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CITY OF BELEN
PLANNING & ZONING COMMISSION MEETING
MINUTES
DECEMBER 14, 2015

Chairman Tom Greer called the regular meeting of the Belen Planning and Zoning Commission meeting to order at 6:30 p.m.

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

CITY STAFF: Steven Tomita, Development Service Manager
Lisa R Miller, P & Z Administrator

PLEDGE OF ALLEGENCE

Chairman Tom Greer led the Pledge.

APPROVAL OF AGENDA:

Commissioner Claudine Montano moved to approve the Amended Agenda.

Commissioner Gordon Reeves seconded the Motion.

Motion Carried.

APPROVAL OF MINUTES:

The Minutes of the Regular Meeting of November 30, 2015 were reviewed.

Vice Chair Steve Ethridge moved to approve the minutes with corrections.

Commissioner Gordon Reeves seconded the motion.

Motion carried.

DISCUSSION/REVIEW

Airport Impact Letter & Airport Notification Letter

Steven Tomita presented the Airport Impact Letter (Aircraft Noise Disclosure Statement) and the Airport Notification Letter to the Commission (Declaration of Aviation Easement and Waiver). The Aircraft Noise Disclosure Statement will be sent to the owners of land within the Airspace radius that surrounds the Airport so that they are aware of the noise and other activities going on in that area. These will be sent certified.

Chairman Tom Greer said that they were very well written and feels it is in the City's best interest to notify the owners.

Steven Tomita said that the Declaration of Aviation Easement and Waiver will be used for any new construction, development that will commence in that area. This will be a part of the application for building and will become a permanent recorded document.

Vice Chair Steve Ethridge suggested a few changes he would like to see in the documents.

Chairman Tom Greer suggested that the documents be reviewed by the City's Legal Advisors for their opinion and suggestions and asked if this needs to be heard by City Council for approval.

Steven Tomita said that it does not need to be heard by City Council. It is an administration decision.

These changes will be done and presented to the Commission for approval.

Steven Tomita presented the JPA for review. This JPA is between the City and the County since some of the surrounding areas around the Airport are in the County. The County needs to be involved with the process of a Airport Master Plan. It would be in both of our interests to be doing this jointly. Once it is approved by the City it will go before the County Commission for approval.

Commissioner Debbie Thompson asked if this helps us with the overall zoning in that area.

Steven Tomita said that the County would be working with us jointly to be in agreement on the land uses in that area.

Chairman Tom Greer said that this JPA sets the groundwork do to a joint master plan of the whole area. We really need to plan things instead of just letting things fall where they may. We need to get this to an Attorney for review.

OPEN COMMENTS/REQUESTS

Vice Chair Steve Ethridge asked the Chairman if he had heard anything on the Trails along the Bosque.

Chairman Tom Greer said that he has spoken to the State but has not had a response. He has also tried to set up meetings with the Hotel people for help with development in Belen. Use them as

