



NOTICE OF PUBLIC MEETING

GILA BEND PLANNING AND ZONING COMMISSION

Thursday July 17, 2025; 4:30pm

Gila Bend Town Hall Conference Room
644 W Pima St, Gila Bend AZ 85337

STATEMENT OF COMMISSION ACTION

- I. **CALL TO ORDER** meeting called to order at 4:31
- II. **ROLL CALL**
Vice- Chairperson Steve Holt
Commissioner Robert Catalana
Commissioner Ron Henry **Not Present**
Commissioner Steve McClure
Commissioner Jesus Rubalcava **Not Present**
- III. **Approval of Planning and Zoning Meeting Minutes:** The Planning and Zoning Commissioners may discuss and possibly take action to approve the November 21, 2024 meeting minutes. **Discussion and possible action**
Commissioner Robert Catalana moved to approve the November 21, 2024 meeting minutes
Second by Commissioner Steve McClure
Motion passed unanimously (Aye: Vice-Chairperson Steve Holt, Commissioners Robert Catalana and Steve McClure)
- IV. **BUSINESS -**
 - A. **Swearing in of Newly Appointed Commissioners -** The Town Clerk will swear in newly appointed Commissioners Steve McClure and Jesus Rubalcava.
Town Clerk Beth Sanchez swears in Commissioner Steve McClure
 - B. **Appointment of Chairperson:** The Commissioners may discuss and take action on the appointment of Chairperson. **Discussion and possible action**
Commissioner Robert Catalana moved to nominate Commissioner Steve McClure as Chairperson
Second by Commissioner Steve Holt
Motion passed unanimously (Aye: Vice-Chairperson Steve Holt, Commissioners Robert Catalana and Steve McClure)
 - C. **Gila Bend 7 (Newtown) Subdivision Final Plat:** Stephanie Brewer with Newtown Community Development is requesting a recommendation for approval by the Planning and Zoning Commission to the Town Council for the Gila Bend 7 (Newtown) Final Plat (FP-25-001) for a total of 19 lots for a single family residential development located south of Hunt Street, east of Dodson Avenue, west of Weidner Avenue and north of Norma Street (APN: 403-08-064), with a density of 2.86 DU/Acre, standard lot sizes are 90'X90' , with public roadway, and public water and sewer. The Planning and Zoning Commission approved the Preliminary Plat on September 9, 2024. **Discussion and possible action**
Commissioner Robert Catalana inquired about the minimum quality for the roadways and what that means as it relates to our streets in town.
Representative Matt Mancini from Gila Bend 7/Newtown responded that the roadways that are developed will meet the standards set by the County, the Town and engineers .
Town Attorney Allen Quist as a point of order informed the Commissioners that Chairperson Steve McClure has been selected as Chairman and is now free to take over running the meeting. Secon point of order is the Town Planner Sandra Hoffman with Logan Simpson is present and able to answer any questions .
Town Planner Sandra Hoffman with Logan Simpson spoke briefly about the final plat that was reviewed by staff. The final plat includes improvement plans, water /sewer lines , and pavement plans.
Commissioner Robert Catalana spoke about Hunt and Donson Streets and the horrible application of the roadway there and if this was the standard they are looking at for this project. Town Planner Sandra Hoffman spoke about the dedicated 50 foot right of way for residential areas and 25-foot half streets . The developers will be constructing a new road Michelle Street that will run through the middle of the property and improvements will be made on the south side of Hunt Street and the east side of Dodson Street.
Chairperson Steve McClure asked if there was a development agreement for this development with negotiated impact fees. Town Attorney Allen Quist confirmed there is no development agreement.
Chairperson Steve McClure spoke about the obvious impact to the town with infrastructure that could be

substantial, and the town would usually have considerable, detailed development agreements. Discussion continued regarding the costs to the developer and development agreements. Town Planner Sandra Hoffman spoke about the code which does not include a requirement for a development agreement, and we can't have impact fees unless you file a state statute and if there is nothing in place you can't enforce it. Town Attorney Allen Quist added that a project of this scale does not need a development agreement. With no further discussion Chairperson Steve McClure called for a motion
Commissioner Robert Catalana moved to recommend approval of the Final Plat to Town Council
Second by Chairperson Steve McClure
Motion passed unanimously (Aye: Chairperson Steve McClure, Vice-Chairperson Steve Holt and Commissioner Robert Catalana)

- D. **Planning and Zoning Commission Legal Training:** The Town Attorney will provide a legal training for the Planning and Zoning Commission on roles, responsibilities, and best practices. The training will include an overview of open meeting law, conflicts of interest, procedural guidance and lawful decision making, and a review of the types of matters that commonly come before the Commission.

Brief discussion was held regarding the potential need to table this to a date in the future when both new Commissioners are present.

Vice-Chairperson Steve Holt moved to postpone until later when all members can be present and at the convenience of the Town Attorney

Second by Commissioner Robert Catalana

Motion passed unanimously (Aye: Chairperson Steve McClure, Vice-Chairperson Steve Holt and Commissioner Robert Catalana)

V. **ADJOURNMENT**

Chairperson Steve McClure moved to adjourn at 4:55 PM

Second by Commissioner Robert Catalana

Motion passed unanimously (Aye: Chairperson Steve McClure, Vice-Chairperson Steve Holt and Commissioner Robert Catalana)