

AGENDA

FOR THE REGULAR MEETING OF THE CITY OF BELEN PLANNING AND ZONING COMMISSION, STATE OF NEW MEXICO, COUNTY OF VALENCIA TO BE HELD ON MONDAY THE 29TH OF AUGUST 2016 AT 6:30 PM IN THE COUNCIL CHAMBERS AT CITY HALL, 100 SOUTH MAIN STREET, BELEN, NEW MEXICO 87002.

ALL P & Z COMMISSION MEETINGS ARE VIDEO AND AUDIO RECORDED.

A COPY OF THE AGENDA CAN BE OBTAINED FROM THE OFFICE OF THE CITY OF BELEN PLANNING & ZONING DEPARTMENT.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGENCE**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES:
Minutes of August 8, 2016**
- 6. DISCUSSION
Airport Overlay Zone**
- 7. OPEN COMMENTS/REQUESTS**
- 8. ADJOURNMENT**

RESPECTFULLY SUBMITTED

/s/

Lisa R Miller
Planning & Zoning Administrator

cc: Mayor & City Council
Belen Public Library
Belen Recreation Center

Belen Chamber of Commerce
News Bulletin
Belen City Hall

JERAH R CORDOVA
MAYOR
JAY RUYBALID
CITY MANAGER



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WAYNE GALLEGOS
MAYOR PRO-TEM
DAVID CARTER
CITY COUNCIL
DARLEEN ARAGON
CITY COUNCILOR
FRANK ORTEGA
CITY COUNCILOR

CITY OF BELEN
PLANNING & ZONING COMMISSION MEETING
MINUTES
AUGUST 8, 2016

Vice Chair Steve Etheridge called the regular meeting of the Belen Planning and Zoning Commission meeting to order at 6:30 p.m.

PRESENT: Vice Chair Steve Ethridge
Commissioner Claudine Montano
Commissioner Debbie Thompson
Commissioner Gordon Reeves
Commissioner Pete Armstrong

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

PLEDGE OF ALLEGENCE
Vice Chair Steve Ethridge led the Pledge.

APPROVAL OF AGENDA:
Commissioner Pete Armstrong moved to approve the Agenda.

Commissioner Gordon Reeves seconded the Motion.

Motion Carried.

APPROVAL OF MINUTES:
The Minutes of the Regular Meeting of July 25, 2016 were reviewed.

Commissioner Gordon Reeves moved to approve the minutes.

Commissioner Pete Armstrong seconded the motion.

Motion carried.

ACTION ITEM

P & Z Re-organization

Steven Tomita informed the Commission that due to the fact that the Chairman has resigned and there was not a full Commission, this was put on hold until there was a full Commission and the Vice Chair was in charge. Now that there is a full Commission a re-organization needs to be done.

Vice Chair Steve Ethridge called for nominations for Chairman.

Commissioner Gordon Reeves nominated Steve Ethridge.

Commissioner Claudine Montano nominated Pete Armstrong.

Both candidates accepted the nominations.

Floor was closed to nominations.

A roll vote was conducted. Vote was as follows:

Commissioner Claudine Montano	Pete Armstrong
Commissioner Gordon Reeves	Steve Ethridge
Commissioner Debbie Thompson	Steve Ethridge
Commissioner Pete Armstrong	Steve Ethridge
Vice Chair Steve Ethridge	Steve Ethridge

Vice Chair Steve Ethridge accepted the position of Chairman.

The floor was opened for nominations for Vice Chair.

Commissioner Gordon Reeves nominated Pete Armstrong.

No other nominations were made.

Commissioner Pete Armstrong accepted the nomination.

Nominations closed.

There being no other nominations Commissioner Debbie Thompson moved to appoint Pete Armstrong as Vice Chair due to acclimation.

Commissioner Gordon Reeves seconded the motion.

Motion carried.

Vote was as follows:

Commissioner Claudine Montano	Yes
Commissioner Gordon Reeves	Yes
Commissioner Debbie Thompson	Yes
Chairman Steve Ethridge	Yes
Commissioner Pete Armstrong	Abstained

Commissioner Pete Armstrong was appointed Vice Chair of the Planning & Zoning Commission.

DISCUSSION

Airport Overlay Zone-Noise attenuation, Height restrictions, Fencing, etc.

Chairman Steve Ethridge asked Steven Tomita to explain what an Overlay Zone is.

Steven Tomita informed the Commission that it would be creating an extra set of regulations for a certain area. You designate what you want for that certain area. What we are trying to do, for our airport, and what you would typically have, would be an Airport Master plan Overlay Zone which would limit heights, land use restrictions, flight pattern restrictions, and other restrictions that usually are needed around an Airport.

Vice Chair Pete Armstrong said that he has read over the information provided in the packets a couple of times and what strikes him is that it is hard to understand some of the requirement for an airport, relative to its placement in that location. It would be nice to have a map that shows the runways and the protected areas that extends past them, which is required by the FAA, relative to the surrounding area. A Map would help get a better understanding of this.

Steven Tomita said that a map could be created, similar to the ones that are located at the Planning & Zoning office, which would give you a better visual of the area in question.

Vice Chair Pete Armstrong that from what he understands, this would affect new construction and that all the existing uses are to be grandfathered in as nonconforming but already existing.

Steven Tomita said yes. That is why it important to get this done now, so that there is something in place to control the type of growth that happens in and around the airport. We need to look at the different regulations that other airports that are similar in size, and get a general idea as to how this needs to be done.

A discussion of the information that was provided took place. The information that was provided was from the Scottsdale AZ Airport and the Deer Valley AZ Airport. Height was discussed, distance was discussed, and the type of land use around the airport was discussed. The type of aircraft that the City Airport can support was discussed.

Vice Chair Pete Armstrong asked if any research had been done to see if the FAA sample Ordinance is still the most current available. Some of the dates in it were in the early 80's.

Lisa said that she has not found any other as of yet.

Steven Tomita said that Deborah Abingdon, the Airport Manager, was going to contact Moltzen & Corbin to find out what they had.

The discussion continued and Steven Tomita was showing the two different airports in AZ , through visual means, of the types of development is there and what the surrounding areas of those airports have done. Distance, for development, from the end of the runways was discussed. Safety areas around the runways were discussed. Clear Zones were discussed. The existing Alexander Airport Zone Ordinance was discussed.

Steven Tomita said that there is a balance that needs to be achieved because we need to encourage development and at the same time regulate the area. At the same time you don't want to lose what is already and existing use. That is where the balancing act comes in. We can use the existing Ordinance as a beginning and work from there. What also needs to be taken into consideration is the fact that this needs to be done with idea of what we would like the airport to be in fifteen (15) years. Infrastructure also needs to be considered.

Infrastructure was discussed. The existing infrastructure and what will be needed in the future.

Vice Chair Pete Armstrong asked if the final document, after the Commission has worked and come to a final recommendation would then go to the City Council for final approval.

Steven Tomita said yes.

Vice Chair Pete Armstrong then asked who would implement the final document.

Steven Tomita said that the City will be the ones to implement the document. The Planning & Zoning Commission are the ones to plan and dream big for the future, and it is the City Council and the different departments responsibilities to see that it gets implemented.

Steven Tomita said that also a part of this is the Comprehensive Plan. This is the next document that the Planning & Zoning Commission will be working on. This document will address what is here now and what we want for the future for the whole City and not just each individual sections or areas. The Comprehensive Plan will take at least a year to do.

Commissioner Debbie Thompson wanted to know if she had any questions or concerns over documentation read for these meetings would she be able to call up one of the other Commissioners without violating any Commission Regulations.

Steven Tomita said that she should contact staff. Staff is the one to provide the Commission with what they need. If they don't know they will find out. That is what the staff is for.

OPEN COMMENTS/REQUESTS

Steven Tomita informed the Commission of the Ribbon Cutting ceremony for the Belen Business Center. This will happen on Wednesday, August 17, 2016 at 1:30 PM. He is also meeting with some manufacturers who are looking in this area.

Chairman Steve Ethridge brought up the River Park. He has been working with the schools and with the MRGCD. He is trying to get more ideas to get this park open again. He also said that all of us need to help people who are trying to open businesses in this area.

ADJOURNMENT

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

Commissioner Debbie Thompson seconded the motion.

Motion carried.

The regular meeting of the City of Belen Planning & Zoning Commission adjourned at 8:21 pm.

Chairman Steve Ethridge

ATTEST: _____
Steven Tomita, Planning & Economic Development Director