



TOWN OF EAGAR
PLANNING AND ZONING COMMISSION

JANUARY 10, 2023 at 6:00 PM

COUNCIL CHAMBER, 22 WEST 2ND STREET

AGENDA

- 1. WELCOME**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. INVOCATION**
- 5. PUBLIC COMMENTS**

PERSONS WISHING TO ADDRESS THE COMMISSION ON ANY ITEM NOT ALREADY ON THE AGENDA MAY DO SO, ALTHOUGH EACH SPEAKER IS LIMITED TO THREE MINUTES. THE CHAIR, WITH THE CONSENT OF THE COMMISSION, MAY LIMIT THE TOTAL TIME OFFERED SPEAKERS, IF NECESSARY. ALL SUCH REMARKS SHALL BE ADDRESSED TO THE COMMISSION AS A WHOLE, AND NOT TO ANY SPECIFIC MEMBER. NO PERSON OTHER THAN THE SPEAKER SHALL ENTER THE DISCUSSION WITHOUT PERMISSION OF THE CHAIR. THE COMMISSION MAY NOT ADDRESS, DISCUSS OR VOTE UPON ANY PETITION OR COMMENT RAISED BY THE PUBLIC AT ANY MEETING. THE ITEM MAY BE PLACED ON A FUTURE AGENDA WITH DIRECTION FROM THE PLANNING AND ZONING ADMINISTRATOR ON HOW TO PLACE AN ITEM ON THE AGENDA.

- 6. ELECTION OF VICE CHAIR**
- 7. DISCUSSION AND CONSIDERATION OF MINUTES FOR NOVEMBER 15TH, 2022 MEETING**

[A.](#) November 15th, 2022 minutes for approval

OLD BUSINESS

- 8. CU2022-4; 822 S. JUNIPER RD. DEBORD RESIDENCE**

[A.](#) Update on property letter

- 9. DISCUSSION AND VOTE**

10. REPORTS

11. ADJOURNMENT

ANYONE WISHING TO ATTEND THIS MEETING AND HAS SPECIAL NEEDS DUE TO A DISABILITY, PLEASE CONTACT THE COMMUNITY DEVELOPMENT DEPARTMENT AT 928-333-4128 EXT.222 FORTY-EIGHT HOURS PRIOR TO THE MEETING AND RESONABLE ACCOMMODATIONS WILL BE PROVIDED.

POSTED BY: BRITNEY REYNOLDS **Date:** JANUARY 5, 2023 **Time:** 11:00 A.M.



MINUTES
PLANNING AND ZONING COMMISSION
SPECIAL MEETING
NOVEMBER 15, 2022, AT 6:00PM
22 W 2ND ST. EAGAR

Commission Present: Renee Fowler
Macie Edwards
Brenda Ciminski
Derrick Kelly
Kristi Penrod

Commission Excused: Chad Finch
Becky Crosby

Staff Present: Britney Reynolds, Community Development Director
Ethan Eagar, Building Inspector/Community Development Clerk

ITEM #6 DISCUSSION AND POSSIBLE ACTION TO APPROVE THE SEPTEMBER 13, 2022, MINUTES

Commissioner Renee Fowler motioned to approve the September 13, 2022, meeting minutes.
Commissioner Macie Edwards seconded; all were in favor, motion carried unanimously 5-0.

Vote: Ayes: Kristi Penrod
Renee Fowler
Derrick Kelly
Brenda Ciminski
Macie Edwards

CONVENE TO PUBLIC HEARING

Commissioner Macie Edwards motioned to convene to public hearing [6:06 pm]. Commissioner Derrick Kelly seconded; all were in favor, motion carried unanimously 5-0.

Vote: Ayes: Macie Edwards
Renee Fowler
Derrick Kelly
Brenda Ciminski
Kristi Penrod

ITEM #7 – PUBLIC HEARING ON CU2022-4; A CONDITIONAL USE PERMIT APPLICATION FOR THE PROPERTY ADDRESSED AS 822 S. JUNIPER ST. ALSO KNOWN AS PARCEL 104-28-002S TO ALLOW PROPERTY OWNERS TO LIVE ON THE PROPERTY IN AN RV DURING CONSTRUCTION OF PRIMARY RESIDENCE.

Amber Debord (applicant for said conditional use permit) thanked the commission for the reconsideration and stated they are much further along than they were than at the time the last conditional use permit expired. Ms. Debord stated that they have the building permit approved and an inspection scheduled for footing for the following week, and the building will be delivered before the end of the year. Ms. Debord stated by that point it's just a matter of finishing up the inside and outside finish work. Ms. Debord said there shouldn't be any issues that pop up at this point. Ms. Debord is confident that this project will be completed long before the conditional use permit expires. Chair Ciminski asked what kind of a building was being delivered and Ms. Debord said it is a prefab building. Chair Ciminski called for the staff recommendation and Britney Reynolds stated that there are a few complaints that this has been issued before and nothing was done in that time frame from two years ago and complainants wanted a



reminder to the commission that this was already allowed once, and no progress was made. Chair Ciminski asked for the history. Britney Reynolds said the history is that a conditional use permit was issued 11/10/2020 and by 11/9/2021 no progress had been made. At that time a request for an extension was brought back to the commission and the extension was denied as a building permit was still not in place and no progress had been made on that permit. Britney Reynolds stated that Ms. Debord did finally turn in plans on 8/25/2022 and plans were approved on 9/19/2022 but the town did not issue a permit until 10/6/2022 as the Town of Eagar was waiting on payment from Ms. Debord. Commissioner Kristi Penrod asked if the CUP is for two trailers and if utilities were in place. Response is yes, utilities are on the property and yes there are two RV's. Chair Ciminski asks if property is in Amber Debord's name. Ms. Debord explained that the title is not in her name as it is an owner-carry. Britney Reynolds explained that she has an email from the property owner stating that Ms. Debord has permission to build on the property. Commissioner Fowler asked if Ms. Debord plans to build a single-family home, then why two travel trailers are needed. Ms. Debord explained that her dad will also live on the property and the second travel trailer is for him and there are future plans to build a tiny home for him as the property is zoned to allow such a use. Deanna Davis, who represents her father who is a neighbor to Ms. Debord, asks that constraints or requirements for the conditional use permit be placed otherwise she wants to see progress. Asked for a timeline or some type of progress check to be put in place and if these are not met that the commission should revoke said conditional use permit at that time. Neighbor Ron Shepherd states that nothing has been done in two years. Mr. Shepherd wants to see major progress by January or have restrictions put in place. Chair Ciminski asked if there were any further comments or questions before asking to close the public hearing portion. Seeing none, Chair entertained a motion to close the public hearing. Commissioner Penrod motioned to close the public hearing [6:30 p.m.]. All were in favor and moved to vote of item.

Commissioner Derrick Kelly motioned to approve contingent that a deadline be put in place of January 10, 2023, that the building be up with doors and windows installed and to be ready for a rough combo inspection. Commissioner Renee Fowler seconded the motion; all were in favor, motion carried unanimously 5-0.

Vote: Ayes: Renee Fowler
Macie Edwards
Brenda Ciminski
Derrick Kelly
Kristi Penrod

CONVENE TO PUBLIC HEARING

Commissioner Kristi Penrod motioned to convene to public hearing [6:35 pm]. Commissioner Macie Edwards seconded; all were in favor, motion carried unanimously 5-0.

Vote: Ayes: Macie Edwards
Renee Fowler
Derrick Kelly
Brenda Ciminski
Kristi Penrod

ITEM #9 – PUBLIC HEARING ON RZ2022-3; A ZONING AMENDMENT APPLICATION FOR REZONING PARCEL 104-14-006B ALSO KNOWN AS 266 S. HARLESS ST. FROM AR-20 TO R2-7.

Permit holder and property owner Joseph Roznovak states that he has no intentions to make any lots as small as 7,000 square feet; he just wants the option and potential availability to build town homes and provide low-cost rent for first responders first and then others if the homes are not filled. For this reason, he is requesting that the property be rezoned to R2-7 which allows multigenerational dwellings to be built. Mr. Roznovak has hired Dan Muth for the rezoning if approved and is willing to work out any issues pertaining to sewer. Commissioner Edwards asked to make sure if these are going to be town homes or an apartment complex. Mr. Roznovak replied that they would be town homes or possibly something like a duplex or quadplex. He has looked at a couple of plans with two floor



plans of about 3,000 square feet. Mr. Roznovak explained that he does not plan to over develop or make it look like Phoenix. Commissioner Kelly asked how many of these quadplex structures he plans to build. Mr. Roznovak said no more than 3, but in the future possibly building 2 homes that they would sell. Commissioner Kelly then asked where road access would be being that the property is a corner lot. Mr. Roznovak stated that the access would be off 3rd St. Commissioner Fowler asked if there are RVs on the property. Mr. Roznovak said yes there is and that he has an employee living in it since beginning of November. Chair Ciminski reminded Mr. Roznovak that allowable living in an RV is 30 consecutive days or 45 through out the year. Mr. and Mrs. Roznovak stated that it has been grandfathered in that employees are allowed to live on the property during the off season being that they run the Big Lake Marina and it is closed in the winter. Chair Ciminski asked if Britney Reynolds could look into that to make sure there is record of that being grandfathered. Staff Recommendation is that commission moves to approve. Commissioner Kelly asked about lot size because to him the lot sizes seem too small for what Mr. Roznovaks plans are. Britney Reynolds explained that R2-7 zoning allows for 85% lot coverage.

Commissioner Kristi Penrod motioned to approve the application for rezoning. Commissioner Derrick Kelly seconded the motion; all were in favor, motion carried unanimously 5-0.

Vote: Ayes: Renee Fowler
Macie Edwards
Brenda Ciminski
Derrick Kelly
Kristi Penrod

Commissioner Derrick Kelly motioned to reconvene to regular meeting [7:23 pm].
Commissioner Kristi Penrod seconded; all were in favor, motion carried unanimously 5-0.

Vote: Ayes: Renee Fowler
Macie Edwards
Brenda Ciminski
Derrick Kelly
Kristi Penrod

ITEM #11 – REPORTS

Community Development Director, Britney Reynolds, stated there would be no meeting in December due to the holiday season.

ITEM #12 – ADJOURNMENT

Commissioner Derrick Kelly motioned to adjourn the meeting [7:24 p.m.]. Commissioner Kristi Penrod seconded; all were in favor, motion carried unanimously 5-0.

Vote: Ayes: Macie Edwards
Renee Fowler
Derrick Kelly
Kristi Penrod
Brenda Ciminski

Chair signature: _____

Director signature: _____



Where Roads Hit the Trails

P. O. Box 1300 • Eagar, AZ 85925-1300 • (928) 333-4128 • 22 West 2nd Street • www.eagaraz.gov



Chair and Commission:

As of 1/4/2023 the building for the Debord's has been delivered but is not set on the foundation. The foundation was inspected in December.

Respectfully,

Community Development Department

