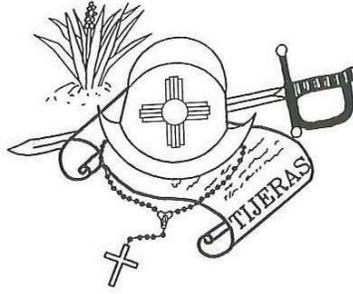


VILLAGE OF TIJERAS, NEW MEXICO

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Jake Bruton, Mayor

Council:
Matt Armenta
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VILLAGE OF TIJERAS PUBLIC HEARING PROCEDURES

March 30, 2026 – Zoning Request (CB-1 to CB-2)

The Village of Tijeras is committed to conducting a public hearing that is orderly, fair, and provides all interested persons with a meaningful opportunity to be heard. The following procedures will apply to the March 30, 2026 public hearing:

1. Purpose of Hearing

The purpose of this public hearing is to receive testimony regarding the proposed zoning change from CB-1 to CB-2 for the property located at Torres Trail and North Highway 14. Testimony should be directed to the zoning request and its potential impacts.

2. Order of Proceedings

The hearing will generally proceed as follows:

- Presentation by Village Staff regarding compliance with procedural requirements
- Presentation by Applicant in support of application and requested zone change
- Public testimony from interested persons
- Closure of public hearing.

3. Oath and Official Record

All individuals providing testimony will be sworn in prior to speaking. Testimony presented at the hearing will be considered part of the official record upon which the Village Council may base its decision.

4. Written Communications and Record of Proceedings

The Village Council may receive written communications from members of the public regarding the proposed zoning request. To ensure a fair and transparent process, written communications received by the Village prior to 2:00 p.m. on Thursday, March 26, 2026 will be compiled and made available to the Governing Body and included as part of the official record to the extent practicable. Written communications received after that time may be reviewed by the Governing Body but may not be included in the compiled record materials. *Members of the public are encouraged to present their comments during the public hearing so that such comments may be fully considered as part of the record.*

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5. Applicant Presentation

The applicant will be provided an opportunity to present in support of the requested zoning change. The applicant's presentation will not be limited in time.

6. Speaker Sign-Up Requirement

All individuals wishing to speak must sign up in advance of speaking. Sign-up sheets will be available in Council Chambers prior to the hearing. Those attending virtually must send a message to the host of the Zoom meeting requesting to be added to the sign-up sheet. *Only individuals who have signed up will be permitted to offer testimony during the public hearing.*

7. Time Limits for Speakers

Each speaker will be allotted three (3) minutes to provide testimony. This time limitation applies only to the speaker's testimony. Any questions and answers from a member of the Governing Body will not be included in the speaker's allotted time. The Mayor may adjust time limits as necessary to ensure the fair and orderly conduct of the hearing.

8. One Opportunity to Speak

Each individual will be permitted one opportunity to provide testimony in order to allow all interested persons an opportunity to be heard unless otherwise permitted by the Mayor to clarify testimony or respond to questions from the Governing Body.

9. Relevance of Testimony

Testimony must be relevant to the application for a zone change from CB-1 to CB-2 and its potential impacts. The Village may limit testimony that is not related to the proposed zoning change or that is unduly repetitive, disruptive, or otherwise impedes the orderly conduct of the hearing.

10. Closure of Public Hearing

Once all testimony has been received, the Mayor will formally close the public hearing. After closure of the public hearing, no additional public comment or testimony will be accepted unless the public hearing is formally reopened by the Mayor. The Village Council will then proceed with discussion, deliberation, and possible action regarding the application for a zone change from CB-1 to CB-2.

11. Order and Decorum

All participants are expected to conduct themselves in a respectful and orderly manner. *Disruptive conduct, including but not limited to shouting, interrupting speakers, refusing to yield the floor, or engaging in personal attacks or threatening behavior, will not be tolerated.*

The Mayor is authorized to maintain order during the hearing. Individuals who engage in disruptive behavior or who fail to comply with these procedures after a warning may be directed to leave the meeting. If necessary, removal may be enforced to ensure that the hearing can proceed in a fair and orderly manner for all participants.

These rules will be applied uniformly to all participants regardless of their position on the proposed zoning request.

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12. Attendance and Capacity

Seating in Council Chambers will be limited to sixty (60) individuals due to occupancy limitations. Audio from the hearing will be broadcast in additional areas inside and outside Village Hall to accommodate any overflow attendance. Additionally, virtual attendance at the public hearing is permitted and may be accessed using the Zoom link provided on the Village Agenda.

13. Continuation of Hearing

The Village Council reserves the right to continue the public hearing to a future date if additional time is needed to receive testimony or deliberate on the matter.

Members of the public are encouraged to review the Village of Tijeras Zoning Code, adopted by Village of Tijeras Ordinance No. 240 on December 4, 2023. The Village of Tijeras Zoning Code can be accessed at the following link: <https://www.tijerasnm.gov/wp-content/uploads/2023/12/Ordinance-240-Comprehensive-Zoning-Ordinance.pdf>

The Village appreciates the community's participation and cooperation in ensuring that this hearing is conducted in a fair and efficient manner.