

MINUTES

HEARING OF THE NAVAJO COUNTY PLANNING AND ZONING COMMISSION

February 16, 2012

**ATTENDANCE
P & Z Commissioners**

Attended:

1. Carol Davis
2. Chuck Teetsel
3. Evelyn Meadows
4. Randy Murph
5. Rick Slone
6. Wendell DeCross
7. Jason Hatch

Absent:

**Bill Rawlings
Bob Hall
Fred Shupla
Joel Lawson
Ruth Ann Smith
Robert K. Black Jr.**

Staff Attendance:

**Greg Loper Bill Bess
Trent Larson Peggy Saunders**

Meeting held at the Navajo County Board of Supervisors Chambers, Holbrook, Arizona – Time: 6:01 p.m. to 6:32 p.m.

CALL TO ORDER

Commissioner Wendell DeCross called the meeting of the Navajo County Planning & Zoning Commission to order at 6:00 p.m., and led the pledge of Allegiance.

ITEM #1 – ELECTION OF CHAIR PRO-TEMP

Commissioner Jason Hatch made a motion to elect **Wendell DeCross** as Chair Pro-Temp **Commissioner Randy Murph** seconded the motion. The vote was unanimous (7-0).

Chairman Pro-Temp Wendell DeCross then explained the meeting procedures to the public.

OLD BUSINESS (CONTINUED FROM JANUARY 19, 2012)

ITEM #2 – CASE # 11-46 BURTON CHURCH RANCH. Request by the Burton Baptist Church for a Special Use Permit for the construction of a camping facility with cabins, meeting rooms, kitchen & dining areas, staff housing, and other attendant facilities on a 30-acre (approximate) property known as APN 205-29-004E; a.k.a. a portion of Township 11 North, Range 21 East, Section 19, G&SRM, Navajo County, Arizona; in the Burton area.

Greg Loper reminded the Commission this item was advertised on the January agenda but was “pulled” prior to that meeting at the request of the applicant to allow them to resolve a “last minute” concern expressed by a neighbor to the facility. The neighbor had questions about possible noise and traffic issues, and during the last few weeks’ staff worked with the applicant on stipulations to address hours of operation and other issues. After reaching an agreement with the applicant on the proposed stipulations, Staff shared those with the neighbor; the neighbor has since stated that they have no objection to the Special Use Permit. **Mr. Loper** gave an overview of the project which has been associated with the Baptist Church for decades, and it was arguable that the facility may be considered “grandfathered”. Regardless, the applicant is seeking the Special Use Permit to make sure that there are no issues with them moving forward with improvements to the facility. The applicants have brought the existing buildings up to code and are ready to go forward with upgrading or modifying the dining facility. Staff recommends approval with the stipulations as indicated in the staff report. He noted that stipulation #2 and #3 addresses the hours of operation (Hours of organized activities shall be limited to 7:00 a.m. to 10:00 p.m., Monday through Sunday (7 days a week). Any public address systems and lighting associated with organized activities and shall be turned off by 10:00 p.m. (this does not apply to street lights and/or motion-activated lighting). and lighting (Lighting is to be directed downward and shielded so as to not be directed toward adjacent properties), as supported by the neighbors and the applicant.

Jim Pratt, of Desert Pines Baptist Association, clarified that the ownership has gone back and forth between the Desert Pines Baptist Association and Burton Church, but the property has always been used as a camp. At this time Desert Pines Baptist Association is the current owner. **Mr. Pratt** stated that he supports the stipulations as recommended by staff.

No one came forward in favor or in opposition of the camp.

Commissioner Chuck Teetsel asked if there were plans to expand to accommodate over 120 campers, as noted in the staff report. **Mr. Pratt** said the number (120) is based on the occupancy of the buildings, but there is not a limit on the number of actual campers. **Wendell DeCross** asked if the camp would be available for other groups. **Mr. Pratt** answered that the group would be asked to submit a doctrinal statement, and if the group had the same basic doctrinal beliefs, they would be willing to rent or allow the use of the facility.

With no further questions or comments from the Commission, **Chair Pro-Temp DeCross** called for a motion. **Commissioner Chuck Teetsel** made a motion to recommend the approval of the applicant’s Special Use Permit request with the stipulations as presented by staff. **Commissioner Jason Hatch** seconded the motion. Motion carried unanimously (7-0).

NEW BUSINESS

ITEM # 3 - TENTATIVE PLAT EXTENSION: Discussion and possible Commission action on a request by Pacific Holt Corporation, for a 24 month extension of time to prepare the Final Plat for submittal to the Board of Supervisors for approval for Mesa Hills Estates. Property is known as APN: 109-33-040B, and portions of 109-33-040A, 109-01-005, 109-31-010C & 109-31-010E, in Township 17 and 18 North, Range 20 East, Section 4, 33 & 34 of the Gila and Salt River Meridian, in the Perkins Valley area.

Commissioner Randy Murph recused himself from hearing items 2 & 3 because of a possible conflict of interest. With a Quorum still intact, **Commissioner Murph** was excused from the remainder of the meeting.

Greg Loper presented an overview of the request for the time extension to a previously approved Tentative

Plat. The lot sizes reflect the R1-43 zoning district requirement of a minimum 1-acre lot size. In response to a question from a Commissioner, Loper stated that the City of Holbrook water and sewer discussions broke down after the time extension request, but the lot size should be able to accommodate a traditional septic system. Soils and percolation testing will be done on each lot, and they will develop a private water system managed by an HOA. The City of Holbrook supports the subdivision going forward with a private water and septic system.

Mark Herrmann, consultant for Pacific Holt, answered questions from the Commissioners. Prior to the Final Plat they will complete a soils test on each lot to verify that a septic system will work. **Commissioner Jason Hatch** made a motion to approve the Tentative Plat extension as recommended by Staff. **Commissioner Evelyn Meadows** seconded the motion. Motion carried unanimously (6-0).

ITEM # 4 – TENTATIVE PLAT EXTENSION: Discussion and possible Commission action on a request by Pacific Holt Corporation, for a 24 month extension of time to prepare the Final Plat for submittal to the Board of Supervisors for approval for Perkins Valley Estates. Property is known as APN: 109-33-015, 016, 017, 022, 023, 024, 025, 027, 028, 029, 030A, 033 and 039 in Township 18 North, Range 20 East, Section 33 of the Gila and Salt River Meridian, in the Perkins Valley area.

Greg Loper stated that this project is also a request for a time extension for the Tentative Plat for Perkins Valley Estates, which encompasses approximately 258 acres, and proposes 325 single-family lots. The site is zoned Special Development. The property can be developed as one even though the parcels are not contiguous, or as multiple and/or separate phases. The applicant will go forward with a private well system. Prior to the Final Plat they will complete a soils test on each lot to verify that a septic system will work.

Commissioner Carol Davis made a motion to approve the time extension. **Commissioner Chuck Teetsel** seconded the motion. Motion carried unanimously (6-0).

ITEM #3 – POSSIBLE APPROVAL OF MINUTES FROM THE COMMISSION HEARING OF JANUARY 19, 2012.

Corrections to the Minutes (Commissioners Absent & Attended) were sent out to the Commissioners for review, and copies were given to each Commissioner at the meeting. **Commissioner Evelyn Meadows** made a motion to approve the minutes as corrected. **Commissioner Jason Hatch** seconded the motion. Motion carried unanimously (6-0).

ITEM #4 – CALL TO THE PUBLIC: Individuals may address the Commission on any relevant issue for up to 5 minutes. At the close of the call to the public, Commission members may not respond to any comments but may respond to criticism, ask staff to review a matter or ask that a matter be placed on a future agenda. No one from the public came forward.

ITEM #5 – COMMISSIONER’S COMMENTS AND/OR DIRECTIONS TO STAFF.

Commissioners may use this time to offer additional comments regarding any item on this agenda, or any other topic; and the Commission may direct staff to study or provide additional information on topics of the Commissions’ choosing.

Wendell DeCross asked if the election of the chair and vice chair could be done on a rotating basis. Greg Loper said staff planned to address the elections toward the end of the year. There are different scenarios that could be considered, which could include succession, term limits, etc. It might be possible to rotate but should only be considered after a two year term as Chair, as it takes at least one year for any

new Chairman to become comfortable with the Rules of Order. The Election of Officers should be held at the first regular meeting of the year. If rotation is considered any member would have the option to pass. Staff will provide a copy of the statute to Commission members prior to the next Election of Officers.

ITEM #6 – REPORT FROM STAFF TO THE COMMISSION.

There are no items ready to be heard, so a March meeting is not likely. There are several text amendments, a commercial zoning district change, and housekeeping items. Staff will let you know when the next meeting will be held.

Commissioner Evelyn Meadows made a motion to adjourn. **Commissioner Carol Davis** seconded the motion. Motion carried unanimously (6-0). The meeting adjourned at 6:32 p.m.

Approved this _____ day of _____, _____.

Chairman, Navajo County
Planning & Zoning Commission

ATTEST:

Secretary, Navajo County
Planning & Zoning Department