



**TOWN OF EAGAR**  
**PLANNING AND ZONING COMMISSION**

**FEBRUARY 14, 2023 at 6:00 PM**

**COUNCIL CHAMBER, 22 WEST 2ND STREET**

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**AGENDA**

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- 1. WELCOME**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. INVOCATION**
- 5. PUBLIC COMMENTS**

PERSONS WISHING TO ADDRESS THE COMMISSION ON ANY ITEM NOT ALREADY ON THE AGENDA MAY DO SO, ALTHOUGH EACH SPEAKER IS LIMITED TO THREE MINUTES. THE CHAIR, WITH THE CONSENT OF THE COMMISSION, MAY LIMIT THE TOTAL TIME OFFERED SPEAKERS, IF NECESSARY. ALL SUCH REMARKS SHALL BE ADDRESSED TO THE COMMISSION AS A WHOLE, AND NOT TO ANY SPECIFIC MEMBER. NO PERSON OTHER THAN THE SPEAKER SHALL ENTER THE DISCUSSION WITHOUT PERMISSION OF THE CHAIR. THE COMMISSION MAY NOT ADDRESS, DISCUSS OR VOTE UPON ANY PETITION OR COMMENT RAISED BY THE PUBLIC AT ANY MEETING. THE ITEM MAY BE PLACED ON A FUTURE AGENDA WITH DIRECTION FROM THE PLANNING AND ZONING ADMINISTRATOR ON HOW TO PLACE AN ITEM ON THE AGENDA.

- 6. DISCUSSION AND CONSIDERATION OF MINUTES FOR JANUARY 10, 2023**

**CONVENE TO PUBLIC HEARING**

- 7. PUBLIC HEARING FOR RZ2023-1; A REZONING APPLICATION FOR THE PROPERTY KNOWN AS PARCEL # 104-52-016 TO REZONE FROM COMMERCIAL C-1 TO RESIDENTIAL R2-7.**

Public Hearings are conducted in accordance with AR S 38-431 et seq (the "open meeting law") and the Planning & Zoning Commission Policies Procedures, Town of Eagar, Arizona Section VII-Public Hearing

Calling Agenda Item: The agenda item shall be called by the Chair as any other agenda item.

Declaration of Public Hearing: The Chair shall declare that the Commission is in public hearing.

Applicant Presentation: The Applicant may make an opening statement in order to explain the item to the commission and public. The Chair or Commission may limit the time for his/her statement as necessary.

Staff Reports/Recommendations: Staff shall have an opportunity to report on the issue and answer questions by the Commission.

Written Comments: Written Comments filed with the Town or staff shall be presented to the Commission and read into the record.

Public Comments: Testimony from members of the public shall be permitted and encouraged. Anyone wishing to make a statement shall first stand and identify themselves by name and also identify where they reside. Members of the public shall be limited to five minutes per person, or less as designated by the Chair or Commission. The total time allotted to the public on any issue may be limited or extended by the Chair or Commission.

Commission Interaction: Questions from Commissioners may be held at this time, or reserved until public hearing has closed. The Commissioners may address the applicant with any questions raised from the public and discuss the question.

Applicant Closing Statement: The applicant shall be allowed a brief closing statement in order to rebut the statements made by the public, to offer a compromise, or otherwise address the issue.

Declaration of closing the Public Hearing: Unless a majority of the Commissioners object, the Chair shall declare the public hearing as closed. At this time public and applicant participation is limited to questions from the Commission only.

Commission Discussion and Vote: The agenda item will then be discussed and action taken as on any other agenda item.

## **8. DISCUSSION AND CONSIDERATION ITEM #7**

### **RECONVENE TO REGULAR MEETING**

## **9. REPORTS**

## **10. ADJOURNMENT**

ANYONE WISHING TO ATTEND THIS MEETING AND HAS SPECIAL NEEDS DUE TO A DISABILITY, PLEASE CONTACT THE COMMUNITY DEVELOPMENT DEPARTMENT AT 928-333-4128 EXT.222 FORTY-EIGHT HOURS PRIOR TO THE MEETING AND RESONABLE ACCOMMODATIONS WILL BE PROVIDED.

**POSTED BY:** ETHAN EAGAR      **Date:** FEBRUARY 9, 2023      **Time:** 10:00 A.M.



MINUTES  
PLANNING AND ZONING COMMISSION  
SPECIAL MEETING  
NOVEMBER 15, 2022, AT 6:00PM  
22 W 2ND ST. EAGAR

Commission Present: Renee Fowler  
Macie Edwards  
Brenda Ciminski  
Derrick Kelly  
Kristi Penrod

Commission Excused: Chad Finch  
Becky Crosby

Staff Present: Britney Reynolds, Community Development Director  
Ethan Eagar, Building Inspector/Community Development Clerk

**ITEM #6 ELECTION OF VICE CHAIR**

Commissioner Macie Edwards nominated herself as vice chair. Commissioner Renee Fowler seconded; all were in favor, motion carried unanimously 5-0.

Vote: Ayes: Kristi Penrod  
Renee Fowler  
Derrick Kelly  
Brenda Ciminski  
Macie Edwards

**ITEM #7 DISCUSSION AND POSSIBLE ACTION TO APPROVE THE NOVEMBER 15, 2022 MINUTES**

Commissioner Macie Edwards made a motion to approve the November 15, 2022 minutes, Commissioner Derrick Kelly seconded the motion; all were in favor, motion carried unanimously 5-0.

Vote: Ayes: Kristi Penrod  
Renee Fowler  
Derrick Kelly  
Brenda Ciminski  
Macie Edwards

**ITEM #8 – OLD BUSINESS**

**CU2022-4; 822 S. JUNIPER RD. DEBORD RESIDENCE**

Ms. Debord said she understood the timeline that the commission had given her back in November for her to be at rough combo. Ms. Debord explained that there were unforeseen issues such as her building being delivered late due to weather and the crane she had scheduled to set the building was also delayed due to weather. Ms. Debord provided an updated timeline for the commission which she stated this should keep



her on track to being ready for a final inspection in July. Commissioners understood her delays and explained that they want to see major improvements by April's P&Z meeting.

Commissioner Kelly motioned to revisit the property and its progress at the April 11<sup>th</sup>, 2023, P&Z meeting. Commissioner Fowler seconded the motion; all were in favor, motion carried unanimously 5-0.

Vote:                      Ayes:    Renee Fowler  
    Macie Edwards  
    Brenda Ciminski  
    Derrick Kelly  
    Kristie Penrod

#### ITEM #10 – REPORTS

Community Development Director, Britney Reynolds, stated at this point there would be no meeting in February but that could change.

#### ITEM #12 – ADJOURNMENT

Commissioner Derrick Kelly motioned to adjourn the meeting [6:23 p.m.]. Commissioner Renee Fowler seconded; all were in favor, motion carried unanimously 5-0.

Vote:                      Ayes:                      Macie Edwards  
    Renee Fowler  
    Derrick Kelly  
    Kristi Penrod  
    Brenda Ciminski

Chair signature: \_\_\_\_\_

Director signature: \_\_\_\_\_

**TOWN OF EAGAR  
REZONING APPLICATION**

(REFER TO CHAPTER 18.80 OF THE ZONING ORDINANCE)

Permit No. RZ2023-1  
Name of Applicant: Juan and Kellie Monterrosa  
Address: 2017 W. 5<sup>th</sup> Ave Corsicana TX 75110  
Telephone: (918) 245-5480 Date: 12/21/22  
Parcel Number(s): 104-52-016

1. Legal description of property and current and proposed zone which request to rezone is being made:

<b>Current Zone:</b>	<b>Proposed Zone:</b>	<b>Adjacent Zoning (all sides)</b>
<u>Commercial (C-1)</u>	<u>RZ-7 Zoning</u>	<u>Commercial one side</u> <u>RZ-7 Zoning</u>
<b>Current Use:</b>	<b>Proposed Use:</b>	<b>Adjacent Use (all sides)</b>
<u>Vacant Land</u>	<u>Single family</u> <u>modular home</u>	<u>Apartments one side</u> <u>new modular other side</u>

2. Reason for request of zoning change: We were told it was zoned  
Residential Unrestricted, we intend to place  
a single family residence on this parcel.  
(modular home)

3. Attachments (for rezoning of specific area):

- a. Plot plan to include rezoning area & location and zone of adjacent parcels
- b. Names and addresses of all landowners within the rezone area and 300 foot radius around the affected property.
- c. Stamped addressed envelopes of all those who notification of public hearing must be made.
- d. Signed petition of 50% of above landowners

4. Filing Fee: 250.00 Date Paid: 1-30-23

5. Signature of Applicant: Kellie Monterrosa Date: 12/21/22

6. Zoning Administrator: Bryan R. [Signature] Date: 1/30/23

7. Application shall be forwarded to the planning and Zoning Commission on:

(Date) 2/14/23 (Time) 6 pm.

(Place) Town Hall





Map data ©2023 Imagery ©2023, CNES / Airbus, Maxar Technologies, NMRGIS, USDA/FPAC/Geo 100 ft

[Report a map error](#)

34.1114, -109.2821

R22023-1

**ZONING AMENDMENT CONDITIONAL USE PERMIT  
BACKGROUND CHECKLIST**

1. **Responses from adjacent property owners**

**In Favor**

**Opposed**

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2. **Checklist complete**
3. **Building plans, pictures of property, specifications, etc.**
4. **Zoning and building approval**
5. **Special conditions, approvals, etc.**
6. **Copies of ordinance allowing use**



**TOWN OF EAGAR**  
**MEETING TYPE MEETING**

**MONTH DD, 20YY at 6:00 PM**

**COUNCIL CHAMBER, 22 WEST 2ND STREET**

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**STAFF COMMUNICATION**

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**DEPARTMENT: Community Development**

**PRESENTATION: RZ2023-1**

**AGENDA ITEM: 7**

**BUDGET IMPACT: \$0.00**

**HISTORY:** The Monterrosa's have owned this property for several years. They state that when they purchased the land they were informed that the property was zoned residential unrestricted. This portion is zoned commercial with the property to the south recently being zoned R2-7 to allow for a residence to be built. The Monterrosa's would like to place a single family residence on this property (manufactured home)

**ATTACHMENTS:** application and applicable documents

**STAFF RECOMMENDATION:** Staff would recommend the approval of this rezoning as the commission recently rezoned the property just adjacent to this property for this same type of request. This would not hinder the potential expansion of the Beehive House if needed and would provide a more private area for residents of the Beehive house and other residents in the area.