

**SITE PLANNING COMMITTEE MEETING**  
**TUESDAY, FEBRUARY 18, 2025, 2:00PM**  
 CITY OF BISBEE CITY HALL LOCATED AT 76 ERIE STREET, BISBEE, AZ 85603

**ACTION AGENDA**

**CALLED TO ORDER BY: Emanuel Stuart \_\_\_\_\_ AT 2:11 PM**

<b>ROLL CALL MEMBERS</b>	<b>PRESENT</b>	<b>ABSENT</b>	<b>EXCUSED</b>
Juanetta Hill, Councilmember WARD III	X		
Anna Cline, Councilmember WARD III	X		
Sandy Heusman, Vice- Chair PZ Commission	X		
Stephen J. Pauken, City Manager	X		
Matthew Gurney, Public Works Director	X		
Xavier Rodriguez, Building Inspector	X		
J. Emanuel Stuart	X		

**The Following Items will be Discussed, Considered and/or Decided Upon at this Meeting:**

**ITEM #1:**

**Election of a Chair for the Site Planning Committee**

Mr. Pauken elected Xavier Rodriguez as the Chair of the Site Planning Committee.

Mr. Gurney Seconded.

NOMINATION PASSED UNANIMOUSLY

**ITEM #2:**

**Discussion and Possible Site Plan Approval for the construction and yard for Conklin Storage to be located at an unaddressed parcel APN 102-16-081 Bisbee, AZ 85603.**

***The Committee shall approve, approve with stipulations deemed necessary to protect the public health safety and welfare, or deny the site plan.***

The Committee approved the site plan unanimously with a request that special attention be given to the following:

- Verifying that the lights match the specifications to meet the city's dark sky standards.
- Ensuring the light color temperature does not exceed 3,000 Kelvin.
- Using shielding and downward-facing light fixtures to minimize light spill.
- A second entrance and exit will be required based on the square footage of the parcel. This is because of potential hazardous materials that could be stored.
- Cannot put a sign on a stand that is higher than 8 feet tall, so this eliminates the gate with the sign above it.

**Other Requests and Reminders:**

- The diagram of the sign on the lower gate is currently approved, but a change to the signage is possible with a new review.
- Applicant can apply for a Right of Way permit to get a sign on the ROW on the highway. Would have to get permission from the City of Bisbee and ADOT. And it must be a monument sign.
- Applicant would have to go to the board of adjustment for a taller sign.
- Provide ADA accessibility with a concrete or asphalt pad with ramps and pulldowns on the doors so people in wheelchairs can reach the doors.
- Maintain and use road gravel/paving that minimizes dust and can support city garbage trucks.
- It is strongly recommended to inform neighbors on Harrison Street and Headstart Way when you will begin the construction on the project to avoid neighbor disharmony.

**Adjournment: 2:57 PM**