

TOWN OF PATAGONIA
PLANNING & ZONING COMMITTEE
SPECIAL MEETING: 2/20/18, 7PM
MINUTES

Meeting was called to order at 7:00pm by the Chair
Members Present: Chair (Pro Tem) Calvert, Secretary (Pro Tem) Lange, Budd
Members Absent: Murrietta
Membership Vacancies: One
Public Participants: None
Minutes of 2/6/18 were reviewed and approved without corrections.

NEW BUSINESS

ADOPTION OF NEW/FIXED P&Z MEETING SCHEDULE:

Dates and times for meetings were discussed, including consideration of likely convenience and maximum attendance of Committee and community members. It was agreed by those present that the *required monthly* REGULAR MEETING will be held on the FIRST TUESDAY of each month, at **6:00 PM**.

It was agreed that *in the event an additional* meeting is deemed necessary by the Chair due to other pressing matters, a SPECIAL MEETING will be called on the THIRD TUESDAY of the month, at **7:00 PM**.

REVIEW AND DISCUSSION OF ARIZONA OPEN MEETING LAW:

Members reviewed a 32-page power point presentation on OML and discussed the requirements thereof, with particular attention to Committee-relevant sections regarding Public Bodies, Advisory Committees, and Posting Notices. It was agreed that the Committee will post agendas and minutes in a timely manner, and adhere to OML requirements for the conduct of an Advisory Committee to the Patagonia Town Council.

REVIEW AND DISCUSSION OF ROBERT'S RULES OF ORDER: Sections of text from the Rules of Order were examined and discussed, noting applicability to the Committee's purposes. It was agreed that general conventions, such as those employed by the Town Council, will be used in meetings where votes are held regarding recommendations to the Council. Voice votes will be held, except on votes pertaining to Use Permits which will be conducted by ballot.

SUGGESTIONS FOR FUTURE AGENDA ITEMS:

Review, discussion and possible action regarding Patagonia Code of Ordinances, Chapter 14, Article 14-1, Planning and Zoning Committee, Sections 14-1-1 through 14-1-7, pertaining to the Committee's bylaws regarding its membership and functioning. Recommendations to the Council for changes in this Article will be considered for action, including Committee name, membership, terms, officers, powers and duties.

ADJOURNMENT: 8:25pm

Recorded by S. Lange; approved and submitted by S. Calvert