

**Town of Superior  
Planning and Zoning Commission  
Thursday, April 6, 2017 6:00 p.m.  
MINUTES**

**CALL TO ORDER**

Chairman Matt Mashaw called the meeting to order at 6:05 p.m.

**PLEDGE OF ALLEGIANCE**

Pledge of Allegiance, led by Chairman Mashaw, was recited by all Commissioners, staff and audience.

**INVOCATION**

Chairman Mashaw gave the Invocation.

**ROLL CALL**

Chairman	Matt Mashaw
Vice Chairman	Joy Eveland
Commissioner	Sandra Doyle
Commissioner	Sherri Figdore
Commissioner	Hank Gutierrez – ABSENT-arrived at 6:16 p.m.
Commissioner	Gina Lopez

**OATH OF OFFICE**

Mr. Garcia was given the oath of office as a new member of the Planning and Zoning Committee by Chairman Matt Mashaw.

**STAFF PRESENT**

Finance Clerk	Ruby Cervantes
Admin Assistant	Arlene Diaz-Gonzalez
Willdan Representatives	Lawrence Tomasello and Darryl Delbridge

**E: CONSENT AGENDA**

1. Approval of January 5, 2017, Regular Meeting Minutes  
**Motion to approve the January 5, 2017 minutes made by Vice Chairman Joy Eveland, seconded by Gina Lopez; motion carries.**

**F. NEW BUSINESS**

1. Discussion/possible approval of Resolution 17-03, a Resolution of the Planning and Zoning Commission of the Town of Superior recommending that the Town Council amend the Land Use Element of the General Plan.

Mr. Tomasello gave the staff report stating that nothing will change on the Land Use Map. The intent of the amendment is to provide consistency with the classification of zone designations in the text of the General Plan and the newly proposed Zoning Ordinance. Member Hank Gutierrez asked the Chairman to stop all the side discussions that were happening on the floor. He said it was difficult to understand what is going on with on-going multiple conversations.

**Motion to approve Resolution No. 17-03, a Resolution of the Planning and Zoning Commission of the Town of Superior recommending that the Town Council amend the Land Use Element of the General Plan was made by Commissioner Hank Gutierrez, and seconded by Commissioner Joy Eveland; motion carried.**

2. Discussion/ possible approval of Resolution 17-04, a Resolution of the Planning and Zoning Commission of the Town of Superior, Pinal County, recommending that the Town Council adopt the comprehensive update of the Zoning Ordinance and Official Zoning Map.

Mr. Tomasello gave a staff report. He said he would cover significant issues and that he could answer any questions after that. Pages 1-3 thru 1-10 (Violations and Penalties) reflects expanded language to make the Code enforceable in case a violation has to go to court. Pamela Rabigo stated that she is asking that the Commission members do not approve this revision to the Zoning Ordinance since she has not been able to look at everything and that it gives some of the Commissioners more time to read it as well. Mr. Tomasello did state that there are many revisions and a lot of ground to cover. Once the Zoning Ordinance is approved by the Council, it will be placed on the Town Website. Mr. Tomasello said that a lot of discussion on this item took place during the public workshop. Commissioner Gutierrez asked Mr. Tomasello if what they are doing is moving this forward to the Council for approval and if they don't approve it they can always send it back to the Planning and Zoning Commission for re-consideration. Mr. Tomasello then addressed a few issues not relating to this item.

**Motion to approve 17-04, a Resolution of the Planning and Zoning Commission of the Town of Superior, Pinal County, recommending that the Town Council adopt the comprehensive update of the Zoning Ordinance and Official Zoning Map was made by Commissioner Hank Gutierrez. No second motion. Chairman Mashaw said they could vote on it. Commissioner Figdore agreed. There were three yes votes by Hank Gutierrez, Matt Mashaw & Sandra Doyle and four no votes by Jessie Garcia, Gina Lopez, Joy Eveland and Sherri Figdore. There was further discussion on what the issues were and how could they be addressed. Following discussion among the Commissioners, it was determined that both the public and the Commissioners wanted more time to review the proposed changes to the Ordinance.**

**A motion was then made to continue the public hearing on Resolution 17-04 to the next regular meeting on May 4, 2017, by Commissioner Figdore and was seconded by Commissioner Garcia.**

**Yes votes- 6**

**No votes-1 – Commissioner Gutierrez**

**Motion carries.**

3. Discussion/possible approval of Resolution 17-05, a Resolution of the Planning and Zoning Commission of the Town of Superior, Pinal County, recommending that the Town Council adopt a new fee schedule for planning and zoning applications.

Mr. Tomasello stated that this Resolution will amend the fee schedule for various planning and zoning fees. Some fees are too high and others too low. The proposed fees were determined by actual time and cost to process the various permits. This was done conservatively and as reasonably as possible. The intent is to break even with processing costs incurred by the Town.

**Motion to approve Resolution 17-05, a Resolution of the Planning and Zoning Commission of the Town of Superior, Pinal County, recommending that the Town Council adopt a new fee schedule for planning and zoning applications was made by Commissioner Gutierrez, and seconded by Commissioner Doyle; motion carries.**

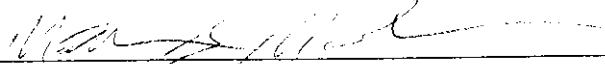
4. Discussion/possible approval of Resolution 17-06, a Resolution of the Planning and Zoning Commission of the Town of Superior, Pinal County, recommending that the Town Council revise the forms for planning and zoning applications.


Mr. Tomasello stated that Town Code requires Council action for any new application forms for planning and zoning applications. Town policy is to have the Commission review proposals prior to being scheduled for Council action. The forms are designed to be user friendly to help applicants fill out a simple form, pay the required fee, and submit to the Town for processing. The forms, when completed, provide staff with adequate information to process the applications.

**Motion to approve Resolution 17-06, A Resolution of the Planning and Zoning Commission of the Town of Superior, Pinal County, recommending that the Town Council approve the revised forms for planning and zoning applications was made by Commissioner Joy Eveland and seconded by Hank Gutierrez; motion carries.**

**G. CALL TO THE PUBLIC**  
**None**

**H. ADJOURNMENT**  
**Motion to adjourn was made by Commissioner Eveland and seconded by Commissioner Doyle; motion carries. Meeting adjourned at 8:12 p.m.**

  
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Matt Mashaw, Chairman

  
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Todd Pryor, Town Manager