

# PLANNING AND ZONING COMMITTEE MINUTES

Superior Town Hall Auditorium  
199 N. Lobb, Avenue, Superior, AZ 85173  
Thursday, March 4, 2021 6:00 P.M.

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Superior Planning and Zoning Commission and to the public that the Superior Planning and Zoning Commission held a Regular Meeting open to the public set forth above.

**Due to the impacts of the COVID-19 pandemic, which have prompted declarations of a public health emergency at both the state and federal levels, this meeting will be conducted using measures to protect public health. Members of the public are encouraged NOT TO ATTEND THE MEETING IN PERSON but instead to attend and listen to the meeting remotely by telephone.**

**To participate in the meeting telephonically follow the instructions below:**

Tele-Conference Participant:

1. At the specified time, dial the Access Number (US): (605)-472-5364.
2. When prompted, enter your Participant Code followed by #.
3. Your Participant Code is 654996 #.

Participant Star Commands:

- \*4-Volume - Pressing \*4 will increase/decrease the volume.
- \*6-Mute - Participants can mute/unmute their own lines by pressing \*6.

**We will also be live-streamed on the Town's youtube channel.**

<https://www.youtube.com/channel/UCd2f5D2dfTkaazjwNyhAXRA> .

**Public access to the Mayor and Council Chambers will be restricted in order to prevent a large or close gathering of the members of the public and to promote social distancing. Additionally, some items on the agenda may be shortened, continued to a future meeting or taken out of order. These steps are part of the effort to limit the number of people who must be physically present, or who might desire to be physically present, at the meeting, and to limit the time of the public meeting.**

**This meeting will be held remotely through technological means, as permitted under Arizona law.**

## MINUTES

**A: CALL TO ORDER**

Chairperson Matt Mashaw called the meeting to order at 6:00 PM.

**B: PLEDGE OF ALLEGIANCE**  
Chairperson Matt Mashaw led everyone in the Pledge of Allegiance.

**C. INVOCATION**  
Chairperson Matt Mashaw gave the Invocation.

**D: ROLL CALL**  
**PRESENT:**  
Chairperson                      Matt Mashaw

**PRESENT TELEPHONICALLY:**  
Commissioner                  Henry Munoz  
Commissioner                  Hank Gutierrez  
Commissioner                  Sherry Figdore  
Commissioner                  Jesse Garcia

**ABSENT:**  
Commissioner                  David Gunn  
Vice Chairperson              Joy Eveland

**STAFF PRESENT:**  
Todd Pryor, Town Manager  
Ruby Cervantes, Town Clerk  
Lana Clark, Engineer Teck

**PUBLIC PRESENT:**  
Sue Anderson Telephonically

**E. CONSENT AGENDA:**

1. Approval of Minutes of Planning and Zoning Meeting on January 7, 2021.

**Motion to approve the Minutes of the Planning and Zoning Meeting on January 7, 2021 made by Commissioner Figdore, second by Commissioner Garcia, Motion Carries.**

**AYES: 5** Chairperson Mashaw, Commissioners: Munoz, Garcia, Figdore, Gutierrez

**NOES: 0**

**ABSENT – 2** Commissioners: Eveland, Gunn

**ABSTINATIONS - 0**

**F. NEW BUSINESS:**

1. Public Hearing/Discussion/Possible Approval of Resolution No. 2021-02, A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF SUPERIOR, ARIZONA, RECOMMENDING TO THE SUPERIOR TOWN COUNCIL APPROVAL OF AMENDING THE TOWN ZONING CODE ARTICLE 11, MANUFACTURED HOUSING OVERLAY DISTRICTS, PARAGRAPH 11.2 PERMITTED USES; PARAGRAPH 11.4, REVIEW CRITERIA; PARAGRAPH 11.5, DESIGN AND CONSTRUCTION STANDARDS;

PARAGRAPH 11.7, DENSITY, AREA, BUILDING & YARD REGULATIONS; AS IT RELATES TO MANUFACTURED HOUSING.

Commissioner Gutierrez stated he would like to hear something from Town Manager.

Mr. Pryor stated there were a few changes suggested from last meeting. One thing that came out from our building official is putting a minimum size on the manufactured home description would eliminate most tiny homes because most tiny homes are built to the manufactured home spec. If we want to be friendly to tiny homes we need to make it a more of an open ended design review than a specific limit.

Also if you look at code it says building official can approve any manufacture home less than 10 years old will meet design criteria. Any other have to come to P & Z for final review.

Commissioner Gutierrez asked why changes are necessary?

Mr. Pryor stated the changes are necessary because we signed a IGA with the state for manufactured homes. Manufactured homes are actually regulated through the state so we are required to sign the IGA. So we have to make our code conform to their requirements. We've also already had 3 Public Hearings on this so far. There were various changes thru those public hearings that got us to this version.

No one from Public wanted to speak.

**Motion to approve Resolution No. 2021-02 made by Commissioner Guterrez, second by Commissioner Munoz, Motion Carries.**

**AYES: 5** Chairperson Mashaw, Commissioners: Munoz, Garcia, Figdore, Gutierrez

**NOES: 0**

**ABSENT – 2** Commissioners: Eveland, Gunn

**ABSTINATIONS - 0**

**G. CALL TO THE PUBLIC - NONE**

**H. ADJOURNMENT**

**Motion to adjourn the Meeting of the Planning and Zoning made by Commissioner Gutierrez, second by Commissioner Garcia, Motion Carries. Meeting adjourns at 6:08 PM.**

**AYES: 5** Chairperson Mashaw, Commissioners: Munoz, Garcia, Figdore, Gutierrez

**NOES: 0**

**ABSENT – 2** Commissioners: Eveland, Gunn

ABSTINATIONS – 0

  
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Matt Mashaw, Chairperson

ATTEST:   
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Ruby Cervantes, CMC Town Clerk