

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 14, 2024

Minutes

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

2. **ROLL CALL**

Present: Marie Houston, Chairperson; Phil Bueno, Commissioner; Brian Campbell-Sanderfield, Commissioner, Cornelia Nelson, Commissioner
Excused: Lupe Amarillas, Vice-Chairperson

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

1. Approve the minutes of the Planning and Zoning Commission Work Session and Meeting held on April 9, 2024.

Commissioner Campbell-Sanderfield moved to approve the minutes of the April 9, 2024, Planning and Zoning Commission meeting; seconded by Commissioner Bueno.

Vote: 3 - 0 Passed

Other: Commissioner Chairperson Marie Houston (ABSTAIN)

2. A public hearing, closure of public hearing, followed by a discussion and recommendation to the City Council on a conditional use permit zoning application to amend an existing small wireless communication cell site located at 12900 N 124th Ave, El Mirage AZ 85335 submitted by BK Design Inc.

Chairperson Houston opened the Public Hearing.

Senior Planner Jose Macias presented background information on the conditional use permit zoning application and introduced applicant Bryan Korte. Commissioner Campbell-Sanderfield asked when the work would be completed and Mr. Korte stated within the year.

Hearing no further comments, Chairperson Houston closed the Public Hearing.

Commissioner Campbell-Sanderfield moved to recommend to Council approval of a conditional use permit zoning application to amend an existing small wireless communication cell site located at 12900 N. 124th Avenue; seconded by Commissioner Bueno.

Vote: 4 - 0 Passed - Unanimously

3. A public hearing, closure of public hearing, followed by a discussion and recommendation to the City Council on a conditional use permit zoning application to amend an existing small wireless communication cell site located at 14010 N El Mirage Rd, El Mirage AZ 85335 submitted by BK Design Inc.

Chairperson Houston opened the Public Hearing.

Mr. Macias provided information on the conditional use permit zoning application. Commissioner Campbell-Sanderfield asked how often the cell sites are maintained and Mr. Korte answered the sites are checked three to four times per year. Commissioner Bueno asked how long it would take to complete the updates to each site and Mr. Korte stated it could take up to one week.

Hearing no further comments, Chairperson Houston closed the Public Hearing.

Commissioner Campbell-Sanderfield moved to recommend to Council approval of a conditional use permit zoning application to amend an existing small wireless communication cell site located at 14010 N. El Mirage Road; seconded by Commissioner Bueno.

Vote: 4 - 0 Passed - Unanimously

4. A public hearing, closure of public hearing, followed by a discussion and recommendation to the City Council on a conditional use permit zoning application to amend an existing small wireless communication cell site located at 11006 N El Mirage Rd, El Mirage AZ 85335 submitted by BK Design Inc.

Chairperson Houston opened the Public Hearing.

Mr. Macias provided background information on the conditional use permit zoning application.

Hearing no comments, Chairperson Houston closed the Public Hearing.

Commissioner Campbell-Sanderfield moved to recommend to Council approval of a conditional use permit zoning application to amend an existing small wireless communication cell site located at 11006 N. El Mirage Road; seconded by Commissioner Bueno.

Vote: 4 - 0 Passed - Unanimously

5. A public hearing, closure of public hearing, followed by a discussion and recommendation to the City Council on a conditional use permit zoning application to amend an existing small wireless communication cell site located at 12325 N B Street, El Mirage AZ 85335 submitted by BK Design Inc.

Chairperson Houston opened the Public Hearing.

Mr. Macias provided background information on the conditional use permit zoning application. Commissioner Nelson thanked the applicant for updating the cell towers in El Mirage.

Hearing no further comments, Chairperson Houston closed the Public Hearing.

Commissioner Campbell-Sanderfield moved to recommend to Council approval of a conditional use permit zoning application to amend an existing small wireless communication cell site located at 12325 N. B Street; seconded by Commissioner Bueno.

Vote: 4 - 0 Passed - Unanimously

6. A public hearing, closure of public hearing, followed by a discussion and recommendation to the City Council on a conditional use permit and site plan zoning application for a proposed industrial use for a concrete batch plant located at 10241 N 12th Ave submitted by Melvin Slater.

Chairperson Houston opened the Public Hearing.

Mr. Macias provided information on the conditional use permit and site plan zoning application. Mr. Macias introduced the applicant, Melvin Slater. Commissioner Campbell-Sanderfield asked what the hours of operation would be for the site and Mr. Slater responded 3:00 am - 2:00 pm. Commissioner Bueno asked if they were planning to be in the flood plain or not and Mr. Slater stated there would be no structures in the area of the 100-year flood plain. Commissioner Nelson asked what business was in the location presently and Mr. Slater answered it was a fiberglass business. Ms. Nelson asked if there would be silos on the site and Mr. Slater answered there would be two. Commissioner Nelson asked if there would be signage installed and Mr. Slater stated there may be signage in the future. Commissioner Nelson asked the applicant what his previous business was and Mr. Slater stated he has two concrete companies and this plant would be supplying for the needs of those two businesses.

Hearing no further comments, Chairperson Houston closed the Public Hearing.

Commissioner Campbell-Sanderfield moved to recommend to Council approval of a conditional use permit for a proposed industrial use for a concrete batch plant located at 10241 N. 121st Avenue; Seconded by Commissioner Bueno.

Vote: 4 - 0 Passed - Unanimously

Commissioner Campbell-Sanderfield moved to recommend to Council approval of a site plan zoning application for a proposed industrial use for a concrete batch plant located at 10241 N. 121st Avenue; seconded by Commissioner Bueno.

Vote: 4 - 0 Passed - Unanimously

7. A discussion and recommendation to the City Council on a site plan approval application for an office and retail use located at 11919 W Thunderbird Rd, El Mirage, AZ, 85335, submitted by R Lepore Architecture, LLC.

Mr. Macias presented information on the site plan application and introduced the applicant, Robert Lepore, and site owner Maria Arismendez. Mr. Lepore detailed plans to move the trash location to allow access for pickup. Commissioner Campbell-Sanderfield asked if the future tenants would increase traffic flow in the area and Ms. Arismendez answered the businesses would be online only. Commissioner Bueno asked if there would be signage and Ms. Arismendez stated they are in the process of finalizing the signs and locations of them. Commissioner Nelson asked for information regarding the entrances of the building and Mr. Lepore detailed the floor plan and how each tenant would access their offices. Chairperson Houston asked how future tenant customer parking would be addressed and Ms. Arismendez stated the tenants would be online businesses. Mr. Lepore stated parking would be addressed in each tenant's lease.

Commissioner Campbell-Sanderfield moved to recommend to Council approval of a site plan application and parking waiver for an office and retail use located at 11919 W. Thunderbird Road; seconded by Commissioner Bueno.

Vote: 4 - 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

Senior Planner Macias stated there is one item for the June meeting.

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

Commissioner Campbell-Sanderfield thanked staff for their efforts. Commissioner Bueno thanked staff and commissioners for their efforts during the meeting. Chairperson Houston thanked staff for preparing for the meeting.

6. **ADJOURNMENT - MEETING ADJOURNED AT 6:59 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 14, 2024, and a quorum was present.



Wendy Henson, Deputy City Clerk