

# DRAFT

**REGULAR MEETING OF THE PLANNING & ZONING  
COMMISSION OF THE CITY OF EL MIRAGE  
EL MIRAGE POLICE DEPARTMENT  
12401 W. CINNABAR AVENUE  
6:00 PM - TUESDAY, OCTOBER 11, 2022**

**Minutes**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE - MEETING CALLED TO ORDER AT 6:00 pm.**

2. **ROLL CALL**

Present: Martin Crosby, Commission Vice Chair; Skip Ast, Commissioner; Mariane Anderson, Commissioner; Marie Houston, Commissioner; Lupe Amarillas, Commissioner

Absent: Bob Jones , Commission Chairperson

3. **ACTION ITEMS - Zoning items requiring review and Commission action**

1. **APPROVAL OF MINUTES FROM THE PLANNING & ZONING COMMISSION MEETING HELD ON AUGUST 9, 2022, AUGUST 18, 2022, AND SEPTEMBER 13, 2022.**

Commissioner Ast moved to approve the minutes from the Planning and Zoning Commission meetings held on August 9, 2022, August 18, 2022, and September 13, 2022; Commissioner Anderson seconded.

**Vote:** 5 - 0 Passed

Other: Commission Chairperson Bob Jones (EXCUSED)

2. An item for discussion and consideration for a recommendation to City Council on a site plan zoning application for a Warehousing / Distribution center use located at the southwest corner of Dysart Road and Joe R Ramirez Road submitted by Nexen Properties. (Development Services)

Senior Planner Jose Macias presented information on the site plan zoning application and introduced the applicant, Tyler Lin who was on the telephone and the consultant for the applicant, Albert Madrid who was present. Commissioner Amarillas asked if the main use of the facilities would be distribution and Mr. Madrid stated yes and possibly a warehouse facility. Commissioner Amarillas asked why there is a request for a parking variance if the use of the facility is undetermined and Mr. Madrid stated they are anticipating possible uses and the parking needs for each. Commissioner Ast asked if there were potential clients at this time and Mr. Madrid stated they do not have any specific clients yet and are keeping their options open for flexibility at this time. Economic Development Manager Tom Doyle stated that by having completed facilities available for use the opportunities for new clients increases. Mr. Macias stated the new tenants will need to apply for a certificate of occupancy which will require a review of the parking requirements at that time. Commissioner Anderson asked what the timeline was for completion and Mr. Madrid stated all buildings should be completed by fall of 2023. Commissioner Amarillas asked why the application states two phases for building and Mr. Macias

stated one phase and Mr. Madrid stated there was an error with the application, and it is going to be completed in one phase. Commissioner Houston asked for an explanation on how Dysart Road will be affected by this development and City Engineer Jorge Gastelum detailed the future plans for expansion of Dysart Road.

Commissioner Anderson moved to recommend to City Council approval of a site plan zoning application for a warehousing/distribution center use located at the southwest corner of Dysart Road and Joe R Ramirez Road submitted by Nexen Properties; seconded by Commissioner Ast.

**Vote:** 5 - 0 Passed - Unanimously

4. **STAFF REPORT** - The Commission may not discuss or act upon any matter unless the matter is properly noticed for legal action.

Mr. Gastelum stated the Fall Harvest Festival is taking place on October 28, 2022, at 5:00 pm at Gentry Park. Mr. Macias stated there are special events happening each month until Spring of 2023 and that early voting begins on Wednesday, October 12, 2022, and residents can vote at the City Hall Council Chambers. Mr. Macias also explained his division has received twenty-seven applications so far this year and sixteen have been processed already. Mr. Doyle stated there is an entrepreneurial training event at the library on Wednesday, October 19, 2022, and reserved spots are filling up quickly.

5. **COMMISSIONER COMMENTS** - The Commission may not discuss or act upon any matter unless the matter is properly noticed for legal action.

Commissioner Ast thanked Mr. Paladini for the training session and thanked staff for the great work they have done. Vice-chair Crosby thanked staff for the hard work.

6. **ADJOURNMENT - MEETING ADJOURNED AT 6:26 pm.**

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Bob Jones, P&Z Chair

ATTEST:

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Wendy Henson, Deputy City Clerk

I hereby certify the aforementioned minutes are a true and accurate record of the Regular P&Z Meeting held on Tuesday, October 11, 2022, and a quorum was present.



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Wendy Henson, Deputy City Clerk