



## **NOTICE OF REGULAR PLANNING AND ZONING COMMISSION MEETING**

In accordance with Section 38-431.01 of the Arizona Revised Statutes of the State of Arizona, notice is hereby given to the Members of the Planning and Zoning Commission and to the general public that the Planning and Zoning Commission of the City of San Luis, Arizona will hold a Regular Planning & Zoning Commission Meeting at 6:00 p.m., Tuesday, September 12, 2023. The meeting will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349. Everyone from the public is invited to attend the open meeting.

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the City of San Luis does not discriminate on the basis of disability in the admission of or access to, or treatment of employment in its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in City programs, activities or services contact: ADA/Section 504 Coordinator, City of San Luis Human Resources Department, 1090 East Union Street, San Luis, Arizona 85349; (928) 341-8520.

Notice is hereby given that pursuant to A.R.S. §1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the City Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recordings. Parents in order to exercise their rights may either file written consent with the City Clerk to such recordings, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.

THIS NOTICE IS GIVEN BY:

/s/ Roman Pacheco, Planning Technician

## **AVISO DE JUNTA REGULAR DE LA COMISIÓN DE PLANEACIÓN Y ZONIFICACIÓN**

De acuerdo a la Sección 38-431.01 de los Estatutos Revisados del Estado de Arizona, se les informa a los Miembros de la Comisión de Planeación y Zonificación y al público en general que la Comisión de Planeación y Zonificación de San Luis, Arizona, tendrán una junta regular a las 6:00 p.m., el día Martes, 12 de Septiembre 2023. La junta se llevará a cabo en la Cámara del Consejo de la ciudad, ubicado en el 1090 East Union Street, San Luis, Arizona, 85349. El público esta cordialmente invitado.

De acuerdo con el Acta de Americanos con Discapacidades y la Sección 504 del Acta de Rehabilitación de 1973, la Ciudad de San Luis no discrimina por causa de discapacidad la admisión y acceso a sus programas, actividades, servicios o en el trato en cuanto a empleo. Para más información referente a derechos y provisiones del Acta de Americanos con Discapacidades o Sección 504, o para solicitar adaptaciones que sean razonables para la participación en programas, actividades o servicios de la ciudad, contactar a: Coordinador del Acta de Americanos con Discapacidades/Sección 504, Departamento de Recursos Humanos de la Ciudad de San Luis, 1090 Este Calle Unión, San Luis, Arizona, 85349; (928) 341-8520.

Por medio de éste aviso y de acuerdo con los Estatutos Revisados del Estado de Arizona, sujeto a ciertas excepciones reglamentarias, los padres de familia tienen el derecho de dar o no dar el consentimiento ante el Estado o alguna subdivisión política grabe a un menor de edad, ya sea en audio o video. Las juntas del Concilio se graban en audio y/o video y como resultado, el hecho de que haya menores presentes puede ser sujeto a que sean grabados. Para que los padres de familia puedan ejercer sus derechos pueden solicitar por escrito a la Secretaria de la Ciudad dicha grabación, o tomar acción personal para asegurarse que su hijo/hija menor no esté presente cuando la grabación se lleve a cabo. Si un menor de edad está presente en el momento de la grabación, la Ciudad asumirá que los padres de familia están cediendo los derechos sobre una posible grabación de acuerdo con el Estatuto Revisado del Estado de Arizona §1-602.A.9.

ESTE AVISO ES DADO POR:

/f/ Roman Pacheco, Técnico en Planeación



**AGENDA**  
**Planning & Zoning Commission**  
**Regular Meeting**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**San Luis, AZ 85349**  
**Tuesday, September 12, 2023**  
**6:00 P.M.**

**MEMBERS OF THE SAN LUIS PLANNING & ZONING COMMISSION WILL ATTEND EITHER IN PERSON, TELEPHONE, OR VIDEO CONFERENCE COMMUNICATION.**

**1. CALL TO ORDER/ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. CONSENT AGENDA**

All matters are considered to be routine by the Planning & Zoning Commission and will be enacted by one motion. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

**3. A. APPROVAL OF MINUTES**

-Regular Planning and Zoning Commission meeting held August 8, 2023.

**4. PUBLIC HEARINGS** – 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.** Public hearing followed by discussion and possible action on any all matters regarding Conditional Use Permit Case No. 2023-0387, a request by Noe Rivera from Rivera Studio, on behalf of Iglesia De Cristo, for a Conditional Use Permit to allow the expansion of a religious institution established at 1050 E. Arizona Street in San Luis, Arizona.

A. Open public hearing

1. Staff presentation

2. Call to the Public on this item

B. Close public hearing

C. Action on Conditional Use Permit Case No. 2023-0387

**5. ADJOURNMENT**



## AGENDA ITEM REVIEW FORM

3. A.

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Summary

**APPROVAL OF MINUTES**

-Regular Planning and Zoning Commission meeting held August 8, 2023.

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Attachments

8/08/23 RP&ZM

## **MINUTES**

REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
SAN LUIS COUNCIL CHAMBERS  
1090 E. UNION STREET  
AUGUST 8, 2023  
6:00 p.m.

**1. CALL TO THE ORDER /ROLL CALL:** Chairman Marco A. Pinzon called the meeting to order at 6:03 p.m.

### **PRESENT:**

Chairman Marco A. Pinzon  
Vice Chairman Javier Barraza  
Commission Member Veronica Zavala  
Commission Member George Amaya

### **ABSENT:**

Commission Member Hugo Garcia  
Commission Member Ruben Walshe  
Commission Member Angelica Ortiz

### **OTHERS PRESENT:**

Jose A. Guzman, Director of Planning and Zoning  
Kay Macuil, City Attorney  
Roman Pacheco, Planning Technician  
Antonio Maldonado, Video Production Specialist  
Domingo Sosa, Graphics and Media Specialist  
Juan Tejeda, Associate Planner  
Ruben Lopez, I.T. Technician  
Alberto Leon, Riedel Holdings, LLC  
Antonio Martinez, MCAS Yuma  
Mark Concha, Riedel Holdings, LLC  
Najeh Edais, Edais Engineering, Inc.

## **2. PLEDGE OF ALLEGIANCE**

Commission Member George Amaya led the Pledge of Allegiance.

## **3. CONSENT AGENDA**

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

- Regular Planning and Zoning Commission meeting held July 11, 2023

**MOTION: Vice Chairman Javier Barraza / Commission Member George Amaya to approve the consent agenda as presented. The motion passed unanimously.**

The vote was as follows:

Chairman Marco A. Pinzon	Aye
Vice Chairman Javier Barraza	Aye
Commission Member Veronica Zavala	Aye
Commission Member George Amaya	Aye

## **4. ITEMS REQUIRING DISCUSSION AND/OR ACTION**

**4. A. Discussion and possible action on any and all matters regarding Subdivision Case No. 2023-0290P. A request by Edais Engineering, on behalf of Riedel Holdings, LLC, for the approval of Los Mezquites Unit 3 preliminary plat. The property is located west of 24<sup>th</sup> Avenue and south of Los Mezquites Unit 2 Subdivision in San Luis, Arizona.**

### **A. Staff Presentation**

**Jose A. Guzman, Director of Planning and Zoning,** summarized the staff report recommending approval of Subdivision Case No. 2023-0290P subject to the following conditions:

1. Applicant must address comments from Comment Letter dated 7-17-2023.
2. Developer must comply with the approved development agreement.
3. Landscaping plans shall be submitted prior to presenting this item to City Council.

**Commission Member Veronica Zavala** stated that she would abstain from voting on this item due to a possible conflict of interest.

**B. Action on Subdivision Case No. 2023-0290P**

**MOTION:** Commission Member George Amaya / Vice Chairman Javier Barraza to approve Subdivision Case No. 2023-0290P Preliminary Plat for Los Mezquites Unit 3 with conditions as recommended by staff. The motion passed with three (3) ayes and one (1) abstention from Commission Member Veronica Zavala due to a possible conflict of interest.

The vote was as follows:

Chairman Marco A. Pinzon	Aye
Vice Chairman Javier Barraza	Aye
Commission Member Veronica Zavala	Abstain
Commission Member George Amaya	Aye

**4.B. Discussion and possible action on any and all matters regarding Subdivision Case No. 2023-0291F. A request by Edais Engineering Inc., on behalf of Riedel Holdings LLC, for the approval of Los Mezquites Unit 3 final plat. The property is located west of 24th Avenue and south of Los Mezquites Unit 2 Subdivision in San Luis, Arizona.**

**A. Staff Presentation**

**Jose A. Guzman, Director of Planning and Zoning**, summarized the staff report recommending approval of Subdivision Case No. 2023-0291F subject to the following conditions:

1. Applicant must address comments from Comment Letter dated 7-17-2023.
2. Developer must comply with the approved development agreement.
3. Landscaping plans shall be submitted prior to presenting this item to City Council.

**Commission Member George Amaya** asked if a traffic study is needed, as noted in the request for comments from ADOT. **Mr. Jose A. Guzman, Director of Planning and Zoning**, responded yes. The applicant has done a traffic study, and we will forward that to ADOT and go back and forth in case they have any comments or changes that need to be done and will be presented before the final plat.

**Chairman Marco A. Pinzon** asked if the applicant agreed with the comment letter. **Mr. Guzman** responded we sent out the comment letter, and the applicant is here present if they want to make any comments, but they agreed with the letter.

***Commission Member Veronica Zavala** stated that she would abstain from voting on this item due to a possible conflict of interest.*

#### **B. Action on Subdivision Case No. 2023-0291F**

**MOTION: Vice Chairman Javier Barraza / Commission Member George Amaya** to approve Subdivision Case No. 2023-0291F Preliminary Plat for Los Mezquites Unit 3 with conditions as recommended by staff. The motion passed with three (3) ayes and one (1) abstention from Commission Member Veronica Zavala due to a possible conflict of interest.

The vote was as follows:

Chairman Marco A. Pinzon	Aye
Vice Chairman Javier Barraza	Aye
Commission Member Veronica Zavala	Abstain
Commission Member George Amaya	Aye

**4. C. Discussion and possible action on any and all matters regarding Subdivision Case No. 2023-0294P. A request by Edais Engineering Inc., on behalf of Riedel Holdings LLC, for the approval of Los Mezquites Townhomes preliminary plat. The property is located west of 24th Avenue and south of Los Mezquites Unit 2 Subdivision in San Luis, Arizona.**

#### **A. Staff Presentation**

**Jose A. Guzman, Director of Planning and Zoning**, summarized the staff report recommending approval of Subdivision Case No. 2023-0294P subject to the following conditions:

1. Applicant must address comments from Comment Letter dated 7-17-2023.
2. Landscaping plans shall be submitted prior to presenting this item to City Council.
3. Developer must comply with the approved development agreement.
4. Los Mezquites Unit 3 subdivision plat needs to be approved and recorded prior to presenting this item to City Council.

**Commission Member Veronica Zavala** stated that she would abstain from voting on this item due to a possible conflict of interest.

**B. Action on Subdivision Case No. 2023-0294P**

**MOTION:** Commission Member George Amaya / Vice Chairman Javier Barraza to approve Subdivision Case No. 2023-0294P Preliminary Plat for Los Mezquites Unit 3 with conditions as recommended by staff. The motion passed with three (3) ayes and one (1) abstention from Commission Member Veronica Zavala due to a possible conflict of interest.

The vote was as follows:

Chairman Marco A. Pinzon	Aye
Vice Chairman Javier Barraza	Aye
Commission Member Veronica Zavala	Abstain
Commission Member George Amaya	Aye

**4. D. Discussion and possible action on any and all matters regarding Subdivision Case No. 2023-0295F. A request by Edais Engineering Inc., on behalf of Riedel Holdings LLC, for the approval of Los Mezquites Townhomes final plat. The property is located west of 24th Avenue and south of Los Mezquites Unit 2 Subdivision in San Luis, Arizona.**

**A. Staff Presentation**

**Jose A. Guzman, Director of Planning and Zoning**, summarized the staff report recommending approval of Subdivision Case No. 2023-0295F subject to the following conditions:

1. Applicant must address comments from Comment Letter dated 7-17-2023.
2. Landscaping plans shall be submitted prior to presenting this item to City Council.
3. Developer must comply with the approved development agreement.
4. Los Mezquites Unit 3 subdivision plat needs to be approved and recorded prior to presenting this item to City Council.

**Chairman Marco A. Pinzon** asked, are we doing okay with water and sewer in that area? **Mr. Guzman** responded yes that they are working on the lift station for the whole development and are in the final stages of the construction.

**Commission Member Veronica Zavala** stated that she would abstain from voting on this item due to a possible conflict of interest.

#### **B. Action on Subdivision Case No. 2023-0295F**

**MOTION: Vice Chairman Javier Barraza / Commission Member George Amaya** to approve Subdivision Case No. 2023-0295F Preliminary Plat for Los Mezquites Unit 3 with conditions as recommended by staff. The motion passed with three (3) ayes and one (1) abstention from Commission Member Veronica Zavala due to a possible conflict of interest.

The vote was as follows:

Chairman Marco A. Pinzon	Aye
Vice Chairman Javier Barraza	Aye
Commission Member Veronica Zavala	Abstain
Commission Member George Amaya	Aye

## 5. ADJOURNMENT

**MOTION: Vice Chairman Javier Barraza / Chairman Marco A. Pinzon** to adjourn the Regular Planning and Zoning Commission meeting at approximately 6:15 p.m. The motion passed unanimously.

The vote was as follows:

Chairman Marco A. Pinzon	Aye
Vice Chairman Javier Barraza	Aye
Commission Member Veronica Zavala	Aye
Commission Member George Amaya	Aye

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 REGULAR PLANNING AND ZONING COMMISSION MEETING OF THE PLANNING AND ZONING COMMISSION, SAN LUIS, ARIZONA, HELD ON AUGUST 8, 2023. I FURTHER CERTIFY THE MEETING WAS DULLY CALLED AND HELD, AND A QUORUM WAS PRESENT.

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Roman Pacheco, Planning Technician



## PLANNING & ZONING AGENDA ITEM REVIEW FORM

### Planning & Zoning Commission Meeting

4. A.

**Meeting Date:** 09/12/2023

**Submitted By:** Juan Tejeda, Associate Planner, Planning & Zoning Department

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#### ITEM:

Public hearing followed by discussion and possible action on any all matters regarding Conditional Use Permit Case No. 2023-0387, a request by Noe Rivera from Rivera Studio, on behalf of Iglesia De Cristo, for a Conditional Use Permit to allow the expansion of a religious institution established at 1050 E. Arizona Street in San Luis, Arizona.

- A. Open public hearing
  - 1. Staff presentation
  - 2. Call to the Public on this item
- B. Close public hearing
- C. Action on Conditional Use Permit Case No. 2023-0387

#### SUMMARY:

The applicant is requesting a Conditional Use Permit to allow the expansion of Iglesia De Cristo, a religious institution, to add a new building on the property located at 1050 E. Arizona Street. The property is zoned as Medium-High Density Residential (R-2), and has a Conditional Use Permit for the existing building which was approved by City Council on April 26, 2017.

As per City Zoning Ordinance Section 18.15.040 (G) (4) Amendments to conditional use permits shall be processed in the same manner as the original permit, except that minor amendments may be authorized by the Zoning Administrator.

The existing building is about 1,040 square feet and the plan is to add a 1,740 square feet building as a main assembly without fixed seating. Iglesia De Cristo plans to use the new building to congregate for religious services twice a week.

As per Zoning Ordinance Section 18.75.040 Table No.15 the requirement for parking spaces is 1 per every 300 square feet of gross floor area. A total of 9 parking spaces would be required for the proposed and existing buildings. Applicant states that only the main assembly would be in the need of parking spaces since the existing building would be a multipurpose room for children. A total of 6 parking spaces are proposed on the current design. If Conditional Use Permit is approved, the applicant would have to comply with the required parking spaces or a variance would be required.

The adjacent properties to the north and west are developed as residential and are zoned as Medium-High Density Residential (R-2). On the east there is a retention basin which is also zoned as R-2. The property located to the south is zoned Neighborhood Commercial (C-1) and is undeveloped land owned by the State of Arizona.

#### CITIZEN REVIEW MEETING:

The Citizen Review Meeting was held on August 31st, 2023 at City Hall Council Chambers at 5:00 p.m. The intent of this meeting was to allow the public to learn about the project, ask questions, and express

any comments. There were no people from the public present.

**GENERAL PLAN:**

This area is designated as Activity Center in the City of San Luis 2040 General Plan. The Activity Center Land Use designation includes residential development of higher densities, regional and community scale commercial development, community services, and professional offices and services. The property is zoned as R-2 (Medium-High Density Residential) which is one of the appropriate zoning districts in the "Neighborhood" category.

**AGENCY REVIEW:**

As part of the review process, all land use cases are reviewed by various City and outside agencies.

As required by the State Statute, staff sent notification letters to property owners within 300 feet of the proposed project (27 letters). The City has not received any other significant concerns or objections from the various review agencies or adjacent property owners.

**STAFF RECOMMENDATION:**

The applicant has provided the information and materials necessary for the review of the Conditional Use Permit.

The Conditional Use Permit is to allow the expansion of a religious institution on property located at 1050 E. Arizona Street. It will still be required to comply with all applicable regulations adopted by the City.

Staff recommends approval of Conditional Use Permit Case No. 2023-0387, with the condition that the owner complies with required parking spaces unless a Variance is approved by City Council.

**RECOMMENDED MOTION:**

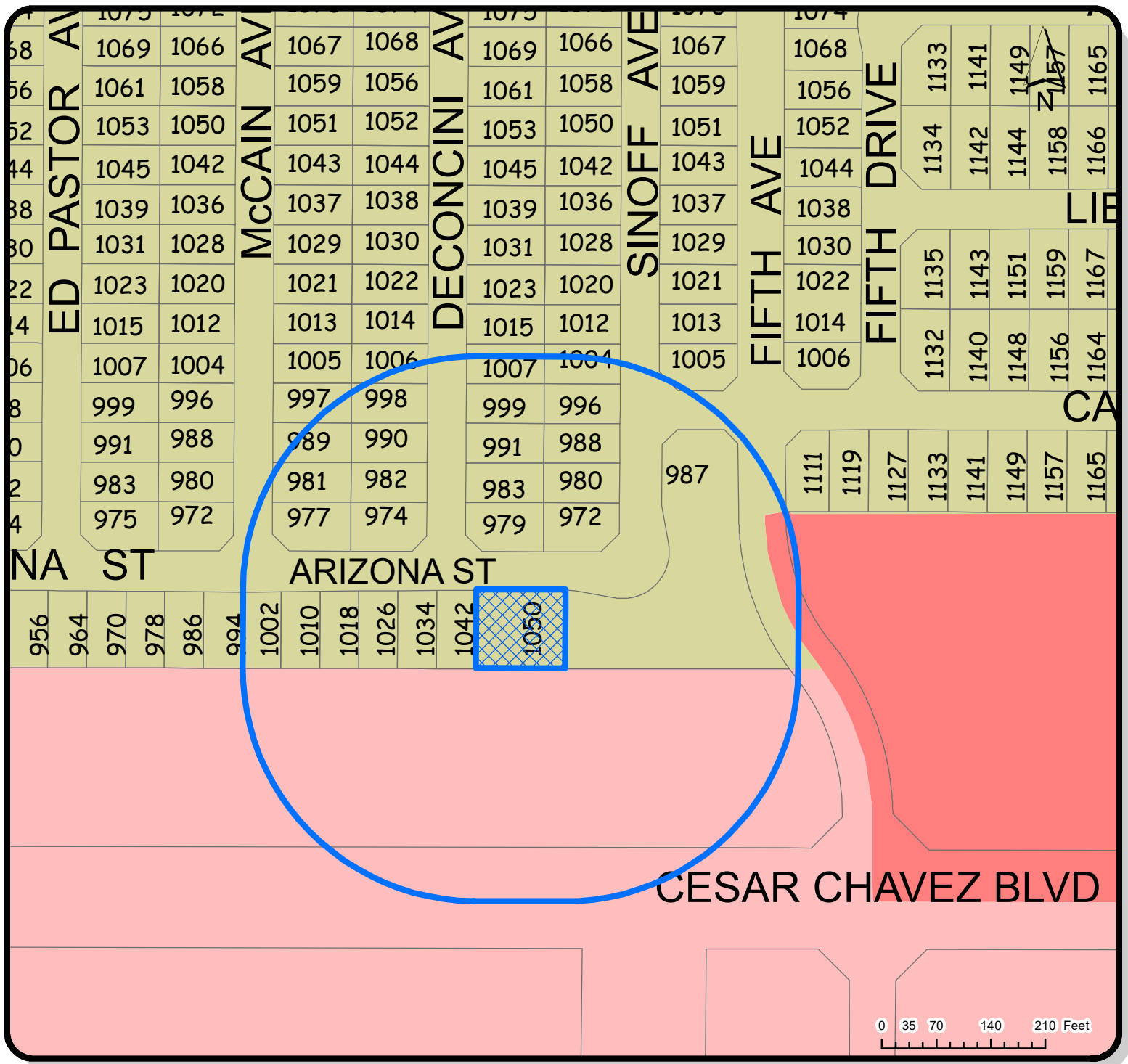
**I MOVE TO RECOMMEND APPROVAL OF CONDITIONAL USE PERMIT CASE NO. 2023-0387 TO THE CITY COUNCIL SUBJECT TO CONDITIONS AS PRESENTED BY STAFF.**

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**Attachments**

Location Map  
Site Plan

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








**LOCATION OF SUBJECT PROPERTY**

-  1050 E ARIZONA ST  
Assessor's Parcel Number:  
77531901
-  300ft Notification Area

**LOCATION MAP**

**Zoning**

-  SINGLE RESIDENCE ZONING DISTRICTS
  -  R-1.8
-  MULTIPLE RESIDENCE ZONING DISTRICTS
  -  R-2
-  COMMERCIAL ZONING DISTRICTS
  -  C-1
  -  C-2

**CONDITIONAL USE**

**CASE #**  
**2023-0387**

**DATE:**  
8/1/2023

**CHECKED BY:**  
JUAN TEJEDA

**PLANNING & ZONING**



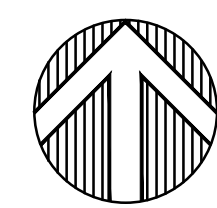
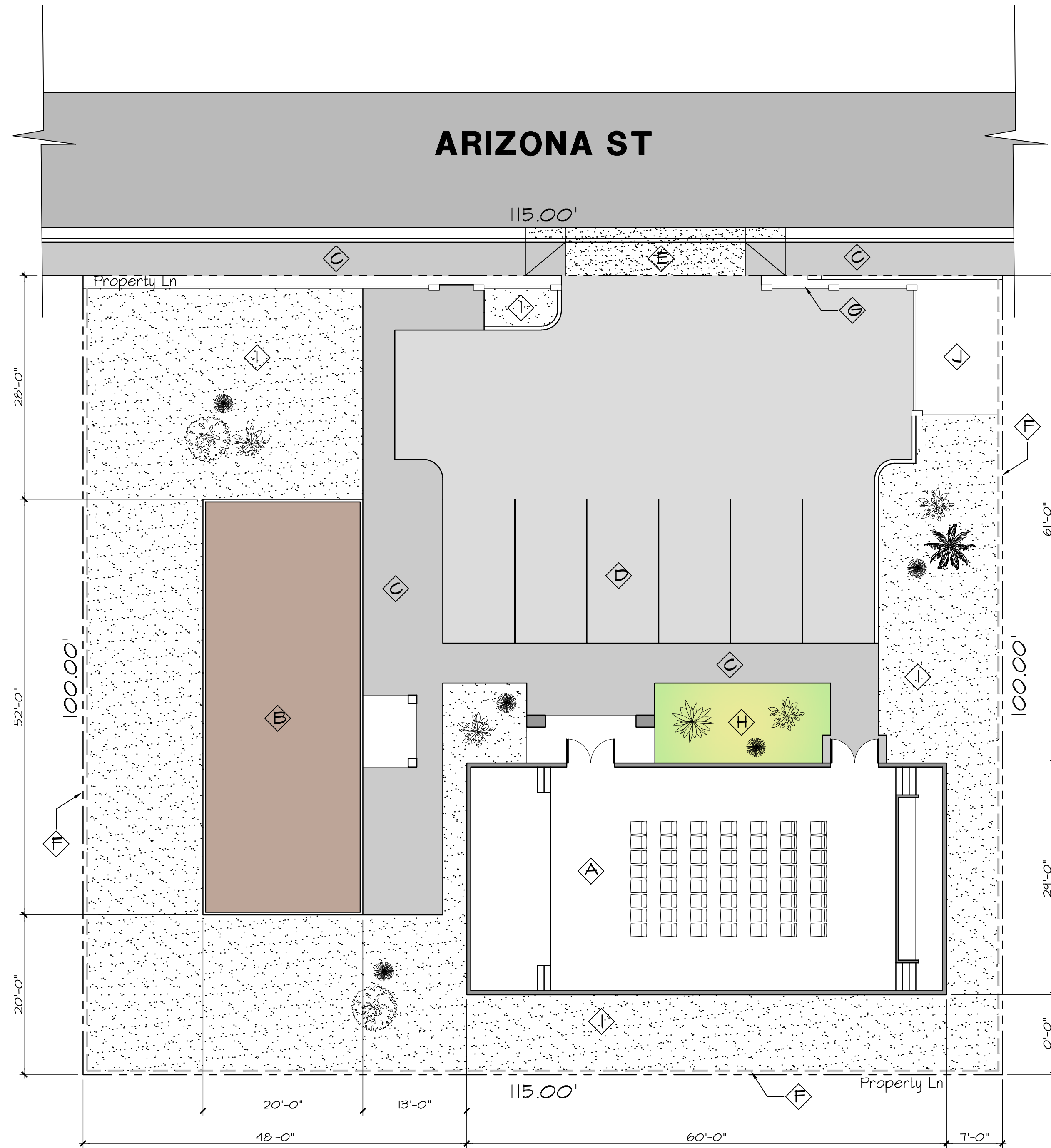
**GIS**

**CREATED BY:**  
ISAAC GUTIERREZ

**APPROVED BY:**  
JOSE A. GUZMAN

# IGLESIA DE CRISTO EN SAN LUIS AZ INC.

1050 E Arizona St  
 San Luis, AZ 8536  
 APN: 775-31-901



## SITE PLAN

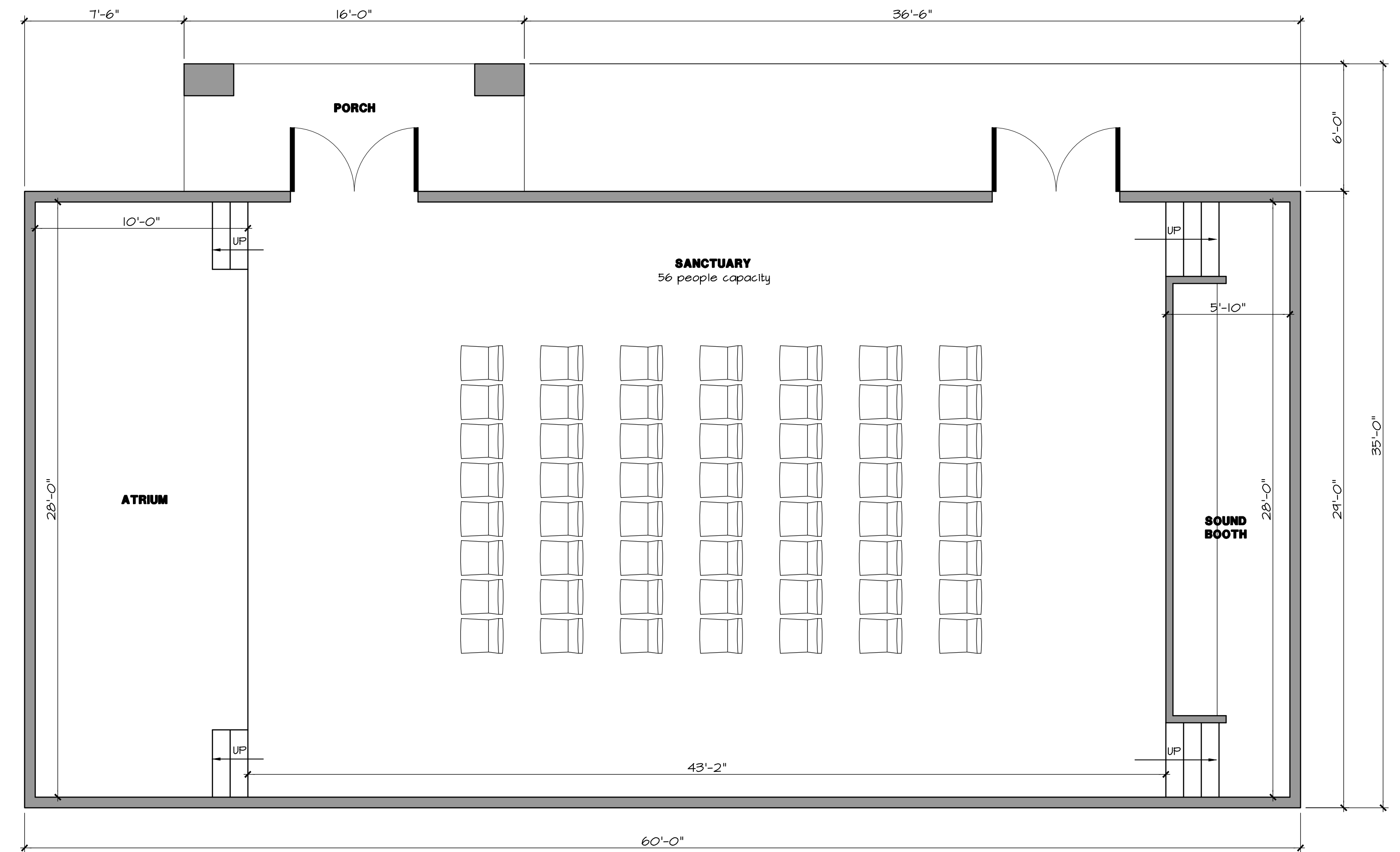
Scale: 1/10"=1'-0"

### LANDSCAPE ELEMENTS

- Blue Palo verde
- Bottle Tree
- Mexican Sage
- Yellow Lantana
- Palm Tree
- Decorative Rock

### KEYNOTES:

- Proposed Sanctuary Building Area: 1,740 Sq.Ft.
- Existing Multipurpose Building Area: 1,040 Sq.Ft.
- Concrete Sidewalk
- 9' x 18' Parking Space
- Ex. Concrete Driveway
- 6" Non Retaining Concrete Block Wall
- 4" Non Retaining Concrete Block Wall
- Grass Landscape
- Decorative Rock Landscape
- APS Pad-Mounted Transformer



## FLOOR PLAN

Scale: 1/4"=1'-0"

