

**Planning & Zoning Commission**  
**January 13<sup>th</sup>, 2016 Minutes**  
**City Council Chambers**

The regular meeting of the Planning and Zoning Commission was called to order at 7:00 p.m. by Vice-Chairperson Keegan Mackenzie-Chavez.

Upon roll call, the following were present:

Chairman K. Wilson  
Vice-Chairperson K. Mackenzie-Chavez  
Commissioner J. Dooley  
Commissioner F. Pawlowski  
Commissioner F. Kozeliski  
Commissioner M. Long

Upon roll call, the following were absent:

Commissioner L. Miller

Presented to the Chairman and Commissioners for their approval were the minutes of the December 7<sup>th</sup>, 2015 Special Meeting. Commissioner Kozeliski motioned for approval of minutes as presented. Seconded by Commissioner Dooley, A.V.A. Motion Carried.

Chairman Wilson asked if any Commissioner had a conflict of interest for any agenda item, if so to please recuse him/herself prior to discussing the particular item.

No one needed to be recused.

*Chairman Wilson administered the oath required by state law for public forum.*

**ITEM ONE:** Recommendation to City Council for approval of the City of Gallup Growth Management Plan Update.

Chairman Wilson asked the Commissioners if they had each received the addendum and the appendix for economic development and had each of the Commissioners had an opportunity to review them. Each replied in the affirmative.

Chairman Wilson explained that instead of covering the Master Plan as a whole tonight, being that it has been discussed at previous meetings; he would like to begin with a review of the Appendix to the Economic Development Element: Medical Treatment, Research and Light Manufacturing Cluster Asset Mapping. He asked the Commissioners if they had any comments or questions as to any portion of this document.

CB had no comment on the appendix but did remind the Commission that tonight is their final review of the Master Plan Update. Tonight the Commission will be making their recommendation to Council for adoption of the update. The City Council will have a workshop on the 26<sup>th</sup> of January for final review of this item. The update is scheduled to go before Council on February 9<sup>th</sup> for formal adoption.

CB also noted that at the last two Planning and Zoning Commission meetings during the discussion of this item, the Commission had many questions pertaining to the possibility of relocating the Gallup Airport. Tonight we have present the City Attorney, George Kozeliski and Public Works Director, Stan Henderson – they will be able to address any questions on the subject.

Mr. Kozeliski explained in detail that the property where the airport is currently located is the probably the worst soil in Gallup. He provided details such as that many years ago the location was a “lake” and when other parties have attempted to build there it proved disastrous. He also feels that even if the City spent thirty to forty million dollars to relocate the airport and offered this location to developers for free, no one would take it. There is plenty of good land elsewhere that is not at such a low elevation as the current airport property. He reminded the Commission that Gallup High School was built on land that may be second to the lowest elevation in Gallup and it had to be built on two-hundred foot columns. He has heard that the property there is “moving pretty good” and yet it is better land for development than where the airport is currently located.

Chairman Wilson asked if the “lake” was a result of natural drainage as opposed to steams or underground water. Mr. Kozeliski replied that he understands that area to be the lowest area in Gallup. He further explained that the railroad was built high, as was Highway 66; which used to be a dirt road. He feels that in the past everything in Gallup drained to this area. He mentioned that a dairy farm was at time located there as well. At that time, dirt was brought in to fill some of the area to grow grass, but that was a long time ago.

Commissioner Long noted that the Commission was not requesting that the airport be moved in the near future, but we are discussing the Growth Master Plan – if this town should grow considerably, we should have something mentioned in the twenty to thirty year plan as a possibility of relocating the airport to support a larger commercial market. Chairman Wilson agreed that the current airport will never be able to service Gallup’s long range need to have an airport that can service what we would like to see in our economic development’s future. He feels this could be a potential hindrance to the growth of Gallup.

Mr. Kozeliski addressed the concerns and explained that it is not only Gallup Airport having trouble attracting commercial airlines – airport in Albuquerque has problems as well. He detailed various problems that put our local airport at a disadvantage.

Chairman Wilson asked Mr. Kozeliski for an opinion on whether or not he feels our current airport location and size is not a hindrance to developing a medical cluster and attract those types of companies to Gallup – many of which depend very heavily on transporting products, patients and management personnel in and out via air transport. And now, we are not even mentioning the subject as a target in our master plan update for the future growth and development of

Gallup. Mr. Kozeliski replied that he does not feel it is a hindrance. He further explained that the City had plans to acquire Western Skies Mobile Home Park; that would allow for a two mile long runway. Our airport also has a runway and taxi way that is wider than most; which allow for the larger aircraft. So if these companies wanted to come to Gallup, it is not the airport that will deter them.

Stan Henderson noted that we are one of, if not the, number one airport when it comes to emergency medical flights. In the airport masterplan, it already has the plans to extend the runway; this would allow for heavier aircraft to utilize our airport. He also noted that the location of our current airport does not have a crosswind runway. There is not a good location within the immediate vicinity of Gallup to build the airport without a crosswind runway. Mr. Henderson discussed various stumbling blocks that the City has run into when discussing relocating the airport.

Commissioner Dooley stated that she has noticed many more medical flights coming and going from our airport. As such, she asked if we have a flight controller at our airport. Mr. Henderson replied that the aircraft come and go on their own. Each aircraft will announce itself as it comes into the airport airspace and the FBO hears it. If there is a problem on the runway, the FBO will advise the aircraft. At night when the airport is not manned, the aircraft will buzz the airfield to make sure there is no problem before landing.

Commissioner Long asked about the airport built in Zuni. Mr. Kozeliski responded that Zuni has a single strip runway with no buildings. The cost for that, he was told, was approximately twelve million dollars. Mr. Kozeliski also noted that when medical facilities look at developing, they want to be near an airport, typically within five miles. So relocating our airport further out of Gallup will be “shooting ourselves in the foot”.

Commissioner Mackenzie-Chavez asked about maintenance costs due to the drainage issues at our current site. Mr. Kozeliski replied that in the past we had a crew of five to maintain the airport. Then with a previous administration, it was decided to pull our crews out and to turn it over to the FBO. We gave up approximately one hundred thousand dollars’ worth of income and in return the FBO is taking care of light snow sweeping and anything needed to maintain the airport. So we cannot say the cost to the City is zero, due to loss of income by not maintaining it ourselves. Commissioner Mackenzie-Chavez also asked who pays for the large maintenance work needed. Mr. Kozeliski replied that the federal government treats the airport as a major state highway, and they maintain it.

Chairman Wilson asked if each of the Commissioners were satisfied with the language used referencing the airport. The commissioners were all satisfied.

Next, Chairman Wilson moved on to discuss the “Proposed Changes to the December 2, 2015 Draft” items. Each item listed was noted and discussed (when necessary) by the commission. Mr. Steve Burstein, Architectural Research Consultants, noted that the new graphic is in the first page of the presentation. (The list is attached to the minutes for record). Some recommendations were made to Mr. Burstein to include in the plan prior to submission to Council for approval.

A correction was made to Item IVu-5, the minimum lot size for Rural Zoning District is 2 ½ acres and not 1 acre.

Motion was made by Commissioner Dooley for a positive recommendation of the Proposed Changes to the December 2<sup>nd</sup>, 2015 Draft of the 2016 Gallup Growth Master Plan as presented by staff. Seconded by Commissioner Mackenzie-Chavez. A.V.A., Motion Carried.

After reviewing and discussing the proposed changes, Chairman Wilson asked Mr. Burstein to proceed with his presentation. Mr. Burstein provided a broad based summary of the plan update. A copy of the January 13, 2016 Gallup Growth Management Master Plan Update powerpoint presentation is hereto attached to be included in the formal minutes of the meeting. There was a question and answer session during the presentation.

Regarding the issue of broadband and internet capabilities, Chairman Wilson asked CB if he thought we had high enough visibility or stressed enough its importance to our City. CB replied that he feels we have; adding that the General Services Director for the City has already been working on the matter.

Commissioner Kozeliski had questions regarding the broadband internet service- he asked if the City is currently using any of the new technology “from point-to-point which is faster than WILAN, or something like that, which would avoid having to put cables underground”? CB explained that the question is out of his realm. Mr. Henderson did note that he was unsure of what Commissioner Kozeliski was referring to; but only the protocol that is coming out is new. The infrastructure or actual wire is still fiber optics. Commissioner Kozeliski stated that he is not referring to fiber optics but it is something his son has been involved in and no wire was needed to be run underground. Mr. Henderson explained what the City has in the works now but added that the City also does not want to be in the broadband utility business and be competing with others.

At this time, Chairman Wilson asked the Commission to turn to the two appendixes. To begin, he asked that they review the “Guidance for the Development of Film Permit Application Form”. He asked if the review and approval would fall under the Planning Department. CB explained that it would not – we will amend the appendix to note that the review and approval process will be with the Community Development Services department. There were no comments or concerns on behalf of the Commissioners.

The second appendix “Medical Treatment, Research and Light Manufacturing Cluster Asset Mapping” was then reviewed. Mr. Burstein, Architectural Research Consultants explained that they worked in conjunction with Greater Gallup Economic Development to prepare the information. Commissioner Dooley asked if the CEO of Rehoboth McKinley Christen Hospital was included in the research. Mr. Burstein replied that the CEO was not consulted. There was a brief discussion regarding this appendix.

Motion was made by Commissioner Kozeliski for a positive recommendation of the two appendixes included with the entire draft of the 2016 Gallup Growth Master Plan as presented by staff. Seconded by Commissioner Long. A.V.A., Motion Carried.

**ITEM TWO: CASE# 16-01100001:** Annual Open Meetings Act, Resolution #RP2016-01. The Open Meetings Act requires that the Planning and Zoning Commission (at least) annually review what constitutes reasonable notice to the public of its meetings. Accordingly, the resolution is presented to the Board for consideration and approval.

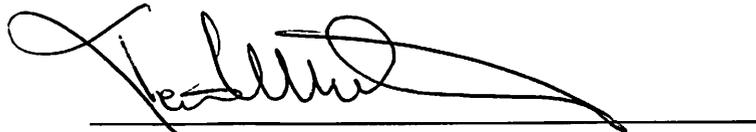
CB noted that previously the Planning and Zoning Commission has held their meeting on the second Wednesday of every month at 7:00 p.m. After discussing the meeting time with the Commission, a desire was mentioned that we move the meeting time from 7:00 p.m. to 6:00 p.m. This change has been included in the Resolution. We will continue to meet on the second Wednesday of the month, but will meet earlier – at 6:00 p.m.

Motion was made by Commissioner Dooley for approval of this item as presented by staff. Seconded by Commissioner Pawlowski. A.V.A., Motion Carried.

There was no discussion on **Items Three through Six.**

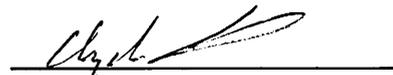
Commission Adjourned at 8:36 p.m

PLANNING & ZONING COMMISSION



KENT WILSON, CHAIRMAN

ATTEST:



CLYDE (C.B.) STRAIN  
SECRETARY TO PLANNING & ZONING