

## **Holbrook Planning and Zoning Commission Meeting**

September 21 ,2023

5:15 PM

Pursuant to ARS 38-431.02, notice is hereby given to the Holbrook Planning and Zoning Commission and to the general public, that a meeting, which is open to the public, will be held on above-mentioned date, in the City Council Chambers, at 465 First Avenue, Holbrook, Arizona.

The items on the following agenda are for discussion and possible consideration:

1. Call to order.
2. Roll Call
3. Minutes of the Planning and Zoning meeting held on April 6, 2023.
4. Discussion/possible action regarding a Zone Change – Francis Morris –308 Hermosa DR. would like to change the zone in order to build a new house.
5. Discussion/possible action regarding a work session for review of codes and possible update
6. Adjournment.

Dated this 20<sup>th</sup> Day, September,2023.

  
\_\_\_\_\_  
Michael Young, Planning and Zoning Administrator

Planning and Zoning Commission Meeting  
Regular Meeting Minutes  
April 6, 2023

CALL TO ORDER: Chairman Sample called the meeting to order at 5:18 p.m.

ROLL CALL: Chairman Sample; Members: Buddy Dupee, Trent Larson, David Smith, and Aaron Colon

CITY STAFF: Zoning Administrator Michael Young

APPROVAL OF MINUTES: Motion by Commissioner Larson; Seconded by Commission Smith. Motion approved.

Public Hearing for Zone Change: Kevin Clancey, FTMSNYC LLC, DBA Veterans Services USA, Parcel 109-18-088, located at 700-720 N. Navajo Blvd; change from C-2 General Commercial to R-C Residential Commercial.

- CeCe Baker spoke on behalf of applicant Mr. Clancey.
- Commission members discussed concerns about codes.
- Public Discussion:
  - David Newlin spoke in favor of the change.
- Dupee motioned to deny. Second by Smith.
- Roll call vote: Dupee and Smith voted for the motion; Sample, Larson, and Colon voted against the motion.
- Motion denied.
- Motion to approve the zone change by Larson. Second by Colon.
- Roll call vote: Sample, Larson, and Colon voted to approve the zone change; Smith and Dupee voted to deny.
- Motion passed.

CONDITIONAL USE PERMIT for Chris Kilsares, Change Point, Request to convert Howard Johnson, 2608 Navajo Blvd to Residential Care Services.

- Jeff Oaks and Gretchen Hernden presented to the commission.
- Discussion was held with the applicant.
- Public Discussion:
  - Chief Christensen, Ophelia Lange, and Andy Backta presented concerns.
  - David Newlin, Brad Carylton, and Dawn Wilson spoke in favor.
- Motion to approve by Colon. Motion died for lack of second.
- Motion to deny by Dupee. Second by Smith.
- Motion to deny was approved 3 for and 2 against.
- The Conditional Use Permit was denied.

CONDITIONAL USE PERMIT for Mia Uribe, request for Bed and Breakfast located at 1124 Helen Ave.

- Mia Uribe presented to the commission
- Discussion was held with the applicant.
- There was no Public Comment.
- Motion to approve by Larson. Second by Colon.
- Motion passed unanimously with conditions to keep yard clean and weed free, and to meet city and state codes.

ADJOURNMENT: Meeting adjourned 6:45 p.m.

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Mike Sample, Chairman

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Planning and Zoning Commission held on April 6, 2023. I further certify that the meeting was duly called and held and that a quorum was present

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Michael Young, Zoning Administrator

# Affidavit of Publication

State of Arizona       )  
                                  )ss.  
County of Navajo,     )

I, Matthew Barger, being duly sworn, depose and say: I am

OWNER of THE TRIBUNE, a newspaper of general circulation published at Holbrook, County of Navajo and State of Arizona; that

**City of Holbrook Zone Change Request**  
**Francis Morris, 308 Hermosa Dr., Holbrook, AZ 86025**

**Legal #8289**

attached hereto, was published in said newspaper, THE TRIBUNE, for 1 issue and said notice was published in the regular and entire issue of every number of the paper during the period of the time of publication and was published in the newspaper proper and not in a supplement, the first

publication being dated **August 2, 2023**

and the last publication being dated **August 2, 2023**

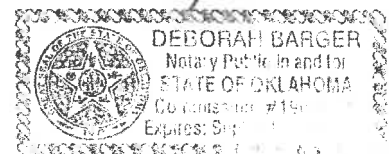
Publication Dates: **8/2**

  
OWNER

SUBSCRIBED AND SWORN TO in the State of Oklahoma, County of Oklahoma, before me this **2nd** day of **August, 2023**

My commission expires **September 24, 2023**.  
My commission # **19009676**

  
NOTARY PUBLIC



## Copy of Legal Publication

**City of Holbrook Zone Change Request**  
**Francis Morris**  
**308 Hermosa Dr.**  
**Holbrook, AZ 86025**

Francis Morris is requesting a zoning change for her property located at 308 Hermosa Dr. Francis would like to change the zone of 308 Hermosa Dr. from General Commercial (C-2) to Single Family and Manufactured Home (RMH-1) in order to replace an existing residence on the property. This change would match the zoning of the neighboring properties. City Code requires that property owners within 300 feet be notified that a zone change has been applied for and allows the opportunity to attend a public hearing to voice their concerns or submit in writing concerns prior to the meeting. You are hereby notified that the Holbrook Planning and Zoning Commission will hold a public hearing on this item on Thursday, August 17, 2023, at 5:15 p.m. at the Holbrook City Council Chambers, 465 1<sup>st</sup> Avenue, Holbrook, AZ 86025.  
8289-T8/2

**City of Holbrook  
Zone Change Permit**

Name: Frances Morris  
Phone: 928-421-9999 Email: frances.morris2@ihs.gov  
Address: 308 Hermosa Drive, Holbrook AZ.  
Site Address: Same as above Parcel No. 109-37-005T  
Current Zone: C2  
Requested Zone: RM-H-1

Frances Morris  
Applicant Signature

2/28/23  
Date

Spot Zoning - The rezoning of a small parcel of land within the limits of another zone is illegal when not done in accord with a comprehensive zoning plan or when arbitrary or discriminatory.

**Official Use Only**

Fee: \$150.00

Date Paid: 2/28/23

Is the zone change request spot zoning?

☐ Yes ☐ No

If yes, application is automatically denied.

Landowners within three (300) feet were notified.

☐ Yes ☐ No

Letter Date: \_\_\_\_\_

Public Hearing was published at least fifteen days prior to hearing.

☐ Yes ☐ No

Publication Date: \_\_\_\_\_

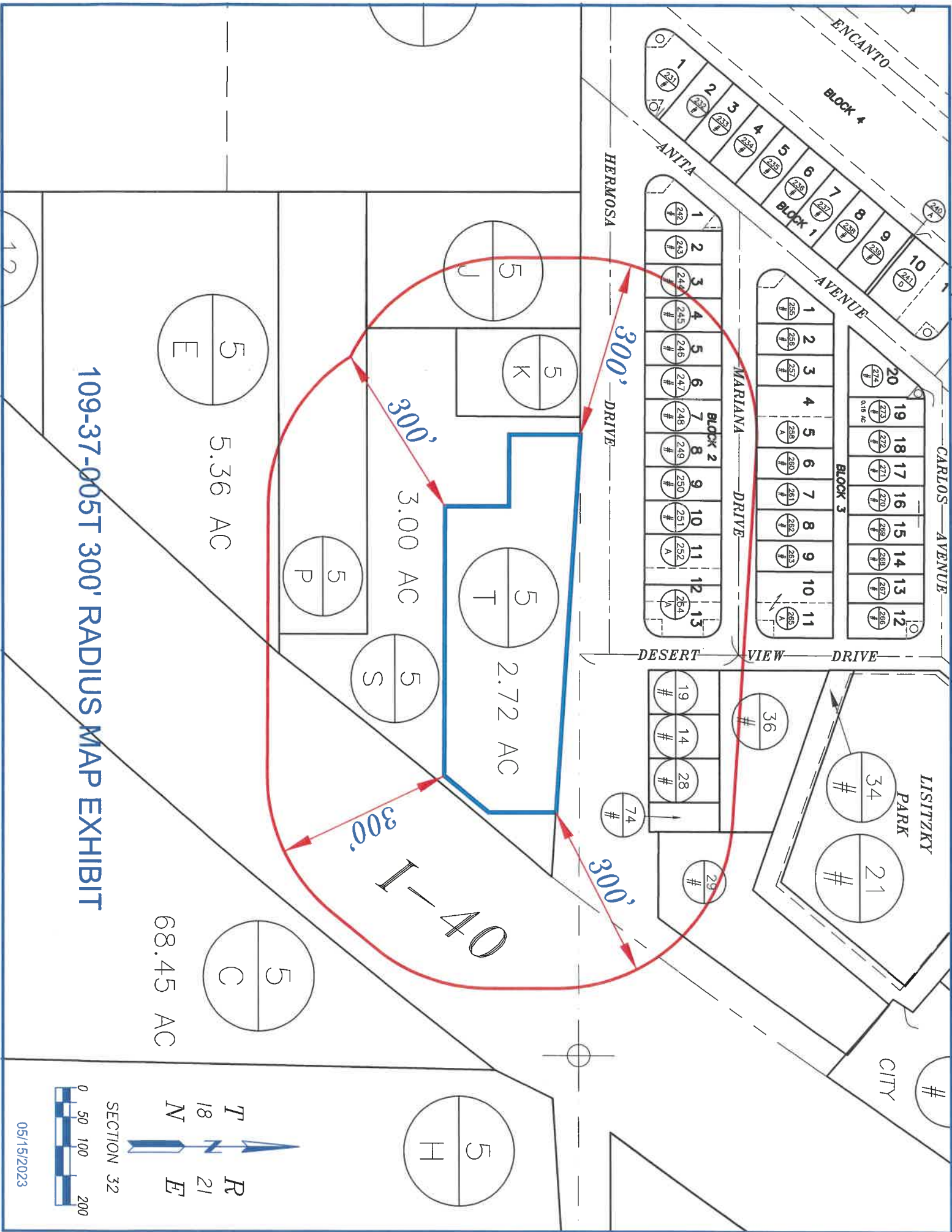
Meeting Date: \_\_\_\_\_

☐ Approved ☐ Denied

If approved, a recommendation was sent to City Council.

☐ Yes ☐ No

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



109-37-005T 300' RADIUS MAP EXHIBIT

SECTION 32



T 18  
N 21  
R 21  
E 21



05/15/2023

## **City of Holbrook Zone Change Request**

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Holbrook, AZ 86025

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**Francis Morris – 308 Hermosa Dr.**

Properties within 300ft.

109-24-014 – 710 Hermosa

Keith Gross

202 W. Iowa

Holbrook, Az 86025

109-24-028 – 712 Hermosa

Kevin Tsinnie

C/O Irwin Tsinnie

1353 E. Canyon View Dr.

Flagstaff, Az 86001-4839

109-24-029 – 710 Elkdom Ave

BPOE Lodge #2450 of Holbrook

714 Elkdom Ave

Holbrook, AZ 86025

109-24-019 – 104 Desert View

Kiss Laszio

104 Desert View Dr.

Holbrook, AZ 86025

109-24-036 – 116 Desert View

Marcus James

Tina James

PO Box 856

Holbrook, AZ 86025

109-24-074

Cable One Inc

C/O Ryan LLC

PO Box 4900

Scottsdale, AZ 85261-4900

109-25-244 – 306 Mariana Dr.

Rosalie Harrelson

306 Mariana Dr.

Holbrook, AZ 86025

109-25-245 – 308 Mariana  
Rosalie Harrelson  
306 Mariana Dr.  
Holbrook, AZ 86025

109-25-246 – 310 Mariana  
Kee Robert & Ruby A JT  
310 Mariana Dr.  
Holbrook, AZ 86025

109-25-247 – 312 Mariana  
Baca Xavier G  
305 Hermosa Dr.  
Holbrook, AZ 86025

109-25-248 – 314 Mariana  
Brown Elizabeth G.  
910 N 6<sup>th</sup> Ave  
Holbrook, AZ 86025

109-25-249 – 316 Mariana  
Judd Garrett V.  
316 Mariana Dr.  
Holbrook, AZ 86025

109-25-250 – 318 Mariana  
Santos Kayura  
318 Mariana Dr.  
Holbrook, AZ 86025

109-25-251 – 320 Mariana  
Erkfritz Keith & Betty (CPRS)  
320 Mariana Dr  
Holbrook, AZ 86025

109-25-252A – 322 Mariana  
Frye Bunny G.  
322 Mariana Dr.  
Holbrook, AZ 86025

109-25-254A – 326 Mariana  
Quintana Javier & Luz M. CPRS  
326 Mariana Dr.  
Holbrook, AZ 86025



109-37-005E

Kittleson Kurt G Trustee

Deveto Enrico E Trustee

24200 N Alma School Rd. Unit 22

Scottsdale, AZ 85255-3002

109-37-005J – 300 Hermosa

Padilla Victor M& Sandra S (JT)

914 7th ST.

Holbrook, AZ 86025

109-37-005K – 3306 Hermosa

Darling Lillian (Miller)

46415 Thornwood CT

Sterling, VA 20165-6438