

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

A REGULAR MEETING OF THE DEWEY-HUMBOLDT PLANNING AND ZONING COMMISSION WAS HELD ON THURSDAY, MARCH 6, 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 6:01PM.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Made.
3. **Roll Call.** Commissioners Claire Clark, Jeff Siereveld, Barry Smylie and Chair Tammy DeWitt were present; Commissioner Dee Parker was absent.
4. **Disclosure of Ex Parte Contacts.** None.
5. **Informational Reports.**

Warren Colvin, Community Development Coordinator, spoke on the inquiry made at the last meeting about swearing in the new chairperson; he checked with the Town Clerk who stated the new chairperson does not need to be sworn in again because she was sworn in as a Commissioner to the Planning & Zoning Commission upon taking their seat and has been the practice to date.

6. **Consent Agenda.**
 - 6.1. **Minutes.** Minutes from the February 6, 2014 Planning & Zoning Regular Meeting.
Commissioner Clark made a motion to approve the February 6, 2014 minutes, seconded by Commissioner Smylie. The motion passed unanimously.
7. **Discussion Agenda – Unfinished Business.** None.
8. **Discussion Agenda – New Business.** Discussion and Possible Action on matters not previously presented to the Commission.

8.1. Accessory Dwelling Unit Ordinance, Public Hearing Report and Next Steps.
Discussion and Possible Action.

Mr. Colvin gave an overview of the agenda item, noting that it went to Town Council for Public Hearing on February 18th and several spoke up against the Ordinance and therefore the item was moved to a Council workshop for further discussion. He noted some concerns from the meeting: 1) Why do we need a kitchen in a detached ADU? 2) Limiting the square footage to 750 square feet. 3) Elimination of the Secondary Medical Dwelling definition. 4) Does this ordinance protect or preserve disabled persons rights? 5) Septic and drain field issue effecting adjacent properties wells. 6) Removing “roomers and boarders” from the R1 zoned district.

Jerry Brady spoke on documents and contact information he submitted to staff after the last Town Council meeting on the procedure used by Yavapai County, US Department of Justice Engineering standards, copies of medical necessities certificate that initiates the procedure for a medical secondary dwelling, IRS tax codes and procedures for section 8 housing voucher for veterans.

9. Public Hearing Agenda.

9.1. Public Hearing for Use Permit, DHHS Off-Premise Sign. Discussion and Possible Action.

Mr. Colvin spoke on the use permit for an off-premise sign submitted by the Dewey-Humboldt Historical Society; requesting waiver for the off-premise sign to be allowed in an RS zoned district and waiver from the 200’ setback to residentially zoned property reduced to 125’. Mr. Colvin provided the details of the permit application from the packet.

Commissioner Smylie asked who owned the property that the sign would sit on. Mr. Colvin stated it is American Legion property, a letter is provided in the packet from the American Legion giving permission to DHHS to locate the sign on their property.

Chair DeWitt opened the public hearing at 6:16PM.

Carl Marsee spoke on possibly re-wording a portion on the bottom of the sign to make the driving directions clear. He also mentioned a new book that is now out about Dewey-Humboldt area, for sale at the museum.

Jerry Brady spoke on NAU sending survey teams here twice and noticed this corridor down to Mayer has the potential for economic development for history-based tourism.

Kevin Leonard spoke in favor of the off-premise sign.

Chair DeWitt closed the public hearing at 6:23PM.

Commissioner Clark made a motion to approve the Use Permit and send to Town Council, seconded by Commissioner Siereveld. The motion passed unanimously.

10. Comments from the Public.

Jerry Brady spoke on firefighter life safety initiative and NFPA 1500 standards, he stated D-H has been rated one of the poorest in Arizona under their standards, noting D-H’s lack of infrastructure development, improper roads and surfaces for supporting large fire apparatus, etc.

Linda Vore asked when the “Roomers and Boarders” issue would be discussed. Mr. Colvin stated it was going to a Town Council workshop, possibly in May or June and it will be published on the agenda.

11. Adjourn. The meeting was adjourned at 6:27PM.

Tammy DeWitt, Chairperson

ATTEST:

Mandi Garfield, Administrative Assistant