

**THE PLANNING & ZONING ADVISORY COMMISSION
FOR THE TOWN OF DEWEY-HUMBOLDT
REGULAR MEETING NOTICE
Thursday, October 4, 2012 6:00 P.M.**

**P&Z MEETING
2735 S. HWY 69**

**COUNCIL CHAMBERS, TOWN HALL
DEWEY-HUMBOLDT, ARIZONA**

AGENDA SUMMARY

1. **Call To Order.** The meeting was called to order at 6:04PM.
2. **Opening Ceremonies.**
 - 2.1. **Pledge of Allegiance.** Made.
 - 2.2. **Oath of Office.** Swearing in of new Commissioner. (Dee Parker)

Town Clerk Judy Morgan performed the oath of office for new Commissioner Dee Parker.
3. **Roll Call.** Commissioners Chris Berry, Claire Clark, Dee Parker and Chair Bob Bowman were present; Vice Chair Arlene Alen was absent.
4. **Disclosure of Ex Parte Contacts.** None.
5. **Announcements Regarding Current Events.**

Chair Bob Bowman announced the resignation of Mel Scarborough.
6. **Consent Agenda.**
 - 6.1. **Minutes.** Minutes from the September 6, 2012 Planning & Zoning Commission Regular Meeting and the September 13, 2012 Planning & Zoning Commission Study Session.

Commissioner Berry made a motion to approve the September 6, 2012 Regular Meeting minutes and the September 13, 2012 Study Session minutes, seconded by Commissioner Clark. The motion passed unanimously.
7. **Discussion Agenda – New Business.** Discussion and Possible Action.
 - 7.1. **Light Pollution Ordinance.** Discussion and possible action on amending to allow high intensity lighting for special events.

Warren Colvin, Community Development Coordinator, reviewed the Light Pollution ordinance to make sure the sign code changes were in compliance and possibly to amend to allow for high intensity lighting for special events. He stated the current light pollution ordinance is compatible with the Town’s motto, “Arizona’s Country Town” and there are provisions in the ordinance for an applicant to apply for temporary lighting for special events.

Commissioner Berry asked for clarification on the 30 day limit, whether consecutive or cumulative. Mr. Colvin stated it is not strictly a one-time 30-day permit but once the applicant reaches 30 days they cannot get another permit until the next calendar year.

Commissioner Parker asked whether lights are grandfathered in. Mr. Colvin stated it may depend on when the light was installed, though as long as the light is turned off by 10PM it is considered exempt and is difficult to enforce. Street lights in public right-of-ways are exempt.

8. **Discussion Agenda – Unfinished Business.** Discussion and Possible Action on any issue which was not concluded, was postponed, or was tabled during a prior meeting.

8.1. Sign Code Recommendation. Discussion and possible action on whether to recommend to Council this version of the sign code.

There was discussion of the sign code changes discussed at the previous P&Z Study Session. Mr. Colvin spoke on banners being temporary signage, the Dark Sky ordinance is applicable and a permit is required. There was discussion about temporary sign fees, number per frontage road and maximum height. The Commissioners agreed to restrict banners to 3 banners per road frontage, a maximum of 64 square feet and eliminate the maximum 8 foot height.

There was discussion on applying for exceptions to what is stated in the sign code. Mr. Colvin responded that applicants could apply for something similar to a variance or use permit, Staff decisions can be appealed to Planning & Zoning and/or Council, he will research this topic.

There was discussion on permit fees, distance from stop signs and the height possibly distracting people. Mr. Colvin spoke on the requirement that no sign shall be an obstruction to traffic, public safety or welfare, otherwise it is handled by code enforcement and he will look into the fee schedule.

Mr. Colvin stated he added and defined sandwich boards in the sign code.

Chair Bowman made a motion to submit the sign code, including what we have and as to be amended by Mr. Colvin, to the Town Council, seconded by Commissioner Berry. The motion passed unanimously.

9. **Public Hearing Agenda.** Discussion and Possible Action on matters not previously presented to the Commission.

None.

10. Commissioners' Forum.

Commissioner Clark suggested reviewing the list given to Planning & Zoning by the Town Council and focus on that. Commissioner Berry suggested adding any additional items that have come up recently and see where those items fit into the priority list.

11. Comments from the Public.

None.

12. Town Planner's Report. Mr. Colvin stated the Agua Fria Festival has been approved, obtaining their vendor permit is in process and the corn maze is cut; possibility of a medical marijuana cultivation facility coming before P&Z; the Historical Society is preparing to use permit. Chair Bowman added that he and Mr. Colvin attended the APA Conference in Flagstaff and received very good information, a report will be given at the next meeting.

13. Adjourn. The meeting was adjourned at 6:55PM.