



## PLANNING AND ZONING COMMISSION MEETING

LIBRARY PROGRAM ROOM  
808 S 7<sup>th</sup> AVENUE, SAFFORD  
THURSDAY, JUNE 11, 2015  
5:30 PM

### MINUTE RECORD

**COMMISSIONERS PRESENT:** Gene Fowler, Chairman; Diane Junion, Vice-Chair; E.C. "Buff" Cunningham III, Commissioner; John Q. Figueroa, Commissioner; James F. Moser, Commissioner;

**COMMISSIONERS ABSENT:** Boyce McBride, Commissioner; Tracey O'Donnal, Commissioner

**STAFF PRESENT:** Dustin Welker, Planning & Community Development Director; Amber Hogle, Administrative Assistant; Dale Clark, IT Specialist

**OTHERS PRESENT:** Jim Howes, Council Liaison

1. **WELCOME AND CALL TO ORDER:** Chairman Fowler called the meeting to order at 5:33 p.m.
2. **ROLL CALL:** A quorum was present for the meeting.
3. **PUBLIC COMMENT ON AGENDA:** None
4. **MINUTES:** It was motioned by Vice-Chair Junion, seconded by Commissioner Figueroa and carried unanimously to approve minutes of the February 19, 2015 Planning and Zoning Commission Meeting. **MOTION ADOPTED**
5. **DEVELOPMENT REVIEW COMMITTEE MINUTES:** None
6. **PLANNING AND ZONING COMMISSION:**
  - 6.1 **General Plan** Mr. Welker introduced the Public Participation Plan to the members of the Commission. (See attached PowerPoint presentation). He stated the City of Safford received 6 bids from qualified organizations. Members of the General Plan Project Team unanimously agreed upon contracting with The Planning Center to conduct the

update for the General Plan due to their ample experience. Mr. Welker also informed the Commission the current General Plan, previously adopted in 2004, will be reviewed as well as increasing the number of elements included. The new General Plan will be more eye catching and picture based, rather than a fully textual document the City currently has. The City is hoping for a lot of feedback from the public and plans to reach out for as much participation as possible from City staff and the public.

Chairman Fowler inquired if Graham County has a plan similar to the City of Safford's General Plan? Yes, the County's Plan is called a "Comprehensive Plan."

Mr. Welker requested the Commission identify through a consensus one individual to be involved in the Guidance Team. Commissioner Fowler volunteered to serve on the Guidance Team on behalf of the Commission, but suggested to have a second member from the Commission on the team or an alternate member. It was determined by a consensus Chairman Fowler would be part of the Guidance Team and Commissioner Figueroa would be the second/alternate Guidance Team member.

Chairman Fowler questioned how word would get out to the public? Use of newspaper, social media, radio and possibly utility bill mailings.

Commissioner Cunningham inquired the purpose? Mr. Welker replied the purpose is to reevaluate the current plan to ensure that we have an up-to-date planning document in order to know what we want to be. The General Plan also helps to guide the Commission and City Council in decision making. Mr. Welker also noted the City has seen many items come to pass from the current plan.

Commissioner Cunningham asked how this would be paid for? Mr. Welker stated out of the City of Safford's General Fund.

Commissioner Cunningham also inquired about the charrette study as mentioned in the PowerPoint and Public Participation Plan? Mr. Welker stated it is a way to get residents in the door to tell us (the City) what they want. Mr. Welker noted the City will be providing The Planning Center names of individuals they may want to meet with during the charrette study. Mr. Welker feels the charrette study is one step beyond a public hearing in an effort to receive public involvement.

Chairman Fowler expressed his appreciation of having the General Plan over the years as it can be used as a great guidance tool for everyone involved when considering changes.

Commissioner Cunningham questioned the terms of the contract? Mr. Welker informed the members of the Commission it is a “not to exceed contract” in the amount of \$85,000 encompassing the approximate one year process.

It was motioned by Commissioner Moser, seconded by Vice-Chair Junion and carried unanimously to recommend the General Plan Update Public Participation Plan to the Safford City Council.

**MOTION ADOPTED**

- 6.2 **Annexation Update** Mr. Welker presented two maps, attached. One is for the currently planned annexation of Curtis Landscape and the other is a preliminary 100 acre annexation map for the property owned and being developed by Ted Prina which encompasses the newer DES and VA Clinic locations north of the Pepsi plant. (See attached maps for an overview of the properties as discussed).

7. **PROJECT UPDATES AND ANNOUNCEMENTS:**

Mr. Welker provided a new project report created by the City’s Planning & Community Development Department which is submitted to the Safford City Council each month. He informed members of the Commission that the report will be emailed to each Commissioner on a monthly basis so that they may stay better informed in between Commission meetings. (See attached Planning & Community Development report).

8. **CALL TO THE PUBLIC:** None

9. **NEXT SCHEDULED MEETING:** TBA

10. **ADJOURN:** It was motioned by Vice-Chair Junion, seconded by Commissioner Figueroa and carried unanimously to adjourn the meeting at 6:24 p.m.

**MOTION ADOPTED**

APPROVED:

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Gene Fowler, Chairman  
Planning & Zoning Commission

ATTEST:

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Amber Hogle, CMC, Administrative Assistant  
Planning & Community Development

STATE OF ARIZONA     )  
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County of Graham     )

*CERTIFICATION*

*I hereby certify that the foregoing minutes are a true and correct copy of the Meeting of the Safford Planning & Zoning Commission, located in Safford, Graham County, Arizona, held Thursday, June 11, 2015, and approved at a Planning & Zoning Commission Meeting on \_\_\_\_\_ . I further certify the meeting was duly called, held and that a quorum was present.*

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Amber Hogle, CMC, Administrative Assistant

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