



# TOWN OF HUACHUCA CITY

*The Sunset City*

**500 NORTH GONZALES BOULEVARD • HUACHUCA CITY, ARIZONA 85616**

**PHONE (520) 456- 1354 • TDD (520) 456-1353 FAX: (520) 456-2230**

**E-MAIL: [jfuller@huachucacityaz.gov](mailto:jfuller@huachucacityaz.gov)**

## HUACHUCA CITY PLANNING & ZONING MINUTES REGULAR MEETING AT 7:00<sup>PM</sup> MAY 2, 2018

- A. **The Meeting was called to Order at 7:00 p.m. and the Pledge of Allegiance was recited.**
- B. **Swear in New Member Harland Sexton.**  
*Mr. Harland Sexton was sworn in by Town Clerk Jennifer Fuller*
- C. **Roll Call and Determination of Quorum.**  
*4 members present, quorum established.*

### Present:

**Vice-Chair: John Meister**

**Members: Nicole Hardas  
Mary Charleton  
Harland Sexton**

**Commissioner: Joy Banks**

**Also Present: Dr. Jim Johnson  
Jennifer Fuller (left meeting at 7:10pm)**

**Absent: Tiffany Chavez**

- D. **Approval of Minutes from the April 4, 2018 Regular Planning & Zoning Meeting.**  
*Motion to approve minutes made by Vice-Chair Meister, seconded by N. Hardas*  
*Minutes approved*
- E. **Zoning Administrator Report.**  
Mr. Politi who bought the old feed store is now open with his car lot. He will be coming before the commission for CUP for auto repair and tower, almost done with drawings.  
Dr. Johnson invited commission on Thursday, May 10 for presentation regarding Trash

Privatization and Open Meeting Law. Dr. Johnson thanked the commission for remembering to announce their names on the recording. Vision of Hope is downsizing, moving from their current location to a location next to the old furniture store. They want to be closer to the school. If they decide to move, they will come before the Commission. Vice-Chair Meister asked about 209 Huachuca Blvd, are they currently open? Dr. Johnson advised they are for selling cars and installing internet. Vice-Chair Meister also asked about moving Vision of Hope, would like to know about a pedestrian crossing. Dr. Johnson advised the Commission that the Town has spoken to ADOT on several occasions; they will not agree to a light on SR90. We are going to them again to request an emergency light. M. Charleton asked what their reason was for denying the light. Dr. Johnson advised ADOT believes it is not conducive to stop or slow the flow of traffic on SR90. H. Sexton asked if it has to do with state regulations. Dr. Johnson explained it does more with the engineering side of it. Dr. Johnson suggested that if this is a concern, it should be brought up when Vision of Hope comes before the commission.

**F. 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.*

**G. 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 Vice-Chair Meister, seconded by M. Charleton.*

M. Charleton had a question regarding a way to prevent decay of a mobile home park. M. Charleton specifically mentioned a park in Sierra Vista that, years ago was a very nice place. She had occasion to go to the same park recently and was appalled at the state of the park. M. Charleton asked if there is anything the town can do to prevent the same thing from happening here. Dr. Johnson advised that yes, the Commission can add restrictions and regulations on parks to stop or curb decay. Vice-Chair Meister asked if the town could make a separation between a mobile home park and a recreational vehicle park. Dr. Johnson advised that is a possibility. Dr. Johnson advised language will be added to address the issues. Discussion turned to the size of the parks; by general consensus it was agreed the minimum size for the parks should be 2 acres. The Commission will consider the minimum setbacks and decide at a later date.

*Motion to close Item 1 in Unfinished Business made by Vice-Chair Meister, seconded by N. Hardas.*

*4-0 Motion Carried*

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

*Motion by Vice-Chair Meister to open item for discussion and or action, seconded by N. Hardas.*

Dr. Johnson asked if the Commission had taken the opportunity to drive through Lower Huachuca City. Dr. Johnson advised that a large number of the manufactured homes in that area are vacant. Dr. Johnson advised he is attempting to contact the owners in an effort to revitalize the area. H. Sexton inquired as to whether the city could work a deal to purchase the vacant homes, he was advised that generally, cities don't get involved in things like that. Dr. Johnson advised that if it is decided that manufactured homes are not allowed in the area, the ones currently in place are allowed to stay and if the owner wishes to remove the current and replace it, they would be allowed to do so.

*7:46PM, H. Sexton left the chambers, returned at 7:48PM.*

N. Hardas inquired as to whether the Commission can create guidelines for the instances where new manufactured homes are replacing old ones. Dr. Johnson advised the Commission can definitely do that and we will draft guidelines.

*Vice-Chair Meister made a motion to close F Unfinished Business, Item 2. The motion was seconded by M. Charleton.*

*4-0 Motion Carried*

**3. Discussion and/or Action [Chair]: Possible Change of Monthly Meeting Date**

*Motion to open item for discussion and/or action made by Vice-Chair Meister, seconded by N. Hardas.*

The Commission was presented with options. N. Hardas will be enrolling in school and all of her classes fall on Mondays and Wednesdays. Commissioner Banks asked if the first Thursday would conflict with Council Meetings. Council meetings are held on the second and fourth Thursdays of the month, so there would be no conflict. In studying Ms. Hardas' class schedule, she would only miss a couple meetings and it would be an excused absence, so it was decided to leave the meetings as scheduled for now.

*Motion to leave the meetings scheduled as is made by Vice-Chair Meister and seconded by Member Sexton.*

*4-0 Motion Carried*

**H. New Business:**

*None*

**I. General Plan Maintenance**

**1. Discussion and/or Action [Chair]: Annual Report 2018**

*Motion to open this item for discussion and or action made by Vice-Chair Meister, seconded by M. Charleton.*

Dr. Johnson advised the report is still being written. Dr. Johnson advised it will be ready for the next meeting. Basically, the clean-up is continuing.

*Motion to close item 1 under General Plan Maintenance made by Vice-Chair Meister, seconded by M. Charleton.*

4-0 Motion Carried

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

*None.*


**K. Adjournment**


*Vice-Chair Meister motioned to adjourn, motion was seconded by N. Hardas.*

4-0 Motion Carried

**Meeting was adjourned at 8:00PM**

Approved by Tiffany Chavez on June 6, 2018

  
\_\_\_\_\_  
Chair, Tiffany Chavez (WAS ABSENT)  
VICE CHAIR  
JOHN MEISTER

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 May 2, 2018. I further certify that the meeting was duly called, and a quorum was present.

  
\_\_\_\_\_  
Jennifer A. Fuller, Town Clerk