



**MINUTES OF THE  
HUACHUCA CITY PLANNING & ZONING COMMISSION  
MEETING HELD  
WEDNESDAY, MARCH 6, 2019 AT 7:00PM  
HUACHUCA CITY TOWN HALL-500 N. GONZALES BLVD. HUACHUCA CITY,  
AZ 85616**

**AGENDA**

**A. Call to Order**

Madam Chairman

- Pledge of Allegiance

*The meeting was called to order at 7:00pm. The Pledge of Allegiance was led by Chair Tiffany Chavez.*

**B. Roll Call**

*Board Members Tiffany Chavez, Mary Charlton and Jeffrey Ferro were present. Non-voting members Joy Banks and Dr. Jim Johnson were also in attendance.*

**C. Approve the Minutes of September 5, 2018 Regular Planning and Zoning Meeting and November 7, 2018 Regular Planning and Zoning Meeting & Public Hearing**

*Motion to open for discussion: Chair Tiffany Chavez, 2<sup>nd</sup> by Commissioner Mary Charlton.*

*Motion to approve minutes: Chair Tiffany Chavez, 2<sup>nd</sup> by Commissioner Jeffrey Ferro. Commissioner Mary Charlton abstained from the vote as she missed the November 7<sup>th</sup> meeting.*

**D. Zoning Administrator Report**

*Dr. Jim Johnson gave his monthly report.*

**E. Call to the Public**

Madam Chairman

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.

*No calls to the public were presented.*

**F. Unfinished Business before the Council**

Mayor

*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.*

*There was no old business for this meeting.*

**F. New Business before the Council**

Mayor

*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.*

**G.1 Discussion and/or Action [Chair]: Areas of the Town Code needing further review and possible updates**

*Motion to open for discussion: Chair Tiffany Chavez, 2<sup>nd</sup> by Commissioner Mary Charlton.*

*Dr. Johnson recommended a review of zoning classifications per use, especially permitted uses in the business section. Also section 18-2020 which deals with conditional use permits. There is currently one outstanding CUP for Southwest Motors. The question of on-street parking was also discussed.*

**H. General Plan Maintenance**

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

*Motion to discuss: Chair Tiffany Chavez, 2<sup>nd</sup> by Commissioner Mary Charlton.*

*Motion to accept quarterly report: Chair Tiffany Chavez, 2<sup>nd</sup> by Commissioner Mary Charlton.  
Motion passed 3-0.*

**2. Discussion and/or Action [Chair]: Changed Conditions**

*Motion to discuss: Chair Tiffany Chavez, 2<sup>nd</sup> by Commissioner Mary Charlton.*

*Dr. Johnson discussed the effect of the elimination of the Town bus line service on the general plan. Dr. Johnson also discussed the effect of on-street parking in relation to garbage service.*

**3. Discussion and/or Action [Chair]: Annual General Plan Amendment (No requests received)**

*Motion to discuss: Chair Tiffany Chavez.*

**I. Call to the Public [3 min limit] Issues with the auspices of the Huachuca City P&Z Agreement.**  
*No calls to the public were presented.*

**G. Adjournment.**

*Motion to adjourn: Chair Tiffany Chavez, 2<sup>nd</sup> by Commissioner Jeffrey Ferro.*

**Meeting was adjourned at 07:46pm.**

**Approved by Chair Tiffany Chavez on May 1, 2019.**

Attest



**MATTHEW WILLIAMS, INTERIM TOWN CLERK**



**TIFFANY CHAVEZ, MADAM CHAIRMAN**

Seal:

**Certification**

I hereby certify that the foregoing is a true and correct copy of the Minutes of the Meeting for the Huachuca City Planning & Zoning Committee held on March 6, 2019. I further certify that the meeting was duly called and a quorum was present.



**Matthew Williams, Interim Town Clerk**