

## MINUTES

SPECIAL MEETING  
PLANNING AND ZONING COMMISSION  
SAN LUIS COUNCIL CHAMBERS  
1090 E. UNION STREET  
MAY 5, 2020  
7:00 PM

**1. CALL TO THE ORDER /ROLL CALL:** The meeting was called to order at 7:17 PM, by Chairman Marco A. Pinzon.

*No Pledge of Allegiance was held due to all been connected through technology means.*

**PRESENT:** Chairman Marco A. Pinzon  
Commission Member Daniel Bazua  
Commission Member Javier Barraza  
Commission Member Guillermina Fuentes  
Commission Member Veronica Zavala  
Commission Member Case Van Veen

**ABSENT:** Commission Member Hugo Garcia

### **Others Present:**

Jose A. Guzman, Director of Planning and Zoning  
Roman Pacheco, Planning Technician  
Kay Macuil, City Attorney  
Elizabeth Carpenter, Long Realty  
Felipe Zubia, Matrix Design Group, Inc.

### **3. CONSENT AGENDA**

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

-Regular Planning and Zoning Commission meeting held April 14, 2020

**MOTION: Commission Member Javier Barraza / Vice Chairman Daniel Bazua** to approve the consent agenda as presented. The Motion passed unanimously.

The vote was as follows:

Chairman Marco A. Pinzon	Aye
Vice-Chairman Daniel Bazua	Aye
Commission Member Javier Barraza	Aye
Commission Member Guillermina Fuentes	Aye
Commission Member Veronica Zavala	Aye
Commission Member Case Van Veen	Aye

### **4. PUBLIC HEARINGS**

**4. A. Public hearing followed by discussion and possible action on any and all matters regarding General Plan Case No. 2020-01, a City initiated request to adopt the San Luis 2040 General Plan.**

#### **A. Open public hearing**

**MOTION: Vice Chairman Daniel Bazua/ Commission Member Guillermina Fuentes** to open public hearing. The Motion passed unanimously.

The vote was as follows:

Chairman Marco A. Pinzon	Aye
Vice-Chairman Daniel Bazua	Aye
Commission Member Javier Barraza	Aye
Commission Member Guillermina Fuentes	Aye

Commission Member Veronica Zavala	Aye
Commission Member Case Van Veen	Aye

### 1. Staff Presentation

**Jose A. Guzman, Director of Planning and Zoning**, welcomed Mr. Felipe Zubia, Consultant, Matrix Design Group and mentioned that he was going to provide the General Plan presentation.

**Felipe Zubia, Consultant, Metrix Design Group**, thanked city staff for their support and dedication through the process. **Mr. Zubia** then made the following presentation:

The 2040 General Plan Presentation

Project Team

- City Planning and Zoning Staff
- Consultant

Agenda

- Project Overview
- What is the General Plan?
- Arizona Requirements
- Community Engagement
  - a. 3 Community Workshops
  - b. Community Open House
  - c. Stakeholder Interviews
  - d. Steering Committee Meetings
  - e. Project Website
  - f. Informational Brochures
  - g. Online surveys
- Plan Organization
- Public Draft
- Key Community Topics
- General Plan Maps
- Implementation
- Project Schedule

**Chairman Marco A. Pinzon** thanked city staff and Felipe Zubia for the presentation and also comment that something that was mentioned in regards to the Port of Entry II, if we really push for funding for better improvements for our port and to be open for private own vehicles. I think if this port gets funded in the future this national port will open the door for many things. I think one of the main things is road improvements. As we get funding will this will go in the right direction.

**Commission Member Javier Barraza**, thanked Felipe Zubia and staff and mentioned that it was great presentation. **Barraza** also commented that one of the thing he notice was lacking of new subdivisions, GIS could probably provide Matrix Design Group with updated construction of subdivision and new constructions to be added to the maps, specially to the east. Also, some of the pictures that were included in the plan should be more realistic to how it is San Luis currently and also making sure the locations of the proposed parks.

**Commission Member Veronica Zavala** thanked Matrix Design Group for the good presentation. **Zavala** also stated that there is a need for the downtown improvements and also to show the land that there is available for development.

**Mr. Roman Pacheco, Planning Technician** read Genene Dalbey, San Luis Resident comment:

I have read the plan from beginning to end. It is a great plan and one that will move San Luis forward. The bottom line of the plan is to provide growth and quality of life that will put San Luis in a lead position. I believe that this plan will facilitate the opportunity of grants form all areas. There is a good vision of the future here and one that will be respected by all. I sincerely respect what you have done here and look forward to the development of San Luis.

**Elizabeth Carpenter, Long Realty** stated that they have hired a new planner to help come up to facilitate with a better development plan in that area. The new study will not be completed by next public meeting. **Carpenter** suggested that due to difficulties situation that some of the public meetings be delay and I think that could be accomplish by asking the Governor office to postpone some of this

stuff until will be able to have more open in public meetings. As you can see I am the only one from the outside attending this meeting. I think we would have a better turn out getting the public to participate if we wait a little bit. I understand that other communities in the area are doing the same thing.

**Chairman Pinzon** asked how long you think your planning study is going to take. **Carpenter** responded that sometime by June.

**Carpenter** also asked if she can get a copy of the public comments received. Commission Member Fuentes asked I believe that the comments are public and that they can be seen by anybody, is that correct? **Guzman** responded yes, they are public and you can get a copy and comments are also in the website.

## **B. Close public hearing**

**MOTION: Commission Member Javier Barraza / Vice Chairman Daniel Bazua** to close public hearing. The Motion passed unanimously.

The vote was as follows:

Chairman Marco A. Pinzon	Aye
Vice-Chairman Daniel Bazua	Aye
Commission Member Javier Barraza	Aye
Commission Member Guillermina Fuentes	Aye
Commission Member Veronica Zavala	Aye
Commission Member Case Van Veen	Aye

**Felipe Zubia, Matrix Design Group**, stated that all comments received were great, especially those from members of the Commission, comments as the Port of Entry II, GIS mapping, Community Parks, the need for downtown improvements and Federal Lands.

**C. Action on Rezoning Case No. 2020-01**

**MOTION: Commission Member Javier Barraza / Vice Chairman Daniel Bazua** to continue General Plan Case No. 2020-01 to the regular Planning and Zoning Commission meeting of May 12, 2020. The Motion passed unanimously.

The vote was as follows:

Chairman Marco A. Pinzon	Aye
Vice-Chairman Daniel Bazua	Aye
Commission Member Javier Barraza	Aye
Commission Member Guillermina Fuentes	Aye
Commission Member Veronica Zavala	Aye
Commission Member Case Van Veen	Aye

**7. ADJOURNMENT**

**Chairman Marcos A. Pinzon** called to adjourn the meeting at 8:19 p.m.

APPROVED:

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Marco A. Pinzon, Chairman

ATTEST:

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Roman Pacheco, Planning Technician

CERTIFICATION

I HEREBY CERTIFY THAT THE FOREGOING MINUTES ARE A TRUE AND CORRECT COPY OF THE MINUTES OF THE PLANNING AND ZONING COMMISSION, SAN LUIS, ARIZONA HELD ON MAY 5, 2020. I FURTHER CERTIFY THAT THE MEETING WAS DULLY CALLED AND HELD AND THAT A QUORUM WAS PRESENT.

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Roman Pacheco, Planning Technician