

# 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, FEBRUARY 13, 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; Lupe Amarillas, Vice-Chairperson; Phil Bueno, Commissioner; Brian Campbell-Sanderfield, Commissioner, Cornelia Nelson, 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 Work Session and Meeting held on January 9, 2024.

Vice-Chairperson Lupe Amarillas moved to approve the minutes of the January 9, 2024 Work Session and Planning & Zoning Commission meeting; seconded by Commissioner Campbell-Sanderfield

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

2. 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 approval for an industrial use located at 12126 W Olive Avenue, El Mirage Az 85335 submitted by Fuel Processing Operators, LLC.

Chairperson Houston opened the public hearing.

Senior Planner Jose Macias presented information on the conditional use permit and site plan. The applicant's consultant, John Ulibarri, discussed some of the stipulations being requested. Commissioner Campbell-Sanderfield asked if this was an extension to the current site and Mr. Ulibarri said yes, this will increase the capacity of fuel storage for the business. Mr. Ulibarri stated the applicant is requesting the new entrance to have full access like the current entry does now. Mr. Macias stated staff would work with the applicant on all stipulations.

Hearing no further comments, Chairperson Houston closed the public hearing.

Commissioner Nelson stated she appreciates the applicants' detailed information that was provided.

Vice-Chairperson Amarillas moved to recommend to Council approval of the conditional use permit for an industrial use at 12126 West Olive Avenue; seconded by Commissioner Campbell-Sanderfield.

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

Vice Chairperson Amarillas moved to recommend to Council approval of the site plan for 12126 West Olive Avenue; seconded by Commissioner Campbell-Sanderfield.

**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

Senior Planner Macias stated there would be three to four items for the March meeting which would be held at the El Mirage Police Department. Economic Development Manager Tom Doyle advised staff that Mayor Hermosillo sat on a panel for the International Economic Development Council and represented the West Valley at the conference. Development Services Director Jorge Gastelum stated the weekly reports would continue to be sent by Ella and if there were any questions, the commissioners could call or email him.

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 the commissioners and staff for his one-year anniversary and all the hard work that is put into these meetings. Commissioner Bueno thanked staff for their work. Commissioner Nelson congratulated staff on the success of the new online permitting process. Chairperson Houston congratulated Commissioner Campbell-Sanderfield on his first anniversary as a commissioner.

6. **ADJOURNMENT - MEETING ADJOURNED AT 6:21 PM**

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Marie Houston 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, February 13, 2024, and a quorum was present.



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Wendy Henson, Deputy City Clerk