

**MINUTES**  
**TOWN OF QUARTZSITE**  
**465 NORTH PLYMOUTH AVE, QUARTZSITE AZ 85346**  
**REGULAR MEETING of the**  
**PLANNING AND ZONING COMMISSION**  
**TUESDAY, SEPTEMBER 20, 2016, 3:00 P.M.**

**CALL TO ORDER:** 3:07 P.M

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

Chairperson: David Collier, absent  
Commissioner: Vacant  
Commissioner: Jim Murphy, present  
Commissioner: Steve Schue, present

Vice Chairman: Jesse Hearne, absent  
Commissioner: Dennis Kuehl, present  
Commissioner: Dennis Dole, present

**STAFF PRESENT:**

Town Manager, Jim Ferguson and Building Inspector Tonya Hoogerwerf.

**MINUTES:** Approve April 19, 2016 minutes. Commissioner Schue Motioned to approve minutes as written, Commissioner Kuehl seconded. All in favor. Motion approved.

**ACTION ITEMS:**

1. Discussion, review and possible recommendation to Council to clarify Zoning Article IX, "Recreational Vehicle Parks", Section 1, Paragraph 1. Which reads, "Recreation vehicle parks can be approved by the Town as conditional use permit."

Town Manager, Jim Ferguson, stated that recreational vehicle parks are an allowed use in Commercial zones and there are already a recreational vehicle park standards laid out in Article IX so there is a confusion on why Section 1, Paragraph 1 reads that recreation vehicle parks can be approved by the Town as conditional use. Either there should be a strike through Paragraph 1 or make the statement that recreational vehicle parks shall meet the following standards. It was suggested that the language in Section 1, Paragraph 1, Article IX needs to be clarified. Paragraph 1 should read, "Recreational vehicle parks shall be developed according to the standards in Section 2 of this Article."

Commissioner Kuehl would like to revisit the portion of the code Article IX acreage requirement due to recalling that the Planning and Zoning Commission already raised the acreage requirement to 5 acres.

Commissioner Kuehl motioned to recommend to council new wording for Article IX and Commissioner Murphy seconded the motion. All in favor. Motion approved.

**PUBLIC HEARING:**

1. **Variance:** 16-01 **Permit:** #8072 **Location:** 240 N. Riggles Ave, Quartzsite, AZ 85346. **APN Number:** 306-18-038 B. **Applicant:** Riggles RV Park **Request:** Variance on acreage requirement of a minimum 2 ½ acres.

Tonya Hoogerwerf read the staff report to the Commission.

Commissioner Schue motioned to open to a public hearing and Commissioner Kuehl seconded. All in favor. Motion passed.

Mark Goldberg questioned how a project got started if the code reads that recreational vehicle park standard clearly states that property must be 2 ½ acres.

Town manager Jim Ferguson explained that Article IX, paragraph 3 reads that a recreational vehicle park shall consist of a minimum of 2 ½ acres unless otherwise recommended by the Planning and Zoning Commission and approved by Council. He stated that was what brought everyone here today.

Keith Davern, a developer of property, spoke on his own behalf regarding the RV park. Commissioner Kuehl asked if permits were pulled before he started the project.

Tonya Hoogerwerf, building inspector, explained to the Commission that permits were pulled to rehabilitate the building not for the RV park. Not until the sewer was being put to the building did she notice that 27 hook ups were being installed on the property. Permits were applied for after the digging began on the sewer for the RV park. She also stated that at that time she notified Keith Davern about the Recreational Vehicle Park standards and informed him that he needed a variance.

Commissioner Dole stated that a procedure should be put in place for when developers come into town that they get a packet that asks what is going to be built and be given the information of the standards of the code.

Star Bearcat suggested that projects like this should go to Planning and Zoning Commission for review before issuing any permits.

Commissioner Schue motioned to close the public hearing on this item and Commissioner Murphy seconded. All in favor. Motion approved.

Commissioner Schue motioned to grant the variance on Item 1 of the public hearing and Commissioner Murphy seconded; recommending to council that the variance be approved. All in favor. Motion approved.

2. Discussion, review and possible recommendation to Council of proposed zoning code amendment to Article III, Rules of Construction, Section 2, Definitions pertaining to crafter/craft sale.

Commissioner Schue opened to public hearing and Commissioner Murphy seconded the motion. All in favor. Motion approved.

Mark Goldberg spoke about the QIA and others associated with the craft sales. He gave the history of why this came in front of the Planning and Zoning Commission. He stated that the code doesn't define what a craft sale or a crafter is in the code. He also stated that the council agreed to amend the code and directed staff to do an ordinance amendment to codify craft sales and crafter.

The code should be amended to read: Article III, Rules of Construction and Definitions, Section 2, **PARAGRAPH 26.1, CRAFTER: A HOBBIEIST MAKING OR HANDASSEMBLING ITEMS OR ARTWORKS FOR SALE ON AN OCCASIONAL BASIS AT A LOCAL CRAFT SALE.**

The code should be amended to read: Article III, Rules of Construction and Definitions, Section 2, **PARAGRAPH 26.2 CRAFT SALE: A GATHERING OF CRAFTERS FOR THE SALE OF HANDMADE OR HAND ASSEMBLED ITEMS OR ARTWORKS ORGANIZED AND HELD BY A BONA FIDE LOCAL CLUB OR NON-PROFIT ORGANIZATION.**

Commissioner Schue motioned to close the public hearing and Commissioner Kuehl seconded the motion. All in favor. Motion approved.

Commissioner Kuehl motioned to recommend to Council to amend the code as it was presented. Commissioner Murphy seconded the motion. All in favor. Motion approved.

3. Discussion, review and possible recommendation to Council of proposed zoning code amendment to Article VII, General Provisions, Section 22, Yard Sales, Swap Meets, and Rummage Sales. Adding a Paragraph 3 for "Craft Sale".

Commissioner Murphy motioned to open the public hearing and Commissioner Schue seconded the motion. All in favor. Motion approved.

The code should be amended to read: Article VII, General Provisions, Section 22, Yard sales, swap meets, **CRAFT SALES**, and Rummage sales.

Paragraph 1 Yard Sales **AND RUMMAGE SALES** are permitted in all residential neighborhoods provided that such sales are held on the premises, said sale lasting no longer than seventy-two (72) hours at a time and held no more frequently than one (1) time every thirty (30) days.

The code should be amended to read; Article VII, General Provisions, Section 22, Paragraph 2. Yard sales **AND RUMMAGE SALES** held longer than seventy-two hours at a time or held more frequently than one (1) time every thirty (30) days at any single address, are considered to be a swap meet and shall be restricted to commercially zoned area by special use permit consistent with administrative rules and procedures adopted by the Town Council.

The code should be amended to read; Article VII, General Provisions, Section 22, **PARAGRAPH 3. CRAFT SALES ARE PERMITTED IN ANY COMMERCIAL ZONE, SAID CRAFT SALE SHALL BE LIMITED TO ONE (1) CRAFT SALE OF A DURATION OF NO LONGER THAN THREE DAYS (72) HOURS, IN ANY THIRTY-DAY (30) PERIOD. NO TOWN PERMIT(S) SHALL BE REQUIRED.**

Commissioner Murphy motioned to begin the public hearing and Commissioner Schue seconded the motion. All in favor. Motion approved.

Commissioner Schue motioned and Commissioner Dole seconded to close the public hearing. All in favor. Motion approved.

Commissioner Dole motioned to recommend to Council to amend Article VII, General Provisions, Section 22, Paragraph 1, 2, and 3 as presented and Commissioner Murphy seconded. All in favor. Motion approved.

**FUTURE AGENDA ITEMS:** October 18, 2016.

1. Coordinating with Quartzsite Fire District for inspections and enforcement of building and fire codes.
2. Temporary structures that are left up all year, vendor spaces that are not cleared after 6 months or after vendor license expires.
3. Discussion, review and possible recommendation to council of Zoning regulation amendments to promote agricultural opportunities for the Town.
4. Review and discuss enforcement of street signage.

Jim Ferguson, Town Manager, stated that these items were just suggestions for future agendas.

Commissioner Kuehl said he would like to revisit the 5 acre minimum requirement for RV parks. Also, he said he would like to have a discussion on fast tracking the permit process.

Commissioner Kuehl Motioned to adjourn the meeting and Commissioner Dole seconded the motion. All in favor. Motion approved.

**ADJOURNMENT:** 4:35 P.M.

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting held on September 20, 2016, of the Planning & Zoning Commission of Quartzsite, Arizona and a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016

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Tonya Hoogerwerf, Building Inspector

APPROVED:

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David Collier, Commission Chairman