



TOWN OF HUACHUCA CITY

The Sunset City

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HUACHUCA CITY PLANNING & ZONING MINUTES REGULAR MEETING AT 7:00^{PM} APRIL 4, 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:

Chairperson: Tiffany Chavez

Vice-Chair: John Meister

**Members: Nicole Hardas
Mary Charleton**

Commissioner: Joy Banks

Also Present: Dr. Jim Johnson

C. **Approval of Minutes from the March 7, 2018 Regular Planning & Zoning Meeting.** Minutes were approved with one correction; the Vice-Chair was misidentified.

D. **Zoning Administrator Report.**

Dr. Johnson requested that until the Town Clerk learns the voices of the commission members, to please state the names of persons seconding motions, etc. Gardner's Garage is doing very well. All the inspections for 209 Huachuca Blvd. have been completed. They have received their business license. They have paved their parking lot and will be coming before the commission for Conditional Use Permits shortly. Dr. Johnson met with a potential buyer of Fenimore Plaza. If everything goes well, that should go into escrow soon. The potential buyer wants to renew the whole plaza. New member Harland Sexton will be appointed by Council at the next meeting. The town is being inundated with calls from all over. Staff is very pleased with the forward progress. The remainder of 2018 could be busy.

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]: Updates to Mobile Home & Recreational Vehicle Parks Regulations.

Motion to open item for discussion and or action made by Chairperson Chavez, seconded by Commissioner Charleton.

All of the changes discussed in March have been added to the Draft.

Commissioner Meister requested Fire Chief's opinion regarding distance. Dr. Johnson advised the Fire Chief's opinion was added to the Draft in 18.118.070, section G. As public hearings can be costly to the Town, we will be doing as much business under one public hearing as possible.

Commissioner Meister inquired as to whether we are required to publish in the newspaper, even though we don't have a newspaper in the immediate area. Dr. Johnson advised that yes, we consider the Sierra Vista Herald as the "local" paper and we are required by law to publish.

Dr. Johnson reminded the Commission that these regulations only cover the manufactured homes inside parks.

Commissioner Hardas had a question regarding 18.118.070 section D for streetlights. Dr. Johnson advised the streetlights are in a different section of the draft. Commissioner Hardas suggested the draft be clarified. Dr. Johnson advised that change would be made.

2. Discussion and/or Action [Chair]: Sign Code Update – Model Code from Chandler.
Motion by Chair to open item for discussion and or action, seconded by Commissioner Hardas.

Commissioner Meister asked if it is illegal for a business to advertise for another business. Dr. Johnson advised it is not illegal; it's a public service, as long as the sign is not advertising anything illegal. Commissioner Meister thought there had been something in Code prohibiting it. Councilor Banks offered that that may have been

before the Chandler lawsuit. Mr. Meister had a concern that a sign indicating someone had been cited, for instance, violated the Privacy Act and was therefore illegal. Dr. Johnson advised that the information on the sign was public information and therefore did not violate the Privacy Act. Dr. Johnson advised that if an item was advertised that was not public information, then that would likely be a legal issue for the business owner.

Dr. Johnson again advised the Commission that the changes they had requested had been added to the Code.

Chairperson Chavez made a motion to close F Unfinished Business, Items 1 & 2 Updates to Mobile Home & Recreational Vehicle Parks Regulations and Sign Code Update. The motion was seconded by Commissioner Charleton.

4-0 Motion Carried

G. New Business:

1. Discussion and/or Action [Chair]: Possible Change of Monthly Meeting Date.
Motion to open item for discussion and or action made by Chairperson Chavez and seconded by Commissioner Charleton.

Chairperson Chavez requested this item be postponed until everyone can take the schedule back and decide what works best for everyone.

Chairperson Chavez motioned to move new business to unfinished business for next month, seconded by Commissioner Charleton.

4-0 Motion Carried

2. Discussion and/or Action [Chair]: Manufactured Homes Outside Manufactured Home Parks.

Motion to open item for discussion and or action made by Chairperson Chavez, seconded by Commissioner Charleton.

Dr. Johnson posed the question to the Commission "do you want manufactured homes outside of parks?" This is the same question staff has to decide. Staff has to be concerned with vacant, dilapidated and attractive nuisances. Commissioner Meister stated we want a nice, clean town and we don't want broken down manufactured homes that may pull down the value of surrounding homes. Dr. Johnson suggested the Commission could come up with an ordinance that will not allow new manufactured homes outside of parks. Commissioner Charleton asked if there is a possibility of zoning an area for manufactured homes. Dr. Johnson advised that that is a possibility. Commissioner Hardas asked if the cement pads are taken out when the mobile homes are demolished. Dr. Johnson advised it is usually requested that the cement pads be removed; it is usually requested that the lot be returned to a completely vacant lot. Dr. Johnson advised jurisdictions need to make these decisions because the Town is looking to the future. Dr. Johnson suggested the Commission take some time and drive around town and think about what they would like to see in the future.

Motion to move this item from new business to unfinished for next meeting made by Chairperson Chavez, seconded by Commissioner Charleton.

4-0 Motion Carried

H. General Plan Maintenance

1. Discussion and/or Action [Chair]: Quarterly Review

Motion to open this item for discussion and or action made by Chairperson Chavez, seconded by Commissioner Charleton.

Dr. Johnson advised that a large part of what the town has been working on is cleaning up. The Town Manager and Dr. Johnson have stated it is impossible to move forward until the town is cleaned up. Staff has been working to find the owners of dilapidated properties and addressing hoarder properties.

Dr. Johnson also advised the Water Tank Project is done and the Grinder Project is underway. Dr. Johnson advised a developer is looking at property south of the school.

Commissioner Meister brought up some of the items that need to be changed, such as Cable Television and the Fire Department. Dr. Johnson advised those changes will be made at the Annual Review.

Chairperson Chavez made a motion to close H General Plan Maintenance, seconded by Commissioner Hardas.

4-0 Motion Carried

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

None.

J. Adjournment

Chairperson Chavez motioned to adjourn, motion was seconded by Commissioner Charleton.

4-0 Motion Carried

Meeting was adjourned at 8:27PM

Approved by Tiffany Chavez on May 2, 2018



Chair, Tiffany Chavez

Attest:



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 April 4, 2018. I further certify that the meeting was duly called, and a quorum was present.



Jennifer A. Fuller, Town Clerk