

**City of Bisbee  
 Planning and Zoning Commission Meeting  
 In the City Council Chambers  
 915 S. Tovreaville Road,  
 Bisbee, Arizona 85603  
 October 17th, 2019, @ 5:30 pm**

**Action Agenda**

**5:30 pm Call To Order**

**Roll Call - Commission Members**

	<b>Present</b>	<b>Absent</b>	<b>Excused</b>
<b>Mark Apel – Chair</b>			
<b>Nancy Parana</b>	<b>X</b>		
<b>Douglas Dunn</b>	<b>X</b>		
<b>Jennifer Ryan</b>	<b>X</b>		
<b>Bryant Keefe</b>			<b>X</b>
<b>Vacant</b>			
<b>Vacant</b>			
<b>Louis Pawlik – Council Liaison to the Commission</b>			<b>X</b>

**CALL TO THE PUBLIC –**

**Agenda Item 1.**

**For Discussion and Possible Action: Providing the Mayor and City Council with a Recommendation Regarding Establishing a Permanent Easement Across City Property.**

David Hansen had requested a Transfer of City Property, adjacent to the west end of his property at 510 Adams Avenue. City Staff prefers establishing an easement across this property.

David Hansen presented the particulars of this proposed action to the Commission, explaining how an easement would allow access to his property. Staff explained the City’s position regarding an easement for Mr

Hansen as well as for future development. The Commission discussed this proposed easement, asking questions of Mr Hansen and City Staff. Commissioner Dunn proposed that the Commission recommend the establishment of this easement to the Mayor and City Council. Commissioner Ryan seconded the motion.

**Action: The Commission unanimously approved the motion, 4-0 in favor.**

### **Agenda Item 2.**

#### **Public Hearing to reconsider an application for Transfer of City Property. Discussion and Possible Recommendation to the Mayor and City Council**

Consideration of a request for the transfer of city parcel APN 103-72-051A located at 8 Old Douglas Road. The applicant wishes to acquire the city parcel to use as a business location. The applicant is Todd Conklin. All public notice requirements have been met.

An abbreviated staff report was given including the condition of the property and the City's rationale for recommending the transfer of this property.

Mr Conklin addressed the board regarding his application.

Chair declared the public meeting open and asked for input. No one commented at this opportunity.

The Public Hearing was closed

Commission discussed the proposed transfer

Call for a motion: Commissioner Dunn Moved that the Commission recommend to Mayor and City Council the public auction of APN 103-72-051A, for the minimum bid of \$30,000. Commissioner Parana seconded the motion.

**Action: The Commission approved the motion 3 in favor with one abstention.**

### **Agenda Item 3.**

#### **Public Hearing to reconsider an application for Transfer of City Property. Discussion and Possible Recommendation to the Mayor and City Council**

Reconsideration of a request for the transfer of a portion of city right of way located between Black Knob View and Van Dyke Avenue. The applicant wishes to acquire the portion of city right of way to extend yard space. The applicant is an adjacent property owner John Roupe. All public notice requirements have been met.

An abbreviated Staff report was presented explaining the need for this transfer to be by auction

The Applicant was not present to present his application to the Commission, he had presented the application at a prior meeting therefore the Commission was familiar with the particulars of this application.

Chair Apel declared the Public Hearing open, there were no public comment made.

The Public Hearing was closed

The Commission discussed the location and value of this right of way  
Chair called for a motion. Commissioner Dunn proposed that the Planning and Zoning Commission recommend to Mayor and City Council the public auction of this 30'wide X 150'long portion of city right of way, for the minimum bid of \$9000. Commissioner Parana seconded the motion.

**Action: The Commission approved the motion 4-0 in favor**

#### **COMMISSIONER COMMENTS:**

Commissioner Dunn commented on how dilapidated properties contribute to fire hazards in Bisbee and requested that Staff send the City's list of vacant, abandoned & dilapidated properties to the Commissioners and Questioned what had become of the IGA for Cochise County to provide code enforcement for the City.

Commissioner Apel requested that the City authorize Cochise County Planner Christina to compile a report and make recommendations for the Commission from an analysis of the data generated in the parking studies done by former City Intern, Torin Sadow, former Community Development Director John Charlie and University of Arizona students.

#### **FUTURE AGENDA ITEM SUGGESTIONS**

**Adjournment: 6:08pm**