

**TOWN OF PATAGONIA**

**PLANNING AND DEVELOPMENT MEETING AND PUBLIC HEARING MINUTES**

**April 2, 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, Nancy McCoy, and Gerry Isaac (via Zoom) A quorum was present.

Absent: Patrick O’Neal, Kevin McKay

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

Public present: Debbie Robinson, Karen Kaufman, Martha Fisher, Marcella Heiss, Randy Heiss, Steve Kalling, Meg Gilbert, Carolyn Shafer, Robert Kellock, Julie Holding, Susan Lange, David Christiana, David Fain

1. PLEDGE OF ALLEGIENCE: The Committee recited the Pledge of Allegiance.
2. APPROVAL OF MINUTES FROM MARCH 5, 2024, MEETING

A motion to approve the minutes was made by Steve Finch, seconded by Georgette Larrouy, 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.

Marcella Heiss said that her property was affected by the road closure of Pittsburgh Avenue when it was dug up for electric service to the Kaufman property. Although Ms. Kaufman notified other neighbors, Ms. Heiss had not been notified. She suggested that in the future the Town might help with the process of notifying affected residents when a road is going to be closed.

Karen Kaufman explained her history with Patagonia and the recent purchase of the Miranda adobe house which is adjacent to property she owns. The purpose of the 5’ to 6’ retaining wall is to protect the adobe house from water coming down the eroded hillside behind it. Ms. Kaufman has obtained a Town building permit for the wall.

Randy Heiss said that requiring a use permit for Ms. Kaufman’s retaining wall was a misapplication of the Town ordinance that requires a use permit for perimeter walls extending higher than five feet above grade as this was to be a retaining wall, not a perimeter wall, and Ms. Kaufman owned the property behind the wall. He pointed out that a resident could build an 8’ high fence without a use permit as this ordinance only refers to walls.

Laurie Monti stated that the purpose of this ordinance requiring a use permit for walls over a certain height was to prevent view obstruction. Mr. Heiss read the guideline from the General Plan.

Steve Finch said that since the Committee did not open the Public Hearing officially that we should open and close it before voting on the use permit for the retaining wall. Comments would be included in the Call to the Public.

**OLD BUSINESS**

None

**NEW BUSINESS**

**OPEN PUBLIC HEARING**

A motion to open the Public Hearing was made by Steve Finch, seconded by Nancy McCoy, and approved unanimously.

**FOR A 6’ RETAINING WALL AT 441 PITTSBURGH AVENUE (CORNER OF PITTSBURGH AND COSTELLO) PATAGONIA AZ PARCEL NUMBER 106-37-036**

**OWNER IS MS. KAREN KAUFMAN.**

There were no additional comments.

A motion to close the Public Hearing was made by Steve Finch, seconded by Nancy McCoy, and approved unanimously.

**REOPEN REGULAR COMMITTEE MEETING**

6. DISCUSSION AND POSSIBLE ACTION ON PROPOSED USE PERMIT BY KAREN KAUFMAN.

A motion to approve the proposed use permit was made by Steve Finch, seconded by Laurie Monti, and approved unanimously.

7. 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.

Nancy McCoy said that the P&D Committee Handbook is completed and will be emailed to members shortly.

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

* Look into the anticipated growth and changes happening to Town as South 32 has just approved their budget so things may be happening faster.
* Election of officers.
* Recruitment of new members.
* The role and duties of the P&D.
* The Annual Report.

The next meeting will be Tuesday, May 7, in the Council Chambers at 6PM.

9. ADJOURN: A motion to adjourn was made by Laurie Monti, seconded by Nancy McCoy, and approved unanimously. The meeting was adjourned at 6:23PM.