

**THE PLANNING & ZONING ADVISORY COMMISSION
FOR THE TOWN OF DEWEY-HUMBOLDT
REGULAR MEETING NOTICE
Thursday, March 8, 2018 6:00 P.M.**

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

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

AGENDA

The issues that come before the Planning & Zoning Advisory Commission are often challenging and potentially divisive. In order to make sure we benefit from the diverse views to be presented, the Commission believes that the meeting be a safe place for people to speak. With this in mind, the Commission asks that everyone refrain from clapping, heckling and any other expressions of approval or disapproval. Agenda items may be taken out of order. Please turn off all cell phones. The Commission meeting may be broadcast via live streaming video on the internet in both audio and visual formats. A quorum of Council may be present. One or more members of the Commission may attend either in person or by telephone, video or internet conferencing. **NOTICE TO PARENTS:** Parents and legal guardians have the right to consent before the Town of Dewey-Humboldt makes a video or voice recording of a minor child. A.R.S. § 1-602.A.9. Dewey-Humboldt Council Meetings are recorded and may be viewed on the Dewey-Humboldt website. If you permit your child to participate in the Council Meeting, a recording will be made. You may exercise your right not to consent by not permitting your child to participate or by submitting your request to the Town Clerk that your child not be recorded.

1. Call To Order.

2. Opening Ceremonies.

2.1. Pledge of Allegiance.

3. Roll Call. Commissioners Karen Brooks, Lori Crofutt, Rich Schauwecker, Lon Ullmann, Vice Chair Jeff Siereveld and Chair Victor Hambrick.

4. Informational Reports. Individual members of the Commission and public may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the Commission and public of such events, actions or activities. The Commission will take no discussion, consideration, or action on any such item except that an individual member of the Commission may request an item be placed on a future agenda.

5. Planner's Update on current events and activities. No discussion, deliberation or legal action can occur.

6. Consent Agenda. All matters listed under the Consent Agenda are considered to be routine by the Commission and will be enacted by one motion. Any item may be removed from the Consent Agenda for separate consideration at a Commissioner's request. If a citizen desires separate consideration of an item, he or she should approach a Commissioner prior to the meeting and ask that the Commissioner request that the item be removed.

6.1. Minutes. Approval of Minutes from the February 8, 2018 Planning & Zoning Regular Meeting.

7. Discussion Agenda –New Business. Discussion and Possible Action on matters not previously presented to the Commission.

8. Discussion Agenda – Unfinished Business. Discussion and Possible Action on any issue which was not concluded, was postponed, or was tabled during a prior meeting.

8.1. Election of Officers (Chair and Vice Chair).

9. Public Hearing Agenda.

THIS CONCLUDES THE LEGAL ACTION PORTION OF THE AGENDA.

10. Comments from the Public. The Commission wishes to hear from Citizens at each meeting. Those wishing to address the Commission need not request permission or give notice in advance. For the official record, individuals are asked to state their name. Public comments may appear on any video or audio record of this meeting. Please direct your comments to the Commission. Individuals may address the Commission on any issue within its jurisdiction. At the conclusion of Comments from the Public, Commissioners may respond to criticism made by those who have addressed the public body, may ask Town staff to review a matter, or may ask that a matter be put on a future agenda; however, Commissioners are forbidden by law from discussing or taking legal action on matters raised during the Comments from the Public unless the matters are properly noticed for discussion and legal action. The total time for Comments from the Public is **20** minutes. A 3-minute time limit may be imposed on individuals within this total. The audience is asked to please be courteous and silent while others are speaking.

11. Adjourn.

For Your Information:

Next Town Council Meeting: Tuesday, March 20, 2018 at 6:30 p.m.

Next Town Council Work Session: Tuesday, April 3, 2018 at 2:00 p.m.

Next Planning & Zoning Commission Meeting: Thursday, April 5, 2018 at 6:00 p.m.

If you would like to receive Town Council agendas via email, please sign up at AgendaList@dhaz.gov and type Subscribe in the subject line, or call 928-632-7362 and speak with Julie Gibson, Town Clerk.

Certification of Posting

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following locations: Dewey-Humboldt Town Hall, 2735 South Highway 69, Humboldt, Arizona, Chevron Station, 2735 South Highway 69, Humboldt, Arizona, Blue Ridge Market, Highway 69 and Kachina Drive, Dewey, Arizona, on the 1st day of March, 2018, at _____ p.m. in accordance with the statement filed by the Town of Dewey-Humboldt with the Town Clerk, Town of Dewey-Humboldt.

By: _____, Town Clerk's Office.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at 632-7362 at least 24 hours in advance of the meeting.

**TOWN OF DEWEY-HUMBOLDT
PLANNING AND ZONING ADVISORY COMMISSION
REGULAR MEETING MINUTES
FEBRUARY 8, 2018**

A REGULAR MEETING OF THE DEWEY-HUMBOLDT PLANNING AND ZONING COMMISSION WAS HELD ON THURSDAY, FEBRUARY 8, 2018 AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA, CHAIR VICTOR HAMBRICK PRESIDED.

1. **Call To Order.** Vice Chair Jeff Siereveld called the meeting to order at 6:00 p.m.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Led by Commissioner Siereveld.
3. **Roll Call.** Commissioners Karen Brooks, Lori Crofutt, Lon Ullmann and Vice Chair Jeff Siereveld were present. Commissioner Rich Schauwecker arrived late at 6:06 p.m. Chair Victor Hambrick and Commissioner Michael Gill were absent.
4. **Informational Reports.** None.
5. **Planner's Update on current events and activities.**
 - 5.1. **Resignation of Michael Gill from Commission.**

Community Planner (CP) Brown stated that he had received an emailed letter of resignation from Michael Gill stating due to personal reasons, he cannot effectively serve the people of Dewey-Humboldt. CP Brown requested that anyone interested in volunteering on the Commission could contact Town Hall to apply.
6. **Consent Agenda.** Discussion and Possible Legal Action may be taken.
 - 6.1. **Minutes.** Approval of Minutes from the January 4, 2018 Planning & Zoning Regular Meeting.

Commissioner Crofutt made a motion to approve the Minutes from the January 4, 2018 Planning & Zoning Regular Meeting, seconded by Commissioner Brooks. The motion passed unanimously.
7. **Discussion Agenda –New Business.** Discussion and Possible Legal Action may be taken.
 - 7.1. **Presentation and Discussion of General Plan Elements.**

Community Planner (CP) Steven Brown introduced the new Town Manager (TM), Tom Wilson. CP Brown stated we are going to be starting work on the General Plan. There will be more things on the Agenda in future meetings. He recommended that the Commission review the provided General Plan. There are some elements that are statutorily required. The first is land use and the second is circulation. The Town of D-H added more elements to the General Plan. They added the Cost of Development element, the Open Space and Trails element, the EPA element and Water Resources element. They went above and beyond what was statutorily required. TM Wilson stated that the General Plan has been in place since the Town was incorporated and it has served the community well for the past few years. General Plans are state mandated and they dictate what they want the local communities to address. The Town Council will define the details of the process. The final process involves the Planning & Zoning Commission to hold a Public Hearing with a recommendation to the Town Council. The whole process will take approximately a year and the Commission's work is very important. During this discussion, Commission Schauwecker arrived at 6:06 p.m.

Commissioner Siereveld asked if there are some suggestions for future changes? TM Wilson stated members of the Community may want to see some changes. The General Plan can recommend districts or overlays, but it can provide criteria for how they should articulate the cultural base of properties. The changes will create a guideline for property use.

Commissioner Siereveld stated that this is something that needed to be addressed over a period of time. TM Wilson stated we have until May 19, 2019 to address the General Plan.

TM Wilson stated the first option is for the Town Council to readopt the present General Plan. The second option would be to update the present General Plan. The third option is to do a re-adoption for a shorter time than ten years. If you don't choose an option, the Town won't get any shared revenues.

Commissioner Siereveld stated we have a short period of time and some alterations could be more timely than others. TM Wilson stated you will have a pretty aggressive schedule to work on the General Plan. If a re-adoption of the present General Plan is recommended, that could happen in four or five months and meet all of the criteria.

Commissioner Ullmann asked is there going to be some outreach to the public? TM Wilson stated State Statutes require an extensive outreach. You will be given Staff recommendations and community input. Staff recommends public workshops, a public hearing would be held with the Commission's recommendations to Town Council, then, the Town Council would have to go through the same process.

Commissioner Brooks asked if they should set their calendars up for the May deadline? TM Wilson stated they weren't going to set up any calendars yet. He stated there is going to be a Master Citizens non-elected Official/non P&Z group formed that will be a public committee and they will be doing the processing simultaneously. This is required by State Statutes. There needs to be direction by the Town Council and a written plan will be provided. The first thing we do is to get a public committee selected that would represent the various elements of the community. We have to present a plan that says we have done that for the community. We will be utilizing professional consulting groups to help us. So, there will be an absolute schedule. Commissioner Siereveld called for any other questions. None were forthcoming.

7.2. Election of Chair and Vice Chair.

CP Brown stated that we need to elect a Chair and Vice Chair at this meeting. Chair Hambrick was absent and Commissioner Gill resigned. Nominations and voting can take place now, or they could wait until all of the current members are present.

Commissioner Siereveld asked for input from the other Commissioners. The Commissioners discussed the issue. Commissioners Brooks and Crofutt recommended to make nominations and vote now and Commissioners Schauwecker, Ullmann and Siereveld preferred to put it on the agenda for next time. Commissioner Siereveld stated we will have to put this on the agenda for the next meeting.

8. Discussion Agenda – Unfinished Business. Discussion and Possible Legal Action may be taken. None.

9. Public Hearing Agenda. Discussion and Possible Legal Action may be taken. None.

10. Comments from the Public. None.

11. Adjourn. The meeting was adjourned at 6:26 p.m.

Vice Chair Jeff Siereveld

ATTEST:

Julie Gibson, Town Clerk