

**TUSAYAN PLANNING AND ZONING COMMISSION**

PURSUANT TO A.R.S. 38-431.02 & 38-431.03

TUESDAY, DECEMBER 17, 2013 @ 6:00 pm

TUSAYAN TOWN HALL

845 Mustang Drive, Tusayan, Arizona

**PLANNING AND ZONING COMMISSION MEETING SUMMARIZED MINUTES**

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chair Gossard called the meeting to order at 6:00 pm and the Pledge of Allegiance was recited.

**2. ROLL CALL**

Upon roll call, the following were present:

**CHAIR ROBERT GOSSARD**

**VICE CHAIR BETH HEARNE**

**COMMISSIONER SANDI ANGAT**

**COMMISSIONER CLAYANN COOK - excused**

**COMMISSIONER JANET ROSENER**

**TOWN COUNCIL LIAISON COUNCILMEMBER CRAIG SANDERSON**

Also present were:

Will Wright, Town Manager

Richard Turner, Town Planner

Melissa Drake, Town Clerk

Councilmember Bill Fitzgerald

**3. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

NONE

**4. CEREMONIAL AND/OR INFORMATIONAL MATTERS**

NONE

**5. CONSENT AGENDA**

**Approval of the Minutes of the Regular Meeting held on 9/24/13**

Commissioner Angat made a motion to approve the minutes for the September 24, 2013 meeting. Vice Chair Hearne seconded the motion and it passed unanimously.

## **6. PUBLIC HEARING**

### **Final Draft of the Tusayan General Plan 2024**

Town Planner Richard Turner introduced the topic and stated that there have been requests from the Fire Chief, the head of the Sanitary District, and Former Mayor Pete Shearer to continue this hearing until the next meeting to allow additional time for review. He gave an overview of the status of the General Plan and encouraged the Commission to review all comments from the public and if the Plan is acceptable, to approve it and send it on to the Town Council for their approval.

Carolyn Oberholtzer, representing Red Feather Properties, spoke to the Commission requesting additional time for review and incorporation of the issues (such as trails, flood plains, maps, etc.) which she outlined in a letter to the Commission. She requested the Commission continue the Public Hearing to take additional comment. She stated that Arizona State law governs how amendments to the General Plan can be made.

Richard Turner stated that major amendments can only be made once per year. He also stated that the trail section was taken directly from public participation sessions.

Commissioner Angat stated that the Commission should meet more often to cover the General Plan.

Former Mayor Pete Shearer requested a continuance on behalf of the Sanitary District to allow additional time to review the final draft. He also stated that the Technical Advisory Committee did not meet to review the final draft.

Vice Chair Hearne made a motion to continue the Public Hearing to January 14, 2013. Commissioner Rosener seconded the motion and it passed on unanimous vote.

Mr. Turner asked the Commission if there is additional work staff should prepare for the next meeting. They directed him to work with Ms. Oberholtzer to consider the issues she outlined in her letter.

## **7. ACTION ITEMS**

### **A. Consideration, discussion, and possible approval of Tusayan General Plan 2024**

This item was continued until January 14, 2014.

**B. Consideration, discussion, and possible approval of Design Review Case No. DR2013-05, Replacement Signage for the Canyon Plaza Resort**

Mr. Turner introduced the topic and covered his staff report and recommendation of approval as long as it is A. in accordance with the application and B. the owners keep the signage in good repair. He stated that the application is in keeping with the Zoning Ordinance.

Jeremy Galloway of YESCO Signs answered a question from the Commission about the earth-tone colors specified in the application.

Commissioner Angat made a motion to approve DR2013-05 with conditions A & B per staff recommendation. Commission Hearne seconded the motion and it passed on unanimous vote.

**C. Consideration, discussion, and possible approval of Design Review Case No. DR2013-06, a Design Review for Interim Housing at Camper Village**

Commissioner Angat recused herself on this item based on her employment with Stilo Development Group and left the dais.

Mr. Turner recommended continuance to the January 14, 2013 meeting based on continuing issues and time needed for additional review.

Robb Baldosky, speaking as the applicant, stated that he agreed with the continuance.

Commissioner Hearne made a motion to continue the topic to January 14, 2013, Commissioner Rosener seconded the motion and it passed unanimously.

Commissioner Angat returned to the meeting.

**D. Consideration, discussion, and possible approval of 2014 Meeting Calendar**

The Commission moved the May 27<sup>th</sup> meeting to May 20<sup>th</sup> and the December 23<sup>rd</sup> to the 16<sup>th</sup>. Commissioner Angat made a motion to approve the 2014 Meeting Calendar with the above changes. Commission Rosener seconded the motion and it passed unanimously.

**8. MOTION TO ADJOURN**

Vice Chair Hearne made a motion to adjourn at 6:51 pm. Commissioner Rosener seconded the motion and it passed unanimously.

Robert Gossard 1-14-14  
 Robert Gossard, Chair Date

ATTEST:

Melissa M. Drake  
 Melissa (Malone) Drake, Town Clerk

CERTIFICATION

State of Arizona )  
 ) ss.  
 Coconino County )

I, Melissa Drake, do hereby certify that I am the Town Clerk of the Town of Tusayan, County of Coconino, State of Arizona, and that the above minutes are a true and correct summary of the meeting of the Planning and Zoning Commission of the Town of Tusayan held on December 17, 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 20<sup>th</sup> day of December, 2013

Melissa M. Drake  
 Melissa M. Drake, Town Clerk