

**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 24<sup>th</sup> OF SEPTEMBER 2018 AT 6:00 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 MAY 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 September 10, 2018

**6. PUBLIC COMMENT 3 MINUTE PRESENTATIONS:** If more time is needed for presentation, please ask to be scheduled on the next agenda.

**7. DISCUSSION**

Comprehensive Plan

**8. INFORMATIONAL ITEMS**

a. Communication from the Commission and Staff

**9. ADJOURNMENT**

RESPECTFULLY SUBMITTED

/s/

Lisa R Miller, Planning & Zoning Administrator

cc: Mayor & City Council  
News Bulletin

Belen Chamber of Commerce  
Belen Recreation Center

Belen Public Library  
Belen City Hall

**JERAH R CORDOVA**  
MAYOR  
**LEONA VIGIL**  
CITY MANAGER



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**DAVID CARTER**  
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**RONNIE TORRES**  
CITY COUNCIL  
**FRANK ORTEGA**  
CITY COUNCIL

**CITY OF BELEN  
PLANNING & ZONING COMMISSION MEETING  
MINUTES  
SEPTEMBER 10, 2018**

Vice Chair Pete Armstrong called the regular meeting of the Belen Planning and Zoning Commission meeting to order at 6:00 PM.

**PRESENT:** Chairman Steve Ethridge  
Vice Chair Pete Armstrong  
Commissioner Claudine Montano  
Commissioner Gordon Reeves  
Commissioner Jim Lardner

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

**APPROVAL OF THE AGENDA**

Commissioner Gordon Reeves moved to approve the Agenda as presented.

Commissioner Claudine Montano seconded the motion.

Motion Carried.

**APPROVAL OF THE MINUTES**

The minutes of August 27, 2018 were read.

Vice Chair Pete Armstrong moved to approve the minutes of August 27, 2018 as corrected.

Commissioner Claudine Montano seconded the motion.

Motion carried.

**PUBLIC COMMENT – 3 MINUTE PRESENTATIONS**

Ms. Dolores Lola Quintana said that the Commission had given her a 90 day Conditional Use for the RV Trailer next to her home. She would like to extend that time and asked what she needed to do.

Steven Tomita informed her that she needs to come into the office and fill out the request form so that it can be scheduled for a hearing.

## **DISCUSSION**

### **Comprehensive Plan**

Steven Tomita informed the Commission that the paperwork that was given to them was information that was provided to the MainStreet Group and includes a lot of information that the Commission might find useful for the Comprehensive Plan. The last pages of this information it also gives you a breakdown on businesses 10 miles away and 15 miles away that is somewhat useful but you have to take it a little bit with a grain of salt. At least it can show what our potential needs are. This information was provided by ESRI.

Chairman Steve Ethridge asked if there were tables like this in the Comprehensive Plan.

Steven Tomita said that they are trying to determine what needs to happen in Belen and where we think they are going to be in 10 years from now. When you are trying to figure that out you need to be thinking about what our markets are to be able to get where we want to go.

Vice Chair Pete Armstrong said that he sees these are more retail groups than Industry groups.

Steven Tomita said that there were questions on the different tables in the Comprehensive Plan that he would like to clarify. He said that this information is useful to different companies. They can go through them and consolidate some and completely remove some. The information is for, if another Keter was coming in, it is useful for them to look at what workforce we have, what housing is available, to determine if we have new homes or if there aren't any, how old is our infrastructure. They will be hiring and relocating people and we need to be able to demonstrate to them that there is new housing going up, because it may be harder for them to entice employees to move here. Big companies look at this type of information. The City does not have a lot of numbers to extrapolate but we need to use the numbers that we do have from previous years and say that at that point in time that Belen had undergone an economic downturn and now it is seeing a turnaround and this is what has happened in the last year.

Vice Chair Pete Armstrong said that on page 21, looking at table 16, the thing that stood out was the line item other. Other makes up over 10% of the budget and there is no specificity to it. He would like to see what is included in other.

Steven Tomita said that our finance department would have to give us a breakdown of what that includes because it may include things such as sidewalk repairs, pothole repairs, vehicle repairs, etc.

Vice Chair Pete Armstrong said that when he looks at that he sees that it is a large percent of our budget and would like to know where that money is going. At the bottom of the same page where it mentions Arterial roads, he does not see where Camino Del Llano is mentioned.

Steven Tomita said that the City has no arterials other than Main St. and Reinken Ave., according to MRCOG. Camino Del Llano is a major collector.

Vice Chair Pete Armstrong said that Camino Del Llano should still be mentioned because it is one of the three major access points to the City of Belen.

Chairman Steve Ethridge said that it does mention the minor collectors like River Road, HWY 309, and he would like to add that it is the East West collector and that it is the only access across the Rio Grande River.

Steven Tomita said that they should also differentiate between major and minor collectors. The reason for this is that only certain types of streets will qualify for federal funds.

Ms. Quintana asked what the name of the street was going to the high school off of Camino Del Llano.

Steven Tomita said that it was Christopher Rd. and it will eventually be classified as a collector road.

All of the graphics will be larger and be a better image throughout the Comprehensive Plan. All tables will be updated to reflect current numbers.

Steven Tomita said that MRCOG is coming out with a new document with updated data on high accident intersections that we should be able to download that document.

Vice Chair Pete Armstrong said that he would suggest changing the speed limits on those roads.

Steven Tomita said that he has asked DOT to change those speeds and they said that they will not change those speed limits.

The Commission discussed the numbers throughout the document and how all of those numbers and calculations need to be done. They discussed that they do not feel that the water rates and sewer rates should be in the document as they change on a yearly basis. The last paragraph on page 26 needs to be separated due to the fact that they are two different subjects.

Steven Tomita said that MRCOG can come down and help up to a certain extent. They are mandated to offer a certain amount of assistance voluntarily.

Vice Chair Pete Armstrong said that he feels that they should help on the Stormwater Management.

Steven Tomita said that the City has updated its Stormwater Plan.

Vice Chair Pete Armstrong said that when he lived in the South Valley that FEMA had that whole area in a flood zone. FEMA then re-evaluated most of the Middle Rio Grande and they reduced the flood water plain and thought that may have changed some of the areas in Belen. He has to pay flood insurance now and it is very expensive. The City has put in a lot of effort to put in more storm drains, pond, etc. to help with flooding.

Steven Tomita said that a few years ago FEMA came in and did a nationwide re-evaluation and reconfigured everything and a lot of the stuff that was removed from the flood plain was put back into the flood plain. A lot of Belen is in the flood plain. The recent flood took out a lot of

businesses along Main St. but what made that even worse was the fact that the ditches broke and cause more water to flow, and until the issues with those ditches is addressed you are still going to have bad flooding issues in Belen. The City is looking at a water channel going along the freeway and eventually into the river but it is not the City's responsibility to do this. There needs to be a Flood Control Authority created in the County and they are working on trying to get that established. This Flood Control Authority would be the one to take the flooding issues and solve them. That opens them up to a lot more government agencies.

Ms. Loretta Chavez informed the Commission that on the day that she was supposed to close on the purchase of the Thompson Building is when it flooded. She said with all the different canals and ditches that are in the area actually puts all of us in a flood zone. If any of them break that water flows down into the City. She has been told that the ditches have broken at least 5 times within the last ten years.

Steven Tomita said that the City has done extensive drainage improvements since then. Several ponds have been built to help with flooding. The problem is that those ditches belong to the MRGCD and are used for irrigation and not flood control.

Chairman Steve Ethridge said that a lot of people would hope that it is not considered a flood because the insurance is ridiculously expensive.

Ms. Chavez said that was what kicks in FEMA, because we are in a flood zone.

Steven Tomita said that in this case it isn't because this is in a flood zone it is the Conservancy district and the big debate going on is their taking responsibility for these issues. Keep in mind that these irrigation ditches are not engineered and not built to be a drainage ditch. They have not been designed to handle a big storm with a large water flow. He showed everyone the area just north of the I-25 Bypass where there is a big arroyo and where a ditch goes right over that arroyo so the water coming from the arroyo has nowhere to go. FEMA does not take this into account. When there a large amount of flow in the arroyo, that ditch will be taken out. There are also places where the ditch went under the arroyo which these ditches do not affect the flow of the arroyo. There is a big arroyo over by the high school and in that area the ditch goes over it so you will get breaks in the ditch when that arroyo is running. These are some of the issues that are being discussed. Under drainage law, if he wanted to develop some land that has a natural arroyo going through it, he can intercept that flow on his property and move it anywhere on his land but when he gets to the end of his land he has to restore it back to where the flow was coming off his land. The City of Belen is trying to get funding to put ponding on the west side of the High School so that it can control some of these flows.

Ms. Chavez said that she is looking at something preventative for her building because the businesses located on the Castillo Ave. side of the building were badly hit by the flood. She asked if she could raise the floor up 6" by adding cement on top of the existing floor to prevent flood waters from entering the building.

Steven Tomita said that would have to be looked at by an engineer to make sure that she would not be compounding someone else's drainage issues.

Chairman Steve Ethridge said it sounds simple but an engineer has to design it. You will have to deal with ADA requirements among a lot of other things. You may not always be the owner. Any improvements that you do needs to meet all of the current regulations.

On page 30 of the Comprehensive Plan the Commission removed the paragraph that pertains to the flooding of the area. A different paragraph saying that steps have been taken for flood control. They also removed the reference to the Willie Chavez Park.

Steven Tomita said that he would come up with a timeline and show the milestones that we want to achieve going through this document and when we will hold workshops for the different sections.

Lisa Miller said that the conversion from a pdf file to a word file has done some really weird things to most of the diagrams in the Document. She is working on that to correct these errors. Once they are done she will email the document to them. It will be done in two phases due to the document being so large.

### **INFORMATIONAL ITEMS**

#### **Communications from the Commission and Staff**

Steven Tomita informed the Commission that an agreement for a Fixed Base Operator at the airport. They are looking at operating the fuel system, plane repair services, and other services. The whole thing is based upon bringing in an international flight training program. Right now they have a contract with Taiwan to bring in 250 students to become commercial licensed pilots. It is cheaper and easier to bring foreign students into the United States for training. They also get the highest certification and once you get this certification you can fly anywhere all over the world. They will be bringing in 20 to 30 in the beginning and rotating those every so many months for a continuing total of 250 students at all times. They have a MOA with mainland China and should be locking that contract in place in a couple of weeks and that will bring that base student count up to 500. They will not be interfering with the Airforce because they will not be using the new runway. Their biggest training will be for rotary craft but will also be training for fixed wing aircraft. The largest will be twin engine and going to Albuquerque for the bigger planes. Ultimately they will be housed in a dorm at the Airport. They are looking at building a new runway where our parking lot is. They will also be building a café there and eventually expanding and building more hangers to handle all of the aircraft that it will take to train these students. They will be building the dorms for these students. They are working with CNM and UNM. They will be having aviation classrooms, English language classrooms, etc. It is a big operation. The initial 8 students will be trained to be trainers. They are talking about building a tower but it will not be for anyone but the students for communications to become used to the controllers before they go on to bigger aircraft. The training is a 15 month program. They will be kept in a controlled environment with small trips for visiting the area. They have asked to see an Airport Development Plan so that it can be presented to some of their other investors that may want to come in and bringing other developments to the airport. They are hoping to have all 500 students by the end of next year. The students will be temporarily housed in Albuquerque until housing becomes available in Belen.

The Belen Economic Development Association held a meeting with the property owners along the I-25 Bypass to start looking at what we can do to bring in some development along that corridor. The next meeting is on the third Thursday of October. They are hoping this will kick start that area of Belen. It also has huge potential. He also met with Mr. Hise of Cemco, and he may have

someone interested in building a new hotel in Belen. The only thing available for the public is Super 8 and that Hotel is on the market to be sold. The Super 8 needs a lot of repairs. The only other Hotels are all occupied by the Railroad. We need another Hotel in Belen.

**ADJOURN**

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

Commissioner Claudine Montano seconded the motion.

Motion carried.

The regular meeting of the City of Belen Planning & Zoning Commission adjourned at 7:11 p.m.

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Chairman Steve Ethridge

**ATTEST:** \_\_\_\_\_  
Steven Tomita, Planning & Economic Development Director