

DRAFT

REGULAR MEETING OF THE PLANNING & ZONING
COMMISSION OF THE CITY OF EL MIRAGE
EL MIRAGE CITY COUNCIL CHAMBERS
10000 N. EL MIRAGE ROAD
6:00 PM - TUESDAY, MAY 9, 2023

Minutes

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

2. **ROLL CALL**

Present: Marie Houston, Commissioner Chairperson; Lupe Amarillas , Commissioner Vice Chair; Brian Campbell-Sanderfield, Commissioner; Martin Crosby, Commissioner

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

1. Consideration and action to approve the minutes of the Planning and Zoning Commission meeting held on April 11, 2023.

Vice Chairperson Amarillas moved to approve the minutes of the Planning and Zoning Commission meeting held on April 11, 2023; seconded by Commissioner Crosby.

Vote: 4 - 0 Passed - Unanimously

2. Discussion and recommendation to City Council on a site plan approval application for a light manufacturing use for a building truss plant located at 9105 N El Mirage Rd, El Mirage, AZ 85335 submitted by PHNX DESIGN, LLC.

City Engineer Jorge Gastelum presented background information on the site plan approval application. PHNX Design, LLC., Managing Member Mike Hills stated they are looking forward to operating in El Mirage and feel the location chosen is the best fit for the business. Commissioner Crosby asked when construction would begin and Mr. Hills stated as soon as possible. Vice Chairperson Amarillas asked if an additional accessible parking space would be added and Mr. Hills stated yes. Vice Chairperson Amarillas asked if there would be a second shift added and Mr. Hills stated it would be added at a future date. Chairperson Houston asked what the noise level would be during operating hours and Mr. Hills stated the business generates minimal levels of noise.

Vice Chairperson Amarillas moved to recommend to City Council approval of a site plan application for a light manufacturing use for a building truss plant located at 9105 N. El Mirage Road, submitted by PHNX DESIGN, LLC; seconded by Commissioner Campbell-Sanderfield.

Vote: 4 - 0 Passed - Unanimously

3. Swearing in of Phil Bueno to fill a Commissioner vacancy with a term that expires June 30, 2027 and Cornelia Nelson to fill an alternate Commissioner vacancy with a term that expires June 30, 2027.

City Clerk Sharon Antes administered the oath of office to Phil Bueno and Cornelia Nelson, who then took their seats on the dais.

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

Mr. Gastelum welcomed the new commissioners and stated there are no items on the agenda for the June meeting and he will advise later if a June meeting will be held. Economic Development Manager Tom Doyle welcomed the new commissioners and stated he will be attending the International Council of Shopping Centers in a few weeks and already has nine meetings scheduled with prospective clients.

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

Commissioners Bueno and Nelson thanked staff for the opportunity to join the commission. Commissioners Crosby and Campbell-Sanderfield welcomed the new commissioners. Vice Chairperson Amarillas welcomed the new commissioners and congratulated Chairperson Houston and Commissioner Campbell-Sanderfield on achieving their Masters Degrees. Chairperson Houston welcomed the new commissioners and stated everyone is available to help if there are any questions.

6. **ADJOURNMENT - MEETING ADJOURNED AT 6:16 PM**

Marie Houston P&Z Chair

ATTEST:

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, May 9, 2023, and a quorum was present.



Wendy Henson, Deputy City Clerk