

**TOWN OF DEWEY-HUMBOLDT  
PLANNING AND ZONING ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
NOVEMBER 5, 2015**

**A REGULAR MEETING OF THE DEWEY-HUMBOLDT PLANNING AND ZONING COMMISSION WAS HELD ON THURSDAY, NOVEMBER 5, 2015 AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA, CHAIR BARRY SMYLIE PRESIDED.**

1. **Call To Order.** The meeting was called to order at 6:01 p.m. Chair Barry Smylie presiding.
2. **Opening Ceremonies.**
  - 2.1. **Pledge of Allegiance.** Done
3. **Roll Call.** Commissioners Jeff Siereveld, Joe Garcia, Vice Chair Dee Parker and Chair Barry Smylie were present. Victor Hambrick was absent and later arrived at 6:03 p.m.
  - 3.1 **Announcement of resignation of Commissioner Ruth Szanto.** Chair Smylie spoke about the resignation of Commissioner Szanto. Sorry to see her leave. Chair Smylie reminded the commission of vacant positions.
4. **Disclosure of Ex Parte Contacts.** Done
5. **Informational Reports.** None
  - 5.1. **Timeline of Council's review of proposed Ordinances (Animal and Reasonable Accommodations) and possible future consideration by Planning and Zoning Commission. Background materials provided for the commission's review.** Chair Smylie spoke about Steven Brown's attendance at the APA State Planning Conference in Tucson. Due to his absence, the agenda item will be deferred for future meeting.
6. **Planner's Update on current events and activities.** None
7. **Consent Agenda.**
  - 7.1. **Minutes.** Vice Chair Parker made the motion to approve the meeting minutes from the August 6, 2015 Planning & Zoning Regular Meeting. Seconded by Jeff Sierveld. Minutes approved as presented.
8. **Discussion Agenda –New Business.**
  - 8.1. **Presentation from Richard Heath, Executive Director of the Greater Prescott Regional Economic Partnership (GPREP) regarding program update.** Chair Smylie introduced Mr. Heath and thanked him for participating in the meeting. Mr. Heath spoke about the background and purpose of GPREP and his background in comprehensive planning and economic development. The target area is the northern region of Yavapai County and includes Dewey-Humboldt. Primary goal is to market the region. Currently putting together a complete marketing package which will include DH. Material will be available on flash drives to present at various events throughout the state. Mr. Heath spoke about strategies to attract developers and investors to the target areas and provide diversity to the region. Mr. Heath spoke about working with the town on whatever level desired and would like to ensure the Planning and Zoning Commission is participating at a level they feel comfortable in.

Chair Smylie made comment about the Commission being only an advisory committee which works off of instruction from the Council. Chair Smylie spoke about the primary focus being to maintain the rural lifestyle and the desire to work in conjunction with economic development and still maintain the town's theme. Future growth over the next 5 to 10 years very probable. Chair Smylie asked Mr. Heath how to deal with this potential growth and maintain the general plan and remain unique.

Mr. Heath spoke about DH level for design standards and land use buffers. Most likely development will happen along the 69 corridor in the form of smaller retail businesses. When planning, need to look at what fits the personality of the town and not compromise the rural character.

Chair Smylie spoke about projects he has been involved with in the past and how the town of Williams overcame diversity of growth and their success with creativity.

Commissioner Garcia asked Mr. Heath about his thoughts for growth in Dewey-Humboldt and what would fit into the General Plan and lifestyle of the town. How to say yes to the right developer. Advertising on the website to attract types of businesses that fit the town.

Mr. Heath spoke about the GPREP website. International. Can customize a marketing strategy for Dewey-Humboldt. Development potential is vast. Opportunities for retail and other commercial business. The new stoplight planned for Main Street intersection will help to get people to stop and look around.

Vice Chair Parker spoke about concerns of water resources.

Commissioner Hambrick questioned Mr. Heath about how GPREP works with other agencies to get information on projections of growth and how future growth will effect DH and natural resources. The community needs to have commercial and residential growth plan to maintain a healthy community.

Commissioner Garcia spoke about revisiting the general plan. Concerns of lack of infrastructure detouring potential commercial base growth.

Chair Smylie spoke about the Arizona Association of governments and history of development. The commission may want to look at bringing information to the council to determine if the commission should consider spending more time on this.

**8.2. An update on the 2012 International Building Codes (I-codes) amendments adoption preparation.** Don Roberts, Building Official gave PowerPoint presentation on the 2012 I-codes proposed for adoption by the council. Mr. Roberts spoke about the major changes in the adoption of the 2012 codes vs. the 2006 codes currently in use by the town. Primary change will effect wall bracing and ark faults. This will result in some additional expense to the homeowner. Most builders already exceeding the code requirements. The change in codes will promote increase in life safety.

**9. Discussion Agenda – Unfinished Business.**

**9.1. 2013 “P&Z work list” status report and formulation of a new future work list for Planning and Zoning Commission (P&Z) to be recommended to the Town Council for their endorsement.** Chair Smylie spoke about the 2013 work list and status report. Items on the list have been completed. Chair Smylie spoke about recent discussion with Town Manager regarding overlay district. Will need to look into this further for clarification and take back to council. Smylie spoke about involvement with groundwater resource advisory committee, currently well represented in region. No need to resurrect a committee. The commission is ready to start a new list to present to council.

**10. Public Hearing Agenda.**

**11. Comments from the Public.** Mayor Nolan spoke and commended the commission for their work and time on the Planning and Zoning board.

Commissioner Garcia asked about the removal of the agenda item #4; Disclosure of Ex Parte Contact. When and how does this item get removed from the agenda.

Chair Smylie spoke about sending a memorandum to staff to request removal of the agenda item.

**12. Adjourn.** Meeting adjourned at 7:21 p.m.

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Chairman Barry Smylie

ATTEST:

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Penney Bell, Administrative Assistant