

**CITY OF EL MIRAGE
PLANNING AND ZONING COMMISSION
SPECIAL MEETING MINUTES
DECEMBER 8, 2015**

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Planning and Zoning Commission Chairman Frank Carnal called the meeting to order at 6:00 p.m. & led the Pledge of Allegiance.

II. ROLL CALL

Members present were Chairperson Frank Carnal, Vice-Chair Monica Dorcey, Commission Members Justin McCarty and Robin Freberg; member Martin Crosby was absent. City staff present was Jorge Gastelum, Director of Development & Community Services/City Engineer, Jose A. Macias, Development Services Coordinator/GIS and Tom Doyle, Economic Specialist.

III. APPROVAL OF THE MINUTES OF AUGUST 12, 2015

There being no changes; Dorcey made a motion to approve the minutes for the September 22, 2015 Regular Meeting, seconded by Freberg, and the motion passed with a vote of 4 to 0.

IV. OLD BUSINESS

None

V. NEW BUSINESS/PUBLIC HEARING ITEM

- 1. A public hearing, discussion, & recommendation to amend the City code section §50.066 DEPOSITS; SERVICE CONNECTION CHARGES; INTERRUPTION FEES (B); developers and property owners shall be responsible for off-site utility improvements.**

Chairperson Carnal opened the public hearing at 6:02 pm. Staff member Macias gave the staff report and presentation. The Commission Members had a discussion regarding the presentation and asked staff how many requests the City receives a year. Macias stated three (3) to four (4) for residential properties. Gastelum added that the Public Works crew is small and in order to complete the work in a timely matter, the City would have to contract out the work. Gastelum also added that the 15% administration fee would no longer apply once the ordinance was in effect because the City would no longer be doing the work. The 15% administration fee is charged based on the cost of labor and materials that the City would estimate to do the work. Dorcey asked if the only charges would be permit fees, Gastelum confirmed that the permit fees would be the same.

Carnal called for questions from the public, there being none, Carnal closed the public hearing at 6:10 pm and asked for a motion. Dorcey made the motion to accept the amendments as presented, Freberg seconded it, motion passed with a 4-0 vote.

Macias mentioned to the Commission Members that the public notice for the City Council meeting in January was already published and that the item is on the January 5, 2016 agenda, and should be effective by February 5, 2016.

VI. DISCUSSION ITEM

None

VII. STAFF REPORT

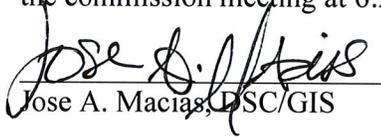
Gastelum reported on the following; 1) City hall will be closed for the holidays from December 24, 2015 through January 1, 2016. 2) Gastelum gave a PowerPoint presentation on the new city hall to be completed in December 2016. (See attachment #1)

VIII. COMMISSIONER COMMENTS

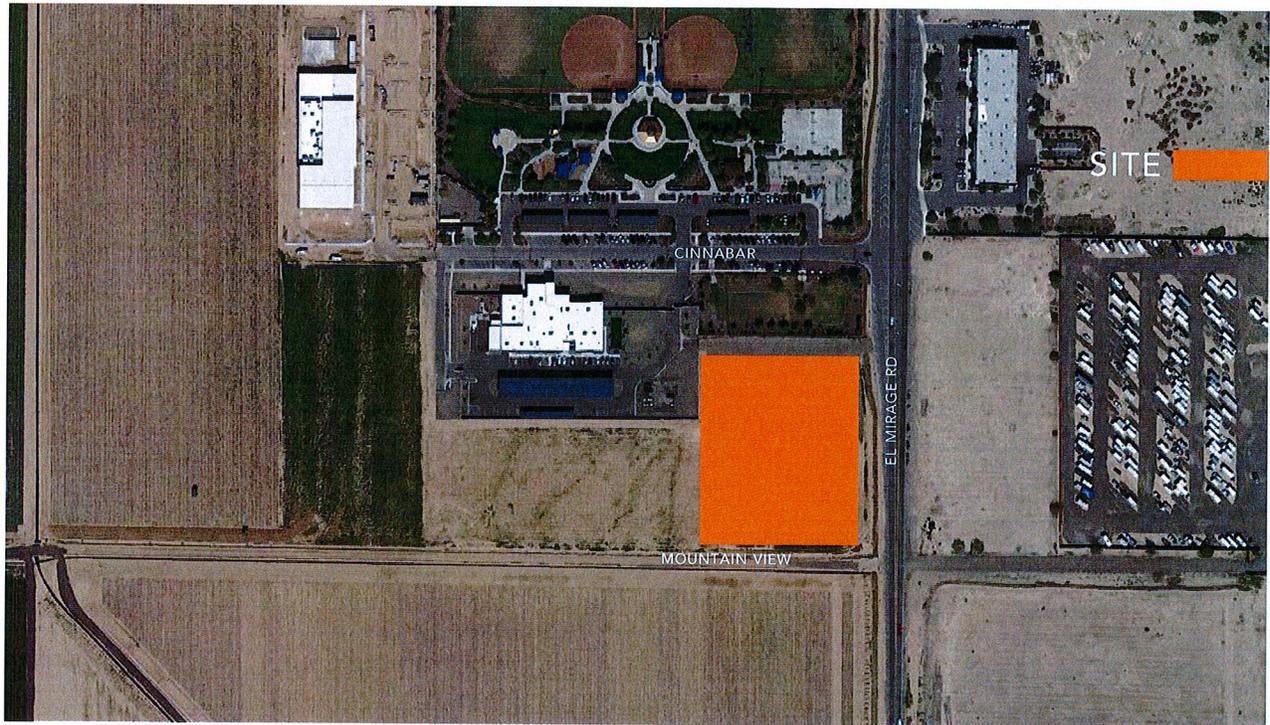
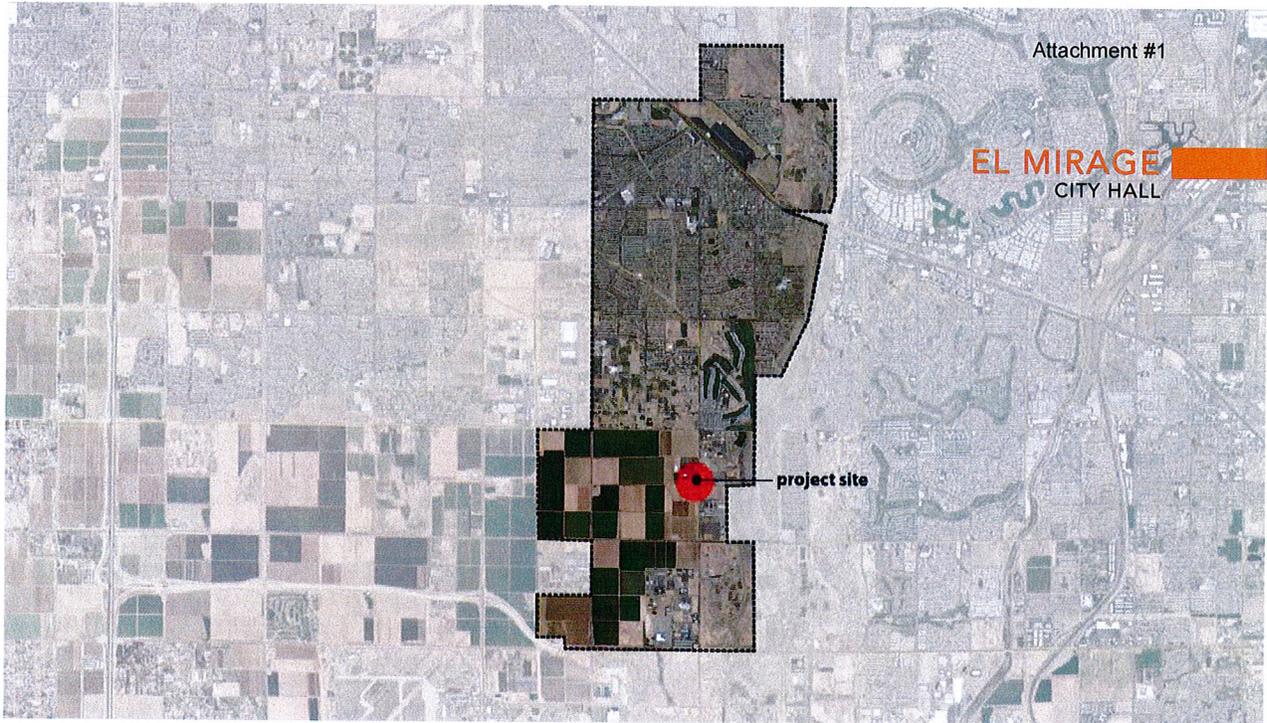
No comments.

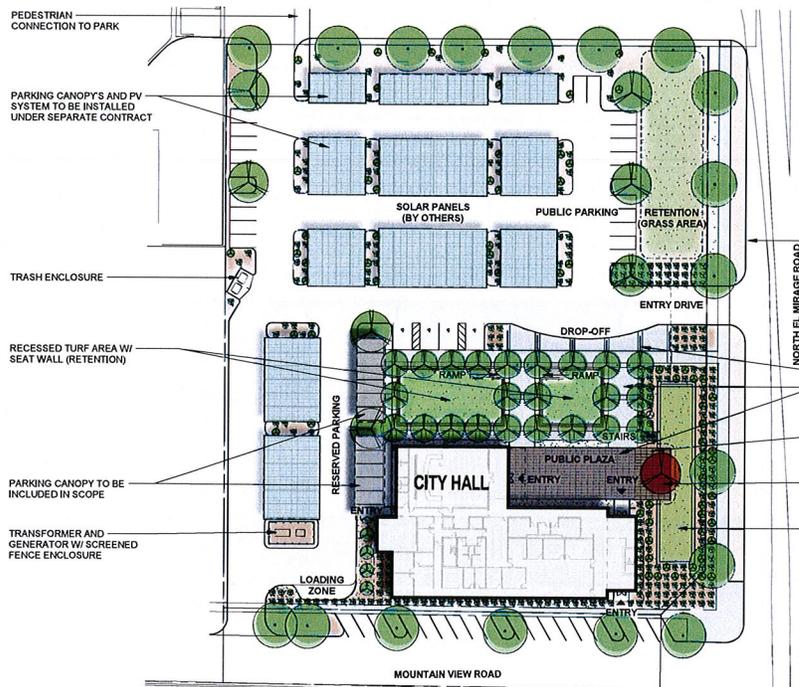
IX. ADJOURNMENT

Planning and Zoning Commission Chairperson, Frank Carnal, adjourned the commission meeting at 6:22 p.m.


Jose A. Macias, DSC/GIS


Frank Carnal, Chairperson





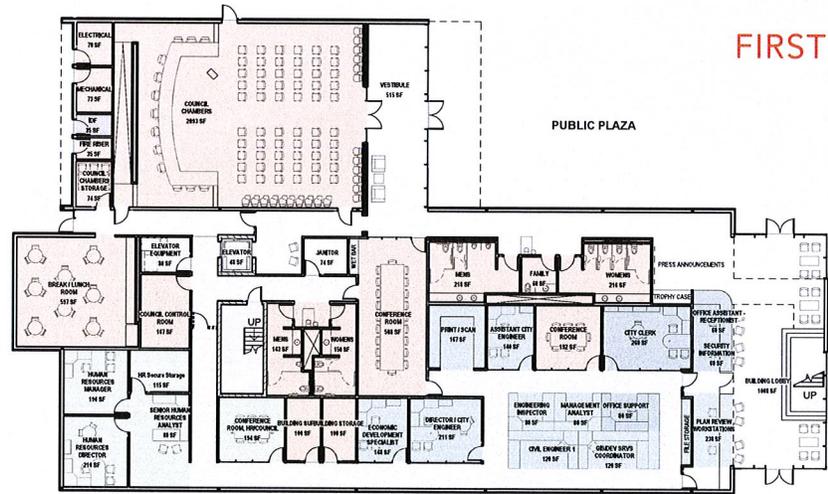
SITE PLAN **10**
PRELIMINARY

- PEDESTRIAN CONNECTION TO PARK
- PARKING CANOPIES AND PV SYSTEM TO BE INSTALLED UNDER SEPARATE CONTRACT
- TRASH ENCLOSURE
- RECESSED TURF AREA W/ SEAT WALL (RETENTION)
- PARKING CANOPY TO BE INCLUDED IN SCOPE
- TRANSFORMER AND GENERATOR W/ SCREENED FENCE ENCLOSURE

RIGHT OF WAY IMPROVEMENTS ALONG EL MIRAGE ROAD TO BE INSTALLED UNDER SEPARATE CONTRACT

- LIGHTING FIXTURE
- HARDSCAPE - INTEGRAL COLORED CONCRETE W/ ACID WASH FINISH (IN-GRADE LANDSCAPE LIGHTING AT PUBLIC PLAZA)
- FLAG POLE
- FUTURE MEMORIAL

- On-Site Parking
 - Standard: 101
 - Accessible: 4
 - Reserved: 35
- Off-Site Parking
 - Standard: 18
- Total Parking 158



FIRST FLOOR **10**
PRELIMINARY

- first floor 13,100 SF
- second floor 9,100 SF
- total 22,200 SF

