



AGENDA
PLANNING AND ZONING COMMISSION
PUBLIC HEARING
JULY 12th, 2022 AT 6:00PM
TOWN COUNCIL CHAMBERS
22 W 2ND ST. EAGAR

ITEM 1 WELCOME

ITEM 2 ROLL CALL

ITEM 3 PLEDGE OF ALLEGIANCE

ITEM 4 INVOCATION

ITEM 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 into 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.

ITEM 6 CONSIDERATION OF THE JUNE 14th, 2022 MINUTES.

CONVENE TO PUBLIC HEARING

ITEM 7 PUBLIC HEARING ON CUP2022-3; TO ALLOW OWNERS OF PROPERTY TO CONSTRUCT AN APRTMENT ON THEIR PROPERTY FOR FAMILY USE IN A COMMERCIAL ZONED AREA KNOWN AS 236 N. MAIN ST.

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

- a. Calling Agenda Item: The agenda item shall be called by the Chair as any other agenda item.
- b. Declaration of Public Hearing: The Chair shall declare that the Commission is in public hearing
- c. 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
- d. Staff Reports/Recommendations: Staff shall have an opportunity to report on the issue and answer questions by the Commission
- e. Written Comments: Written Comments filed with the Town or staff shall be presented to the Commission and read into the record
- f. 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
- g. 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
- h. 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
- i. 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
- j. Commission Discussion and Vote: The agenda item will then be discussed and action taken as on any other agenda item

ITEM 8 DISCUSSION AND CONSIDERATION OF ITEM 8.

RECONVENE TO REGULAR MEETING

ITEM 9 REPORTS

ITEM 10 ADJOURNMENT

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

Date Posted _____ Time Posted _____ Posted by _____



MINUTES
PLANNING AND ZONING COMMISSION
PUBLIC HEARING
June 14th, 2022 AT 6:00PM
22 W 2ND ST. EAGAR

Chair Brenda Ciminski called the meeting to order and welcomed those in attendance. Chair Ciminski led the Pledge of Allegiance and Commissioner Renee Fowler offered the invocation.

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

Staff Present: Britney Reynolds, Community Development Coordinator
Ethan Eagar, Community Development Admin. Assist., Inspector

Staff Excused: Matthew Mears, Town Manager/Community Development Director

ITEM #5 PUBLIC COMMENTS: None

ITEM #6 Loyalty oath for new members Chad Finch, Derrick Kelly, Renee Fowler, Kristi Penrod, and Macie Edwards

All new members followed Coordinator Britney Reynolds in reciting the loyalty oath. Documents were signed.

ITEM #7 Election of Vice Chair

Commissioner Kristi Penrod stated she would be willing to serve as the Vice Chair.

Commissioner Derrick Kelly nominated Kristi Penrod to serve as Vice Chair of the Planning and Zoning Commission. Commissioner Renee Fowler seconded; all were in favor, motion carries unanimously. 6-0

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

CONVENE TO PUBLIC HEARING

ITEM #8 PUBLIC HEARING ON CUP2022-1; TO ALLOW FOR RV LIVING IN A RECREATIONAL VEHICLE UNTIL HOME IS COMPLETED IN AN AR-20 ZONED AREA KNOWN AS 255 W. 1ST LN.

Chair Brenda Ciminski called the agenda item and then asked for the Jones' to address the commission

Where Roads Hit the Trails



if they so wished. The Jones' stated they had bought the property last year and have cleaned the property and have run all utilities in the last year. The Jones' were expecting to obtain their home in the month of June, but had just been informed that this would not be possible. They are developing the pad for the home and will install said home as soon as possible. With Covid, manufacturing companies have faced issues with supplies to meet demands. The Jones' are asking to have a year with their RV on the property to allow them to continue working on property and to enjoy their land. Mr. Jones stated that they are snowbirds so they are only in Eagar for roughly six months and then they leave. The Jones' are not enjoying their travel trailer for living and are looking forward to placing their home.

Chair Ciminski asked if there were any comments from community or staff in regard to this request. Britney Reynolds stated that no verbal or written comments were received and that staff would recommend approving this request as there have been several others such as this approved before. Mrs. Reynolds stated that the commission could put a one year time frame on the Conditional Use Permit and then give the Planning and Zoning department the authority to extend for six months if the home takes longer than expected. There were no public comments for this permit. There were no questions from the commission on this matter and the applicant did not feel the need to make a closing statement. Chair Ciminski closed the public hearing.

ITEM #9 DISCUSSION AND CONSIDERATION OF ITEM 8

Commissioner Derrick Kelly moved to approve CU2022-1 with a one year timeframe from the date of this approval and gives the Planning and Zoning department the authority to extend for six months if need to finish this permit. Commissioner Renee Fowler seconded; all were in favor, motion carries unanimously. 6-0.

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

ITEM #10 PUBLIC HEARING ON CUP2022-2; TO ALLOW AN 8' FENCE ON THEIR PROPERTY AT 788 W. SCHOOL BUS RD

Chair Brenda Ciminski called the agenda item and then asked the Whitmore's to address the commission. Mr. Whitmore addressed the commission and shared the multiple businesses that he runs within the Town of Eagar. Mr. Whitmore stated there are three reasons that they are asking to install an 8' fence on their property. The first is to keep animals in the yard, they have a family member living with them that suffers from dementia and it was suggested that the higher the fence the easier it will be to assist with keeping this family member in the vicinity of the home, and to enclose his property to be a good neighbor. The fence will be constructed using 2 7/8 steel pipes, 5 runs of 2x4, with 1" thick 6" pine that will be stained to match the home. Feels that he and neighbors are harassed by another neighbor in the area.

Chair Ciminski asked for staff recommendations and for any comments made about this permit. Britney Reynolds informed the commission that Town Manager and Community Development Director Matt Mears and she discussed this matter. Mr. Mears stated that he recommended approval of this fence and does not feel that it would be a hindrance to entering the property. Mrs. Reynolds did state that there was a neighbor opposed to this matter and his comments were included in the packet. Chair called for public comments at this time. Mr. Daryl Swapp addressed the commission at this time who lives at 820 S. School Bus Rd. Mr. Swapp stated that he and his family are in complete favor of this fence being installed on the

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property. This would not only assist with keeping animals separated and create clean lines between the properties. Lisa Whitmore, wife of applicant, addressed the commission next. She stated that the neighbor that has an issue with this fence makes her feel harassed. She stated that he drives by frequently very slowly and staring at their property which makes her feel unsafe. She wants to feel that she can enjoy her property with her family without being watched and harassed. Commissioner Kristi Penrod asked if fencing was going directly along the neighbors' parcel that is against this fence? Mr. Whitmore stated it is not as he is a parcel away from this property. Commissioner Fowler asked if Mr. Whitmore had horses on the property. Mr. Whitmore stated that he did not at this time, but that there is a steel corral for horses and/or cows on the property. Debra Seeley asked if the fence had to be engineered. Mrs. Reynolds has not seen where a fence has to be engineered.

ITEM #11 DISCUSSION AND CONSIDERATION OF ITEM 10

Commissioner Derrick Kelly stated that because we are in the Town of Eagar there will be winds, sometimes extreme winds, and wants to know what Mr. Whitmore is doing to ensure the fence does not blow over. Mr. Whitmore restated his building specs for the fence. He will be using the steel pipe from the oil fields 10' on center with a top rail and bottom rail as well as four bags of concrete on every post.

Commissioner Derrick Kelly moved to approve the 8' fence as long as the construction with four bags of concrete per post is followed. Commissioner Chad Finch seconded; all were in favor except for Commissioner Fowler, motion carries. 5-1

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

RECONVENE TO REGULAR MEETING

Chair Brenda Ciminski closed the public hearing.

ITEM #13 REPORTS

Meeting on July 12, 2022. Will work on getting a work session together for training purposes.

ITEM #14 ADJOURNMENT

Chair Brenda Ciminski moved to adjourn the meeting [6:28 p.m.].

Chair signature: _____

Director signature: _____

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P. O. Box 1300 • Eagar, AZ 85925-1300 • (928) 333-4128 • 22 West 2nd Street • www.eagaraz.gov

TOWN OF EAGAR COMMUNITY DEVELOPMENT
REQUEST FOR CONDITIONAL USE PERMIT
(REFER TO CHAPTER 18.84 OF THE ZONING CODE)

Permit No. CW2022-3 Date: 5/31/22

Name of applicant: Russell + Becky Crosby

Mailing Address PO Box 881, Eagar, AZ 85925

Telephone: (928) 245-3414 Email Address becky.crosby10@gmail.com

1. Location of Property: 236 N Main, Eagar, AZ

2. Current Zoning: C-1

3. Proposed Use (as listed under "Conditional Uses" in the above zoning district):
studio apartment for family member

4. Reason for Proposed Use for family member

5. Attachments: a. Plot Plan (to Scale)

b. Pertinent data as required by the Zoning Administrator or Planning and Zoning Commission

Filing Fee: \$100.00 Date Paid: 5/31/22 Receipt # _____

6. Signature of Applicant: Becky Crosby Date: 5/31/22

7. Signature of Zoning Administrator: Bridget R. Woods Date: 5/31/22

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

(Date) 7/12/22 (Time) 6 pm

(Place) Eagar town Hall

Notice of the nature of the Conditional use Permit and the date of the meeting at which it will be considered will be posted on the affected property 15 days prior to the public hearing. The property owners within a 300-foot radius of the applicant's property will be notified by first class mail.

Russell & Becky Crosby
PO Box 881
Eagar, AZ 85925

Date: July 5, 2022

Addressee: Town of Eagar Planning and Zoning Commission

RE: Conditional Use Permit Request

Dear Commissioners,

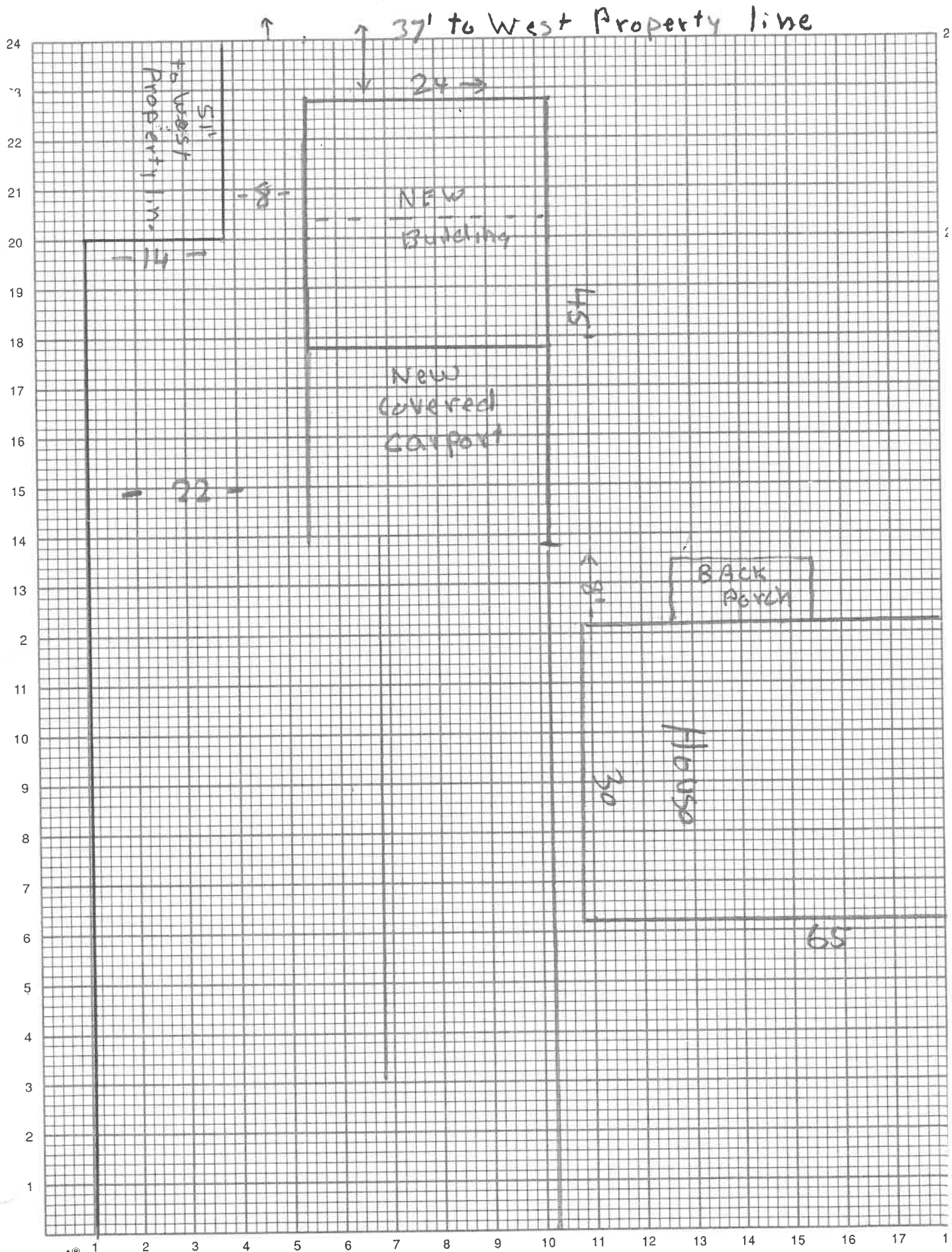
The purpose of this letter is to request a permit to construct an additional dwelling unit on our property located at 236 North Main Street in Eagar. The intent is that it will be used for a family member or members and will be built within a steel outbuilding for which we have already received a permit. Total enclosed area of the building will be 24' x 25'. The apartment will constitute a portion of that.

Thank you for your consideration.

Sincerely,


Russell Crosby

Russell & Becky Crosby

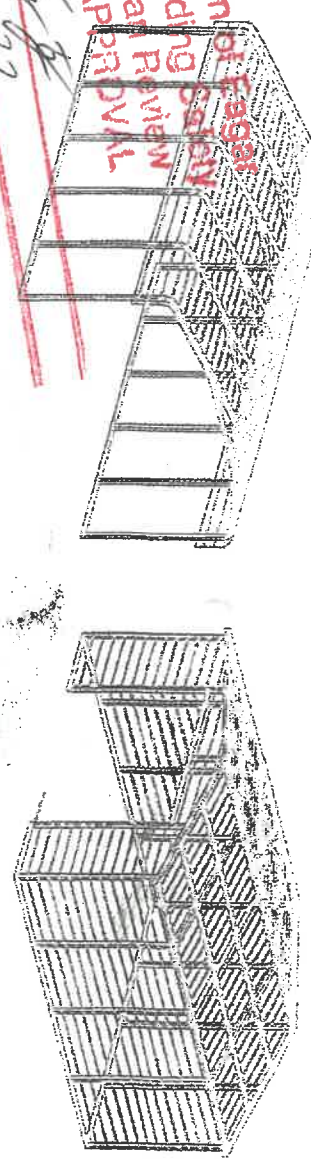


dri-point®

236 N MAIN

Town of Flagstaff
Building Safety
Plan Review
APPROVAL

INSPECTOR
DATE 6-9-22



REGULAR / A-FRAME
30'-0" WIDE
OFFICE COPY

DESIGN NOTES

1. ALL CONSTRUCTION SHALL BE PROVIDED IN ACCORDANCE WITH IBC 2018, OSHA, ASCE 360, AISI 100, ASCE 7-16, AWS D1.3 CODES AND ALL APPLICABLE LOCAL REQUIREMENTS.
2. ALL MATERIALS IDENTIFIED BY MANUFACTURER NAME MAY BE SUBSTITUTED WITH MATERIAL EQUAL OR EXCEEDING ORIGINAL.
3. ALL SHOP CONNECTIONS SHALL BE WELDED CONNECTIONS.
4. ALL STRUCTURAL FIELD CONNECTIONS SHALL BE #12-14 X 3/4" SD6 (ESR-2196 OR EQ) WITHOUT WASHERS.
5. STEEL SHEATHING SHALL BE 29GA CORRUGATED GALV. OR PAINTED STEEL - MAIN RIB HT. 3/4" (FY=50KSI) OR EQ. CONNECTION SHALL BE #12-14 X 3/4" SD6 (ESR-2196 OR EQ) WITH NEOPRENE WASHERS.
6. ALL STRUCTURAL LIGHT GAUGE TUBING AND CHANNELS SHALL BE GRADE 50 STEEL (FY = 50 KSI, FV = 65 KSI).
7. STRUCTURAL TUBE 2 1/2" X 2 1/2" - 14GA. IS EQUIVALENT TO TS 2 1/2" X 2 1/2" - 12GA AND EITHER ONE MAY BE USED IN LIEU OF THE OTHER.
8. GYPSUM BOARD OR DRYWALL FINISH OR ANY BRITTLE BASE MATERIAL IS NOT CONSIDERED OR ACCOUNTED FOR ON THE DESIGN CRITERIA.
9. ALL DESIGN CRITERIA MUST BE INCREASED TO THE NEXT HIGHER INCREMENT BASED ON THE TABLES ON PAGE 4. NO INTERPOLATION IS ALLOWED.

CARPORT STYLE BUILDINGS

DESIGN CRITERIA

DRAWING INDEX

PREVAILING CODE:	IBC 2018	COVER SHEET	1
USE GROUP:	U (CARPORTS, BARN)	SCHEDULES & MEMBER	
RISK CATEGORY:	1	SECTIONS	2
1. DEAD LOAD (D)	D = 4 PSF	FRAME SECTIONS & DETAILS	3
2. EOOD-LIVE/SNOW LOAD (L)	L _r = 20 - 61 PSF (VS PER SNOW LOAD SEE TABLE 4)	SPACING SCHEDULES - & ENCLOSURE NOTES	4
3. SNOW LOAD (S)	S = 20 - 90 PSF	PURLIN & GIRT SCHEDULES	5
GROUND SNOW LOAD	S _G = 20 - 90 PSF	SHEATHING OPTIONS	6
IMPORTANCE FACTOR	I _s = 0.8	SIDE WALL FRAMING	
THERMAL FACTOR	C _t = 1.2	& OPENINGS	7-A, 7-B
EXPOSURE FACTOR	C _e = 1.0	END WALL FRAMING & OPENINGS	8-A, 8-B
ROOF SLOPE FACTOR	C _s = 1.0	CORNER BRACING DETAILS	9
WIND LOAD (W)	W _{dir} = 105 - 130 MPH	OPTIONAL LEAN-TO ADDITION	10
BASIC WIND SPEED	C = 1.0	FOUNDATION OPTIONS	11-A TO 11-D
EXPOSURE	C = 1.0		
SEISMIC LOAD (E)	E = 1.0		
DESIGN CATEGORY	D = 1.0		
IMPORTANCE FACTOR	I _e = 1.0		

CUSTOMER INFORMATION

DESIGN LOADS

BUILDING INFORMATION

CERTIFICATION VALIDITY

OWNER: _____ ADDRESS: _____

GROUND BROW: _____ ROOF LIVE LOAD: _____ BASIC WIND SPEED: _____

WIND DIR: _____ LENGTH: _____ HEIGHT: _____

FRAME TYPE: ☐ A-FRAME ☐ REGULAR ☐ FULL ☐ PARTIAL ☐ OPEN

DATE OF PLANS: 01-30-2023

EXPIRATION: 01-30-2024

CERTIFICATION ON THESE DRAWINGS IS VALID FOR ONE YEAR FROM DATE OF ISSUE



457 N. Broadway,
Joshua, TX 76058
1-866-730-9865



A&A ENGINEERING
CIVIL/STRUCTURAL
6985 Innisbrook Place, Toledo, OH 43603
Tel: 419-292-0883 or Fax: 419-292-0883
www.aandengineering.com

DRAWING INFORMATION

PROJECT: 30'-0" WIDE BUILDINGS

LOCATION: STATE OF ARIZONA

PROJECT NO.: 023-21-0075

SHEET TITLE:

COVER SHEET

BHEET NO.: 1 / 11

DRAWN BY: A.W. DATE: 1/24/22

CHECKED BY: OAA DATE: 1/24/22

LEGAL INFORMATION

- ANY DUPLICATION OF THIS DRAWING IN WHOLE OR PART IS STRICTLY PROHIBITED. ANYONE DOING SO WILL BE PROSECUTED UNDER THE FULL EXTENT OF THE LAW. - DRAWINGS VALID UP TO DATE OF EXPIRATION.



STAMP EXPIRY: 12-31-2024

DATE SIGNED: 01-20-2022

CU 2022-3 - Crosby

**ZONING AMENDMENT CONDITIONAL USE PERMIT
BACKGROUND CHECKLIST**

1. Responses from adjacent property owners

In Favor

Opposed

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



July 7th, 2022

To: Chair and Commission

From: Britney Reynolds
Community Development Coordinator

RE: Conditional Use Permit CU2022-3; Apartment in commercial zoned area

Background:

Russell & Becky Crosby have lived at the property along Main St. for several years. The Crosby's are purchasing a pre-fabricated building for a garage and would like to convert a portion of this into an apartment style unit for their son and then for family use in the future.

Recommendation:

The following is from code regarding commercial zoned areas:

18.48.040 - Conditional uses.

In the C-1 zone, the following uses require a conditional use permit:

Residences and uses allowed in the R2-7 zone, subject to the property development standards of the R2-7 zone;

As the Crosby's have come to ask for a conditional use permit and this falls within the allowed uses with a conditional use permit, I would recommend approval of this permit. Conditions may be placed by the commission if you feel it is necessary to not allow this to be a rental in the future and just continue with family use.

Respectfully,

Britney Reynolds
Community Development Coordinator