

**TOWN OF PATAGONIA**

**PLANNING AND DEVELOPMENT MEETING MINUTES**

**MARCH 5, 2024, 6:00 P.M.**

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

1. CALL TO ORDER: The meeting was called to order by Vice Chairperson, Laurie Monti at 6PM.
2. ROLL CALL: Present: Steve Finch, Laurie Monti, Georgette Larrouy, Kevin McKay, Nancy McCoy

Absent: Patrick O’Neal, Gerry Isaac

Town staff present: Town Manager Ron Robinson, Town Intern Summer Smith

Public present: Debbie Robinson, Elvia Gallagher

1. PLEDGE OF ALLEGIANCE: The Committee recited the Pledge of Allegiance.
2. APPROVAL OF MINUTES FROM DECEMBER 5, 2023, MEETING

A motion to approve the mniutes from the December 5th meeting was made by Steve Finch, seconded by Nancy McCoy and approved unanimously.

1. CALL TO THE PUBLIC A. R. S. §38-431-01(H): AT THIS TIME, THE PUBLIC WILL ONLY BE RECOGNIZED TO SPEAK ON AGENDA ITEMS LISTED FOR PUBLIC INPUT PURSUANT TO TOWN CODE SECTION 2-5-6. ANY MEMBER OF THE PUBLIC IS ALLOWED TO ADDRESS THE COMMITTEE, SUBJECT TO A REASONABLE TIME SET BY THE COMMITTEE PURSUANT TO THE ARIZONA OPEN MEETING LAW. AT THE CONCLUSION OF THE CALL TO THE PUBLIC, INDIVIDUAL MEMBERS OF THE COMMITTEE MAY RESPOND TO CRITICISM MADE BY THOSE WHO HAVE ADDRESSED THE COMMITTEE, MAY ASK STAFF TO REVIEW THE MATTER, OR MAY ASK THE MATTER BE PLACED ON A FUTURE AGENDA. HOWEVER, MEMBERS OF THE COMMITTEE SHALL NOT DISCUSS OR TAKE LEGAL ACTION ON MATTERS RAISED DURING AN OPEN CALL TO THE PUBLIC UNLESS THE MATTERS ARE PROPERLY NOTICED FOR DISCUSSION AND LEGAL ACTION.

 There were no speakers for Call to the Public.

**OLD BUSINESS**

NONE

**NEW BUSINESS**

1. DISCUSS AND POSSIBLE ACTION FOR A DRAFT PLAN FOR LOW AND MODERATE INCOME HOUSING TO BE SENT TO PATAGONIA TOWN COUNCIL FOR THEIR CONSIDERATION.

A motion was made by Ms. McCoy to send a draft plan for low to moderate income housing to the Town Council for their consideration and seconded by Mr. Finch.

Town Manager Robinson said that he would like the Committee to fill in the blanks in the sample lease agreement for Town rental housing on Harshaw Road. It is an appropriately revised version of the Garden Apartments lease. The Committee agreed to keep the income guidelines that they had previously recommended. Town owned rental guidelines should be designed to preferentially accommodate people living and working in Town, and also people who would like to move back to Town if they could find affordable housing. The Town attorney, after discussion and approval by the Town Council, would review these guidelines.

A Town Council special meeting tomorrow night will be discussing changes to Chapter 7 of the Town ordinances which is concerned with building codes. To make the code more specific, the Council has created a definitions page, clearer language, and stated what types of homes are acceptable, including tiny homes and container homes.

The housing document the Committee agreed upon at the December 5th meeting can be forwarded to the Council as a concept document, opening with the statement, “The Planning and Development Committee recommends that the Town Council moves forward on the affordable housing initiative with the following proposal as a concept paper.”

A motion was made by Mr. Finch to approve the document wording as stated and forward the document to the Town Council, seconded by Ms. Larrouy, and approved unanimously.

1. STAFF OR MEMBER REPORTS: AT THIS TIME THE TOWN STAFF OR A COMMITTEE MEMBER MAY REPORT ON ITEMS OF INTEREST TO THE COMMITTEE. SUCH ITEMS MAY NOT BE ACTED UPON BY THE COMMITTEE AT THIS TIME, BUT MAY BE SCHEDULED AS A FUTURE AGENDA ITEM.

The Community Regional Block grant is available every three years and the Colonias Set Aside, which requires a shovel ready project, is available every two years. These grants require two hearings. At the first hearing, the public can suggest projects that could qualify for these grants. At the second public hearing, the Council decides which public projects the Town would like to use the grant money for. ( A list of the projects suggested by the public, as well as the Town’s projects, can be found in the minutes from the February 14th Town Council meeting.) All paper work needs to be submitted by July. The Town would like to replace old waterlines with Colonias Set Aside funds. The Colonias Grant is very competitive and only available to Colonias designated communities along the border. We scored high on the last Colonias grant, which will help with this year’s application.

Arizona Department of Housing has money for refurbishing occupied housing, but not for new housing.

The Surface Transportation Block Grant will be used after July 15th to finish the paving of McKeown and pave and stripe the dirt parking in Town.

There haven’t been any updates on the Arizona Housing Trust Fund grant process.

Elvia Gallagher spoke briefly about CHOP’s affordable home-owner housing project on Gopher Field.

Regarding a possible future discussion about short term rentals, Mr. Finch said that the Town Council has already done everything the State will allow to regulate these rentals.

1. FUTURE AGENDA ITEMS: AT THIS TIME THE COMMITTEE MAY BRING FORTH TOPICS FOR FUTURE AGENDAS AND SET THE DATE FOR THE NEXT MEETING.

There were no future agenda items. The next meeting is scheduled for Tuesday, April 2, at 6PM.

1. ADJOURN

A motion to adjourn was made by Laurie Monti, seconded by Steve Finch, and approved unanimously. The meeting was adjourned at 6:40PM.