



# TOWN OF HUACHUCA CITY

*The Sunset City*

**500 NORTH GONZALES BOULEVARD • HUACHUCA CITY, ARIZONA 85616**  
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**HUACHUCA CITY PLANNING AND ZONING MINUTES**  
**REGULAR MEETING/PUBLIC HEARING MEETING AT 7:00<sup>PM</sup>**  
**WEDNESDAY, MAY 3, 2017**

**Present:** Keeling, Chavez, Charlton, Meister, Pieren, Banks

**Commissioner:** Johann Wallace

**Chair:** Randy Keeling

**Vice Chair:** Tiffany Chavez

**Commission Members:** Mary Charlton  
Joy Banks  
John Meister

**Zoning Official:** Dr. Jim Johnson

**Absent:**

- A. **Call to Order and Pledge of Allegiance (7:00 PM)**
- B. **Roll Call**
- C. **Approve the Minutes of Regular Meeting March 1, 2017. Motion made by Commission Member Banks to approve the minutes. Seconded by Commission Member Charlton.**

**6-0 Motion Passed**

- D. **Zoning Administrator Report: Met with Pat Ortega with RC Track. Moving into next phase to engineer parking lot w/engineering firm. Discussed RV/Storage unit business – issues with flood plain. May look at splitting the land/split zoning. Discussed Children’s Center having received full funding – project moving forward.**
- E. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**
- F. **Unfinished Business**

- 1. **Discussion and/or Action [CHAIR]: General Plan Update status**

**Motion** made by *Mr. Keeling* to open for discussion and/or action, **seconded** by *Commission Member Pieren*.

All data and feedback provided to Dr. Johnson was sent back to WLB ahead of the final version of the General Plan. Public Notice submitted to the paper. No comments/feedback from neighboring communities.

**2. Discussion and/or Action [CHIAR]: Sign Code Update**

**Motion** made by *Mr. Keeling* to open for discussion and/or action, **seconded** by *Commission Member Charlton*.

Discussed new sign code regulations provided to P&Z Commission for discussion. P&Z proceeded to discuss draft/recommended changes to the sign code. P&Z continued to discuss changes to the sign code.

**Motion** made by Commissioner Keeling to direct Staff to make changes to the sign code as discussed. Seconded by Commission Member Charlton.

**5-0 Motion Carried**

**G. New Business.**

**1. Discussion and/or Action [Chair]: Ordinances for Court Ordered Restitution in Enforcement Cases**

Discussed new ordinances that would allow for court ordered restitution in enforcement cases.

**H. Current Events; Commissioner Comments or Announcements**

*Pursuant to A.R.S. 38-431.02 (K), the Commissioners will not propose, discuss, deliberate or take legal action at the meeting on any matter brought up under this item, unless the specific matter is already properly noticed on the agenda for legal action."*

**Motion** made by *Chairman Keeling* to open for discussion and/or action, **seconded** by *Commissioner Charlton*.

- I. Call to the Public: [3 min. limit] ARS 38-431-01 Public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.**


**J. Adjournment (8:10 PM)**

**Motion** made by *Chairman Keeling* to adjourn, **seconded** by *Commissioner Charlton*

**5-0 Motion Carried**

Approved by Chairman Tiffany Chavez on August 2, 2017

  
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Tiffany Chavez

Attest:   
Town Clerk Tammy J. Mitchell, MMC

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Town of Huachuca City held on February 1, 2017. I further certify that the meeting was duly called, and a quorum was present.

  
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Tammy J. Mitchell, MMC, Town Clerk/Administrator