



TOWN OF HUACHUCA CITY

The Sunset City

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HUACHUCA CITY PLANNING AND ZONING MINUTES

REGULAR MEETING AT 7:00^{PM}

WEDNESDAY, JUNE 7, 2017

Present: Chavez, Charlton, Banks, Meister, Pieren

Commissioner: Johann Wallace

Chair:

Vice Chair: Tiffany Chavez

Commission Members: Mary Charlton
Joy Banks
John Meister
Rod Pieren

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 April 5, 2017 and May 3, 2017. Minutes not ready. Will be moved to July Meeting.**
- D. **Zoning Administrator Report: Looking at manufactured home parks/RV parks to ensure those regulations are clear, concise and brought to current codes. Advised trying to lump public hearing items together into a single meeting. General Code Enforcement progressing well among the town.**
- E. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**
- F. **Unfinished Business**
 1. **Discussion and/or Action [CHAIR]: Sign Code Update**
Motion made for Discussion and/or Action. Seconded by Commission Member Charlton

Discussed the sign code. Town Attorney requested the sign-code update to be postponed for now until other legal activities around the state have been adjudicated.

2. Discussion and/or Action [CHAIR]: Ordinances for “Court Ordered Restitution in Enforcement Cases”

Motion to open made by Vice-Chair Chavez. Seconded by Charlton. No action/motion made/taken.

Ordinances provided to Commission as drafted by Town Attorney.

3. Discussion and/or Action [CHAIR]: General Plan Update

Motion made by Vice-Chair Chavez, Seconded by Commission Member Charlton.

Dr. Johnson gave an update that the Plan has been submitted to the Attorney General as required. Commission then began discussing the plan and establishing review dates as per plan requirements.

Motion made by Vice-Chair Chavez to set plan progress assessment table of page 63 of the annual review in May, performance measures in November, General Plan Amendments in Feb, Change Conditions in March/September and Quarterly Reviews in Jan, April, July and October. Seconded by Commission Member Charlton.

5-0 Motion Passed

G. New Business.

1. Discussion and/or Action [Chair]: Elect New Chairman

Motion made for Discussion and/or Action. Seconded by Commission Member Charlton

Motion made by Commission Member Charlton to appoint Vice-Chair Chaves as the new Chair. Seconded by Commission Member Pieren.

5-0 Motion Passed

2. Discussion and/or Action [Chair]: Appoint New Vice-Chairman

Motion made for Discussion and/or Action. Seconded by Commission Member Charlton

Motion Made by Commission Member Pieren to nominate/appoint Commission Member Meister as the P&Z Vice Chair. Seconded by Commission Member Charlton

5-0 Motion Passed

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.”

Chair Chavez to directed staff to review agenda item H ahead of the July meeting.

- 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**

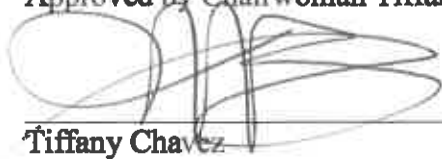
those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

J. **Adjournment (7:45 PM)**

Motion made by *Chairwoman Chavez* to adjourn, **seconded** by *Commissioner Charlton*

5-0 Motion Carried

Approved by Chairwoman Tiffany Chavez on August 2, 2017



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.



Tammy J. Mitchell, MMC, Town Clerk/Administrator