



TOWN OF HUACHUCA CITY

The Sunset City

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HUACHUCA CITY PLANNING & ZONING MINUTES REGULAR MEETING AT 7:00^{PM} AUGUST 1, 2018

- A. The Meeting was called to Order at 7:00 p.m. and the Pledge of Allegiance was recited.
- B. Roll Call and Determination of Quorum.
Present: Tiffany Chavez, Mary Charleton, Harlan Sexton, Dr. Johnson (Not voting), Joy Banks (Not voting).
- C. Approve the Minutes of June 6, 2018 Regular Planning and Zoning Meeting
Motion: Approve minutes of June 6, 2018, Action: Approve, Moved by Tiffany Chavez,
Seconded by Mary Charleton.
Motion passed unanimously.
- D. Zoning Administrator Report.
Dr. Johnson made his report.
- E. Call to the Public [3 min. limit] Agenda Items Only
P&Z Commission may make and open call to the public during a public meeting. Individual P&Z Commissioners may respond to criticism made by those who have addressed the Commission, they may ask staff to review a matter or they may ask that the matter be put on a future agenda. Commissioners shall not discuss or take legal action on matters raised during an open call to the public unless the matters have been properly noticed on the agenda for discussion and legal action A.R.S. 39-731.01 (G). In order to speak during Call to the Public, please specify what you wish to discuss when completing the call to the Public form but can be scheduled under future unfinished business.
None.
- F. Unfinished Business:
1. Discussion and/or Action [Chair]: Manufactured Homes Outside Manufactured Home Parks Regulations.
Motion: Open for Discussion and/or Action, Moved by Tiffany Chavez, Seconded by Mary Charleton.
Motion: to forward on to Town Council, Moved by Tiffany Chavez, Seconded by Mary Charleton.
Motion passed unanimously.
- G. New Business:

1. Discussion and/or Action [Chair]: Site Review for Proposed Coca Cola Office Expansion
Motion: Open for Discussion and/or Action, **Moved by Tiffany Chavez, Seconded by Mary Charleton.**
The architect was contacted via telephone.
Motion: to forward the Commission's recommendation to Town Council, **Moved by Tiffany Chavez, Seconded by Mary Charleton.**
Motion passed unanimously.
2. Discussion and/or Action [Chair]: Election of Vice-Chairman
Motion: Open for Discussion and/or Action, **Moved by Tiffany Chavez, Seconded by Mary Charleton.**
Motion: Appoint Mary Charleton as the Vice-Chair, **Action:** Free Form, **Moved by Tiffany Chavez, Seconded by Harlan Sexton.**
Motion passed unanimously.
3. Discussion and/or Action [Chair]: Review Application for Jeffrey Ferro.
Motion: Open for Discussion and/or Action, **Moved by Tiffany Chavez, Seconded by Harlan Sexton.**
Motion: Recommend Jeffrey Ferro's appointment to the Planning and Zoning Commission, **Moved by Tiffany Chavez, Seconded by Harlan Sexton.**
Motion passed unanimously.
4. Discussion and/or Action [Chair]: Set Date for Public Hearing for Zoning Code Updates (Sign Code, Manufactured Home & RV Parks and Manufactured Homes Located Outside Parks)
Motion: Open for Discussion and/or Action, **Moved by Tiffany Chavez, Seconded by Mary Charleton.**
Dr. Johnson suggested November 7, 2018
Motion: Set the date as November 7, 2018 for the public hearing., **Action:** Free Form, **Moved by Tiffany Chavez, Seconded by Mary Charleton.**
Motion passed unanimously.
- H. **General Plan Maintenance**
Motion: Open for Discussion and/or Action, **Moved by Tiffany Chavez, Seconded by Mary Charleton.**
- I. **Call to the Public [3 min. limit]** Issues within the auspices of the Huachuca City P&Z Commission.
None.
- J. **Adjournment**

Meeting was adjourned at 7:43PM

Approved by Tiffany Chavez on September 5, 2018

VP *Mary Charleton for Tiffany Chavez*
Chair, Tiffany Chavez

Attest:

Jennifer A. Fuller
Jennifer A. Fuller, Town Clerk



Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Planning and Zoning Meeting for the Town of Huachuca City held on August 1, 2018. I further certify that the meeting was duly called, and a quorum was present.

Jennifer A. Fuller, Town Clerk