

**FINAL
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 28th OF JANUARY 2019 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 January 14, 2019-unavailable at this time.
- 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

3-19-9. Master plan; purposes.

A. The planning commission shall prepare and adopt a master plan for the physical development of the municipality and the area within the planning and platting jurisdiction of the municipality which in the planning commission's judgment bears a relationship to the planning of the municipality. The planning commission may amend, extend or add to the plan or carry any part or subject matter into greater detail. In preparing the master plan, the planning commission shall make careful and comprehensive surveys and studies of existing conditions and probable future growth of the municipality and its environs. The plan shall be made with the general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the municipality which will, in accordance with existing and future needs, best promote health, safety, morals, order, convenience, prosperity or the general welfare as well as efficiency and economy in the process of development.

B. Among other things, the master plan with accompanying maps, plats and charts; descriptive and explanatory matter; and recommendations of the planning commission for the physical development of the municipality, and for its planning jurisdiction, may include:

(1) the general location, character and extent of streets, bridges, viaducts and parkways; parks and playgrounds, floodways, waterways and waterfront development, airports and other ways, grounds, places and spaces;

(2) the general location of public schools, public buildings and other public property;

(3) the general location and extent of public utilities and terminals, whether publicly or privately owned;

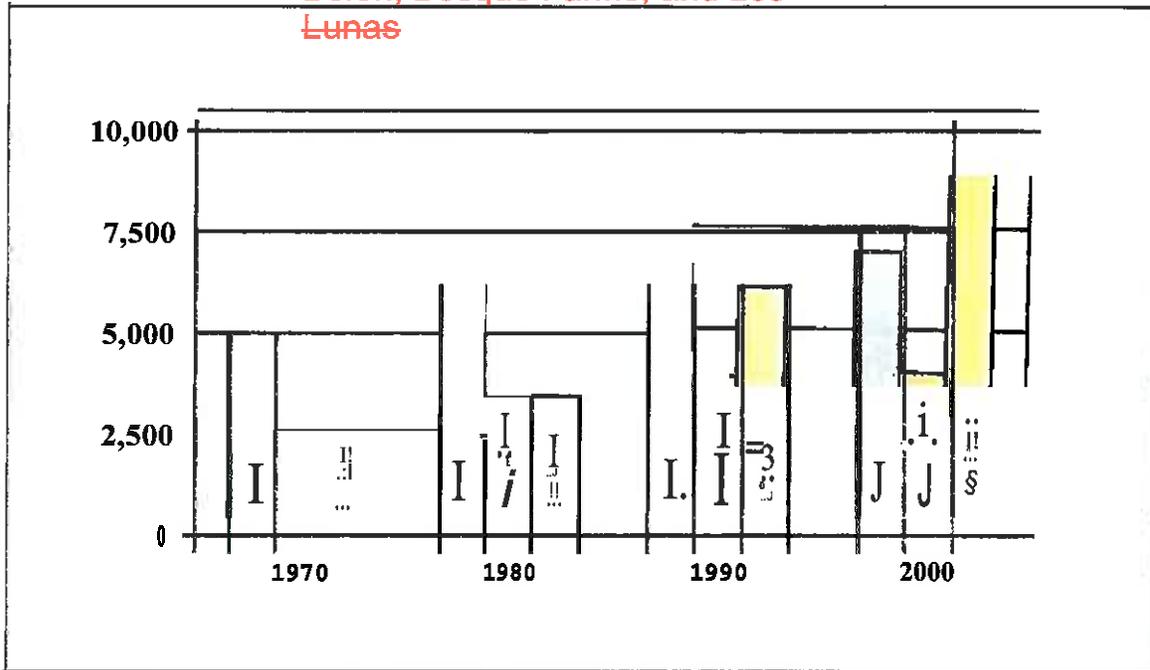
(4) the general location, character, layout and extent of community centers and neighborhood units and the replanning of blighted districts and slum areas; and

(5) the acceptance, widening, removal, extension, relocation, narrowing, vacation, abandonment or change of use of any of the foregoing public ways, grounds, places, spaces, buildings, properties, utilities or terminals.

C. Copies of the master plan shall be available at the office of the municipal clerk and may be purchased at a reasonable price.

History: 1953 Comp., § 14-18-9, enacted by Laws 1965, ch. 300; 1970, ch. 52, § 1.

FIGURE 2
1970-2000 Population in
Belén, Bosque Farms, and Los
Lunas



Source: U.S. Census Bureau

Population Characteristics The age/sex characteristics of the City have changed to some extent over the past decade; the population is slightly older in 2000 than in 1990. In 1990, 31.3 percent of the population was under 18 years of age; in 2000, the percent of the population under 18 had decreased to 28.8 percent. The proportion of the population age 65 and over increased slightly, from 14.9 percent in 1990 to 15.1 percent in 2000. Also, the proportion of the population between ages 45 and 64 increased from 16.8 percent in 1990 to 21.0 percent in 2000.

Overall, the City residents are slightly older than residents of Valencia County, but quite similar to residents of the State of New Mexico. The City has a higher percentage of retirees (15.1 percent) than both Valencia County (10.1 percent) and the State of New Mexico (11.7 percent). The City's percentage of children (28.8 percent) is slightly lower than that of Valencia County (30.2 percent) and slightly higher than the State (28 percent). In addition, the median age of City residents (34.6 years) in 2000 is a bit older than that of the County (33.8 years), but exactly the same as that of the State (34.6 years). Trends and comparisons of the age and sex characteristics with those of Valencia County and New Mexico are shown in Table 3.

Table 3
1990 and 2000 Age and Sex Distributions for
Belen, Valencia County and New Mexico

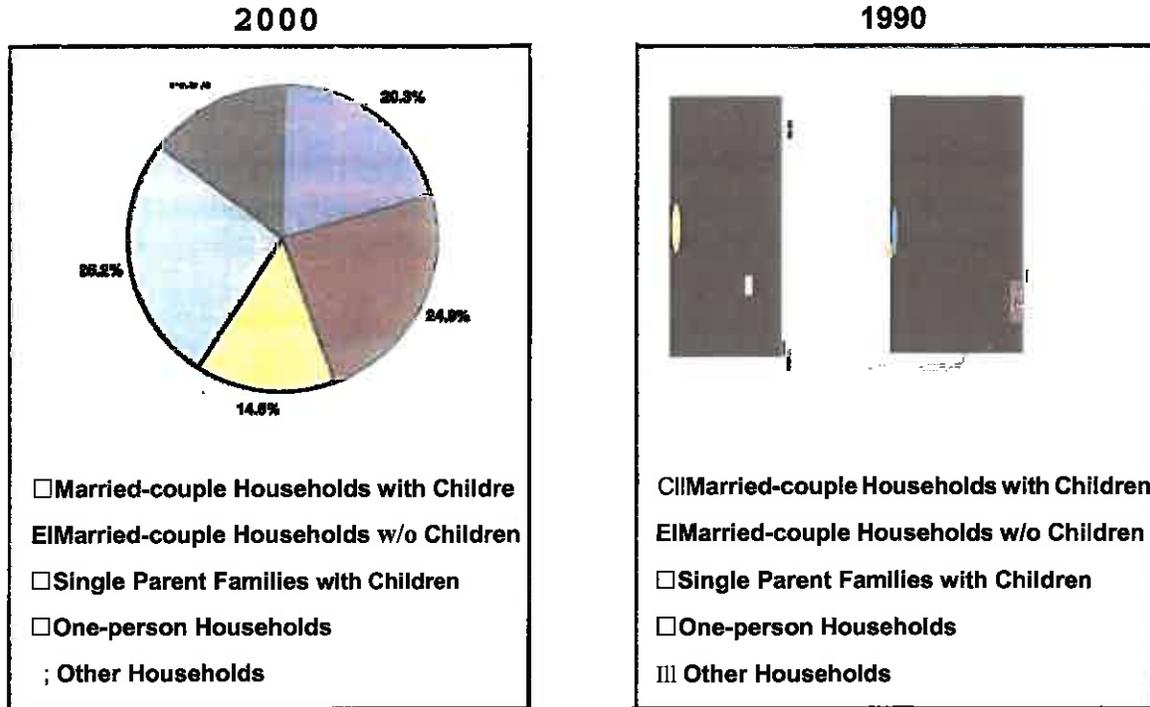
Age Group	2000 Belen		2000 Valencia County		2000 New Mexico	
	Male	Female	Male	Female	Male	Female
<18	29.2	28.4	30.7	29.6	29.0	27.0
18-24	10.1	9.1	8.6	8.1	10.1	9.5
25-44	26.5	24.6	29.9	29.4	28.6	28.1
45-64	21.5	20.6	21.6	21.8	21.9	22.5
65-over	12.7	17.3	9.2	11.1	10.4	12.9
Total%	100.0	100.0	100.0	100.0	100.0	100.0
Total Persons	3,297	3,604	33,186	32,966	894,317	924,729

Age Group	1990 Belen		1990 Valencia County		1990 New Mexico	
	Male	Female	Male	Female	Male	Female
<18	33.2	29.6	31.2	30.4	30.6	28.4
18-24	9.6	9.7	8.5	8.3	10.3	9.8
25-44	28.2	26.6	32.9	32.3	32.2	31.7
45-64	16.4	17.2	18.1	18.1	17.4	18.1
65-over	12.6	16.9	9.3	10.9	9.5	12.0
Total%	100.0	100.0	100.0	100.0	100.0	100.0
Total Persons	3,095	3,452	22,703	22,532	745,253	769,816

Source: 1990 Census and 2000 Census

The composition of households and families in 1990 and 2000 are provided in Figure 3. In 1990, 53.3 percent of the households were headed by a married couple; the percentage of married couple households decreased to 44.3 in 2000. Also, the percentage of single parent families with children decreased from 15.5 percent in 1990 to 14.5 percent in 2000. The percentage of non-traditional households also decreased, from 25.0 percent to 14.9 percent. The percentage of one-person households increased significantly, from 6.2 percent to 26.2 percent during the decade.

FIGURE 3
1990 and 2000 Household and Family
Composition for Belen



Source: 2000 Census

Source: 1990 Census

In general, the educational attainment of Belen residents is comparable to the residents of Valencia County as a whole. Among Belen residents, 70.2 percent had at least graduated from high school and 12.6 percent had graduated from college. The corresponding percentages for Valencia County were 76.1 percent and 14.8 percent. Among residents of the State of New Mexico, 78.8 percent had graduated from high school and 23.4 percent had also graduated from college. Compared to the State, a smaller percentage of persons had graduated from high school and a smaller percentage had finished college.

Table 4
2000 Education Levels for Persons Age 25 and Over
in Belen, Valencia County, and New Mexico
(in percentages)

	Belen	Valencia County	New Mexico
Less than gm Grade	9.0	9.1	9.3
9m-12m Grade, No Diploma	20.8	14.8	11.9
High School Graduate	32.3	32.3	26.6
Some College, No Degree	17.9	23.2	22.9
Associate Degree	7.4	5.8	5.9
Bachelor Degree	9.9	9.6	13.6
Graduate or Professional Degree	2.7	5.2	9.8
Total Percent	100.0	100.0	100.0
Total Persons	4,254	40,917	1,134,801

Source: 2000 Census

The responses to the race and Hispanic origin questions have been cross-tabulated in Table 5, and indicate how individuals categorize themselves. More than two thirds of Belen residents identified themselves as Hispanic. Also, more than a quarter of persons who considered themselves to be of Hispanic ancestry selected "other" as the best description of their race. By contrast, slightly more than half (55 percent) of the residents of Valencia County considered themselves to be Hispanic. In 2000, 42 percent of the population of New Mexico regarded themselves to be Hispanic.

Table 5
2000 Race and Hispanic Origin Distribution
for Belen

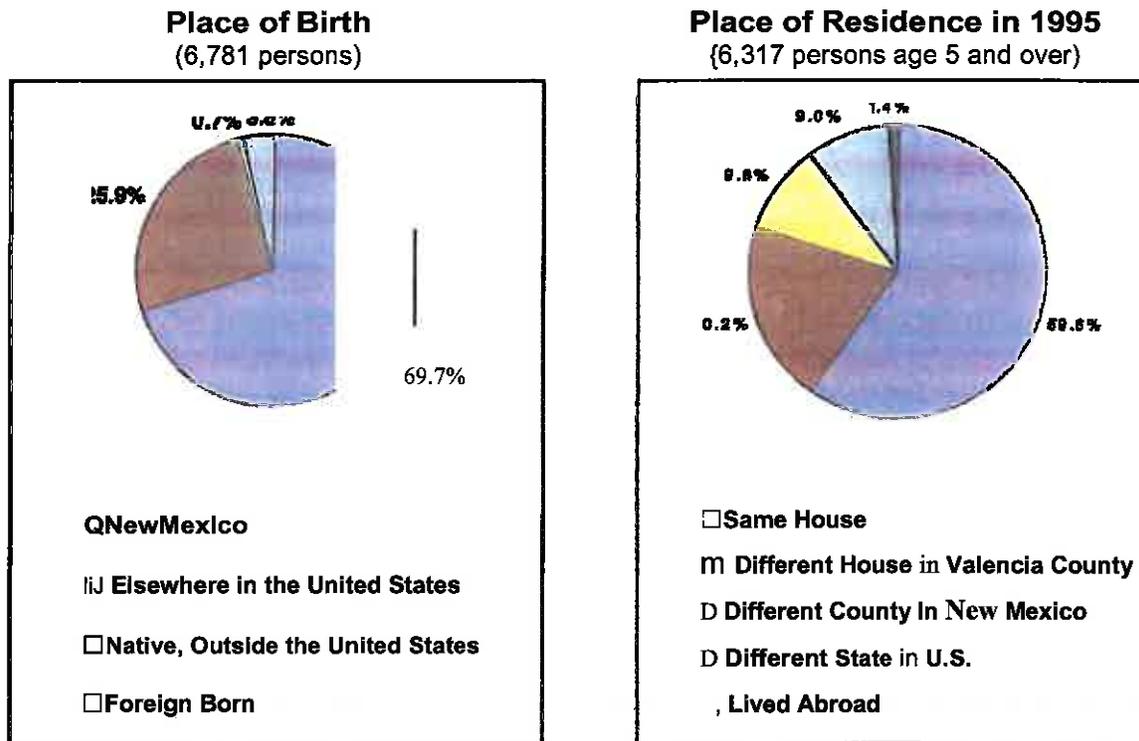
Race	Hispanic	Non-Hispanic	Total
Total Population:	4,735	2,166	6,901
White	2,738	1,920	4,658
Black	13	61	74
American Indian	33	81	114
Asian or Pacific Islander	12	11	23
Other	1,735	17	1,752
Bi-racial	193	69	262
Multi-racial	11	7	18

Source: 2000 Census

Almost 70 percent of the residents in Belen were born in New Mexico (see Figure 4), significantly greater than the statewide average (51.5 percent) and the County (61.6 percent). There were few foreign born persons in the City (3.8 percent) compared to a statewide average of 8.2 percent.

Nearly 60 percent of the population age 5 and over lived in the same house for at least 5 years prior to the 2000 Census (see Figure 4). This is somewhat higher than the statewide average of 54.4 percent. In fact, 79.8 percent had lived in Valencia County 5 years prior and 89.6 percent had lived in New Mexico 5 years prior. This was higher than the statewide percentage of 85.6 percent, but about the same as Valencia County's percentage of 90.1 who had lived in New Mexico 5 years prior.

**FIGURE 4
Nativity and Migration for 2000
Belen Residents**



Source: 2000 Census

Source: 2000 Census

Housing Characteristics The housing in Belen is well established but aging, with nearly half (46 percent) of the structures built in the 1960's or earlier. Housing tenure data is provided in Table 6. A majority of the homes are occupied by their owners (61.5 percent), which is slightly lower than in 1990 (63.7 percent). The percentage of homes occupied by renters increased from 24.4 percent in 1990 to 26.4 percent in 2000. The balance of the housing was vacant, about 12 percent in both 1990 and 2000.

The 2000 vacancy rate was 12.1 percent, which is the highest rate in Valencia County. By comparison, Bosque Farms had a vacancy rate of 3.7 percent, Los Lunas had a vacancy rate of 6.3 percent, and Valencia County had a vacancy rate of 8.0 percent. However, this vacancy rate is relatively low when compared with other municipalities that are located a comparable distance from Albuquerque; the vacancy rates in those municipalities ranged from 13.1 percent (San Ysidro) to 24.2 percent (Jemez Springs).

Table 6
2000 Housing Tenure
in Belen

	2000 Number	2000 Percent	1990 Percent
Total Units (occupied and vacant):	2,952	100.0	100.0
Owner Occupied	1,815	61.5	63.7
Renter Occupied	781	26.4	24.4
Vacant	356	12.1	11.9

Source: 1990 Census and 2000 Census

The age of occupied housing units are reported in Table 7. Nearly half of the occupied housing units were constructed prior to 1970, including 247 housing units that were constructed prior to 1940. The increase in the City's housing units has remained stable, mirroring the steady growth in Belen's population over the years.

Table 7
2000 Age of Occupied Housing Units
in Belen
(vacant units excluded)

Year Structure Built	Number of Units
1999 - March 2000	50
1995-1998	229
1990-1994	189
1980-1989	545
1970-1979	524
1960-1969	434
1940-1959	627
1939 or Earlier	247

Source: 2000 Census

The housing is designed primarily for single family occupancy (see Table 8 and Figure 5). In 2000, single family houses and mobile homes accounted for 83.2 percent of the housing, while 15.1 percent were multifamily housing units. The percentage of mobile homes increased from 1990 to 2000; now nearly one out of every five houses in Belen is a mobile home. Therefore, most of the new

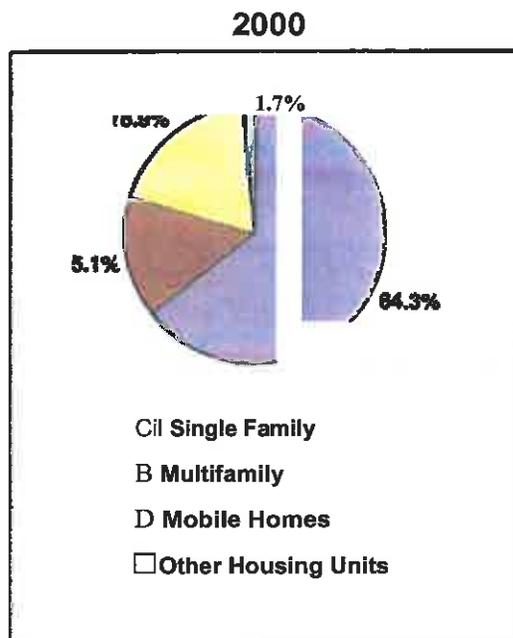
housing in the past decade in Belen has been provided through the installation of mobile homes or manufactured housing. Nearly all of the housing units are heated with natural gas (see Figure 6).

Table 8
1990 and 2000 Housing Type in Belen
(all housing units including vacant)

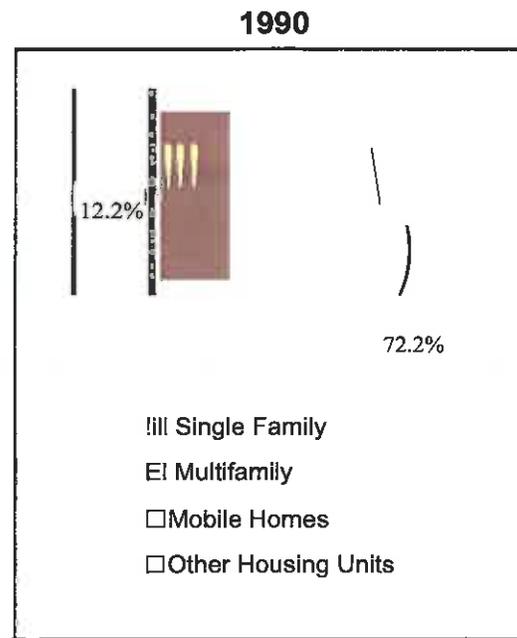
Type	2000 Number of Units	2000 Percent	1990 Percent
Single Family	1,828	64.3	72.2
Multifamily	431	15.1	12.2
Mobile Homes	538	18.9	14.4
Other Housing Units	48	1.7	1.2
Total	2,845	100.0	100.0

Source: 2000 Census and 1990 Census

FIGURE 5
1990 and 2000 Housing Type
in Belen
(all housing units including vacant)

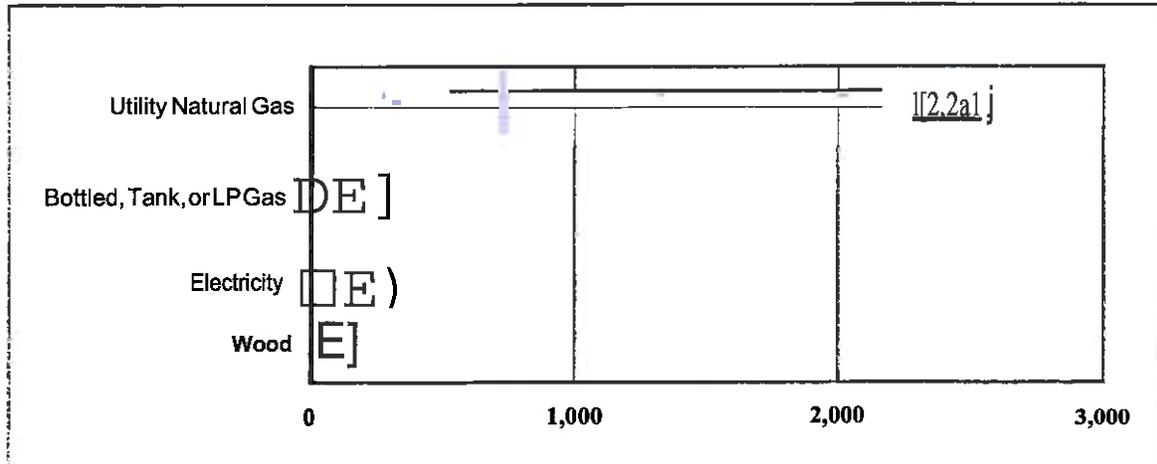


Source: 2000 Census



Source: 1990 Census

FIGURE 6
2000 Housing Heating Fuel for
Occupied Units in Belen
vacant units excluded



Source: 2000 Census

During the 15 months prior to the 2000 Census, 50 new housing units were reported (Table 7) but 594 new householders were reported (Table 9). Both of these data items were taken from sample data, so they should be considered approximations rather than exact numbers. These data indicate that Belen has a considerable number of householders (544 householders or 21.6 percent of the City's householders) who moved into existing units during that fifteen month period, even though the City's annual growth in population was roughly less than half of a percent.

Table 9
2000 Year Householder Moved Into Unit

Year	Number of Units	Percent
1999 to March 2000	594	23.5
1995 to 1998	620	24.6
1990 to 1994	338	13.4
1980 to 1989	363	14.4
1970 to 1979	231	9.2
1969 or earlier	377	14.9
Total	2,523	100.0

Source: 2000 Census

Local Economy

The economic characteristics of Belen provide insight into the basic conditions of the community. A healthy local economy provides both employment opportunities for residents and a strong tax base for the City.

Labor Force, Employment and Earnings Slightly more than 56 percent of the persons age 16 and over were in the labor force, and 92.1 percent of those were employed. The 2000 labor force and employment for Belen are presented in Table 10, with comparisons to Valencia County and the State of New Mexico. The percentage of the population in the labor force is lower in Belen than either Valencia County as a whole, or the State. The main difference is the percentage of females not participating in the labor force, since the male percentage was only slightly lower than the County and State rates. The unemployment rate for Belen was 7.9 percent, compared to 6.3 percent in Valencia County and 7.3 percent in the State as a whole.

**Table 10
2000 Labor Force and Employment
for Belen, Valencia County, and New Mexico**

Classification	Belen		Valencia County	New Mexico
	Number	Percentage	Percentage	Percentage
Total Persons Age 16 and Over:	5,046	100.0	100.0	100.0
In Civilian Labor Force	2,826	56.0	59.7	60.2
In Armed Forces	5	0.1	0.3	0.8
Not in Labor Force	2,215	43.9	40.0	39.0
Civilian Labor Force:	2,826	100.0	100.0	100.0
Employed	2,603	92.1	93.7	92.7
Unemployed	223	7.9	6.3	7.3
Males Age 16 and Over:	2,328	100.0	100.0	100.0
In Civilian Labor Force	1,503	64.6	65.3	66.2
In Armed Forces	0	0	0.4	1.4
Not in Labor Force	825	35.4	34.3	32.4
Females Age 16 and Over:	2,718	100.0	100.0	100.0
In Civilian Labor Force	1,323	48.7	54.2	54.4
In Armed Forces	5	0.2	0.1	0.3
Not in Labor Force	1,390	51.1	45.7	45.3

Source: 2000 Census

A categorical listing of occupations for the employed residents of Belen are displayed in Table 11. There is a wide cross section of workers living in the City, with the categories similar to Valencia County and the State. Compared to the State, there were fewer persons in the management/professional occupations and more persons in the production/transportation/material moving occupations. Compared to Valencia County, there were slightly fewer Belen residents in the construction/extraction/maintenance and sales/office occupations, and slightly more in the production/transportation/material moving and service occupations. The major rail center in Belen accounts for the large number of workers in the production/transportation/material moving sector.

Table 11
2000 Civilian Occupations for Employed Residents
in Belen, Valencia County, and New Mexico

Occupation	Belen		Valencia County	New Mexico
	Number	Percent	Percent	Percent
Total Employed Persons Age 16 and Over:	2,603	100.0	100.0	100.0
Management, Professional, and Related Occupations	675	25.9	26.9	34.0
Service	515	19.8	17.3	17.0
Sales/Office	631	24.2	25.7	25.9
Farming/Forestry/Fishing	0	0	0.6	1.0
Construction/Extraction/Maintenance	301	11.6	14.4	11.4
Production/Transportation/Material Moving	481	18.5	15.1	10.7

Source: 2000 Census

Table 12 shows the jobs of Belen residents according to industry categories. The largest number of jobs was in education/health/social services, followed by retail trade and then manufacturing. Education and public administration jobs were accountable to the Belen City Government and the

Table 12
2000 Industries for Residents of Belen

Industry Categories	Number	Percent
Agriculture/Forestry/Fishing/Hunting/Mining	13	0.5
Construction	175	6.7
Manufacturing	264	10.1
Wholesale Trade	47	1.8
Retail Trade	426	16.4
Transportation/Warehousing/Utilities	178	6.8
Information	50	1.9
Finance/Insurance/Real Estate/Rental/Leasing	131	5.0
Professional/Scientific/Management/Administrative/Waste Management Services	132	5.1
Education/Health/Social Services	548	21.1
Arts/Entertainment/Recreation/Accommodation/Food Services	253	9.7
Other Services (except public administration)	165	6.4
Industry Categories	Number	Percent
Public Administration	221	8.5
Total jobs	2,603	100.0

Source: 2000 Census

Belen Consolidated Schools. About one tenth of the residents in Belen worked in the manufacturing sector, at companies such as Cavco Industries, SOLO Cup Company, Castillo Ready Mix, Avonite Inc., and United Desiccants. However, Cavco Industries has since closed its production facility in Belen.

Workers were defined as those persons who went to work during the week prior to the Census date. This is a slightly different total than the total employed residents. The place of work was determined to be the primary work location during the week prior to the Census date. Nearly three quarters (about 72 percent) of the 2,511 workers residing in Belen found work in Valencia County. Four out of every five workers drove to work alone, while another 15.5 percent used carpools as a means to get to work (see Table 13). The average travel time to work was 22 minutes.

Table 13
2000 Commuting to Work for Residents of Belen

Mode of Transportation	Number	Percent
Total workers 16 years and over:	2,511	100.0
Drove Alone (car, truck, or van)	2,010	80.1
Carpool (car, truck, or van)	390	15.5
Public Transportation (including taxicab)	27	1.1
Walked	11	0.4
Worked at Home	73	2.9

Source: 2000 Census

A distribution of 1999 household income is provided in Table 14. The 1999 median household income for Belen was \$26,754, well below the median for Valencia County (\$34,099). It is also considerably below the New Mexico median of \$34,133 and the United States median of \$41,994. Likewise, the per capita income for Belen (\$12,999) is well below that of Valencia County (\$14,747), New Mexico (\$17,261), and the United States (\$21,587). As would be expected, Belen residents have supplemented their incomes with the following assistance programs: Social Security income (32.7%); retirement income (19.2%); Supplemental Security income (6.8%); and public assistance income (5.5%).

Belen has a relatively high percentage of low-income persons compared to the County, State and Nation. In Belen, 24.8 percent of the population was determined to be below the poverty level. This is a higher percentage of individuals living in poverty than Valencia County (16.8 percent), New Mexico (18.4 percent) and the United States (12.4 percent). An economic development strategy of bringing higher wage jobs to the City is needed to raise the median household income in Belen.

Table 14
1999 Household Income in
Belen, Valencia County and New Mexico

Category	Belen		Valencia County	New Mexico
	Number	Percent	Percent	Percent
Less than \$10,000	398	15.6	9.8	12.5
\$10,000 to \$14,999	312	12.2	8.7	8.4
\$15,000 to \$24,999	486	19.0	17.0	15.8
\$25,000 to \$34,999	361	14.2	15.6	14.4
\$35,000 to \$49,999	451	17.7	19.0	17.0
\$50,000 to \$74,999	328	12.9	17.1	16.5
\$75,000 to \$99,999	156	6.1	8.2	7.8
\$100,000 to \$149,999	39	1.5	3.2	5.0
\$150,000 to \$199,999	5	0.2	0.8	1.3
\$200,000 or more	16	0.6	0.6	1.3
Total Households	2,552	100.0	100.0	100.0

Source: 2000 Census

Municipal Revenues and Expenditures New Mexico relies heavily on gross-receipts and selective-exci-se taxes, such as gasoline taxes, cigarette taxes, and motor vehicle fees, to fund local government operations. Compared to other states, New Mexico relies more heavily on the gross-receipts tax, ranking the third highest in the country for this tax as a percentage of personal income (Hain, 1994). Furthermore, New Mexico's reliance on this tax has increased throughout the 1980s and 1990s. The State collects a 5 percent gross-receipts tax and, in turn, distributes 1.225 percent of those gross-receipts tax revenues to municipalities. Municipalities may also enact local-option gross-receipts taxes and local-option infrastructure gross-receipts taxes.

The major sources of Belen's municipal revenues (excluding capital and enterprise fund revenues) are shown in Table 15. In the past three years, gross receipts taxes (municipal gross-receipts and municipal local-option gross-receipts) have accounted for between 72.9 and 78.1 percent of Belen's general revenues, and they have accounted for about 60 percent of the City's total municipal revenues, excluding capital and enterprise fund revenues. Since taxable gross receipts are essential for financing the City's services, it will be necessary for the City to take steps to ensure that its commercial activities are sustained.

Table 15
1999-2001 Belen Municipal Receipts
(Excluding Capital and Enterprise Fund Revenues)

Year	2001	2000	1999
General Fund			
Franchise Tax	\$ 146,117	\$ 127,963	\$ 182,385
Cigarette Tax	21,141	24,084	21,404
Municipal Gross Receipts (1.225%)	2,378,713	2,347,013	2,140,533
Liquor Licenses	3,065	3,270	3,510
Other Licenses and Permits	58,567	38,534	12,773
Administrative Fees	172,727	121,388	97,000
Small Cities Assistance	25,000	25,000	15,000
Municipal Local Option Gross Receipts	1,456,454	1,437,034	1,310,368
Property - Current	397,371	391,734	364,044
Gasoline Tax - Regular	0	0	164,497
Motor Vehicle	56,834	68,067	68,950
Other	313,952	258,754	352,185
General Fund Subtotal:	\$5,029,941	\$4,842,841	\$4,732,649
Correction Fees	42,544	31,281	24,751
Emergency Medical Services	8,779	8,827	9,211
Fire Protection	75,790	56,880	91,160
Law Enforcement Protection	29,000	21,804	23,925
Lodgers' Tax	51,382	63,184	50,993
Municipal Street	410,844	305,000	200,960
Recreation	41,618	49,837	47,778
Senior Citizen	53,563	48,622	54,800
Other	664,705	752,498	484,408
Total:	\$6,408,166	\$6,180,774	\$5,720,635

Source: N.M. Department of Finance and Administration, Local Government Division

Belen's primary expenses (excluding capital expenditures and enterprise funds) are shown in Table 16. The table clearly shows that Belen's greatest expense is public safety, and records show that Belen has experienced a general trend of increasing funds spent on public safety throughout the last decade. In fact, spending on public safety in Belen more than doubled during the 1990's, from \$675,144 in FY 1991, to \$1,454,372 in FY 2001. This is a significant increase, considering that while the population increased only 5.4 percent during the 1990's, spending on public safety more than doubled.

In 2000, Belen spent \$861 per resident to provide the public services contained in Table 16. This is greater than the two other municipalities in Valencia County, as the Village of Bosque Farms spent \$533 per resident and the Village of Los Lunas spent \$678 per resident. Belen also spent more per resident during 2000 than a comparably-sized municipality in Sandoval County, the Town of Bernalillo, which spent \$427 per person to provide basically the