

**MINUTES**  
**TOWN OF QUARTZSITE**  
**465 NORTH PLYMOUTH AVENUE, QUARTZSITE, AZ, 85346**  
**SPECIAL MEETING OF**  
**PLANNING & ZONING COMMISSION**  
**TUESDAY, MAY 21, 2013 AT 2:00 PM**

**CALL TO ORDER:**

▶ 2:04 PM

**PLEDGE OF ALLEGIANCE:**

▶ Chairman Simpson led the pledge.

**ROLL CALL:** ▶

Chairman: Norm Simpson, present "XXXXXXXXXXXXXXXXXXXXXXXXXXXX" Vice Chairman: Jesse Hearne, present  
Commissioner: Jim Murphy, present "XXXXXXXXXXXXXXXXXXXXXXXXXXXX" Commissioner: Dennis Kuehl: present  
Commissioner: Barbara Bowman, absent

Staff Present: Steve Henrichs, Community Development Services, Tina Abriani, secretary

**NEW BUSINESS:**

1. Review and Discussion of time requirements for the 2013 General Plan.

▶ Three options are available for 2013 General Plan: 1. Re-adopt the current general plan for another 10 years; 2. Use the State sanctioned extension (15 years total); 3. Complete the 2013 General Plan by March 23, 2016

▶ Commissioner Dennis Kuehl moved that the Commission complete the 2013 General Plan by March 23, 2014. Commissioner Jim Murphy seconded the motion. The vote was unanimous and the motion passed.

2. Review Draft of written process required by A.R.S. § 9-461.06 to provide effective, early and continuous public participation in the development of the updated general plan.

▶ This item was read into the record on May 14, 2013 and is available for discussion during this meeting. It has been reviewed by the town attorneys and it meets the requirements.

3. Discussion and possible action to recommend proposed written process required by A.R.S. §9-461.06, as presented, to the Town Council.

▶ Commissioner Murphy moved that the Commission approve this and pass it on to the Council for resolution and adoption. Commissioner Hearne seconded the motion.

▶ Steve Henrichs read the following into the record: a proposed Agenda Item: Discussion and possible action to approve a Resolution adopting written procedures for public participation in the 2013-2014 Town of Quartzsite General Plan preparation. Summary: The General Plan for the Town of Quartzsite was originally adopted by the Council on November 25, 2003 and passed in an election held on March 9, 2004. The Council approved the election canvas on March 24, 2004 which established the official date of ratification of the Towns General Plan. Based on current requirements, we have the following options to update the General Plan: Re-adopt the existing General Plan for another ten (10) years; Complete a General Plan update by March 23, 2014, which is ten years from the date the plan was initially adopted and ratified; Complete a General Plan update by March 23, 2019, which includes the additional five (5) years provided by State legislative action for update of the General Plan. The Town Attorney has reviewed this Resolution to ensure that it meets all legal and statutory requirements. The Planning and Zoning Commission has reviewed and discussed the proposed written process to provide effective, early and continuous public participation in the development of the General Plan. Responsible Person: Steve Henrichs, Acting Director of Community Development. Attachment: Resolution of the Town Council of the Town of Quartzsite adopting a citizen participation plan pursuant to State legislation for the purpose of ensuring an open process for Quartzsite citizens to become actively involved in the preparation of the Quartzsite General Plan. Action Requested: Approve the Resolution of the Town Council of the Town of Quartzsite adopting a citizen participation plan pursuant to State legislation for the purpose of ensuring an open process for Quartzsite citizens to become actively involved in the preparation of the Quartzsite General Plan.

▶ The vote was called for and all were in favor. The motion passed.

▶ **ADJOURNMENT:** 2:20 PM

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special Meeting held May 21, 2013, of the Planning and Zoning Commission of Quartzsite, Arizona.

I further certify that the meeting was duly called and held and that a quorum was present.

DATED this \_\_\_\_\_ th day of \_\_\_\_\_, 2013

Tina Abriani, Secretary

On behalf of the Commission

Approved:

Norm Simpson, Chairman