

# 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, SEPTEMBER 10, 2024**

**Minutes**

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

**2. ROLL CALL**

**Present:** Phil Bueno, Chairperson; Lupe Amarillas, Vice-Chairperson; Brian Campbell-Sanderfield, Commissioner; William Mejia, Commissioner; Cornelia Nelson (Excused), Commissioner; Thomas Gouer, Alternate Commissioner; Janie Garcia, Alternate Commissioner

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

1. Approve the minutes of the Planning and Zoning Commission held on July 9, 2024.

Vice-Chairperson Amarillas moved to approve the minutes of the Planning and Zoning Commission meeting from July 9, 2024; 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 for an indoor self-storage in an Urban Corridor zone and building configuration in the Thunderbird Road Overlay District, and site plan approval located on Thunderbird Road and 126<sup>th</sup> Avenue in El Mirage AZ 85335 submitted by Withey Morris Baugh.

Chairperson Bueno opened the Public Hearing.

Senior Planner Jose Macias provided information on the item. Applicant Attorney Alex Hayes also provided a presentation on the item. Applicant Consultant Teale Bloom discussed retail opportunities for the north portion of the location. Vice-Chairperson Amarillas asked when the stipulations would be addressed and Mr. Hayes stated as soon as possible. Commissioner Campbell-Sanderfield asked how long the construction would affect Thunderbird Road traffic and Mr. Hayes stated only a few months. Chairperson Bueno asked what type of retail they are looking to add to the location and Mr. Hayes stated drive-thru restaurants.

Resident Steve Gilliam stated the empty lot is an eyesore, and he is glad it is being developed. Mr. Gilliam asked if certain items are restricted from storage and what type of security and fire system would be in place.

Resident Ryan Eldridge asked how the south area buffer area would be secured and that traffic is a concern for residents.

Consultant John Hartman stated the location would be alarmed with cameras and a fire system would be in place. Mr. Hartman said all customers are required to sign a contract acknowledging that certain items are not permitted on-site for storage and the buffer area to the south will be fenced off and monitored.

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

Vice-Chairperson Amarillas stated it is good that this lot is being developed now. Commissioner Mejia stated the self-storage should attract more retail to the area. Commissioner Gouer stated this is a good development for the city. Chairperson Bueno stated he is glad the lot is being developed.

Vice-Chairperson Amarillas moved to recommend to Council the approval of a conditional use permit for an indoor self-storage and site plan approval as presented; seconded by Commissioner Campbell-Sanderfield.

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

3. A discussion and recommendation to the City Council on a site plan approval application for a restaurant with a drive-through facility at the intersection of Grand Ave and Acoma Drive in El Mirage AZ 85335 submitted by Helix Engineering, LLC.

Senior Planner Macias presented information on the site plan and introduced applicant Kenzie Hamann who stated they are working with staff to prevent traffic issues. Vice-Chairperson Amarillas stated that addressing traffic concerns is very important. Commissioner Campbell-Sanderfield stated the traffic is a concern in the area and the development is needed. Commissioner Mejia asked when the location would be open for business and Ms. Hamann stated just a few months. Chairperson Bueno stated he was happy to see a coffee vendor coming to the city.

Vice-Chairperson Amarillas moved to recommend to Council a site plan approval application for a restaurant with a drive-through facility as presented; seconded by Commissioner Campbell-Sanderfield.

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

4. A training presentation providing orientation information for commissioners.

City Attorney Jon Paladini provided a PowerPoint presentation explaining the roles, responsibilities and best practices of a Planning and Zoning Commission member.

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

Senior Planner Jose Macias stated there would be a meeting in October. Economic Development Manager Tom Doyle stated there would be a Grand Opening at the Oak Street Health on September 27, 2024, at 11:00 am. Mr. Doyle stated he would send additional information on the event soon. City Engineer Jorge Gastelum advised the commissioners that a weekly update is sent to them via email and, if they have any questions regarding the information, to reach out to staff.

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

Vice-Chairperson Amarillas thanked staff for the informative presentations. Commissioner Campbell-Sanderfield thanked staff for their work on the presentations. Commissioner Mejia thanked staff for the presentations. Commissioner Gouer thanked staff for helping them to understand the items through the presentations. Chairperson Bueno thanked everyone for attending the meeting.

6. **ADJOURNMENT - MEETING ADJOURNED AT 7:33 PM**

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Philip Bueno, 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, September 10, 2024, and a quorum was present.

  
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Wendy Henson, Deputy City Clerk