



# TOWN OF HUACHUCA CITY

*The Sunset City*

500 NORTH GONZALES BOULEVARD • HUACHUCA CITY, ARIZONA 85616

PHONE (520) 456- 1354 • TDD (520) 456-1353 FAX: (520) 456-2230

E-MAIL: [rarmstrong@huachucacityaz.gov](mailto:rarmstrong@huachucacityaz.gov)

## HUACHUCA CITY PLANNING AND ZONING MINUTES REGULAR MEETING AT 7:00<sup>PM</sup> WEDNESDAY, NOVEMBER 13, 2013

### Present:

Commissioner: Gene McCullough

Chair: Rex Compton

Commission Members: Brandy Bodine  
Harold Cole  
Mary Charlton  
Carol Vaughn  
Terry Hobbs

Public Works Director: Larry Tysiac

Absent: William Barton

- A. Call to Order, Pledge of Allegiance (7:00pm)
- B. Roll Call
- C. Approval of or Corrections to the Minutes of the Regular Meeting of January 8, 2014

Motion made by Rex Compton to approve minutes of January 8, 2014, seconded by Mary Charlton

*Motion Approved 6-0*

- D. Call to the Public: None
- E. Unfinished Business: None
- F. New Business:

### 1. Request for permit for shed and review of code violations at 301 Navajo

Mr. Tysiac stated that there is a report from Police Dept that a 10x20 ft building was brought onto the site. Code requires approval. Applicant provided request for permit. Due to condition of the site, Mr. Tysiac thought it appropriate to bring it to the Commission. The biggest concern is a lack of fencing around the premises.

Applicant: Chris McGee stated that the purpose of the shed it to clean up the premises. Mr. Bodine asked if Mr. McGee would be willing to put a fence up to help protect others from the hazard of the sheet metal. Mr. McGee stated he would be willing to put up a fence. He just needed to know what the requirements were in order to meet the standards.

**No Action Needed**

**G. Adjournment: (7:30)**



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## HUACHUCA CITY PLANNING AND ZONING MINUTES REGULAR MEETING AT 7:00<sup>PM</sup> WEDNESDAY, MARCH 5, 2014

**Present:**

**Commissioner:** Gene McCullough

**Chair:** Terry Hobbs (absent)

**Commission Members:** Brandy Bodine  
Harold Cole (Vice Chair)  
Mary Charlton  
Carol Vaughn  
Rex Compton (absent)  
Craig Smith (present)

**Resigned:** William Barton

**Public Works Director:** Larry Tysiac

**A. Call to Order, Pledge of Allegiance (7:00pm)**

**B. Roll Call**

**C. Approval of or Corrections to the Minutes of the Regular Meeting of February 5, 2014**

*Motion* made by Brandy Bodine to approve minutes of February 5, 2014, seconded by Mary Charlton

*Motion Approved 4-0*

**D. Call to the Public: None**

**E. Unfinished Business: None**

**F. New Business:**

**1. Proposed 3’x18’ sign at 313 N. Huachuca Blvd.**

*Motion* made by Carol Vaughn to direct Mr. Tysiac to not approve a Sign Permit until adequate sign mounting details and a site plan are provided, seconded by Mary Charlton

*Motion Approved 4-0*

**2. Side yard setback variance for carport at 119 Apache Street.**

*Motion* made by Brandy Bodine to approve the side and front yard setback variance, seconded by Mary Charlton

*Motion Approved 4-0*

**G. Adjournment: (7:20)**

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## HUACHUCA CITY PLANNING AND ZONING MINUTES REGULAR MEETING AT 7:00<sup>PM</sup> WEDNESDAY, MAY 07, 2014

**Present:**

**Commissioner:** Gene McCullough

**Chair:**

**Commission Members:** Harold Cole  
Brandy Bodine  
Mary Charlton  
Carole Vaughn

**Absent:** Terry Hobbs  
Rex Compton

- A. **Call to Order and Pledge of Allegiance**
- B. **Roll Call**
- C. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**
- D. **Unfinished Business**
- E. **New Business**

- 1. **Discussion and/or action [CHAIR]: Conditional Use Permit for Concrete Batch Plant on property located on East side of Post Office Property near Gila St.**

**Motion made by Mr. Bodine to open for discussion and/or action, seconded by Mrs. Vaughn.**

**Motion made by Mr. Bodine to approve Batch Plant and advance it to the City Council, seconded by Mrs. Charlton**

**Motion Approved 6-0**

- F. **Adjournment**

**Motion made by Mrs. Vaughn to adjourn, seconded by Mrs. Charlton**

**Motion Approved 6-0**



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HUACHUCA CITY PLANNING AND ZONING MINUTES  
REGULAR MEETING AT 7:00<sup>PM</sup>  
WEDNESDAY, JUNE 04, 2014

**Present:**

**Commissioner:** Gene McCullough

**Chair:** Terry Hobbs

**Commission Members:** Harold Cole  
Brandy Bodine  
Carole Vaughn  
Rex Compton

**Absent:** Mary Charlton  
Craig Smith

- A. Call to Order and Pledge of Allegiance (7:00 PM)
- B. Roll Call
- C. Approval of Minutes from previous Meeting.

Motion made by *Mr. Hobbs* to approve the minutes, seconded by *Mr. Bodine*

Motion Approved 5-0

- D. Call to the Public [3 minute limit] Agenda Items Only. (See below)

**William: Item #3**

- E. Unfinished Business

- F. New Business

- 1. Discussion and/or action [CHAIR]: Request Waive of Fee for 103 Apache St Permit for shed

Discussed before meeting and advised of next step

**2. Discussion and/or action [CHAIR]: Manufactured Home Placement at 218 Apache St**

Motion made by *Mr. Hobbs* to open for discussion and or action, seconded by *Mrs. Vaughn*

Motion made by *Mrs. Vaughn* to postpone item until more information is obtained, seconded by *Mr. Bodine*

*Motion Approved 5-0*

**3. Discussion and/or action [CHAIR]:501 N Gila Ave Manufactured Home Placement to be used at a residence and placement of signs on Yuma and Gila for use as directions to Church.**

Discussed during Call to the Public

**4. Discussion and/or action [Town Clerk]: Oaths of Office**

Members Sworn in under Oath of Office by Town Clerk Tammy J. Mitchell

**G. Call to the Public: [3 min. limit] Issues within the auspices of the Huachuca City P & Z Committee.**

**H. Adjournment (7:30 PM)**

Motion made by *Mrs. Vaughn* to adjourn, seconded by *Mr. Bodine*

*Motion Approved 5-0*



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## HUACHUCA CITY PLANNING AND ZONING MINUTES REGULAR MEETING AT 7:00<sup>PM</sup> WEDNESDAY, JULY 2, 2014

**Present:**

**Commissioner:** Gene McCullough

**Chair:** Terry Hobbs

**Commission Members:** Brandy Bodine  
Harold Cole  
Mary Charlton  
Carol Vaughn  
Rex Compton

**Absent:** Craig Smith

- A. Call to Order, Pledge of Allegiance (7:00pm)
- B. Roll Call
- C. Approval of or Corrections to the Minutes of the Regular Meeting of June 4, 2014

Motion made by Terry Hobbs to approve minutes of June 4, 2014, seconded by Carol Vaughn

*Motion Approved 5-0*  
*Mr. Compton Not Present for Vote*

**D. Call to the Public:**

- 1. Neil Josephson – Batch Plant ADEQ Requirements and School Children health concerns
- 2. Kathleen Kaufman – Batch Plant Health Concerns and Property Value
- 3. Lee Hall – Health Concerns
- 4. Billie Gilmore – Property Location and property value
- 5. Andrea McDowell – Health Concerns

**E. Unfinished Business:** None

**F. New Business:**



1. **Discussion and/or action [CHAIR]: Conditional Use Permit for Concrete Batch Plant on property located on East side of Post Office Property near Gila St.**

Motion made by Carol Vaughn to send the issue back to the council, seconded by Mary Charlton

*Motion Approved 6-0*

- G. **Adjournment: (7:30)**

Motion made by Terry Hobbs to adjourn, seconded by Harold Cole

*Motion Approved 6-0*



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**HUACHUCA CITY PLANNING AND ZONING MINUTES  
REGULAR MEETING AT 7:00<sup>PM</sup>  
WEDNESDAY, AUGUST 6, 2014**

**Present:**

**Commissioner:** Gene McCullough

**Chair:** Terry Hobbs

**Commission Members:** Harold Cole  
Brandy Bodine  
Carole Vaughn  
Mary Charlton

**Absent:** Rex Compton  
Craig Smith

A. **Call to Order and Pledge of Allegiance (7:00 PM)**

B. **Roll Call**

C. **Approval of Minutes from previous Meeting of July 2, 2014.**

**Motion** made by *Mr. Hobbs* to approve the minutes, **seconded** by *Ms. Vaughn*

**Motion Approved 5-0**

D. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**

**Mr. Josephson : Batch Plant**

**Billie: Access road to property on Edgewood**

**Town Clerk Tammy J. Mitchell swore Mary Charlton to P&Z Commission**

E. **Unfinished Business**

F. **Discussion and/or Action [CHAIR]: Petition from Residents regarding Concrete Batch Plant**

**Item Pulled**

G. **New Business**

1. **Discussion and/or Action [CHAIR]: Planning and Zoning Applicants**  
**Item Pulled Pending Applications**

H. **Call to the Public: [3 min. limit] Issues within the auspices of the Huachuca City P & Z Committee.**

I. **Adjournment (7:30 PM)**

**Motion** made by *Mr. Hobbs* to adjourn, **seconded** by *Ms. Vaughn*

**Motion Approved 5-0**



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**HUACHUCA CITY PLANNING AND ZONING MINUTES  
REGULAR MEETING AT 7:00<sup>PM</sup>  
WEDNESDAY, SEPTEMBER 3, 2014**

**Present:**

**Commissioner:** Gene McCullough

**Chair:** Terry Hobbs

**Commission Members:** Harold Cole  
Brandy Bodine  
Carole Vaughn  
Rex Compton  
Mary Charlton

**Absent:** Craig Smith

- A. **Call to Order and Pledge of Allegiance (7:00 PM)**
- B. **Roll Call**
- C. **Approval of Minutes from previous Meeting.**

**Motion** made by *Ms. Charlton* to approve the minutes, **seconded** by *Mr. Cole*

**Motion Approved 6-0**

- D. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**
- E. **Unfinished Business**
- F. **New Business**

**1. Discussion and/or Action [CHAIR]: General Plan Update**

**Motion** made by *Mr. Bodine* to open for discussion and/or action, **seconded** by *Mr. Cole*

G. **Call to the Public: [3 min. limit] Issues within the auspices of the Huachuca City P & Z Committee.**

H. **Adjournment (7:30 PM)**

*Motion* made by *Mrs. Vaughn* to adjourn, *seconded* by *Ms. Charlton*

*Motion Approved 6-0*



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**HUACHUCA CITY PLANNING AND ZONING MINUTES  
REGULAR MEETING AT 7:00<sup>PM</sup>  
WEDNESDAY, OCTOBER 1, 2014**

**Present:**

**Commissioner:** Gene McCullough

**Chair:**

**Commission Members:** Harold Cole  
Brandy Bodine  
Carole Vaughn  
Rex Compton  
Mary Charlton

**Absent:** Craig Smith  
Terry Hobbs

- A. **Call to Order and Pledge of Allegiance (7:00 PM)**
- B. **Roll Call**
- C. **Approval of Minutes from previous Meeting.**

**Motion** made by *Ms. Charlton* to approve the minutes, **seconded** by *Mr. Bodine*

**Motion Approved 6-0**

- D. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**
- E. **Unfinished Business**
- F. **New Business**

1. Discussion and/or Action [CHAIR]: Ordinance No. 14-XX. An Ordinance of the Mayor and Town Council of Huachuca City, Arizona, Amending the Town Code, To Adopt Water Conservation and Plumbing Requirements and Amending the Town Code Chapter 16 "Water" Article 16-12 "Water Conservation Plumbing Requirements and Enforcement"

**Motion** made by *Mr. Cole* to open for discussion and/or action, **seconded** by *Ms. Charlton*

**Motion** made by *Ms. Vaughn* to postpone item until next agenda, **seconded** by *Mr. Cole*

**Motion Approved 6-0**

G. **Call to the Public: [3 min. limit] Issues within the auspices of the Huachuca City P & Z Committee.**

H. **Adjournment (7:30 PM)**

**Motion** made by *Ms. Vaughn* to adjourn, **seconded** by *Ms. Charlton*

**Motion Approved 6-0**



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**HUACHUCA CITY PLANNING AND ZONING MINUTES  
REGULAR MEETING AT 7:00<sup>PM</sup>  
WEDNESDAY, NOVEMBER 5, 2014**

**Present:** NO QUORUM

**Commissioner:** Gene McCullough

**Chair:**

**Commission Members:**

**Absent:**

- A. **Call to Order and Pledge of Allegiance (7:00 PM)**
- B. **Roll Call**
- C. **Approval of Minutes from previous Meeting.**
- D. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**
- E. **Unfinished Business**
- F. **New Business**
  1. Discussion and/or Action [CHAIR]: Ordinance No. 14-08. An Ordinance of the Mayor and Town Council of Huachuca City, Arizona, Amending the Town Code, To Adopt Water Conservation and Plumbing Requirements and Amending the Town Code Chapter 16 "Water" Article 16-12 "Water Conservation Plumbing Requirements and Enforcement"
  2. Discussion and/or Action [CHAIR]: Billie Gilmore introduction of plans for building of property at Gila Ave and Edgewood St.
- G. **Call to the Public: [3 min. limit] Issues within the auspices of the Huachuca City P & Z Committee.**
- H. **Adjournment ()**





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**HUACHUCA CITY PLANNING AND ZONING MINUTES  
REGULAR MEETING AT 7:00<sup>PM</sup>  
WEDNESDAY, DECEMBER 3, 2014**

**Present:**

**Commissioner:** Gene McCullough

**Chair:** Terry Hobbs

**Commission Members:** Mary Charlton  
Rex Compton  
Harold Cole

**Absent:** Carol Vaughn

A. **Call to Order and Pledge of Allegiance (7:00 PM)**

B. **Roll Call**

C. **Approval of Minutes from previous Meeting.**

**Motion** made by *Mr. Hobbs* to open for discussion and/or action, **seconded** by *Mr. Compton*

**No Quorum**

D. **Call to the Public [3 minute limit] Agenda Items Only. (See below)**

**None**

E. **Unfinished Business**

**None**

F. **New Business**

1. Discussion and/or Action [CHAIR]: Billie Gilmore introduction of plans for building of property at Gila Ave and Edgewood St.

**Motion** made by *Mr. Hobbs* to open for discussion and/or action, **seconded** by **Presentation by Billie Gilmore**

2. Discussion and/or Action [CHAIR]: Planning and Zoning Commission Member Applications

**Motion** made by *Mr. Hobbs* to appoint new member to Commission, **seconded**

by *Ms. Charlton*

**Motion Approved 4-0**

G. **Call to the Public: [3 min. limit] Issues within the auspices of the Huachuca City P & Z Committee.**

H. **Adjournment (7:55 PM)**

**Motion** made by *Mr. Hobbs* to adjourn, **seconded** by *Mr. Compton*

**Motion Approved 4-0**