



## TOWN OF SPRINGERVILLE PLANNING AND ZONING COMMISSION

TUESDAY, March 12, 2024, at 6:00 PM  
TOWN OF SPRINGERVILLE COUNCIL CHAMBERS  
418 E. MAIN STREET SPRINGERVILLE, AZ 85938

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the Springerville Planning and Zoning Commission and to the general public, that the Commission will hold a meeting open to the public at the Springerville Town Hall Council Chambers, 418 E. Main St., Springerville, Arizona. The Planning and Zoning Commission reserves the right to adjourn into Executive Session in accordance with Arizona Revised Statutes Section 38-431.03 (A)(1)(3)(4) and (7) for legal consultation on any of the following agenda items.

1. **CALL MEETING TO ORDER:** Chairwoman Shove called the meeting to order at 6:00 pm.
2. **PLEDGE OF ALLEGIANCE:** Barry Williams led the Pledge of Allegiance.
3. **ROLL CALL:** Members of the Planning and Zoning Commission or Legal Counsel that are unable to be present in person at a scheduled Commission meeting, may participate in the meeting by telephone or video conference.

**Present:** Chairwoman Terry Shove; Vice-Chairwoman Trinity Raymer; Commissioner Teresa Becker (Telephonically)

**Absent:** Brian Hayes

A quorum is present.

**Staff Present:** Planning and Zoning Director Stormy Palmer

4. **PUBLIC PARTICIPATION:** This portion of the agenda is set aside for the public to address the Commission regarding items, whether they are listed on the agenda for discussion or not. However, the Commission cannot engage in discussion regarding any item that is not officially listed on the agenda for discussion and/or action. (A.R.S. §38-431.02(H)).

None

5. **CONSENT ITEMS:**
  - A. Consider approval of the February 13, 2024, Planning and Zoning Commission meeting minutes.

**Motioned by:** Vice Chairwoman Raymer; seconded by: Commissioner Becker to approve consent item 5A. as presented.

AYE: Chairwoman Shove, Vice Chairwoman Raymer, Commissioner

**3-0 Passed – Unanimously**

6. **ZONING ADMINISTRATORS REPORT:** Ms. Palmer advised the Commission that Commissioner Dan Torres resigned as of February 14, 2024, citing personal reasons. She stated the vacancy has been advertised on the website and social media, and if anyone knows of someone that would be interested to have them apply. This vacancy term ends December 31, 2024, so would be a good trial type period for someone that may be unsure.

Ms. Palmer advised the Commission that as of this date the Maverik is not going in, the cited reason was issues with return of investment. If something changes, she will let the Commission know.

The ER remodel is starting to come along quickly now, lots of inside work being done with inspections on plumbing, electrical and insulation recently being completed.

She then advised the Commission she would like to continue the review of Title 17, but wanted to wait on making too many changes to individual zones. The towns (Springerville and Eagar) are working on a joint ordinance regarding animals and animal control, which may in turn change some of the other zoning regulations. The process to change code is lengthy, and can be expensive so she is not wanting to have to re-do work once it is done. The process takes a minimum of 90-days, so hopefully the animal one will be done by the end of summer.

Ms. Palmer advised the Commission that there is currently no animal control officer, as Shane Phillips has resigned. Discussion was held regarding hiring process for applicants and what can be done with animal issues in the interim. She also advised them that there was talk of hiring a second, part-time animal control officer, but that it would need to be a decision made by both towns and would not be until the beginning of the fiscal year.

She talked to the Commissioners about the upcoming budget season, including budgeting for the changes to the town code. She inquired if they were all still interested in town domain emails, as that would need to be included in the budget. They all stated that they would like the town email addresses. ‘

Ms. Palmer explained that she has been working on updating the fee schedule and the applications and forms that are used in the Planning and Zoning Department. She gave them information on various costs associated with the applications and what other area cities and towns charge for the same application. She also told them that as she updates the zoning applications will bring them to the Commission for input on possible additions or corrections.

7. **LIAISON REPORT:** Ms. Palmer was at both the Council meetings in February, the regular and the special. At the regular meeting there was a presentation about a possible upcoming wind and solar energy project in the area. There was also talk about trying to get larger water lines up to the airport area, creating better water pressure. This is a concern especially with the industrial zones there that would need better water pressure to function. Public Works Director Robert

Pena was in attendance and will be trying to work on this. Community Services Director, Robin Aguero, gave a presentation about the huge increase in services and meals from the center, and gave out forms for the March for Meals set for March 30, 2024. The special meeting was to sign an interim agreement with the Town of Eagar for animal control services, once the joint ordinance is completed, a more permanent agreement will be done.

#### **OLD BUSINESS**

8. Continued discussion and direction to Staff regarding clarification of Springerville Municipal Town Code Title 17:
  - a. Chapter 17.24-Zoning Districts: Discussion was held, Ms. Palmer notifies the Commission that Airport zone is not listed and that she knows research was being done on this previously. She states that a box of old paperwork regarding the airport was brought to her from storage, and that she wants to go through it and ensure that there is not already airport zoning. Side discussion about possible other properties that may need to be zoned up near the airport, Ms. Palmer will check with the Town Manager Mr. Rasmussen and see if this still needs to be completed. There was some input to possibly adding more detail to this page once the rest of the review has been completed. No further changes at this time to this section.
  - b. Chapter 17.28-General Provisions sections: 17.28.010 Application; 17.28.020 Use Restrictions; 17.28.030 Redividing of Recorded Lots; and 17.28.040 Yard, Lot, and Area Requirements: Discussion was held and clarifications made on some definitions, and that as progression happens in other areas may need to come back to these chapters as well to make changes. Only direction to staff at this time is to remove or change where it reads "Springerville Fire Chief" to Round Valley Fire Chief or just Fire Chief.
  
9. Discussion and possible action regarding review and formal revocation of Conditional Use Permit for 242 East Main Street (Parcel #105-20-081) issued on April 13, 2013. Permit was issued to allow medical marijuana dispensary, business never officially opened and permit was not utilized. Brief discussion held clarifying address of Conditional Use Permit, and that per code permit must be diligently pursued to remain valid.

**Motioned by:** Vice Chairwoman Raymer; seconded by: Commissioner Becker to formally revoke the Conditional Use Permit allowing a medical marijuana dispensary.

AYE: Chairwoman Shove, Vice Chairwoman Raymer, Commissioner Becker

**3-0 Passed – Unanimously**

10. Discussion and possible action regarding review and formal revocation of Conditional Use Permit for 65 North D Street (Parcel #105-42-045) issued on September 10, 2014. Permit was issued to allow a veterinary clinic to operate, business has since closed and building is being utilized for another purpose.

**Motioned by:** Vice Chairwoman Raymer; seconded by: Commissioner Becker to formally revoke the Conditional Use Permit allowing veterinary clinic.

AYE: Chairwoman Shove, Vice Chairwoman Raymer, Commissioner Becker

**3-0 Passed – Unanimously**

**NEW BUSINESS**

11. None

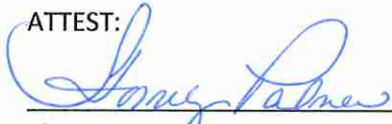
**12. ADJOURNMENT:**

Meeting adjourned at 6:45 PM



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Terry Shove Chairperson

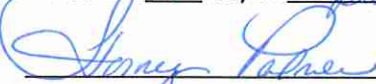
ATTEST:



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Planning & Zoning Administrator

hereby certify that the foregoing is a true copy of the minutes of the Springerville Planning and Zoning Commission in a regular meeting held on March 12, 2024. I further certify that the meeting was duly called, and a quorum was present.

Dated this 9<sup>th</sup> day of April, 2024



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Planning & Zoning Administrator