

## **MINUTES**

REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
SAN LUIS COUNCIL CHAMBERS  
1090 E. UNION STREET  
MARCH 11, 2025  
6:00 p.m.

**1. CALL TO ORDER /ROLL CALL:** Chairman Ruben Walshe called the meeting to order at 6:00 p.m.

**PRESENT:**

Chairman Ruben Walshe  
Vice Chairman Angelica Ortiz  
Commission Member Hugo Garcia  
Commission Member George Amaya

**ABSENT:**

Commission Member Javier Barraza  
Commission Member Marco A. Pinzon  
Commission Member Veronica Zavala

**OTHERS PRESENT:**

Jose A. Guzman, Director of Development Services  
Roman Pacheco, Planning Coordinator  
Carlos A. Berumen, Office Assistant  
Jaime Frias, I.T.  
Jose Antonio Maldonado, Multimedia Production & Operations Specialist  
Juan Leal Rubio, Assistant Director of Development Services  
Juan Tejeda, Associate Planner  
Sonia Cornelio, City Clerk

**2. PLEDGE OF ALLEGIANCE**

Commission Member Hugo Garcia led the Pledge of Allegiance.

### 3. CONSENT AGENDA

#### 3. A. APPROVAL OF MINUTES

-Regular Planning and Zoning Commission meeting held on January 14, 2025.

**MOTION: Commission Member Hugo Garcia / Commission Member George Amaya** approved the consent agenda as presented. The motion passed unanimously.

The vote was as follows:

Chairman Ruben Walshe	Aye
Vice Chairman Angelica Ortiz	Aye
Commission Member Hugo Garcia	Aye
Commission Member George Amaya	Aye

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

#### 4. A. Presentation followed by discussion on any and all matters regarding the City of San Luis Final Draft Subdivision Regulations.

##### A. Staff Presentation

**Juan Leal Rubio, Assistant Director of Development Services**, informed that the Department of Development Services of the City of San Luis is updating the subdivision regulations. The City of San Luis adopted the existing subdivision regulations in 2002 based on Yuma County's 1992 subdivision regulations. This proposed new draft is intended to align with the State Statute, meet current infrastructure needs, and support smarter growth and enhanced community planning principles. The subdivision draft is being reviewed by stakeholders, the public, and the Planning and Zoning Commission before being presented to the city council. Furthermore, Mr. Leal Rubio summarized the staff report and explained the timeline to the commission members. **Mr. Leal Rubio** also mentioned that staff received one comment concerning cluster mailboxes that will be addressed during the stakeholder meeting. Any feedback or comments we receive will be evaluated by staff, presented to the commission, and included if there is a consensus to

include it on the final draft subdivision regulations that would ultimately be given to the City Council on April 23, 2025, for final approval and adoption.

**Commission Member George Amaya** asked staff about the stakeholders to whom you provided the draft. **Mr. Leal Rubio** responded that the stakeholders include developers who are heavily involved with community development, engineers, and contractors. **Amaya** further asked if any of the stakeholders include other government agencies and municipalities as far as the review of the draft. **Mr. Leal Rubio** responded that staff did not include other agencies; however, the campaign to outreach has been available online, and anyone can review and provide comments through the online source.

**Vice Chairman Angelica Ortiz** asked what comment or concern the staff received. The concern received has to do with cluster mailboxes. The question was whether we would, under this new subdivision regulation, will the mail be delivered to new subdivisions. If the city makes this a requirement, developers will have to install the cluster mailboxes, and then the post office would provide to these new subdivisions. **Mr. Leal Rubio** stated that the staff is looking into this matter and will probably have an answer by Thursday.

## 6. ADJOURNMENT

**MOTION: Commission Member Hugo Garcia / Vice Chairman Angelica Ortiz** to adjourn the regular meeting at approximately 6:07 p.m. The motion passed unanimously.

The vote was as follows:

Chairman Ruben Walshe	Aye
Vice Chairman Angelica Ortiz	Aye
Commission Member Hugo Garcia	Aye
Commission Member George Amaya	Aye

APPROVED:

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Ruben Walshe, Chairman

ATTEST:

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Roman Pacheco, Planning Coordinator

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 MARCH 11, 2025. I FURTHER CERTIFY THE MEETING WAS DULY CALLED AND HELD, AND A QUORUM WAS PRESENT.

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Roman Pacheco, Planning Coordinator