



## MEETING MINUTES

### NOTICE OF A PUBLIC HEARING OF THE TOWN OF SNOWFLAKE PLANNING AND ZONING COMMISSION

NOTICE IS HEREBY GIVEN TO MEMBERS OF THE TOWN OF SNOWFLAKE PLANNING AND ZONING COMMISSION AND TO THE GENERAL PUBLIC THAT THE TOWN OF SNOWFLAKE PLANNING AND ZONING COMMISSION WILL HOLD A PUBLIC HEARING ON TUESDAY AUGUST 19, 2025 AT 7:00 PM IN THE SNOWFLAKE TOWN COUNCIL ROOM LOCATED AT 81 WEST 1ST SOUTH SNOWFLAKE, AZ.

1. Call to Order **7:00p**

Bruce Meyer, Justin White, Derek Flake, and Michael Lunt were present. Jeff Greer was absent.

2. Pledge Meyer and Prayer White

3. Call to the Public

No one spoke

4. Commissioner Reports

Meyer- thanked staff for their work. Council asked the Commission to create a multipurpose zoning type that would allow housing on the second floor of commercially zoned property, more focus on planning, and an increase in drainage management.

The Commission discussed further how the Town could manage water flow, drainage, and flood maps better.

Jarvis- staff are working on creating a type of zoning that meets the request of the Council. Soon another work session between the Council and the Commission will be scheduled. He informed the Commission that this will be his final P&Z meeting because he has accepted a full-time position with NACOG.

5. Approval of Previous Meeting Minutes

A. Meeting Minutes 7/15/2025

*Hunt moved to approval of the minutes as presented. Meyer seconded the motion. Unanimously approved with Greer absent.*

6. Discussion/Action Items

7. Open Public Hearing

A. VARIANCE: 671 W 24TH N ST: MURDOCK: CONSTRUCTION OF A 2ND STRUCTURE

The applicant's representative was present. The Commission, staff, and the representative discussed the application. The request is to construct the structure in the front yard, and before the primary structure is started. The Commission reminded the representative that the property needs to meet the setback requirements. They were also asked to provide staff with a site plan. The applicant shared some pictures of the property.

B. VARIANCE: 900 S. CENTENNIAL BLVD: HOWARD: CONSTRUCTION OF STRUCTURES IN THE FRONT YARD

The applicant provided additional details about their property and plan.

C. ZONING CHANGE REQUEST: 3102 W 11TH ST. N: WESTBROOK

The applicant was called over the phone. The applicant was unaware of the meeting because they were contacted via an email address that they do not regularly check. He provided clarification about where the easements will be located. The applicant wants to rezone 19E.

8. Close Public Hearing Discussed after item within 7.

A. VARIANCE: 671 W 24TH N ST: MURDOCK: CONSTRUCTION OF A 2ND STRUCTURE

*Flake moved to recommend the request with the stipulation that a site plan be provided to the Town before the Council considers the request. Meyer seconded the motion. The motion was unanimously approved with Greer absent.*

B. VARIANCE: 900 S. CENTENNIAL BLVD: HOWARD: CONSTRUCTION OF STRUCTURES IN THE FRONT YARD

*Meyer moved to recommend the request. Lunt seconded the motion. The motion was unanimously approved with Greer absent.*

C. ZONING CHANGE REQUEST: 3102 W 11TH ST. N: WESTBROOK

Flake and Meyer are supportive of the request, but they encouraged the applicant to finalize the details of their total development plans.

*Flake moved to recommend the request with the applicant providing further details about their site plan. Lunt seconded the motion. The motion was unanimously approved with Greer absent.*

9. Adjourn **8:17p**