

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, OCTOBER 14, 2025

Minutes

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE - meeting called to order at 6:00 p.m.**

2. **ROLL CALL**

Present: Brian Campbell-Sanderfield, Commissioner; Janie Garcia, Commissioner; Thomas Gouer, Commissioner; William Mejia, Commissioner (via telephone)

Absent: Philip Bueno, P&Z Chairperson

3. **ACTION ITEMS**

Citizens desiring to speak on an agenda item may do so when called upon by the presiding officer. Comments shall be limited to three (3) minutes per person and shall be addressed to the Planning and Zoning Commission as a whole.

1. An item for discussion and consideration to appoint a Pro Tem Chairperson for the October 14, 2025, Planning and Zoning Commission.

Commissioner Garcia moved to nominate Commissioner Campbell-Sanderfield for Pro Tem Chairperson, seconded by Commissioner Gouer.

Motion passed - (4/0)

2. An item for discussion and consideration and action to approve the minutes of the September 9, 2025, Planning and Zoning Commission meeting.

Commissioner Mejia moved to approve the minutes of the September 9, 2025, Planning and Zoning Commission meeting, seconded by Commissioner Garcia.

Motion passed - (4/0)

3. An item for discussion and recommendation to the El Mirage City Council on a site plan zoning application and request for a parking waiver for a light manufacturing use for a manufacturing home operation in a Planned Area Development (PAD) zone at 13201 W. Joe R Ramirez Road, El Mirage, AZ 85335, submitted by DLR Group Inc.

Jose Macias, Senior Planner, presented a site plan zoning application and request for a parking waiver for a light manufacturing use for a manufacturing home operation in a Planned Area Development (PAD) zone at 13201 W. Joe R. Ramirez Road, El Mirage, AZ 85335, submitted by DLR Group Inc. The site's approximately 40 plus acres. It is within the 2020 General Plan Commerce Industrial Park planning area which is also in compliance with the plan, so no actions required. This request is for light manufacturing and for our zoning code. It is within the Luke Air Force Base noise contours AD LDN and also in the accidental potential zone the line is currently

undeveloped. He stated the site is outside the flood zone. This is about 40 plus acres with a large main building that is over 500,000 square feet. The facility will have three main entrances to the north of Joe Ramirez for employee parking. There are some accessory buildings that are located at the rear of the property for storage and paint booth. Also, there is a retention basin at the very end of the property. This site is also going to have a display area of their products at one of the main entrances of Joe R. Ramirez Road. The total square footage is over 575,000 square feet, which is about 30% of lot coverage. Staff reviewed the application, and found that it meets all the requirements, and it's ready for the public meeting process.

Commissioner Mejia asked the applicant if they were aware of the anticipated traffic count or day trips this would generate and the hours of operation. Richard South, Project Manager with DLR Group Architects, stated they do not have the information on the maximum trips, but the maximum capacity of employees will be 455. There will be private vehicles and deliveries happening throughout the day. The hours of operation would be from 8:00 a.m. to 6:00 p.m.

Commissioner Mejia moved to approve the site plan and request for a parking waiver for a light manufacturing use for a manufacturing home operation in a Planned Area Development (PAD) zone at 13201 W. Joe R. Ramirez Road in El Mirage, AZ 85335, seconded by Commissioner Gouer.

Motion passed (4/0)

4. A public hearing followed by a discussion and recommendation to the City Council regarding a Zoning Text Amendment to the City of El Mirage, Arizona, Zoning Code: Land Use Volume 2, Title XV; Zoning Code Land Use Chapters 154.156 Procedure for Site Plan Approval Process and Chapter 155.030 Platting Procedure and Requirements and Appendix A & B.

Commissioner Campbell-Sanderfield opened the public hearing at 6:17 p.m.

Mr. Macias presented a Zoning Text Amendment. House Bill 2447 was signed earlier this year by the governor and goes into effect on January 1st of 2026. This bill does have some requirements and some recommendations for cities to follow. The first one is a certification program, which I believe we're not going to do here in the city of El Mirage. We are required to do the site and development plans to be reviewed along with the lot line adjustment divisions and ties the preliminary plots and final plots and any design review plat amendments. Those items are going to be now go through staff review and approval.

However, staff will still come to the Planning and Zoning Commission for the additional items, which are variances, appeals, land and easement acceptance, rezoning and text amendments, and general plans. In addition, Commissioners may be asked to join a task force to review any kind of project. Some of the areas of our code will need to be amended in the administrative procedures and platting procedures and requirements.

Commissioner Campbell-Sanderfield closed the public hearing at 6:21 p.m.

Commissioner Garcia moved to recommend to City Council the Zoning Text Amendment to the City of El Mirage, Arizona, Zoning Code: Land Use Volume 2, Title XV; Zoning Code Land Use Chapters 154.156 Procedure for Site Plan Approval Process and Chapter 155.030 Platting Procedure and Requirements and Appendix A & B, seconded by Commissioner Gouer.

Motion passed (4/0)

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

Mr. Macias stated there may not be a meeting in November, but he is currently working on future agenda items.

Tom Doyle, Economic Development Manager, stated 455 jobs is phenomenal and wanted to make sure you understand there's a difference between different types of jobs when we're talking about light manufacturing jobs. It has a three to one ratio, meaning for every one direct Cavco job creates three indirect jobs. Those indirect jobs could be a supplier or something related, or it could be a food vendor that's providing food. The Greater Phoenix Economic Council and Arizona Commerce Authority have incentives that are largely based on trying to attract light manufacturing. It creates more jobs and higher-paying jobs than normally comes with big benefits.

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

Commissioner Mejia stated he would just like to piggyback off what staff just suggested as far as utilizing the resources and really having our education system and programming that we have and other resources to serve as incubators for the demand in the workforce that is needed and is coming into the City of El Mirage. He stated he is definitely excited to see that and wanted to thank everyone, the commission members, staff and everyone for coming out.

Commissioner Garcia stated it's great to hear that our staff in the city are working with these businesses. It's not just once they're here, they're here, still working with them to build upon what they're doing to help our community. And it's great to hear that we're working with the youth as well to help build them up because that's our future. That's a great report back. Appreciate it.

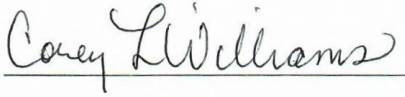
Commissioner Gouer stated the thought that 400 plus jobs coming here. That's definite tax revenue for the city and especially going to the schools. Getting the youth involved for these are high-paying jobs.

You know good jobs. Thanks to the staff and great job, Commissioner Sanderfield and on short notice.

Commissioner Campbell-Sanderfield stated he would like to echo the sentiments that the other Commissioners stated. I'd like to thank the staff for being patient and accommodating, and certainly to Tom. Your point, I really think that's great. What's going on with light manufacturing and then also that you managed to pull potential employees from a very local school. So that's great to hear too.

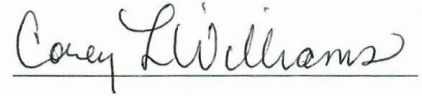
6. **ADJOURNMENT** - **meeting adjourned at 6:31 p.m.**

ATTEST:

Handwritten signature of Corey Williams in cursive script, underlined.

Corey Williams, Sr. Mgt. Clerk Specialist

I hereby certify the aforementioned minutes are a true and accurate record of the Regular P&Z Meeting held on Tuesday, October 14, 2025, and a quorum was present.

Handwritten signature of Corey Williams in cursive script, underlined.

Corey Williams, Sr. Mgt. Clerk Specialist