

**TOWN OF DEWEY-HUMBOLDT
PLANNING & ZONING ADVISORY COMMISSION
REGULAR MEETING MINUTES
MAY 9, 2013, 6:00PM**

A REGULAR MEETING OF THE DEWEY-HUMBOLDT PLANNING AND ZONING COMMISSION WAS HELD ON THURSDAY, MAY 9, 2013, AT TOWN HALL AT 2735 S. HIGHWAY 69, DEWEY-HUMBOLDT, ARIZONA. CHAIR CLAIRE CLARK PRESIDED.

1. **Call To Order.** The meeting was called to order at 6:00PM.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Made.
3. **Roll Call.** Commissioners Tammy DeWitt, Dee Parker, Jeff Siereveld, Barry Smylie and Chair Claire Clark were present.
4. **Disclosure of Ex Parte Contacts.** None.
5. **Informational Reports.** Mr. Colvin stated the Town's free Dumpster Day for household trash, yard clippings, etc. is this Saturday, May 11, 2013 from 8AM-12Noon off Prescott Dells Rd. for citizens of the Town; bring driver's license and a utility bill for proof of residency. Commissioner DeWitt spoke on the Greater Prescott Trails Planning Meeting this past Monday, a collaborative effort between Town of Prescott Valley, City of Prescott, Yavapai County and Prescott National Forest steered by stewardship forum created by Prescott National Forest of user groups throughout the quad-city areas; broke out into two separate sessions; great turnout and citizens from Dewey-Humboldt in attendance as well.
6. **Consent Agenda.**
 - 6.1. **Minutes.** Minutes from the March 7, 2013 and April 4, 2013 Planning & Zoning Commission Regular Meetings and April 19, 2013 Planning & Zoning Work Session Meeting.

Commissioner Parker made a motion to approve the March 7, April 4, and April 19, 2013 Planning & Zoning Meeting minutes, seconded by Commissioner Siereveld. The motion passed unanimously.
7. **Discussion Agenda – New Business.**
 - 7.1. **Presentation on Land Protection Tools and Open Space Planning in Yavapai County.** Tabled.
 - 7.2. **Revision of Plat – Ron King.** Warren Colvin spoke on the plat revision, he is working with Public Works on the access point; recommends approval. Commissioner Smylie spoke on the EPA's nationwide mandate on storm water pollution prevention to control runoff being a year or so away from revision, something for the Commission to discuss at a later date as there may be impact on land divisions.

Commissioner DeWitt made a motion to approve the revision of plat for Ron King as presented by Staff, seconded by Commissioner Parker. The motion passed unanimously.
 - 7.3. **Accessory Dwelling Units.** Mr. Colvin suggested that the Commission direct staff to get an opinion from the Town Attorney whether the Town can change Accessory Dwelling Units and Guest Homes based on ARS 12-1134, also known as Prop 207, which states that rights cannot be removed from property owners. Commissioner DeWitt

stated the purpose for a Secondary Medical Unit is to allow another means for somebody who needs constant care, it allows them to live in a travel trailer or another dwelling on the property for medical care. Commissioner Smylie spoke in favor of Secondary Medical Units, consider special circumstances by making application and reviewed by Council as an exception. Mr. Colvin stated he believed the Commission could accomplish their goal and include guest homes and secondary medical units under accessory dwelling units if the language is worded correctly, and would not be taking property owner rights away. The Commission agreed to direct staff to contact the Town Attorney.

7.4. Illegal Lot Divisions. Mr. Colvin gave an update and thanked Commissioner DeWitt for her efforts on this item; there was a meeting between Director of Community Development, Steve Mauk, and the Recorder's Office and there is currently a sign posted at the Recorder's Office that states, "Notice – Local jurisdictions may require land division permits and zoning compliance when splitting property". Mr. Colvin stated he will write an article in the newsletter specifying what will happen if someone splits a lot without Town's approval; he spoke with Town Manager about possible code text. Mr. Colvin will write the code text and propose it to the P&Z Commission at the June meeting to amend or approve and send to Town Council from there. There was discussion about a tool for Staff to use after an illegal lot division is discovered; Commissioner DeWitt spoke in favor of allowing for some flexibility.

8. Discussion Agenda – Unfinished Business. None.

9. Public Hearing Agenda. None.

10. Comments from the Public. None.

11. Adjourn. The meeting was adjourned at 6:32PM.

Claire Clark, Chairperson

ATTEST:

Mandi Garfield, Administrative Assistant