



TOWN OF HUACHUCA CITY

The Sunset City

MEETING MINUTES OF THE HUACHUCA CITY TOWN PLANNING AND ZONING REGULAR MEETING

WEDNESDAY, December 4, 2019 AT 7:00 PM

**HUACHUCA CITY TOWN HALL
500 N. GONZALES BLVD.
HUACHUCA CITY, AZ 85616**

AGENDA

A. Call to Order – Vice Chair

- a. Pledge of Allegiance
- b. Roll Call and Ascertain Quorum

The meeting was called to order at:
The Pledge of Allegiance was led by:

7:00 PM
Mary Charlton

Roll Call- Joy Banks – No Quorum

Individual	Position	Present	Absent
Tiffany Chavez	Chair		X
Jeffrey Ferro	Committee Member	X	
Mary Charlton	Committee Member/ Vice Chair	X	
Jean Post	Committee Member	X	
Dr. Jim Johnson	Building Official	X	
Joy Banks	Town Liaison	X	

B. Call to the Public – Vice Chair

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.

Call to Public: D.R. McMillian. Property on Mustang Road in Huachuca City. And 6421 E Highway 90, Sierra Vista AZ 85635. I am here to represent my children who have land in Huachuca City who are interesting in growing industrial hemp. They have been working on growing hemp for the last couple of years. They feel like they should be exempt from the upcoming regulations on hemp since they have been establishing this for years. My daughter in law was already given the LLC to grow hemp, and they have already done the soil work and testing. They are ready to go in February.

C. Consent Agenda –Vice Chair

All items listed in the Consent Agenda are considered routine matters and will be enacted by one motion of the Commission. There will be no separate discussion of these items unless a Member of the Planning & Zoning Commission requests that an item or items be removed for discussion. Commission Members may ask questions without the removal of the item from the Consent Agenda. Items removed from the Consent Agenda are considered in their normal sequence as listed on the agenda, unless called out of sequence.

C.1 Consider approval of the minutes of the regular P&Z commission meeting held on October 2, 2019.

Motion C.1:		Action: Approved
Moved by: Mary Charlton	Seconded by: Jeffrey Ferro	

D. Zoning Administrator Report - Zoning Administrator

Dr. Johnson: Hope everyone had a good Thanksgiving and I hope everyone has a great Christmas and we've been very busy at my office.

E. Unfinished Business before the Commission –Vice Chair

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Chair and explained by staff. Any citizen who wishes, may speak one

time for five minutes on each agenda item before or after Committee discussion. Questions from Committee Members, however, may be directed to staff or a member of the public through the Chair at any time.

E.1 Discussion and/ or action: [Chair] Allowable uses in the business districts

Motion E.1: Open item for discussion and/or action		Action: Open
Moved by: Mary Charlton	Seconded by: Jeffrey Ferro	

Dr. Johnson: Are all of you good with the changes, no questions? If not then we will go forward with printing them.

E.2 E.2 Discussion and/or action: [Chair] Regulations for Industrial Hemp

Motion E.2: Open item for discussion and/or action		Action: Open
Moved by: Mary Charlton	Seconded by: Jeffrey Ferro	

Dr. Johnson: Per your request everything was sent to the city attorney and what's before you is a draft ordinance. If there are no problems we will move forward to have this moved towards getting it to the council.

Motion E.2: Accept Draft Ordinance		Action: Approved
Moved by: Mary Charlton	Seconded by: Jeffrey Ferro	

F. New Business before the Commission Vice Chair

Public comment will be taken at the beginning of each agenda item, after the subject has been announced by the Chair and explained by staff. Any citizen who wishes, may speak one time for five minutes on each agenda item before or after Committee discussion. Questions

from Committee Members, however, may be directed to staff or a member of the public through the Chair at any time.

F.1 Discussion and/or action: [Chair] Schedule Public Hearing for Industrial Hemp Regulations

Motion F.1: Open item for discussion and/or action		Action: Open
Moved by: Mary Charlton	Seconded by: Jeffrey Ferro	

Dr. Johnson: I would recommend we postpone the public hearing meeting till after the New Year. It is expensive and we need to make sure we have a quorum on the board. It will need to go to the public first and then the council.

Motion F.1: postponed till new year		Action: Approved
Moved by: Mary Charlton	Seconded by: Jeffrey Ferro	

F.2 Discussion and/or action: [Chair] General Plan Review

Dr. Johnson: I don't want to take a lot of time on this unless we have questions. The Town Council is looking into upgrading the Leffingwell Park with CDGB money. We have also been working with SVMPO to add an emergency control signal.

F.3 Discussion and/or action: [Chair] Consider acceptance of letter of resignation by Planning & Zoning board member Jean Post.

Motion F.3:		Action: Approved
Moved by: Mary Chalton	Seconded by: Jeffrey Ferro	

F.4 Discussion and/or action: [Chair] Declaration of vacancy on Planning and Zoning Board.

Dr. Johnson: We have two current openings for this board.

G. Reports of Current Events by Committee Members: Jean Post: We're having a block party on Pima St. Senior Center has something going on for help with health products like wheelchairs. Wounded Warrior Center helps Vets who need help with anything.

H. Items to be placed on future agendas:

I. Adjournment: due to no quorum session was adjourned

Motion: to Adjourn		Action: Approved	
Moved by: Mary Charlton	Seconded by: Jeffrey Ferro		

Meeting Adjourned: 7:27 pm

Approved by Chair Tiffany Chavez on January 8, 2020.

Tiffany Chavez
Chair

Attest: _____
Ms. Janine Rustine,
Town Clerk

Seal:

Certification

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Huachuca City Town Council held on December 4, 2019. I further certify that the meeting was duly called and a quorum was present.

Ms. Janine Rustine,
Town Clerk

DRAFT