

## Planning and Zoning Commission Actions

### Regular Meeting

**March 13, 2023**

<b>6:00 pm Call to Order</b>	6:00 pm Commissioner Yocum
<b>Invocation</b>	Commissioner Yocum
<b>Pledge of Allegiance</b>	Commissioner Hughes
<b>Roll Call</b>	Commissioner Yocum, Commissioner Hughes, Commissioner Robertson, Commissioner Frank, Commissioner Leffall, Commissioner Singleton were present. Commissioner Irving not present. Commissioner Yocum led the meeting.
<b>3.0 Call to the Public</b>	No speakers gave public comment.
<b>4.0 Minutes</b>	A motion was made by Chair Hughes, seconded by Commissioner Singleton, that the Minutes for the January 23rd meeting be Approved. The motion carried by a unanimous vote.

<b>Agenda Item 5.1:</b>	<p><b>5.1</b> PUBLIC HEARING: TXT22-04 Text Amendment: A request by the City of Maricopa for review and approval of a proposed text amendment to the City of Maricopa Zoning Code, Sections 2.15 Rules of Order and Procedure, 18.135 Commissions, Committees, Boards &amp; Officers, 18.155 Development Review Permit, 18.140.060 Public Hearing Notification, and 18.140.140 Appeals; DISCUSSION AND ACTION.</p> <p>Rick Williams, Planning and Zoning Manager, presented item 5.1.</p> <p>Commissioner Leffall: Requested clarification on who will be taking the role of Hearing Officer.</p> <p>Rick Williams: Clarified that the Hearing Officer will be council appointed.</p> <p>Commissioner Leffall: Stated that the initial discussion of the Transportation Advisory Committee stated that the meeting would be held once a year. Requested clarification on if it once a year or quarterly.</p> <p>Rick Williams: Stated that there will be further clarification on how many times the meeting will be held and will update the commission as needed.</p> <p>Commissioner Juarez: No questions or concerns. First Planning and Zoning Commission meeting.</p> <p>Commissioner Singleton: Asked how the Maricopa residents will be informed on the meetings and if the communication with residents will be improved.</p> <p>Rick Williams: Stated that the city is extending the communication process and that the notifications are on the city website, posted on site, and sending notification letters as needed. Stated that the city is looking for different ways to continue expanding the website.</p> <p>Commissioner Robertson: Asked what role the commission will have with the new DRP process. Requested clarification on what roles each party will take.</p> <p>Rick Williams: Stated that the presentation will be staff level and the applicant will be present and stated that the DRP will be a discussion item only. Commission will be able to review the site plan and have the ability to provide input.</p> <p>Commissioner Robertson: Requested clarification that the commission will no longer be</p>
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	<p>making recommendations to council for DRPs, but that staff will gather the commissioner's individual opinions.</p> <p>Rick Williams: Stated that Commissioner Robertson is correct.</p> <p>Commissioner Robertson: Referred to Commissioner Singleton's comment. Provided idea that the city creates a new method of communication on the city website to help with citizen participation and involvement.</p> <p>Rick Williams: Stated that the city is creating adjustments to the code and provided examples of the different methods of communication the city provides.</p> <p>Commissioner Hughes: Stated that the Transportation Advisory Committee will be meeting once a year. Asked for clarification on the discussed in previous commission meeting in adding the responsibility of finding of facts on new properties.</p> <p>Rick Williams: Stated that there will be further clarification on if the committee would be gaining the responsibility of finding of facts.</p> <p>Commissioner Yocum: Stated that city staff provides sufficient information on finding of facts, and areas of potential issues. Agreed with Commissioner Robertsons concerns on the DRP process. Stated that there are different areas in the Amendment that referred to the Board of Adjustments.</p> <p>Commissioner Leffall: Requested clarification if there have been any specific points when the public has not been able to access the information on the public hearings or commission meetings. Stated that the information is available on the city website.</p> <p>Rick William: Stated that no public comment has been made on issues accessing the city website.</p> <p>Commissioner Robertson: Stated that the items on packages are available on Legistar.</p> <p>A motion was made by Commissioner Leffall, seconded by Commissioner Singleton. The motion carried by a unanimous vote.</p>
<b>Agenda Item 5.2:</b>	<p><b>5.2</b> A request by Neil Feaser, on behalf of 41011 W Honeycutt LLC, requesting review and approval of site, landscape, photometric and elevation plans for a proposed self-storage facility on approximately 3.13 acres. Generally located east of the southeast corner of W. Honeycutt Rd. and N. Porter Rd., in the City of Maricopa. DISCUSSION AND ACTION.</p> <p>Derek Scheerer, Planner II, presented item 5.2.</p> <p>Commissioner Robertson: Asked if the agreement for access to the west is dependent on the agreement with property owners.</p> <p>Derek Scheerer: Stated that the cross-access agreement is not set in place.</p> <p>Commissioner Yocum: Asked if the exit only lane can be used as an emergency entrance.</p> <p>Derek Scheerer: Confirmed that the entrance can be used my emergency services with the use of a keypad.</p> <p>A motion was made by Commissioner Hughes, seconded by Commissioner Robertson. The motion carried by a unanimous vote.</p>
<b>Agenda Item 6.0:</b> <b><u>Report from Commission and/or Staff</u></b>	<p>Rick Williams, Planning and Zoning Manager, provided updates to the commission.</p> <p>Commissioner Yocum: Suggested cancelling March 27<sup>th</sup> meeting and having a special meeting March 28<sup>th</sup>.</p>

<b>Agenda Item 7.0:</b> <b><u>Executive Session</u></b>	No executive session was conducted.
<b>Agenda Item 8.0:</b> <b><u>Adjournment</u></b>	Commissioner Singleton motioned to adjourn, seconded by Commissioner Leffall. Meeting adjourned at 6:50PM.

I hereby certify to the best of my knowledge, that the foregoing Actions are a true and correct copy of the Actions of the regular meeting of the Planning and Zoning Commission held on the 13<sup>th</sup> of March 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 21<sup>st</sup> day of March 2023