



**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 FEBRUARY 18, 2025 AT 7:00 PM IN THE SNOWFLAKE TOWN COUNCIL ROOM LOCATED AT 81 WEST 1ST SOUTH SNOWFLAKE, AZ.

Estimated Time 7:00 PM

1. Call to Order
2. Prayer and Pledge
3. Call to the Public

Citizens desiring to speak on a matter that IS NOT on this agenda may do so at this time. Comments shall be limited to three minutes per person and shall be addressed to the Commission as a whole. Pursuant to the Arizona Open Meeting Law, the Commission cannot discuss or act on items presented at this time. At the conclusion of the Call to the Public, individual Commission Members may (1) respond to criticism made by those who have spoken (2) direct staff to review a matter, and (3) direct that a matter be put on a future agenda.

4. Commissioner Reports
5. Approval of Previous Meeting Minutes

A. Meeting Minutes 1/28/2025

6. Discussion/Action Items

- A. Selection of Chairman of the Commission
- B. PROPOSED TEXT AMENDMENTS OF TOWN CODE
- C. Review of General Plan

7. Open Public Hearing

- A. SPECIAL USE PERMIT: 1328 W RUTLEDGE: PAWLIK: REQUEST FOR A WATCHMAN'S QUARTERS
- B. SPECIAL USE PERMIT AND VARIANCE: 551 N 7TH E: FLAKE: CONSTRUCTION REQUESTS
- C. VARIANCE: 202-31-001G: BRIMHALL: ALLOW THE CONSTRUCTION OF AN ACCESSORY STRUCTURE BEFORE THE PRIMARY IS STARTED
- D. VARIANCE: 7926 EL RANCHO TRAIL: ALLEN: ALLOW THE PLACEMENT OF A SINGLE WIDE MANUFACTURED HOME

8. Close Public Hearing

- A. SPECIAL USE PERMIT: 1328 W RUTLEDGE: PAWLIK: REQUEST FOR A WATCHMAN'S QUARTERS
- B. SPECIAL USE PERMIT AND VARIANCE: 551 N 7TH E: FLAKE: CONSTRUCTION REQUESTS

- C. VARIANCE: 202-31-001G: BRIMHALL: ALLOW THE CONSTRUCTION OF AN ACCESSORY STRUCTURE BEFORE THE PRIMARY IS STARTED
- D. VARIANCE: 7926 EL RANCHO TRAIL: ALLEN: ALLOW THE PLACEMENT OF A SINGLE WIDE MANUFACTURED HOME

9. Adjourn

Dated and Posted 02-13-25

Joseph Jarvis - Planning & Zoning
Scott Allen - Building Official



PLANNING AND ZONING MTG DATE: February 18, 2025
ITEM NUMBER: 5.A.

TITLE: Meeting Minutes 1/28/2025

RECOMMENDATION

It is recommended that the minutes be approved.

BACKGROUND

ATTACHMENTS:

Description	Upload Date	Type
Meeting Minutes	2/13/2025	Backup Material



**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 January 28, 2025 AT 7:00 PM IN THE SNOWFLAKE TOWN COUNCIL ROOM LOCATED AT 81 WEST 1ST SOUTH SNOWFLAKE, AZ.

1. Call to Order **7:02p** Bruce Meyer, Michael Lunt, Derek Flake, and Justin White were present. Jeff Greer was absent.
2. Prayer White and Pledge Meyer
3. Call to the Public
A member of the public expressed gratitude to the Commission about the work that they are doing.
4. Commissioner Reports
Bruce Meyer introduced himself. Jarvis mentioned that he will now be requesting that applicants provide details as to how their request aligns with the General Plan.
5. Approval of Previous Meeting Minutes
A. MEETING MINUTES 12/17/2024
Meyer moved to approve of the minutes as presented. Flake seconded the motion. The motion was unanimously approved with Greer absent.
6. Discussion/Action Items
7. Open Public Hearing
A. RESIDENTIAL RESERVE OVERLAY FOR A PORTION OF WEST GARDENS
A member of the public asked for clarification about the wording of the overlay. Meyer referenced the General Plan, and he is not certain if placing the overlay is in line with the General Plan. The Commission discussed this further.

B. PROPOSED TEXT AMENDMENTS
The Commission supported incorporating how Navajo County manages Guest Houses into how the Town manages secondary dwellings. The Commission did not support allowing manufactured homes and park models to be placed as secondary dwellings. They also want to ensure that the site plan is reviewed for compliance with the Town Code and that the utility systems can support the additional dwelling.
8. Close Public Hearing Discussed after the item in 7.
A. RESIDENTIAL RESERVE OVERLAY FOR A PORTION OF WEST GARDENS
Discussion between Commissioners and staff about the process that has occurred.
Meyer moved to recommend the residential reserve overlay to the City Council for this

section of the community. Flake seconded the motion. The motion was unanimously approved with Greer absent.

B. PROPOSED TEXT AMENDMENTS

The Commission supported the increase of fees for when someone completes work without a permit.

Meyer moved to recommend the proposed text amendments to include the additional comments made by the Commission. Lunt seconded the motion. The motion was unanimously approved. With Greer absent.

9. Adjourn **8:00p**



PLANNING AND ZONING MTG DATE: February 18, 2025

ITEM NUMBER: 6.A.

TITLE: Selection of Chairman of the Commission

RECOMMENDATION

Staff recommends that a Chair and Vice- Chairman be selected for 2025.

BACKGROUND

2-1-3: ELECTION OF CHAIR AND VICE CHAIR:

The planning and zoning commission shall elect a chair and vice chair from among its own members, who shall serve for one year and until their successors are elected and qualified. The chair shall preside at all meetings and exercise all the usual rights, duties and prerogatives of the head of any similar organization. The chair shall have the power to administer oaths and to take evidence. The vice chair shall perform the duties of the chair in the latter's absence or disability. Vacancies created by any cause shall be filled for the unexpired term by a new election.



PLANNING AND ZONING MTG DATE: February 18, 2025
ITEM NUMBER: 6.B.

TITLE: PROPOSED TEXT AMENDMENTS OF TOWN CODE

RECOMMENDATION

BACKGROUND

The Town Council, Planning and Zoning Commission, and staff have discussed the need to modifying sections of the Town Code. They pertain to business licenses, water/ sewer fees per unit, definitions about dwellings, accessory dwellings, and parking.

The Commission held a public hearing on 1/28/2025 to discuss the proposed text amendments. The Commission recommended a few changes, based on the example of how Navajo County manages guest houses. The Town Council discussed these text amendments on 2/4/2025. The Council was supportive except that they wanted the Commission to discuss the changes pertaining to secondary dwellings further.

ATTACHMENTS:

Description	Upload Date	Type
Proposed Text Amendments	2/13/2025	Backup Material
Navajo County Standard	2/13/2025	Backup Material

Words with ~~strikethrough~~ would be removed. Words that are underlined would be added.

3-1-10: REVOCATION OF PERMIT:

A. Reasons Specified:

7. Failure to pay amounts owed to the Town for penalties, interest, fees, charges, sewer connection fees, or any other amounts owed to the Town for any other reason; and
8. Failure to submit the required transaction privilege tax reports or to pay the required transaction privilege taxes, penalties and interest.

8-1-5: RATES AND BILLS:

F. Commencement And Application Of Charges:

3. One minimum monthly base rate is applied for each dwelling unit on the property.

8-2-4: RATES AND BILLS:

B. Minimum Charge:

The minimum monthly charge, per dwelling unit on the property, as provided by resolution of the Town Council, shall be made for each sanitary sewer connection regardless of location.

10-3-2: DEFINITIONS:

~~DWELLING. Any structure or portion thereof which is designed or used for residential purposes, but not including hotels, motels, boarding or lodging houses.~~

A building that contains one or two dwelling units used, intended or designed to be used, rented, leased, let or hired out to be occupied for living purposes.

~~DWELLING, MULTIPLE: A building, or portion thereof designed for occupancy by two (2) or more households living independently in which they may or may not share common entrances and/or other spaces.~~

~~DWELLING, SINGLE-FAMILY: A detached dwelling unit with kitchen and sleeping facilities, designed for occupancy by one family.~~

~~DWELLING UNIT. Any building or portion thereof which contains living facilities, including facilities for sleeping, eating, cooking, and sanitation, for not more than one family, or a congregate residence for six (6) or fewer unrelated individuals.~~

A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

Words with ~~striketrough~~ would be removed. Words that are underlined would be added.

10-4-3: ZONING USE TABLE:

C. Use Table:

11. Table:

Use/Zone	AG	R	MF	RT	NC
Primary residence with <u>one additional separate accessory dwelling. (limited to site built or modular)</u>	SU <u>P</u>	SU <u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

10-6-4: DEVELOPMENT REVIEW:

D. Design Standards:

4. General Provisions:

e. Developers will take the appropriate measures to secure their property and assets.

f. Development review applications are to include details as to how the property will remain in compliance with section 4-3-4 (A) [5].

10-6-8 PARKING:

A. General:

1. Table:

USE	ONE PARKING SPACE IS REQUIRED FOR EACH UNIT NOTED BELOW
<u>Single-family dwelling</u>	<u>2 per dwelling</u>
<u>Two of more dwelling units</u>	<u>1.5 per dwelling unit</u>
All other uses not listed	<u>As deemed necessary by the Planning Director</u>

Section 2520 – Guest Houses

Performance Standards

Approval of Guest Houses shall require compliance with the following performance standards:

1. A maximum of one Guest House is permitted per lot.
2. Guest Houses shall only be permitted in those zoning districts in which they are listed under Use Regulations as an allowed use. The following are the only permissible zoning districts for Guest Houses addressed under this section:
 - a. A-General
 - b. RU-20
 - c. RU-10
 - d. RU-5
 - e. RU-1
3. Guest Houses shall only be permitted on lots which have a minimum lot size of ten thousand (10,000) square feet or more.
4. Guest Houses are limited to seventy (70) percent of the livable square footage of the primary dwelling
5. Guest Houses shall meet all setbacks required of a primary dwelling in the zoning district in which they are located.
6. Single family Dwellings, including conventional site-built homes, Manufactured Homes (including rehabilitated Mobile Homes) and Factory Built Buildings may be used as a Guest House in zones where those structures are allowed as primary Dwelling Units. Travel Trailers and Recreational Vehicles are prohibited as Guest Houses.
7. Park models may be used as a Guest House in zones where guest houses are permissible, provided they are placed on a permanent or semi-permanent foundation. All other permitting requirements shall apply to park models.
8. All utilities may be on separate meters than the primary dwelling, unless otherwise prohibited by a utility company.
9. Whenever possible, Guest Houses shall not be located in front of the primary dwelling.

Applications

An application for a Guest House shall be submitted to the Director of Development Services on a form approved by the Director. The application shall be accompanied by:

1. An accurate site plan and description of the property, detailed description of the proposed use, preliminary floor plans and elevations of all proposed buildings, and an estimate of the valuation of the proposed construction.

2. Satisfactory evidence of the applicant's ability and intention to proceed with construction in accordance with the plans within six months after the Guest House permit is granted.

Permits and Administration

1. Applicable Building, Environmental Quality, and Engineering Permits apply. Community Development review shall be conducted through the issuance of such permits.
2. A decision of the Community Development Director may be appealed to the Board of Adjustment.



PLANNING AND ZONING MTG DATE: February 18, 2025
ITEM NUMBER: 6.C.

TITLE: Review of General Plan

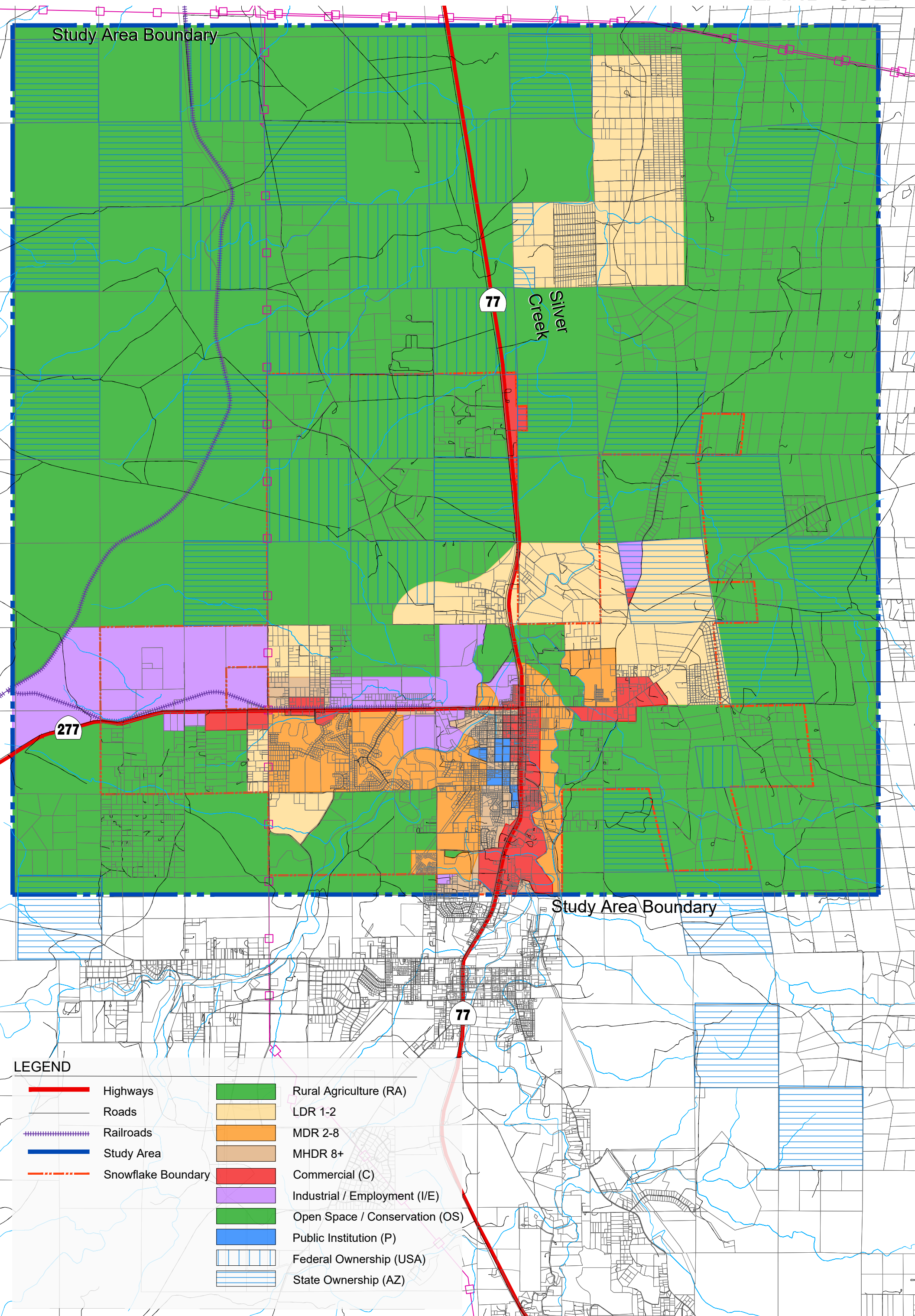
RECOMMENDATION

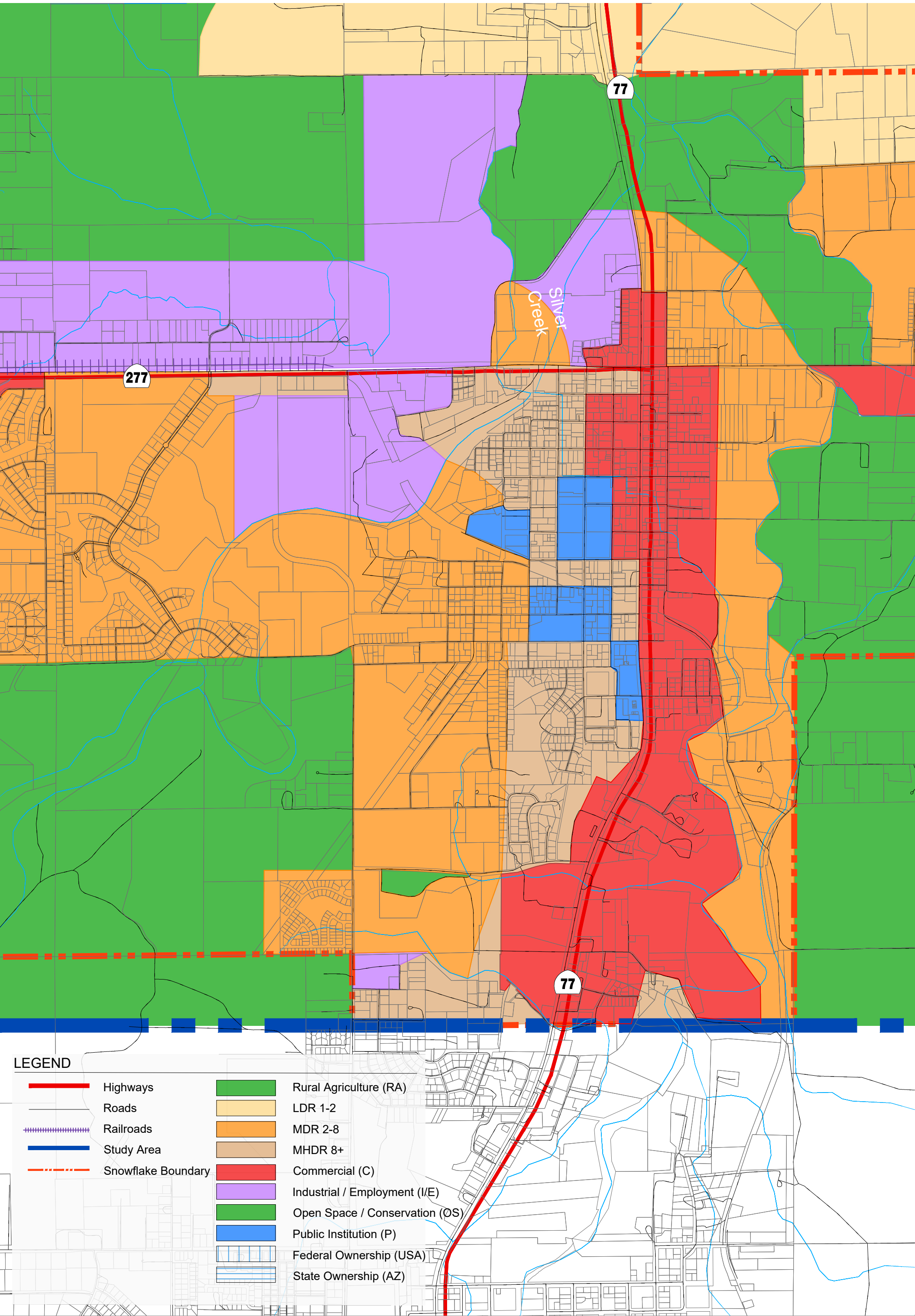
BACKGROUND

Staff has included two important maps contained within the General Plan. Staff suggests that the Commissioners also become familiar with the Plan.

ATTACHMENTS:

Description	Upload Date	Type
Portion of the General Plan	2/13/2025	Backup Material





LEGEND

- | | | | |
|--|--------------------|--|--------------------------------|
| | Highways | | Rural Agriculture (RA) |
| | Roads | | LDR 1-2 |
| | Railroads | | MDR 2-8 |
| | Study Area | | MHDR 8+ |
| | Snowflake Boundary | | Commercial (C) |
| | | | Industrial / Employment (I/E) |
| | | | Open Space / Conservation (OS) |
| | | | Public Institution (P) |
| | | | Federal Ownership (USA) |
| | | | State Ownership (AZ) |

General Plan Amendments provide an opportunity to address changing trends, new development styles, inconsistencies in the Plan, or land use-related adjustments which may be needed. Furthermore, plan amendments allow for an opportunity to review how the implementation of the, Land Use Plan, Growth Area Plan and General Plan Elements work together to be supported by development proposals.

Anyone can request an amendment to the Town's General Plan. Minor Amendments can be considered at any time of the year. Major Amendments will be heard once per calendar year.

Major Amendments

Major Amendments are changes to the Snowflake General Plan which meet any of the following:

- Any change from one residential land use classification to another residential classification of 10 acres or more in the downtown infill growth area.
- Any change from one residential land use classification to another residential classification of 60 acres or more.
- Any change from a residential land use classification to a nonresidential land use classification of 10 or more contiguous acres in the downtown infill growth area.
- Any change from a residential land use classification to a nonresidential land use classification of 40 or more contiguous acres.
- Any change in industrial/ employment land use classification of 40 or more contiguous acres to another land use classification.
- Any proposed realignment or deletion of an Arterial or Principal roadway.
- General Plan text changes that conflict with or alter the Plan's goals and Element policies.
- Text changes which add a new chapter element.
- Revisions to the boundaries in the Growth Area Map

Minor Amendments

Minor Amendments are changes to the Snowflake General Plan that meet the following criteria:

- Any change from one residential land use classification to another residential classification between 5-10 acres in the downtown infill growth area.
- Any change from one residential land use classification to another residential classification of 20-60 acres.
- Any change from a residential land use classification to a nonresidential land use classification of 5-10 contiguous acres in the downtown infill growth area.
- Any change from a residential land use classification to a nonresidential land use classification of 10-39 contiguous acres.
- Any change in industrial/ employment land use classifications of 10-39 contiguous acres to another land use classification.
- Changes mandated by any new state laws.
- Text changes, additions or deletions which are more than corrections and less than adding a new element or revising an elements intent.
- Any proposed realignment of a Collector roadway (proposed additions or realignments of roadways with a classification lower than Collector do not require a General Plan Amendments.)

Major and Minor Amendments must address the following amendment approval criteria.

1. The identified site is appropriate for the proposed land use.
2. The amendment must add to the overall vision of the Town per the General Plan.
3. The amendment will not adversely impact a portion of, or the entire Town by:
 - a. Significantly altering existing land use patterns, especially in established neighborhoods
 - b. Significantly reducing the jobs per capita in the Town
 - c. The amendment will not overtax existing infrastructure systems and public services
 - d. The amendment will not negatively impact the existing community character of the immediate area
 - e. The amendment will not increase the exposure of residents to aviation generated noise, and/or flight operations
 - f. The amendment will not diminish the quality of the air, water or cultural resources
 - g. The amendment will not significantly decrease the quantity or quality of recreational amenities such as open space, parks and trails

The burden of proof to demonstrate that the amendment helps implement the Snowflake General Plan Vision and the applicable vision, goals and policies lies with the party requesting the amendment

Minor amendments and rezoning cases may be reviewed together and heard sequentially at the same hearing. Major amendments and rezoning cases can be reviewed together, however, the rezoning case will not be heard by the Planning and Zoning Commission until the referendum period for the Major General Plan is completed.

Administrative Technical Revisions

Administrative Technical Revisions may be made administratively because they are not considered amendments to the General Plan. Revisions may include map changes to reflect developments permitted by General Plan policy, factual changes to the databases/statistics used in preparation of the General Plan and corrections that do not change the meaning of policies and actions as adopted by the Town Council such as text clarifications or corrections to match the existing general plan or zoning code. These revisions will be processed on an ongoing basis.

The General Plan is effective for up to 10 years from the date the plan is initially adopted, until it is readopted or until a new plan is adopted and becomes effective. The following is the process for adoption:

1. Prior to the public hearing conducted by the Planning and Zoning Commission, the General Plan will be distributed for the formal 60-day agency review process.

According to A.R.S. §9-461.06.D, the general plan amendment is noticed, as required by law, and a copy submitted for review and further comment to:

- The Navajo County planning agency
- Each county or municipality that is contiguous to the corporate limits of the municipality or its area of extraterritorial jurisdiction.
- The Arizona Commerce authority or any other state agency that is subsequently designated as the general planning agency for this state.



PLANNING AND ZONING MTG DATE: February 18, 2025
ITEM NUMBER: 7.A.

TITLE: SPECIAL USE PERMIT: 1328 W RUTLEDGE: PAWLIK: REQUEST FOR A WATCHMAN'S QUARTERS

RECOMMENDATION

BACKGROUND

Special Use Permit request per Town Code Section 10-8-6. Dustin Pawlik is requesting authorization to construct a watchman's quarters at 1328 W Rutledge Dr, which is ~1 acre, and is zoned LI.

Staff has completed the public notification process and no comments have been received.

ATTACHMENTS:

Description	Upload Date	Type
App	2/13/2025	Backup Material



REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:

PROPERTY LOCATION: 1328 West Rutledge Dr
APPLICANT: Justin Pawlik PHONE #: 928-243-7742
APPLICANT ADDRESS: _____
EMAIL ADDRESS: AZ15C156@gmail.com

PLANNED AREA DEVELOPMENTS _____ Town Code Section 10-8-5
SPECIAL USE PERMIT ☒ Town Code Section 10-8-6
VARIANCE REQUEST _____ Town Code Section 10-8-7
ZONING CHANGE REQUEST _____ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section.
Applicants should review the applicable section before submitting their application.

REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:

1328 West Rutledge Dr
Wanting a Watchman Quarters For caretaker of
Property

PROCESS:

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: [Signature] DATE: 1-21-2025

For internal use

Date received: _____



PLANNING AND ZONING MTG DATE: February 18, 2025
ITEM NUMBER: 7.B.

TITLE: SPECIAL USE PERMIT AND VARIANCE: 551 N 7TH E: FLAKE: CONSTRUCTION REQUESTS

RECOMMENDATION

BACKGROUND

Special Use Permit request per Town Code Section 10-8-6 and a Variance per 10-8-7. Troy Flake is requesting authorization to construct a secondary dwelling that will be attached to the primary structure, place a garage in the front yard, and to allow a rear set back of 20 feet. The property address is 551 N 7th St E, is ~1 acre, and is zoned R-1.

Staff completed the public notification process and has not received any comments about the request.

ATTACHMENTS:

Description	Upload Date	Type
App	2/13/2025	Backup Material
Site Plan	2/13/2025	Backup Material
2-Site Plan	2/13/2025	Backup Material



REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:

PROPERTY LOCATION: Parcel # 202-31-0114
APPLICANT: Jaron Brimhall PHONE #: 602-809-1381
APPLICANT ADDRESS: 52 N Porter Rd Snowflake AZ 85937
EMAIL ADDRESS: Jaronbrimhall@gmail.com

PLANNED AREA DEVELOPMENTS ____ Town Code Section 10-8-5

SPECIAL USE PERMIT ____ Town Code Section 10-8-6

VARIANCE REQUEST X Town Code Section 10-8-7

ZONING CHANGE REQUEST ____ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section. Applicants should review the applicable section before submitting their application.

REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:

Horse Corals

PROCESS:

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: Jaron Brimhall DATE: 1/9/2025

For internal use

Date received: 1/9/25



REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:

PROPERTY LOCATION: 7926 elcamino trail snowflake, Az 85937
APPLICANT: William Drew Allen PHONE #: 1-602-690-1039
APPLICANT ADDRESS: 928-243-2195 / Donovan
EMAIL ADDRESS: donovanlann@gmail.com / owners email imagineconstructionprojects@gmail.com
PLANNED AREA DEVELOPMENTS ____ Town Code Section 10-8-5
SPECIAL USE PERMIT ____ Town Code Section 10-8-6
VARIANCE REQUEST X Town Code Section 10-8-7
ZONING CHANGE REQUEST ____ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section. Applicants should review the applicable section before submitting their application.

REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:

My client bought a new single wide trailer, they talk to someone before buying Home was told they can put it on their property. so they bought there home, and I Donovan Lam owner of Blue Collar Construction, tried to get a permit and was told we can't get one because it a single wide model Home and not a double wide. But Homeowners where told by snowflake town they could

PROCESS:

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: [Signature] DATE: 1-9-2025

For internal use

Date received: 1/9/25



REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:

PROPERTY LOCATION: 551 N 7th St E, Snowflake AZ
APPLICANT: Troy Flake PHONE #: 512-923-2150
APPLICANT ADDRESS: 45 N 2nd St W, Snowflake AZ
EMAIL ADDRESS: troy@flake.ws

PLANNED AREA DEVELOPMENTS ____ Town Code Section 10-8-5
SPECIAL USE PERMIT X Town Code Section 10-8-6
VARIANCE REQUEST X Town Code Section 10-8-7
ZONING CHANGE REQUEST ____ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section. Applicants should review the applicable section before submitting their application.

REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:

Special Use - To build an In-Law suite attached
to the house that is being built.
Variance - The house will be built 20ft
from the rear (the east side) of the
property

PROCESS:

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: [Signature] DATE: 1/24/2025

For internal use

Date received: ____



REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:

PROPERTY LOCATION: 1328 West Rutledge Dr
APPLICANT: Justin Pawlik PHONE #: 928-243-7742
APPLICANT ADDRESS: _____
EMAIL ADDRESS: AZ15C156@gmail.com

PLANNED AREA DEVELOPMENTS _____ Town Code Section 10-8-5
SPECIAL USE PERMIT ☒ Town Code Section 10-8-6
VARIANCE REQUEST _____ Town Code Section 10-8-7
ZONING CHANGE REQUEST _____ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section. Applicants should review the applicable section before submitting their application.

REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:

1328 West Rutledge Dr
Wanting a Waterman Quarters For caretaker of
Property

PROCESS:

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

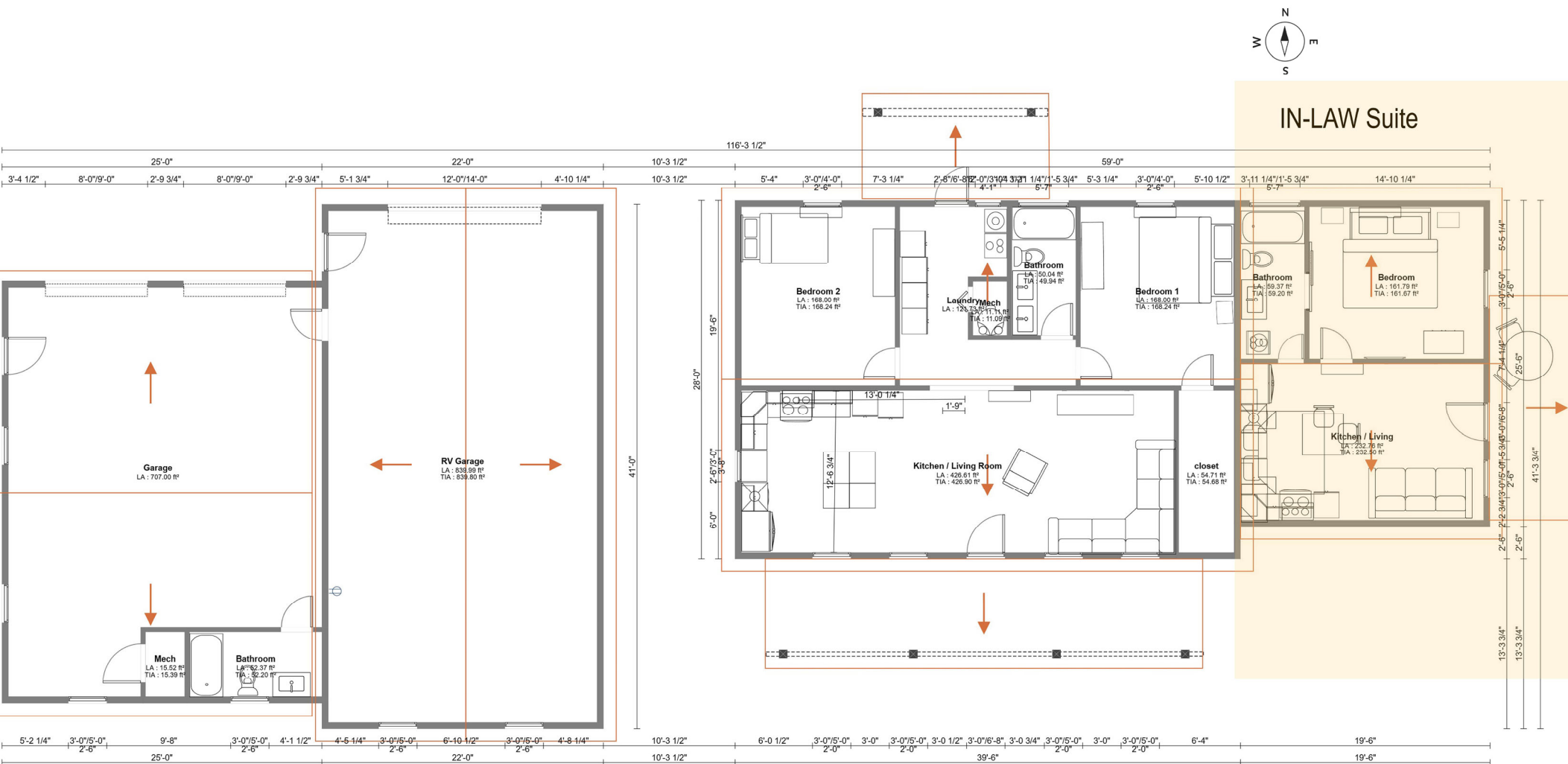
I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: [Signature] DATE: 1-21-2025

For internal use

Date received: _____







PLANNING AND ZONING MTG DATE: February 18, 2025
ITEM NUMBER: 7.C.

TITLE: VARIANCE: 202-31-001G: BRIMHALL: ALLOW THE CONSTRUCTION OF AN ACCESSORY STRUCTURE BEFORE THE PRIMARY IS STARTED

RECOMMENDATION

BACKGROUND

Variance request per Town Code Section 10-8-7. Jarom Brimhall is requesting authorization to allow the construction of horse corrals before the primary structure is started. The parcel number is 202-31-011G, which is near Porter and Ridgeview.

The public notification process was completed and staff has receive no comments pertaining to this request.

ATTACHMENTS:

Description	Upload Date	Type
App	2/13/2025	Backup Material



REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:

PROPERTY LOCATION: Parcel # 202-31-0114
APPLICANT: Jaron Brimhall PHONE #: 602-809-1381
APPLICANT ADDRESS: 52 N Porter Rd Snowflake AZ 85937
EMAIL ADDRESS: Jaronbrimhall@gmail.com

PLANNED AREA DEVELOPMENTS ____ Town Code Section 10-8-5
SPECIAL USE PERMIT ____ Town Code Section 10-8-6
VARIANCE REQUEST X Town Code Section 10-8-7
ZONING CHANGE REQUEST ____ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section. Applicants should review the applicable section before submitting their application.

REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:

Horse Corals

PROCESS:

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: Jaron Brimhall DATE: 1/9/2025

For internal use

Date received: 1/9/25

PLANNING AND ZONING MTG DATE: February 18, 2025

ITEM NUMBER: 7.D.

TITLE: VARIANCE: 7926 EL RANCHO TRAIL: ALLEN: ALLOW THE PLACEMENT OF A SINGLE WIDE MANUFACTURED HOME

RECOMMENDATION

BACKGROUND

Variance request per Town Code Section 10-8-7. William Allen is requesting authorization to place a single-wide manufactured home at 7926 El Rancho Trail. The parcel is 40 acres and is zoned AG.

The public notification process was completed and staff has not received any comments about this request.

ATTACHMENTS:

Description	Upload Date	Type
App	2/13/2025	Backup Material



REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:

PROPERTY LOCATION: 7926 elcamino trail snowflake, Az 85937

APPLICANT: William Drew Allen PHONE #: 1-602-690-1039

APPLICANT ADDRESS: 928-243-2195 / Donovan

EMAIL ADDRESS: donovanlanna@gmail.com / owners email imagineconstructionprojects@gmail.com

PLANNED AREA DEVELOPMENTS Town Code Section 10-8-5

SPECIAL USE PERMIT Town Code Section 10-8-6

VARIANCE REQUEST X Town Code Section 10-8-7

ZONING CHANGE REQUEST Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section. Applicants should review the applicable section before submitting their application.

REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:

My client bought a new single wide trailer, they talk to someone before buying Home was told they can put it on their property. so they bought there home, and I Donovan Lam owners of Blue Collar Construction, tried to get a permit and was told we can't get one because it a single wide model Home and not a double wide. But Homeowners where told by snowflake town they could

PROCESS:

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: [Signature] DATE: 1-9-2025

For internal use

Date received: 1/9/25



PLANNING AND ZONING MTG DATE: February 18, 2025
ITEM NUMBER: 8.A.

**TITLE: SPECIAL USE PERMIT: 1328 W RUTLEDGE: PAWLIK: REQUEST FOR A WATCHMAN'S
QUARTERS**

RECOMMENDATION

BACKGROUND



PLANNING AND ZONING MTG DATE: February 18, 2025

ITEM NUMBER: 8.B.

TITLE: SPECIAL USE PERMIT AND VARIANCE: 551 N 7TH E: FLAKE: CONSTRUCTION REQUESTS

RECOMMENDATION

BACKGROUND



PLANNING AND ZONING MTG DATE: February 18, 2025
ITEM NUMBER: 8.C.

TITLE: VARIANCE: 202-31-001G: BRIMHALL: ALLOW THE CONSTRUCTION OF AN ACCESSORY
STRUCTURE BEFORE THE PRIMARY IS STARTED

RECOMMENDATION

BACKGROUND



PLANNING AND ZONING MTG DATE: February 18, 2025
ITEM NUMBER: 8.D.

**TITLE: VARIANCE: 7926 EL RANCHO TRAIL: ALLEN: ALLOW THE PLACEMENT OF A SINGLE WIDE
MANUFACTURED HOME**

RECOMMENDATION

BACKGROUND