City of Maricopa

Meeting Minutes - Final

Planning & Zoning Commission

Maricopa City Hall
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Chair James Singleton
Commissioner Robert Klob
Commissioner Robert Brems
Commissioner William Robertson
Commissioner Maurice Thomas Jr.
Commissioner Chad Whittle
Commissioner Ted Yocum

Monday, January 26, 2026 | **6:00 PM** | **Council Chambers**

1. Call To Order

Chair Singleton called the meeting to order at 6:00 PM. The invocation was given by Commissioner Yocum, and the Pledge of Allegiance was led by Commissioner Klob.

2. Roll Call

Present 5 - Commissioner Robert Klob, Commissioner Maurice Thomas Jr., Commissioner Ted Yocum, Chair James Singleton, and Commissioner Chad Whittle

Absent 1 - Commissioner William Robertson

3. Call to the Public

No members of the public approached the podium during the call to the public. No speaker cards were provided by the public.

4. Minutes

4.1 MIN 26-08 The Commission shall approve the Minutes from the December 8, 2025 meeting.

The Commission reviewed the minutes from the December 8, 2025 meeting. No questions or comments were raised.

Motion to approve the minutes was made by Commissioner Thomas and seconded by Commissioner Klob. The motion passed unanimously.

5. Agenda and Public Hearings

No members of the public approached the podium for public hearings.

5.1 TXT 26-01 PUBLIC HEARING: TXT25-01, A request by the City of Maricopa, proposing text revisions to Chapter 18 - Maricopa Zoning Ordinance, of the Maricopa City Code. Discussion and Action.

Rick Williams, Planning and Zoning Manager, presented a text amendment to Chapter 18 - Maricopa Zoning Ordinance of the Maricopa City Code. He explained that this was a housekeeping issue to address additional provisions related to House Bill 2447 that

were not included in the previous amendment approved in November.

Mr. Williams explained that the bill, which passed on March 31, 2025, amended Section 9500.49 of the Arizona Revised Statues relating to administrative review and approval. He added that the bill mandated that cities authorize administrative personnel to review and approve site plans, development plans, land divisions, and various plats without a public hearing. Mr. Williams iterated that while the city had already implemented much of this in December, they had overlooked sections regarding the zoning administrator's authority to send both minor and major development review permits to the Planning and Zoning Commission.

Mr. Williams clarified that major development review permits would still require on-site posting and notification to property owners within 600 feet. He also noted that instead of the Planning and Zoning Commission reviewing applications that staff cannot approve, these would now go to the hearing administrator or hearing officer.

Mr. Williams explained that the proposed text amendments conform with several goals in the general plan, including consistent enforcement of development codes, promoting housing diversity, and streamlining permitting processes. He reported that the amendment had been properly noticed since January 5, 2026, with no public comments received to date.

Commissioner Klob asked whether the appeals section of the code would be updated, as it still showed the Planning and Zoning Commission's involvement. Mr. Williams explained that the changes approved in December hadn't yet been reflected on the city website, but the current amendment was consistent with those previous changes.

Commissioner Klob also asked what responsibilities would remain for the Commission following these changes. Mr. Williams responded that they would still review zonings, plan amendments, text amendments, and conditional use permits. He added that the Commission would have a major role in the upcoming code update process.

Commissioner Thomas asked if developers had complained about the time it takes to get through Maricopa's review process. Mr. Williams emphatically stated that Maricopa was known for its efficient processing of applications, unlike some other municipalities in the valley that take much longer. He noted that developers celebrate Maricopa's commitment to getting them through the process quickly and efficiently.

Commissioner Klob, confirmed that Maricopa processes applications much more efficiently than some other valley cities, where cases can take up to 2.5 years.

Chair Singleton opened the public hearing. With no members of the public wishing to speak, the public hearing was closed.

Motion to approve the minutes was made by Commissioner Thomas and seconded by Commissioner Yocum. The motion passed unanimously

5.2 **PZ 26-01** ELECTION OF OFFICERS: Discussion and possible action to elect a Chairman and Vice-Chairman for the Planning Commission for 2026. DISCUSSION AND ACTION.

Mr. Williams explained that the Commission's code requires election of a chair and vice chair every two years. He noted that the current chair has been in place for one year, and there was a vacancy in the vice chair position. The Commission could either keep the current chair and elect a vice chair or make changes to both positions.

Motion was made by Commissioner Klob to nominate Chair Singleton to

continue as Chair of the Commission. Motion was seconded by Commissioner Yocum. The motion passed unanimously.

Motion was made by Commissioner Yocum to nominate Commissioner Klob as Vice-Chair of the Commission. Motion was seconded by Commissioner Thomas. The motion passed unanimously.

6. Reports from Commission and/or Staff

7. Executive Session

7.1 ES 26-02

ES26-02 Roles and Responsibilities of the Planning and Zoning Commission: Pursuant to A.R.S §38-431.03 A(3); The Planning and Zoning Commission may hold an executive session for discussion and consultation with the City Attorney and Designated Representatives of the City to provide legal advice concerning the role and legal authority of the Planning and Zoning Commission as set forth in State statute and City Code. Discussion Only.

The Commission entered Executive Session at 6:21 p.m. to receive legal advice concerning the roles and responsibilities of the Planning and Zoning Commission.

A motion was made by Commissioner Yocum to open Executive Session; second was made by Commissioner Klob. Motion passed unanimously.

The Commission entered Executive Session. The executive session was adjourned at 8:15 p.m.

A motion was made by Commissioner Brems to adjourn Executive Session; second was made by Commissioner Thomas. Motion passed unanimously.

8. Adjournment

The meeting was adjourned at 8:17 p.m.

A motion was made by Commissioner Yocum, seconded by Commissioner Brems, to adjourn. The motion carried unanimously.

Certification of Minutes

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Planning and Zoning Commission of Maricopa, Arizona, held on the 26th day of January, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of February, 2026.

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James Kamstra
Assistant Planner