

## MINUTES

REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
SAN LUIS COUNCIL CHAMBERS  
1090 E. UNION STREET  
JANUARY 9, 2018  
7:00 PM

**1. CALL TO THE ORDER /ROL CALL:** The meeting was called to order at approximately 7:02 PM., by Chairman Bill Cordova.

**2. PLEDGE OF ALLEGIANCE:** Pledge of Allegiance was led by Chairman Cordova.

**PRESENT:**

Chairman Bill Cordova  
Vice Chairman Javier Barraza (*attended via telephone@ 7:15 p.m.*)  
Commission Member Daniel Bazua  
Commission Member Guillermina Fuentes  
Commission Member Jose A. Ponce  
Commission Member Marco A. Pinzon

**ABSENT:** Commission Member Hugo Garcia

**OTHER PRESENT:** Jose A. Guzman, Acting Planning and Zoning Director  
Roman Pacheco, Planning Technician  
Eulogio Vera, Director of Public Works  
John Starkey, Resident  
Kay Macuil, City Attorney  
Najeh Edais, Edais Engineering, Inc.  
Ray Urias, Attorney  
Rich Bauermann, Fire Department

### **3. CONSENT AGENDA**

#### **3. A. APPROVAL OF MINUTES-**

- Regular Planning and Zoning Commission meeting held November 14, 2017
- Regular Planning and Zoning Commission meeting held December 12, 2017

**MOTION:** **Marco A. Pinzon / Daniel Bazua** to APPROVE the Consent Agenda as presented. Motion passed unanimously (6-0).

**4. ITEMS REQUIRING DISCUSSION AND/OR ACTION** – the Planning & Zoning Commission will be considering a vote or action on the following cases. Any vote or action will be considered separately for each case.

#### **4. A. Election of Officers**

**Chairman Cordova** entertained a motion for appointment of a chairman and vice chairman to serve the Planning and Zoning Commission.

**MOTION:** **Jose A. Ponce / Marco A. Pinzon** to appoint Mr. Javier Barraza to serve as chairperson of the Planning and Zoning Commission. Motion passed unanimously (6-0).

**MOTION:** **Daniel Bazua / Guillermina Fuentes** to appoint Marco A. Pinzon to serve as vice-chairperson of the Planning and Zoning Commission. Motion passed unanimously (6-0).

**4. B. Discussion and possible action on any and all matters regarding Subdivision Case No. 2017-0737P. A request by Riedel Holdings LLC, property owner, for the preliminary plat approval for Santa Cecilia No. 2 Subdivision. The property is located at the northwest corner of County 24th Street and 20th Avenue, Assessor's Parcel No. 227-10-012, San Luis, Arizona.**

#### **A. Staff presentation**

**Jose A. Guzman, Acting Planning and Zoning Director**, summarized staff report recommending APPROVAL of Subdivision Case No. 2017-0737P with the condition that the applicant address the letter from staff dated January 9, 2018.

**Commission Member Guillermina Fuentes** asked Mr. Eulogio Vera Director of Public Works, if he can explain the Public Works comment 1. SWPP as shown in the letter of comments dated January 9, 2018.

**Eulogio Vera, Director of Public Works** explained that on this specific comment on their SWPP plan they have notes on there and one of the notes stated contractor to sweep the street after the project is completed. This just means that the contractor has the responsibility and they still have to comply with state and federal laws.

**MOTION: Marco A. Pinzon / Jose A. Ponce** to APPROVE Subdivision Case No. 2017-073P with recommendation of approval subject to condition that the applicant addresses the letter from staff dated January 9, 2018. Motion passed unanimously (6-0).

**5. C. Discussion and possible action on any and all matters regarding Subdivision Case No. 2017-0738F. A request by Riedel Holdings LLC, property owner, for the preliminary plat approval for Santa Cecilia No. 2 Subdivision. The property is located at the northwest corner of County 24th Street and 20th Avenue, Assessor's Parcel No. 227-10-012, San Luis, Arizona.**

**Jose A. Guzman, Acting Planning and Zoning Director**, summarized staff report recommending APPROVAL of Subdivision Case No. 2017-0738F with the condition that the applicant address the letter from staff dated January 9, 2018.

**Commission Member Guillermina Fuentes;** asked should the project be completed before we approve the final plat. **Jose A. Guzman, Acting Planning and Zoning Director**, stated that the final plat is the approval review before construction. There are only some minor comments nothing major that would change the project and these conditions most likely will be address before the final plat approval. This process goes to City Council, and once it goes to council most of the comments will be addressed. **Commission Member Marco A. Pinzon** asked Mr. Guzman when you said comments are going to be address or completed? **Guzman** responded addressed because some of the comments can be address during the construction. **Pinzon** also asked what is the main concern, as you stated there were only minor are there any major concerns?

**Mr. Vera** explained that is mainly looking at things that could entirely change their design or the way they are using their land or something that could entirely throw off the project. There is one that I consider as major as far if they were willing not to comply with what the city is asking and that is rerouting one of the sewer lines in reverse direction as what they have shown. But in the original lay out for this are they did have the way the city is asking them to do it, so talking to the developer they do not have an issue changing it, so that is why I consider it major. And the reason why they change it to what is showing on the current plans because there was a line that is was missing. At this time that line has been install, so there is no longer and obstacle for them to change it on the way they used to have it. Furthermore, Mr. Vera stated that the idea is for all these comments need to be address before it goes to council for actual approval. **Mr. Vera** also mentioned that the way this is, split in two cases, it helps everybody not doing both, the preliminary and final at the same time because if there was something that let say we consider major or something that it is still in the discussing with the developer the preliminary could potential continue and the final would get stuck, if you have both at the same time everything gets stuck. So that is the nice thing about the ways it is process in to two different cases.

**Najeh Edais, Edais Engineering, Inc.** thanked staff for bringing this on. As far as we are concern I just read those comments and I do agree with staff that they are minor comments and we will comply with all of these comments before we go to City Council.

**MOTION: Jose A. Ponce / Marco A. Pinzon** to APPROVE Subdivision Case No. 2017-0738F with recommendation of approval subject to condition that the applicant addresses the letter from staff dated January 9, 2018. Motion passed unanimously (6-0).

## **6. CALL TO THE PUBLIC**

There were no public comments

## **7. ADJOURNMENT**

**MOTION**: **Marco A. Pinzon / Jose A. Ponce** to adjourn the Regular Planning & Zoning Meeting at approximately 7:35 p.m. Motion passed unanimously.