

**THE PLANNING & ZONING ADVISORY COMMISSION
FOR THE TOWN OF DEWEY-HUMBOLDT
REGULAR MEETING NOTICE
Thursday, November 8, 2012 6:00 P.M.**

**P&Z MEETING
2735 S. HWY 69**

**COUNCIL CHAMBERS, TOWN HALL
DEWEY-HUMBOLDT, ARIZONA**

AGENDA SUMMARY

1. **Call To Order.** The meeting was called to order at 6:03PM.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Made.
3. **Roll Call.** Commissioners Chris Berry, Claire Clark, Dee Parker (arrived at 6:05PM), Vice Chair Arlene Alen and Chair Bob Bowman were present.
4. **Disclosure of Ex Parte Contacts.** None.
5. **Informational Reports.** Warren Colvin, Community Development Coordinator, noted the Informational Reports agenda item is a new addition; Town Planner Report and Commissioner Agenda Items were removed so general information could be addressed before the legal portion of the meeting; upon further research on fees for temporary sign permits, it is \$10; reviewed the sign code with the Town Manager and there were a few clerical changes made, the Town Attorney reviewed and recommended removing language in the definitions that were regulations which did not belong there so those changes were made, sign code will go for Public Hearing on December 6, 2012 and then scheduled for Town Council on December 18, 2012 for final approval. Chair Bob Bowman stated that the Town sent him to the American Planning Association conference in September and a report will be made to the Council on that subject.
6. **Consent Agenda.**
 - 6.1. **Minutes.** Minutes from the October 4, 2012 Planning & Zoning Commission Regular Meeting.
Commissioner Clark made a motion to approve the October 4, 2012 minutes as presented, seconded by Commissioner Parker. The motion passed unanimously.
7. **Discussion Agenda – New Business.** None.
8. **Discussion Agenda – Unfinished Business.**
 - 8.1. **Priority List for Proposed Text Amendments to Town Code.** Discussion and possible action.

Mr. Colvin included the top three priority items in the packet that came from the April 5, 2012 P&Z and Council Joint Session: illegal lot division, accessory dwelling units, historical buildings.

Chair Bowman recommended addressing the items in the order in which they were rated at the Joint Session; the Commission agreed.
 - 8.2. **New Sign Code Amendment to Section 153.130 – Off-Premise Signs.** Discussion and possible action.

Mr. Colvin stated that it was brought to his attention by Commissioner Berry that most of the

other categories in the sign code had provisions for both wall-mount and ground-mount signs but this particular section there were only provisions for ground-mount off-premise signs. There was discussion on height, width, how many, informational/directional signs and painted signs. Mr. Colvin stated signs painted on buildings are considered signs; commercial complex the maximum is 150 square feet and 30 feet height; commercial, education, religious, industrial the maximum is 100 square feet and no height restriction which are the two common sizes.

Chair Bowman made a motion that wall-mounted signs is added to the sign code wording; Commissioner Alen amended the motion to add that off premise signs have a maximum of 200 square feet.

Chair Bowman asked the Commission who favored reducing the maximum size of off-premise signs to 100 square feet. Commissioners Clark and Parker were in favor.

Chair Bowman asked the Commission who favored increasing the maximum size of off-premise signs to 200 square feet. Commissioners Berry, Alen, Bowman and Parker were in favor.

Chair Bowman restated the motion, adding wall-mounted off-premise signs to the sign code section 153.130, area and height will be a maximum of 200 square feet and retaining the 20 foot height, seconded by Commissioner Alen. The motion passed unanimously.

Mr. Colvin clarified that ground-mounted will remain 160 square foot maximum and adding a category for wall-mounted 200 square foot maximum.

9. Public Hearing Agenda. Discussion and Possible Action on matters not previously presented to the Commission.

None.

10. Comments from the Public.

Jerry Brady spoke on Prescott in process of completing sister city agreement with a town in Germany, Herbert Windolf, U.S. representative of the Karl May western history museum, could meet with the Commission to address public land use issues within historic districts and advantages of relationship; economic advantages under federal and state laws to the owners of historic properties operating in historic districts or overlays, voluntary participation; U.S. Public Land Survey System expediting resolution of differences of survey standards in AZ, Yavapai County Tax Assessor's office is lead agency.

Commissioner Berry expressed interest in placing some of these items on a future agenda.

11. Adjourn. The meeting was adjourned at 6:41PM.