



TOWN OF SPRINGERVILLE PLANNING AND ZONING COMMISSION

TUESDAY, SEPTEMBER 10, 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 6:01 pm.
2. **PLEDGE OF ALLEGIANCE:** Bill Lucas 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; Commissioner Teresa Becker; Commissioner Bill Lucas; Commissioner Tony Contreras

Absent: Commissioner 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 August 13, 2024, Planning and Zoning Commission meeting minutes.

Motioned by: Commissioner Becker to approve minutes; (new Commissioners were not present at August meeting, and Commissioner Hayes is absent); No second, motion dies

Chairwoman Shove asked that this item be tabled to a further meeting date.

- 6. ZONING ADMINISTRATORS REPORT:** Ms. Palmer advised the Commission that she has been working on updating the building codes in Title 15; she has had a meeting with the Assistant Fire Chief, and the Town of Eagar Planning & Zoning Director, working on a comparable ordinance where both towns are using similar building codes, IBC 2018. She has also met with FEMA personnel and they are also reviewing the flood plain ordinance for any changes or corrections that need to be made to that section. She stated that she has received the survey form to fill out for the new state mandated reporting requirement regarding building permits, and zoning applications. The form will have to be completed by September 30th. Ms. Palmer then stated that there have been some issues and concerns between the county and the cities regarding addressing; the County has sent out a spreadsheet that they are wanting completed by the end of the year that will show all the addresses with the corresponding parcel numbers. This is a large project as the spreadsheet hasn't been updated for years. Ms. Palmer then gave a brief update regarding code enforcement.

- 7. LIAISON REPORT:** None

OLD BUSINESS

- 8.** Discussion and direction to staff regarding draft ordinances for Springerville Municipal Code Title 17:
- a. Review of draft ordinance regarding Chapter 17.28-General Provisions section: 17.28.070-Walls and Fences. The Commission discussed the legally reviewed ordinance. In the discussion Commissioner Lucas had questions and concerns regarding high voltage fencing and where it could be utilized; he was advised that it is mostly to keep large animals such as elk out of areas like the airport runways. Further discussion was held and staff was advised to add "High voltage fencing will require a warning sign" to the ordinance. Staff was further directed to set this ordinance for a public hearing.
 - b. Review of draft ordinance regarding Chapter 17.28-General Provisions section: 17.28.170-Travel Trailers and Recreational Vehicles. The Commission discussed the legally reviewed ordinance. No further changes or corrections were needed in this section; staff was directed to set this ordinance for a public hearing.

Above items were for discussion and direction to staff only, no action needed.

9. Review of draft ordinance regarding backyard fowl. Chairwoman Shove introduced the item. Ms. Palmer explained that the Commission had previously seen the bill allowing backyard fowl, and staff was directed to draft an ordinance with the bare minimum requirements. She stated that she also spoke to the attorney and that this ordinance could be a section added to the General Provisions rather than adding it to each individual zoning code with single-family residential homes. Discussion was held regarding the bill requirements, and staff was directed to check on a definition of an enclosure, and make changes to the draft and bring it back at a later meeting.

Above item was for discussion and direction to staff only, no action needed.

10. Continued discussion and direction to staff regarding clarification of Springerville Municipal Town Code Title 17:
 - a. 17.28.080-Outdoor Storage of Junk Automobiles: Brief discussion was held, Ms. Palmer explained that this subject is expanded including penalties in Title 8, which is mainly used for code enforcement. The Commission did not direct staff to make any changes in this section.
 - b. 17.28.090-Home Occupations: Discussion was held, regarding percentage of space allowed for a home occupation, delivery vehicles, and home occupations requiring a conditional use permit. Staff was directed to draft an ordinance with the changes and bring it back to the Commission at a later date.
 - c. 17.28.110-Exterior Lighting: Brief discussion held; the Commission did not direct staff to make any changes.
 - d. 17.28.120-Public Service Facilities- Brief discussion held; the Commission did not direct staff to make any changes.

Above item was for discussion and direction to staff only, no action needed.

NEW BUSINESS

11. None

12. ADJOURNMENT:

Meeting adjourned at 6:58 PM

Terry Shove Chairperson

ATTEST:

Planning & Zoning Administrator

I 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 September 10, 2024. I further certify that the meeting was duly called, and a quorum was present.

Dated this ____ day of _____, 20____

Planning & Zoning Administrator

DRAFT