

**TUSAYAN PLANNING AND ZONING COMMISSION**  
PURSUANT TO A.R.S. 38-431.02 & 38-431.03  
THURSDAY, April 14, 2016 at 4:00 pm  
TUSAYAN TOWN HALL  
845 Mustang Drive, Tusayan, Arizona

**PLANNING AND ZONING COMMISSION SPECIAL MEETING SUMMARIZED MINUTES**

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

Chair Gossard called the meeting to order at 4:10 pm and the Pledge of Allegiance was recited.

**2. ROLL CALL**

Upon roll call, the following were present:

**CHAIR ROBERT GOSSARD**  
**VICE CHAIR JANET ROSENER**  
**COMMISSIONER CLAYANN COOK**  
**COMMISSIONER ANAVON HARRIS**  
**COMMISSIONER BETH HEARNE - excused**

Also present were:

Eric Duthie, Town Manager  
Melissa Drake, Town Clerk  
Darryl Delbridge, Town Planning

**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 Meeting held on 3/28/15**

Vice Chair Rosener made a motion to approve the Consent Agenda. Commissioner Cook seconded the motion and it passed on unanimous vote.

**6. ACTION ITEMS**

**A. Consideration, discussion, and possible approval of Design Review Case No. 2016-02, a sign at Canyon Plaza Resort**

Manager Duthie introduced Darryl Delbridge (Town Consultant with Willdan Engineering).

The Commission discussed the sign request with Kim Euers of Yesco Sign company who represented the applicant, Canyon Plaza Resort. Ms. Euers clarified the intent of use of the old sign. She (and Rich Miller, also representing the Canyon Plaza Resort) stated that the upper sign is slated for disposal and the lower "cabinet" may be used within the building. She also stated that there will be no animation on the sign and the transition between frames could be set to any interval.

Chair Gossard noted a letter he submitted yesterday where he suggested a transition time of 1 second and that the image should not change sooner than every 8 seconds. He also recommended not approving the sign until the sign content is brought back to the commission.

The Commission took no action.

**B. Consideration, discussion, and possible recommendation to the Tusayan Town Council of the Tusayan Subdivision Regulations**

Manager Duthie stated that one change has been made to the Tusayan Subdivision Regulations since the last meeting: on the last page of the document, the definition of "Town Engineer" has been modified to include a designee of the Town Manager

Commissioner Harris made a motion to recommend to the Tusayan Town Council approval of the Tusayan Subdivision Regulations as submitted today. Commissioner Cook seconded the motion and it passed on unanimous vote.

**7. MOTION TO ADJOURN**

Vice Chair Rosener made a motion to adjourn at 4:36 pm. Commissioner Harris seconded the motion and it passed unanimously.

  
\_\_\_\_\_  
Robert Gossard, Chair

  
\_\_\_\_\_  
Date

ATTEST:

  
\_\_\_\_\_  
Melissa M. 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 April 14, 2016. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 14<sup>th</sup> day of April, 2016

  
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Melissa M. Drake, Town Clerk