PRESENT: Commissioner Steve Ethridge
Commissioner Debbie Thompson
Commissioner Claudine Montano

ABSENT: Chairman Tom Greer
Vice-Chair Gordon Reeves

CITY STAFF: Steven Tomita, Planning & Zoning Director
Lisa R Miller, Planning & Zoning Administrator

Commissioner Steve Ethridge was selected to acting Chairman for this meeting.

APPROVAL OF AGENDA:

Commissioner Debbie Thompson moved to approve the Agenda.

Commissioner Claudine Montano seconded the Motion.

Motion Carried.

APPROVAL OF MINUTES:

The Minutes of the Regular Meeting of February 23, 2015, were reviewed.

Commissioner Claudine Montano moved to approve the minutes as corrected.

Commissioner Debbie Thompson seconded the motion.

Motion carried.

DISCUSSION/REVIEW

Review Campaign Sign (Title 17.58.090) with recommendations for City Council.

Steven Tomita informed the Commission that the City Attorney has gone over what had been prepared and made the changes that they see. The Council has reviewed it but wished for the Planning & Zoning Commission also review it and make any suggestions for the Council to consider. The sign fees in this new Ordinance is to insure that they adhere to the new ordinance and if not they would forfeit the fee. The fees are set at the amount listed so that it gives the people an incentive because if they were any lower they would not care and have the attitude that they could care less if they lost the money or not.

Commissioner Debbie Thompson would still like to see the 30 day limit changed to 45 days. She feels that would give the candidates the time they need to place their names out there before early voting.

Commissioner Steve Ethridge said that on page 2 under permit required number 2, or appropriate designee should be added after City Clerk, just in case the City Clerk is not at work someone needs to be available to see to the permitting. He would also like to see what the form would look like.

Lisa Miller suggested that since the City Clerk is the one to manage and approve these permits, that person needs to come up with a form.

Commissioner Steve Ethridge said that he would also like to see the permit fees used as a penalty if they do not comply with the Ordinance.

Steven Tomita said that the penalty is stated later on in the document. They will also lose the permit fee. This Ordinance will not prevent people from putting up signs.

Commissioner Claudine Montano moved to approve the recommended suggestions of changing the 30 days to 45 days and adding the words appropriate designee after the City Clerk in #2 under Permit required, be presented to the City Council for their final approval.

Commissioner Debbie Thompson seconded the motion.

Motion carried.

City of Belen Boundaries.

Lisa Miller informed the Commission that the ones who were actually on sewer and water is Craig Tires. The water and sewer are available along the road but they are not hooked up to the utilities.

Commissioner Debbie Thompson said that she has put something together on what direction she feels the boundaries along this corridor should go. She feels that the City should annex between HWY 314 west to the railroad tracks. On the east side she feels that it should go out the same distance as on the west side.

Commissioner Steve Ethridge asked how these people would be approached.

Steven Tomita said that the City would send out a mass letter.

Lisa Miller informed the Commission that the gentleman that owns the home behind the old Dan's Cabinet business, is going to be annexing his property into the City. He will be annexing a total of 32.5 acres. Twenty eight of those acres are across the I-25 Bypass where they have been holding the mud Boggs.

Steven Tomita said that he came in and was concerned that his taxes would go sky high if he were to annex into the city. He was informed that the taxes would go up but not that much and he would have better police and fire protection. The city would be able to respond to an emergency quicker than the County.

Commissioner Steve Ethridge asked if anyone has been solicited about this yet.

Steven Tomita said not yet.

Commissioner Steve Ethridge suggested we go as far north as the propane company on the corner of Gabaldon Rd and the Frontage Rd. and that would even out the boundary in that area.

Steven Tomita said that he liked that suggestion. It would be the logical choice.

Lisa Miller said that the infrastructure would have to be put in. The water and sewer does not go that far north of the bridge. It basically stops at Tropical Fish N More.

Commissioner Debbie Thompson asked how much they want the City to annex.

Steven Tomita said all along the 1-25 corridor to a certain distance on the north and south. Then a certain distance on the east side and west side of HWY 314. This is the main entrance into the City and would be the best area for business expansion. He suggested that a distance be determined so that a map can be done for review.

