

Jim Harris, Chair
Tiffany Wilson, Vice Chair
Suzannah Ballard
Joan Dzuro
Paul Lehr
Gabriele Medley
JP Thornton
Phil Annett, Alternate
Mary Costa, Alternate
Lonnie Stevenson, Alternate



Lake Havasu City
Council Chambers
92 Acoma Boulevard South
Lake Havasu City, Arizona
86403
www.lhcaz.gov

Planning and Zoning Commission Regular Meeting

Minutes - Final

Wednesday, March 19, 2025

9:00 AM

1. CALL TO ORDER

Chair Harris called the meeting to order at 9:01 a.m.

2. PLEDGE OF ALLEGIANCE

Chair Harris led the Pledge of Allegiance.

3. ROLL CALL

Present: 7 - Joan Dzuro, Paul Lehr, Tiffany Wilson, Jim Harris, Mary Costa, JP Thornton and Phil Annett

Absent: 3 - Suzannah Ballard, Lonnie Stevenson and Gabriele Medley

With two vacancies, Chair Harris asked Commissioners Costa and Annett to take a seat at the dais.

4. CORRESPONDENCE AND ANNOUNCEMENTS

Planning Division Manager Chris Gilbert provided an update on City Council actions, including:

- Approval of the General Plan Amendment & Planned Development/Rezone (PD/Rezone) of 60 Retail Centre Blvd, with the Commission's recommendation to not approve the exterior facade exception.
- Approval of the PD/rezone of 40 Retail Centre Blvd.

5. MINUTES

[ID 25-4719](#) Approval of the Minutes of the March 5, 2025, Planning & Zoning Commission Regular Meeting (Shelby Hennigan)

Vice Chair Wilson moved to approve the Minutes of the March 5, 2025, Planning & Zoning Commission Regular Meeting, seconded by Commissioner Thornton. The motion passed with the following vote:

Aye: 7 - Dzuro, Lehr, Wilson, Harris, Costa, Thornton and Annett

6. PUBLIC HEARING

Chair Harris provided a brief overview of the Public Hearing process.

[ID 25-4706](#) Discussion and Action: Approve Resolution No. 25-01 Amending the Parking In Common Masterplan for 2185 Acoma Boulevard W., Exchanging the Existing Parking in Common Area on the Northern Portion of lots 35 & 36A for a Parking in Common Area Along the Western Portion of the Property, Tract 2199, Block 2, Lots 35 & 36A (Chris Gilbert)

Mr. Gilbert reviewed the Staff Report [displayed PowerPoint] highlighting the following:

- The subject property is located on Acoma Boulevard W. between Havasupai Boulevard and Chaparral Drive.
- The subject property and properties to the south, east, and west are zoned General Commercial (C-2) District and developed as commercial uses. The properties to the north across the alley are zoned Residential Limited Multi-Family (R-3) District and are mostly developed residential uses.
- The previously approved Parking In Common (PIC) Masterplan was for lots 36-39.
- The project proposed in the 2005 Masterplan was not built and the property was split. Lot 36A, which was included in PIC, has since been combined with lot 35, making the previously approved plan not feasible.
- Lot 35 is developed with a building and has no developed on-site parking.

Mr. Gilbert explained the applicant's Letter of Intent requests to amend the Masterplan to mitigate design challenges due to existing conditions. There is a 14-foot grade difference from the northern property line to the existing building. They propose demolition of the existing building and will design the site to reduce the grade of the parking lot from a 9% slope to a 2% slope. They intend to build a new 5-unit commercial project for uses allowed in the C-2 District. The proposed site plan provides 39 parking spaces.

Mr. Gilbert stated Staff received no objections from reviewing agencies. The applicant received approval from at least 75% of property owners in the block.

Joel Guth, project representative, is present and happy to answer questions.

With no questions for the applicant or Staff, Chair Harris opened the Public Hearing.

Richard Pritchard, resident, lives across the alley and asked what kind of businesses will occupy the new building and if neighbors will have any input.

Mr. Gilbert explained the intent is for a multi-tenant office building, with possible uses

including office space and light retail. They don't have leases with specific businesses, as they are still in the early stages of design. The current zoning and PIC plan allows any C-2 use. The public normally doesn't get a say in uses for projects that conform with zoning. The request today is only to modify the PIC Masterplan and will not change the zoning. If the PIC amendment is approved, this project would not come back for additional public input unless the applicant needs an exception to the zoning. Based on discussions with the applicant, Staff does not anticipate they will need zoning exceptions for their proposal.

Mr. Pritchard explained he is concerned about noise, traffic, and light from the site.

Chair Harris explained the property is already zoned for general commercial use and the City cannot restrict future use from what is currently allowed based on the PIC request.

Mr. Pritchard asked if the site will have access from the alley, noting traffic has increased with new construction down the street and speeding in the alley is a frequent problem.

Mr. Gilbert displayed the Site Plan. There will be parking along the alley, with a likely access point.

Seeing no further comments, Chair Harris closed the Public Hearing.

Mr. Gilbert noted the City Engineering Division will perform a formal review of the site during design review, which includes looking at traffic and access points.

Mr. Gilbert stated if the Resolution is approved, Staff recommends the following conditions to ensure compliance with the Development Code:

1. The development shall substantially match the Site Plan/New PIC Masterplan attached to the Resolution.
2. Design Review to ensure compliance with all applicable City codes, including driveway locations and parking, is required prior to development of the properties.
3. Any deed restrictions that need to be amended are required to be recorded with Mohave County.

Commissioner Lehr moved to approve Resolution No. 25-01, approving Land Use Action No. 25-4706, amending the Parking In Common Masterplan for 2185 Acoma Boulevard W, Tract 2199, Block 2, Lots 35 & 36A, with the following conditions:

- 1. The development shall substantially match the Site Plan/New PIC Masterplan attached to the Resolution.**
- 2. Design Review to ensure compliance with all applicable City codes, including driveway locations and parking, is required prior to development of the**

properties.

3. Any deed restrictions that need to be amended are required to be recorded with Mohave County.

The motion was seconded by Commissioner Dzuro and passed with the following vote:

Aye: 7 - Dzuro, Lehr, Wilson, Harris, Costa, Thornton and Annett

[ID 25-4715](#) Discussion and Action: Approve Resolution No. 25-02 Amending the Parking In Common Masterplan for 3433 Maricopa Avenue, Exchanging the Required Parking in Common Area on the Southern Portion of Combined Lots 18, 19, 20, and Parcel G, Block 18, Tract 2217, for a Parking in Common Area in the North Central Portion of the Property (Chris Gilbert)

Mr. Gilbert reviewed the Staff Report [displayed PowerPoint] noting the following:

- The subject property is located on Maricopa Avenue between Lobo Drive and Pecos Drive.
- The subject property and properties to the east and west are zoned Commercial Southgate District (C-SGD) and either vacant or developed as commercial uses. The properties to the north across the alley are zoned Residential Southgate District (R-SGD) and are developed with single family residential uses or are vacant.
- A Parking In Common (PIC) Masterplan exists for properties in this tract west of Lobo Drive, but none to east, which includes these lots.
- The building lines designated on the tract map implies parking in front of the buildings in anticipation of a PIC plan.

Mr. Gilbert explained the request is to relocate the front parking area to the existing parking area in the north central portion of the property so the front can be used for product display for a building materials store. He noted this type of use is permitted in the C-SGD District. The applicant's Letter of Intent states they will use the existing screened outdoor storage areas and will install improvements and landscaping along the Maricopa Avenue frontage. There is a 20-foot public utility easement with active underground facilities they will not be able to build in.

Mr. Gilbert stated comments were received from the City Engineering Division and utility companies that will be addressed during design review. The applicant received approval from 75% of the property owners within the subject block, with 3 out of 4 responding to their request. The applicant is present.

Lenny Matzdorff, applicant, explained an amendment for Lot 20 was approved before he

purchased it. This will bring the other lots into conformance for the lot combination.

With no questions from the Commission, Chair Harris opened the Public Hearing. Seeing no comments, he closed the Public Hearing.

Mr. Gilbert reviewed recommend conditions for Development Code compliance:

1. The development shall substantially match the Site Plan attached to this Resolution.
2. Design Review to ensure compliance with all applicable City codes, including driveway locations and parking, is required prior to development of the properties.
3. Any deed restrictions that need to be amended are required to be recorded with Mohave County.

Regarding condition three, Vice Chair Wilson asked what type of deed restrictions may need to be amended.

Mr. Gilbert explained that throughout the City, particularly in PIC areas, private deed restrictions were used to manage planning and development. Most of these deed restrictions date back to the McCulloch era and were put into place before the City incorporated. They do not have an expiration date and cannot be enforced or altered by the City because they are private agreements. The City makes this recommendation to ensure property owners are aware deed restrictions may exist. They must amend them privately with other vested owners, if needed.

Chair Harris confirmed the City is not aware of any deed restrictions specific to this property and that this serves to inform owners to do their due diligence for any private restrictions. Mr. Gilbert responded affirmatively.

Commissioner Dzuro move to approve Resolution No. 25-02, approving Land Use Action No. 25-4715, amending the Parking In Common Masterplan for Tract 2217, Block 18, Lots 18, 19, 20, and Parcel G, with the following conditions:

- 1. The development shall substantially match the Site Plan attached to the Resolution.**
- 2. Design Review to ensure compliance with all applicable City codes, including driveway locations and parking, is required prior to development of the properties.**
- 3. Any deed restrictions that need to be amended are required to be recorded with Mohave County.**

The motion was seconded by Commissioner Annett and passed with the following vote:

Aye: 7 - Dzuro, Lehr, Wilson, Harris, Costa, Thornton and Annett

7. CALL TO PUBLIC

Chair Harris provided an overview of Call to Public and opened Call to Public. Seeing no comments, he closed Call to Public.

8. FUTURE MEETING

The regular meeting of the Planning & Zoning Commission scheduled for Wednesday, April 2, 2025, has been cancelled.

The next regular meeting will be Wednesday, April 16, 2025.

9. ADJOURNMENT

Chair Harris adjourned the meeting at 9:25 a.m.

Jim Harris, Chair

Shelby Hennigan, Recording Secretary