



Approval January 5, 2023

APACHE COUNTY COMMUNITY DEVELOPMENT

P. O. Box 238
St. Johns, Arizona 85936
Phone: (928) 337-7526

PLANNING AND ZONING COMMISSION MINUTES FOR December 1, 2022

In Attendance:

Commissioners

Dan Muth, Chairman (Absent)
Oscar Miranda, Vice-Chairman
John Freeman
Kay Hauser
Carey Dobson (Absent)
Bobby Fite
Brad Peterson
Traegen Knight
Brad Jarvis
Michael Bragiel, Alternate

Staff

Matthew Fish, Director
Shanna Pearce, Plan Reviewer
Tyron Jensen, Deputy Attorney
Ruben Aranda, Code Enforcer
Roxanne Drye, System Administrator

Working Lunch Session

Vice-Chairman Oscar Miranda called the working lunch session to order at 12 p.m.

Item #1 Update from the Article 24 subcommittee regarding possible amendments

Matt Fish explained the recommended name change and the subcommittees recommended amendments. Section 2402 defined purpose. Section 2403 local representative, contact information, posting location. 2404 E. professionally drawn plan, occupancy per bedroom, parking determined by occupancy. 2405 per state statute enforcement based on validated violations.

Commissioners discussed the states requirements for having liability insurance and whether the county could be named as a beneficiary, Mr. Jensen will do some research. Section 2404.G, the Arizona Residential Landlord and Tenant Act, parking, maximum occupancy, health and safety issues and use of a variance to accommodate large groups and families. Application requirements, permit process, required documentation, life of a permit (2404.L) and notification area per statute. Senate bill 1168 B.2 ... ordinance applied in the same manner as other property classifications..., commissioners agreed a legal opinion was needed.



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Mr. Freeman provided context regarding the purpose and intent of the state law and noted that the legislation should be followed closely.

Commissioners and staff agreed.

No further discussion.

Work Session adjourned at 1 p.m.

Regular Meeting

Item #1 Call to Order.

Vice-Chairman Oscar Miranda called the public meeting to order 1:00 p.m.

Item #2 Roll Call/Determination of a Quorum.

Vice-Chairman Oscar Miranda determined a quorum was present with eight (8) commissioners present as noted above.

Item #3 Call to the Public

No comments.

Item #4 Approval of the minutes from the October 6, 2022, meeting.

Vice-Chairman Oscar Miranda opened for a motion and discussion.
Commissioner John Freeman motioned to approve as presented.
Commissioner Bobby Fite second the motion.

No Discussion

Mr. Miranda called the question.

Vote, 7 ayes to 0 nays with 1 abstention, Commissioners Michael Bragiel was not present at the October 6, 2022, meeting.

Motion Carried

Item #5 Election of a Chairperson for 2023

Vice-Chairman Oscar Miranda opened for motions.

Commissioner Kay Hauser nominated Dan Muth.

No other nominations.



Vote unanimous.

Item #6 Election of a Vice-Chairperson for 2023

Vice-Chairman Oscar Miranda opened for motions.

Commissioner John Freeman nominated Oscar Miranda.

No other nominations.

Vote unanimous.

Item #7 Setting the date, time, and place of regular monthly meetings for 2023

Commission discussed changing the time of the meetings to later in the day. Commission agreed to keep the time of the meeting at 1 p.m. and the work session meeting will be held as needed.

Commission discussed moving the September 7th meeting date due to fair conflict. Commission agreed to leave the date on the 7th as the dates for the fair were undetermined, if needed the meeting date could be changed.

No further discussion.

Vice-Chairman Oscar Miranda opened for a motion and discussion.

Commissioner Kay Hauser motioned to approve the P&Z 2023 meeting date and times as presented.

Commissioner Brad Peterson second the motion.

Vote unanimous, 8 ayes to 0 nays.

Motion carried

Item #8 Report from Staff to the Commission

Mr. Fish advised the commissioners of the increase of complaints and requests for cleanup staff had received, he introduced the Ruben Aranda as the new Code Enforcer, and explained the departments cleanup efforts, the possible donation from a local power company, and the plans for notification to residents of cleanup areas.

Commissioners discussed issues and concerns regarding a CUP granted to Poncho Villa and a CUP denied to a property located by the "Y". Mr. Fish stated that staff would investigate and address concerns.

Item #9 Adjourn.

Vice-Chairman Oscar Miranda opened for a motion to adjourn.

Commissioner John Freeman motioned to adjourn.



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Commissioner Bobby Fite second the motion.
Vote unanimous, 8 ayes to 0 nays

Adjournment 1:10 p.m.