



TOWN OF HUACHUCA CITY

The Sunset City

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**HUACHUCA CITY PLANNING AND ZONING MINUTES
REGULAR MEETING AT 7:00^{PM}
WEDNESDAY, APRIL 6, 2016**

Present:

Commissioner: Johann Wallace

Chair:

Vice Chair: Randy Keeling

Commission Members: Tiffany Chavez
Mary Charlton
Carol Vaughn

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 March 2, 2016 Regular Planning and Zoning Meeting**
Motion made by *Mr. Keeling* to approve the Minutes of March 2, 2016, **seconded**
by *Ms. Chavez*

4-0 Motion Carried

D. Zoning Administrator Report

Dr. Johnson reported that next month there will be a site plan for a commercial building. Met with the engineering firm late last week regarding the plans.

E. Call to the Public [3 minute limit] Agenda Items Only. (See below)
None

F. Unfinished Business

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

a. Input from Fire Chief Jon Allmon

Fire Chief Allmon spoke about starting fire inspections. This is something

that had not been done in the past. The 2012 international fire codes have been adopted. I am working with ADEQ to be able to issue burn permits. I have also been speaking with the schools regarding fire prevention. In the next year or two, I would like to get a cadet program working. The needs of the fire department are to update the fire equipment. In the first year that I started hose testing, we blew apart several hoses because they were old. This year a few of the couplings were destroyed. We have upgraded our training with Whetstone. We also have an automatic aid agreement with them.

b. Input from P&Z Members

None

G. New Business.

1. Discussion and/or Action [CHAIR]: Nominations of new Chairperson and Vice Chairperson

Nomination made by *Ms. Vaughn* for Randy Keeling as Chairperson, seconded by *Ms. Chavez*

4-0 Motion Carried

Nomination made by *Ms. Vaughn* for Tiffany Chavez as Vice-Chairperson, seconded by *Mr. Keeling*

4-0 Motion Carried

2. Discussion and/or Action [CHAIR]: Public Hearing for Conditional Use Permit Application CU2016-01. Applicant Therese M Whitney proposing a Youth Center to be located at 400 S Huachuca Blvd

Motion made by *Mr. Keeling* to open for discussion and/or action, seconded by *Ms. Vaughn*

a. Review of application and materials by Zoning Administrator

Dr. Johnson stated that he went on a physical inspection of the facility and pointed out specific items that need to be addressed. Mr. Whitney is more than willing to fix the issues.

b. Applicant presentation of project

Therese M. Whitney presented materials and project to the board. Mrs. Whitney stated that she would like to open the end of May 2016 or in June. If the opening can't be done in that time frame, she said that they would like to make the opening no later than August 2016.

c. Discussion [CHAIR]: Open Public Hearing and Invitation for Public Input

Mr. Keeling Opened the floor for public comment

d. Rebuttal [CHAIR]: Applicant response to public comments

None

e. Discussion [CHAIR]: Comments/Questions from Board to Applicant and additional public input

None

f. Discussion and/or Action [CHAIR]: Close Public Hearing and Board and Discussion of Board members for vote

Motion made by *Ms. Vaughn* to close the public hearing, seconded by *Mr. Keeling*

4-0 Motion Carried

g. Discussion and/or Action [CHAIR]: Announcement of Vote

Motion made by *Mr. Keeling* to approve the conditional use permit, seconded by *Ms. Vaughn*

4-0 Motion Carried

3. Discussion and/or Action [CHAIR]: Presentation by Pat Ortega of a possible use of his Commercial Land on West Side of SR90

Mr. Pat Ortega gave presentation of use for Commercial Land.

H. Call to the Public [3 min. limit] Issues within the auspices of the Huachuca City P & Z Committee.

None

I. Adjournment (8:15 PM)

Motion made by *Mr. Keeling* to adjourn, seconded by *Ms. Chavez*

5-0 Motion Carried

Approved by Johann Wallace on April 6, 2016

Randy Keeling

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 April 6, 2016. I further certify that the meeting was duly called, and a quorum was present.

Tammy J. Mitchell, MMC, Town Clerk/Administrator