

**TOWN OF DEWEY-HUMBOLDT
PLANNING & ZONING ADVISORY COMMISSION
REGULAR MEETING MINUTES
FEBRUARY 5, 2015, 6:00 PM**

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

1. **Call To Order.** The meeting was called to order at 6:04 p.m.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Done
 - 2.2. **Swearing in of 2 newly appointed commissioners, Joe Garcia and Ruth Szanto, to the Planning and Zoning Commission.** New Commissioners Joe Garcia and Ruth Szanto were sworn in by Town Clerk, Judy Morgan.
3. **Roll Call.** Commissioners Joe Garcia, Victor Hambrick, Dee Parker, Ruth Szanto and Chair Tammy DeWitt were present. Commissioners Jeff Siereveld and Barry Smylie were absent.
4. **Disclosure of Ex Parte Contacts.** None given.
5. **Informational Reports.** There were no informational reports given.
6. **Planner's Update on current events and activities.** There were no updates given.
7. **Consent Agenda.**
 - 7.1. **Minutes.** Commissioner Dee Parker made a motion to approve the meeting minutes from the January 8, 2015 Planning and Zoning regular meeting as presented, seconded by commissioner Victor Hambrick. It was approved unanimously.
8. **Discussion Agenda –New Business.**

No new business was presented. Chair DeWitt acknowledged Development Coordinator, Connie Christian's participation in the meeting via conference call.
9. **Discussion Agenda – Unfinished Business.**
 - 9.1. **Continued discussion on Animal related Code of Ordinances review task; specifically the summary of the community outreach meetings.**

Chair DeWitt gave an overview of the joint session meeting held on January 3, 2015 with the Council. Commission and Council; discussed the responsibilities of the tasks they were assigned and spoke of their jurisdiction limitations. Chair DeWitt reviewed the Commission was tasked with three options to advise Council on the animal code issue: Option 1-full revision of the animal codes; Option 2-partial revision (clean up the codes) and add some nuisance items; Option 3-no revisions recommended. No additional comments were given by Commission or by staff. Chair DeWitt opened the discussion to the public.

Vicki Wendt spoke on the 6 animal limit no longer being valid; establishing good nuisance ordinances to deal with animal issues; attempting to communicate with Council members about ordinances which have been successful in other counties and states; recommended having an animal advisory board, having animal people deal with animal problems and provide guidelines. She spoke on an example from Paulden dealing with hybrid wolves.

Karen Brooks urged the Council to not ignore the three public meetings; supports forming

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an advisory committee; establishing a good foundation to work with; future growth of the town and establishing rules/laws all can live with and that will help make the town stronger.

Commissioner Garcia spoke about the previous joint meeting and liking the idea of communicating and working together; clarifying the Commission's jurisdictional boundaries for understanding and so no one is wasting their time. He asked staff to provide the direction from the council if something falls within their jurisdiction.

Chair DeWitt spoke about clarification of the codes and the jurisdiction of the Commission relating to animals: Farm animals only; Domestic animals (dog limits) have been taken out because it was found to not be properly codified. She spoke on the community discussions about what kind of things need to be resolved and what can be incorporated in the Planning and Zoning ordinance to give staff some teeth for code enforcement; otherwise it is handled with the sheriff's department and the town.

Commissioner Garcia spoke about reviewing the ordinances and becoming familiar with them and if the domestic animals issues need to be modified, starting there.

Community Development Coordinator (CDC), Connie Christian spoke about Town Code Title IX General Regulations, Chapter 90-Animals being regulated by the Sheriff's department. P&Z can address Title XV Land Use and suggested putting something in to Section 153-Zoning Regulations to deal with nuisance and maintenance, which would allow enforcement for these issues.

Chair DeWitt again spoke on the three options for consideration based on the information provided. Option 1 – Full Revision of Animal Code, Option 2 which represent what staff believes would make the most sense considering minimum code changes. Option 3 – No revision of the Town Code. CDC, Connie Christian spoke about the original intent of the CAARF which was to clean up the definition of kennels and domestic animals codes.

Commissioner Szanto recommended option 2.

Commissioner Hambrick asked whether staff had recommendations for options 1 and 2: full revision versus partial revisions, with consideration that the domestic animal issue has been removed. CDC, Christian spoke on option 1 taking a lot of time to put together and may not be cost effective. Option 2 would make the most sense as it would take care of the original intent, at this time. P&Z could look at it again in the future if the Town's growth should warrant it. Again, the P&Z commission makes their recommendation(s) to the Council.

Commissioner Hambrick asked if a nuisance section would be part of the vote if the commission voted on option 2 today. Ms. Christian explained if they make a recommendation today, it will go to the Council for their review, discussion, and final direction. Council will direct staff and then most likely it will come back to P&Z and then back for public comment.

Commissioner Hambrick asked about the major differences between option 1 and 2; if option 1 has more definitions, more things to define. Ms. Christian stated this is correct, but it also effects other areas of the code. It would be more work for staff and ultimately town review time, etc. There are some sections of the code that should be cleaned up right away.

Commissioner Hambrick made a motion to recommend Option 2-Partial Revision of Animal Code, seconded by Commissioner Parker. It was approved unanimously.

9.2. Discussion on the revised Ordinance 15-110 regarding Accessory Dwelling Units

(ADU).

Chair DeWitt gave an overview of the outcome of the Joint Session meeting of Council and P&Z on January 8, 2015. Two items Council wants to revise is to add back in “roomers and boarders” and to revise the ADU requirement for kitchens and make them optional and not mandatory. P&Z is to make a recommendation to Council and they will initiate the hearing, then the matter will come back to the Commission for a recommendation.

Commissioner Hambrick made the motion to recommend approval of the changes which were proposed at the Joint Session Council Meeting (delete the prohibition of roomers and boarders in accessory units; to delete the requirement of a kitchen in accessory units), seconded by Commissioner Szanto. It was approved unanimously.

10. Comments from the Public. None

11. Adjourn. Meeting was adjourned at 6:32 p.m.

Barry Smylie, Vice Chairman

ATTEST:

Penney Bell, Administrative Assistant