**TOWN OF PATAGONIA**

**PLANNING AND DEVELOPMENT MEETING MINUTES**

**December 6, 2022, 6:00 P.M.**

**Zoom Meeting I.D. 957-511-4862 Password 338501**

CALL TO ORDER: The Meeting was called to order at 6:00 P.M. by Patrick O’Neal, Chairman.

ROLL CALL: Present were Steven Finch, Gerry Isaac, Patrick O’Neal, Nancy McCoy, Laurie Monti, and Georgette Larrouy. Todd Norton was absent. A Quorum is present.

PLEDGE OF ALLEGIENCE: The Committee recited the Pledge of Allegiance.

APPROVAL OF MINUTES OF NOVEMBER 1, 2022, MEETING:

Motion to Approve the minutes of the November 1, 2022, meeting was made by Steve Finch.

Motion was seconded by Gerry Isaac.

Motion was approved unanimously.

CALL TO THE PUBLIC: There was no public in attendance who wished to speak, so call to the public was not made.

OLD BUSINESS: There was no Old Business on the agenda.

NEW BUSINESS: DISCUSS SPECIFIC POSSIBLE AMENDMENTS MEMBERS WISH TO PROPOSE TO CHAPTER 14 OF THE TOWN CODE RELATING TO THE COMMITTEE’S DUTIES AND RESPONSIBILITIES. NO ACTION WILL BE TAKEN OTHER THAN SCHEDULING A SPECIFIC PROPOSAL ON A FUTURE AGENDA FOR CONSIDERATION AND ACTION.

Nancy McCoy proposed that Chapter 14 of the Town Code be clarified in three respects, as follows:

1. Section 14-5 of the Town Code relating to Signs should be placed in its own Chapter of the Town Code.
2. Section 14-1-2 C of the Town Code relating to conflicts of interest should be clarified. The phrase “closely related personal interest” is unclear and could be construed to include something other than a financial interest in the matter under consideration by the Committee. This should be clarified and made to conform to the Arizona statute on conflicts of interest.
3. Section 14-1-2 D of the Town Code should be clarified that if a Committee member misses more than three consecutive meetings without an excuse their membership in the committee is terminated.

Gerry Isaac proposed that Section 14-2-C-4 of the Town Code should be modified to eliminate the need for the Town Council to hold a second public hearing on a use permit. Instead of a hearing and all the procedures required of a hearing, the Council could use the Call to the Public agenda item to allow anyone interested in commenting on the use permit application at the Town Council meeting. This would simplify the use permit process and still allow the public ample opportunity to comment on the application, both at the P&D Committee level and at the Town Council level.

Gerry Isaac will draft a memorandum to Ron Robinson, Town Manager, suggesting proposed modifications to Chapter 14 of the Town Code. The Committee will review the memorandum at its next meeting and decide whether to send it to Mr. Robinson for consideration of the Town Council.

REPORT FROM THE P&D STUDY GROUP:

Laurie Monti reported on discussions of a small group regarding specific areas of interest in administration of the Town Plan. She noted that the Town Plan provides we should strive to preserve the town character. The study group believes a more definitive description of that character is needed and proposed that public discussion meetings be organized in 2023 to gain more public input on this issue. Ms. Monti further believed that grant monies may be available to hire a facilitator for such meetings.

This information was received by the Committee and no specific action was considered at this time. The study group will continue its discussions.

FUTURE AGENDA ITEMS:

1. DISCUSS AND CONSIDER APPROVAL OF THE COMMITTEE’S MEMORANDUM TO THE TOWN MANAGER ON SUGGESTED CHANGES TO CHAPTER 14 OF THE TOWN CODE.

THE NEXT MEETING is set for January 3, 2023, at 6:00 PM

ADJOURN: Motion to Adjourn was made by Patrick O’Neal

Motion was seconded by Gerry Isaac

Motion was approved unanimously.

Meeting was adjourned at 7:01 P.M.