

**TOWN OF DEWEY-HUMBOLDT
PLANNING & ZONING ADVISORY COMMISSION
REGULAR MEETING MINUTES
DECEMBER 4, 2014, 6:00PM**

A REGULAR MEETING OF THE DEWEY-HUMBOLDT PLANNING AND ZONING COMMISSION WAS HELD ON THURSDAY, DECEMBER 4, 2014, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. CHAIR DEWITT PRESIDED.

1. **Call To Order.** The meeting was called to order at 6:00 p.m. Chair DeWitt presided.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Done
 - 2.2. **Swearing in of newly appointed Victor Hambrick to the Planning and Zoning Commission.** Victor Hambrick was sworn in by Town Clerk, Judy Morgan.
3. **Roll Call.** Commissioners Dee Parker, Jeff Siereveld, Barry Smylie, Victor Hambrick and Chair Tammy DeWitt were present.
4. **Disclosure of Ex Parte Contacts.** None.
5. **Informational Reports.** No informational reports were given by commissioners or by public.
6. **Planner's Update on current events and activities.**
 - 6.1. **Town Council and Planning & Zoning Joint Session Tentatively Scheduled Date**

Community Development Coordinator, Connie Dedrick spoke on the scheduled Joint Session meeting to be held on Thursday January 8 at 6:00 p.m. to discuss the proposed changes involving Animal Codes, Accessory Dwelling Units (ADU), and Setbacks. The Council will also be reviewing these three items at the December 9th work session.
7. **Consent Agenda.**
 - 7.1. **Minutes.** Commissioner Dee Parker made a motion to approve the meeting minutes from the October 9, 2014 Planning and Zoning regular meeting as presented, seconded by Commissioner Siereveld. The motion passed unanimously.
8. **Discussion Agenda –New Business.**
 - 8.1. **Town Building Code (Town Code of Ordinances Title XV Land Usage Chapter 150 Building Codes) changes as related to the 2012 International Code Council Codes (2012 I-codes) summary presentation.**

Building Official, Terry Ford gave a PowerPoint presentation which highlighted the key elements of the 2012 IBC (International Building Codes) vs. the 2006 IBC which is currently in use by the Town. Mr. Ford spoke on the benefits for upgrading to the 2012 codes and the impact of the change on the general public. The 2012 codes have already been adopted by Yavapai County and Town of Prescott Valley and have been presented to Chino Valley and City of Prescott. It is likely that they will also adopt the codes. It is beneficial for all towns in the surrounding area to be using the same codes to stay consistent. Mr. Ford provided a detail description of the seven (7) items to consider. Staying with the 2006 energy code to save the home owner money, and ISO rating considerations for residents. If the building codes are more than 6 years out of date the rating will go from a 4 to a 9. 10 being the worst and 1 being the best. The staff recommends upgrading to the 2012 IBC codes and council has directed staff to move forward. It is expected the new codes would be adopted by February 2015.

Chair DeWitt asked if changing the codes would require a public hearing process as it did for Yavapai County.

Building Official, Terry Ford confirmed the adoption of the new codes would require a public hearing process, but would not require a re-visit from the Planning and Zoning Commission. The recommended adoption of 2012 IBC codes will be presented to the public on Monday, December 8th, and at the Council Work Session on December 9th.

9. Discussion Agenda – Unfinished Business. None

9.1 “Animal Code” project summary and report. Community Development Officer, Connie Dedrick provided a report of the Animal Code Project Summary. The Summary Report has been provided in the packet. Ms. Dedrick spoke about code enforcement and the importance of having codes enforceable if they are changed.

Public comment was taken on this item.

Mr. Ted Brooks asked for clarification from Ms. Dedrick about the summary and the proposed code changes. Mr. Brooks asked if the codes have already been changed. Ms. Dedrick responded and gave further clarification of the summary and the three options of the code changes. Option 1: Full Revision of the Animal Codes, Option 2: Partial Revision of Animal Codes, and Option 3: No Revision. The Summary Report just outlines these options and provides substance for each of the options to be considered. They are still in review and the public will have time to give their input at the December 9th Council Work Session, and at the January 8th Joint Session meeting. Mr. Brooks asked if the public would have the option of making comments and suggestions at the December 9th meeting. Ms. Dedrick stated the public would have opportunity to speak. Chair DeWitt spoke on Ms. Dedrick’s response and reinforced that the public would have the opportunity to participate in the Joint Session.

Cheryl Taylor spoke on concerns about restricting the number of animals for property owners. She spoke on wording concerns and how it could lead to abuse of the code. The Town needs to come up with ordinances which are more solid and enforceable. Complaints should not be allowed to be made anonymously.

Ms. Vicky Wendt asked when the current codes were adopted by the Town regarding the limit of the number of dogs allowed per property owner. Ms. Dedrick said she believed the code was adopted in 2008 or 2009. Ms. Wendt said she has researched the codes and cannot locate the date this code was adopted. She requested a copy of the ordinance to verify the date. Dedrick said she would look into it.

10. Public Hearing Agenda. None

11. Comments from the Public. None

12. Adjourn. Meeting adjourned at 6:31 p.m.

Tammy DeWitt, Chairperson

ATTEST:

Penney Bell, Administrative Assistant