



**TOWN OF EAGAR**  
**PLANNING AND ZONING COMMISSION**

**WORK SESSION**

**AUGUST 12, 2025 at 6:00 PM**

**COUNCIL CHAMBER, 22 WEST 2ND STREET**

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**AGENDA**

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PURSUANT TO A.R.S. 38-431.02 NOTICE IS HEREBY GIVEN TO THE MEMBERS OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF EAGAR AND THE GENERAL PUBLIC THAT THE PLANNING AND ZONING COMMISSION OF THE TOWN OF EAGAR WILL HOLD A REGULAR MEETING OPEN TO THE PUBLIC ON TUESDAY AUGUST 12, 2025 AT 6:00 PM, IN THE COUNCIL CHAMBERS LOCATED AT 22 W. 2<sup>ND</sup> STREET, EAGAR, AZ 85925.

- 1. WELCOME**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. INVOCATION**
- 5. PUBLIC COMMENTS**

PERSONS WISHING TO ADDRESS THE COMMISSION ON ANY ITEM NOT ALREADY ON THE AGENDA MAY DO SO, ALTHOUGH EACH SPEAKER IS LIMITED TO THREE MINUTES. THE CHAIR, WITH THE CONSENT OF THE COMMISSION, MAY LIMIT THE TOTAL TIME OFFERED SPEAKERS, IF NECESSARY. ALL SUCH REMARKS SHALL BE ADDRESSED TO THE COMMISSION AS A WHOLE, AND NOT TO ANY SPECIFIC MEMBER. NO PERSON OTHER THAN THE SPEAKER SHALL ENTER THE DISCUSSION WITHOUT PERMISSION OF THE CHAIR. THE COMMISSION MAY NOT ADDRESS, DISCUSS OR VOTE UPON ANY PETITION OR COMMENT RAISED BY THE PUBLIC AT ANY MEETING. THE ITEM MAY BE PLACED ON A FUTURE AGENDA WITH DIRECTION FROM THE PLANNING AND ZONING ADMINISTRATOR ON HOW TO PLACE AN ITEM ON THE AGENDA.

- 6. LOYALTY OATH**

**A. LOYALTY OATH OF NEW PLANNING AND ZONING COMMISSIONER DEBRA  
SEELEY**

- 7. DISCUSSION AND CONSIDERATION OF MINUTES**

- A. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE MARCH 18, 2025 MEETING MINUTES
- B. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE JUNE 10, 2025 MEETING MINUTES

**8. TRAINING**

- A. ARIZONA OPEN MEETING LAW (JESSICA VAUGHAN)

**9. WORK SESSION**

- A. DISCUSSION REFERENCE AMENDING ZONING DISTRICTS AND TOWN CODE RELATED TO THE TOWN OF EAGAR GENERAL PLAN.

**10. REPORTS**

**11. ADJOURNMENT**

ANYONE WISHING TO ATTEND THIS MEETING AND HAS SPECIAL NEEDS DUE TO A DISABILITY, PLEASE CONTACT THE COMMUNITY DEVELOPMENT DEPARTMENT AT 928-333-4128 EXT 222 FORTY-EIGHT HOURS PRIOR TO THE MEETING AND RESONABLE ACCOMMODATIONS WILL BE PROVIDED.

**POSTED BY:** William Gleeson      **Date:** August 7, 2025      **Time:** 3:00 P.M.

## **LOYALTY OATH**

**STATE OF ARIZONA  
COUNTY OF APACHE  
TOWN OF EAGAR**

I, \_\_\_\_\_, DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES, THE CONSTITUTION AND LAWS OF THE STATE OF ARIZONA AND THE CODE OF THE TOWN OF EAGAR; THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME, AND DEFEND THEM AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC, AND THAT I WILL FAITHFULLY AND IMPARTIALLY DISCHARGE THE DUTIES OF THE OFFICE OF PLANNING AND ZONING COMMISSIONER ACCORDING TO THE BEST OF MY ABILITY, SO HELP ME GOD.

\_\_\_\_\_  
COMMISSIONER

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE



**TOWN OF EAGAR**  
**PLANNING AND ZONING COMMISSION**

**SPECIAL MEETING**

**MARCH 18, 2025 at 6:00 PM**

**COUNCIL CHAMBER, 22 WEST 2ND STREET**

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**MINUTES**

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Vice Chair Chelsea Slade called the meeting to order [6:10 p.m.] and welcomed those present. Vice Chair Slade asked for roll call to show attendance. Vice Chair Slade led the Pledge of Allegiance. Commissioner Brenda Ciminski offered the invocation.

Commission Present: Chelsea Slade  
Brenda Ciminski  
Renee Fowler  
JoElla Younkin

Excused: Kristi Penrod, Becky Crosby

Absent: Ethan Eagar

Staff Present: Britney Reynolds - Community Development Director  
William Gleeson – Building Inspector

**5. PUBLIC COMMENTS**

None

**6. DISCUSSION AND CONSIDERATION OF MINUTES**

Commissioner Ciminski made a motion to approve meeting minutes for February 18, 2025.  
Commissioner Younkin seconded the motion; all were in favor, motion carried unanimously 4-0.

Vote: Ayes: Renee Fowler  
JoElla Younkin  
Becky Crosby  
Chelsea Slade

**7. OLD BUSINESS**

- A. Discussion and possible direction reference developing and ordinance on allowing, restricting, or prohibiting shipping containers to be used as commercial buildings, residential dwellings, and/or storage.
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Commissioner Slade expressed serious concerns about obtaining and maintaining proper insurance on residential and commercial buildings constructed with shipping containers. Commissioner Slade would like to see a conditional use permit requirement for all applicants wishing to build residential or commercial with shipping containers.

Commissioner Ciminski expressed that all current zoning districts ending in “R” (restricted districts) be completely restricted from building with shipping containers. Commissioner Ciminski expressed that all other zones be required to apply for a conditional use permit.

Commissioner Younkin expressed a concern that shipping container residential builds could seriously change the nature and feel of a neighborhood, making neighborhoods feel very commercial.

Commissioners were in favor of allowing shipping containers to be used as storage as long as established property set backs were observed and enforced. Commissioners do not want advertising on containers and they want containers to be painted in subdued monotone colors. Containers over 200 square feet would be required to apply for a building permit similar to established code applicable to other accessory outbuildings (i.e. sheds, barns, etc).

Commissioner Younkin does not want shipping containers stacked on top of each other for storage.

Commissioner Slade wished to work with Town Council and not make any rush decisions about shipping containers being used for residential or commercial construction.

Director Reynolds will work with Town Management to potentially schedule a work session or joint session with Town Council reference the matter.

## **8. REPORTS**

Director Reynolds informed the Commission about a new committee being formed by the Apache County Planning and Zoning Department specific to energy commerce and energy sources. Director Reynolds invited commissioners to relay names of potential nominees that may have an interest in serving on the new committee.

## **9. ADJOURNMENT**

Commissioner Ciminski motioned to adjourn the meeting [6:58 p.m.]. Commissioner Slade seconded; all were in favor, motion carried unanimously 4-0.

Vote:	Ayes:	Chelsea Slade
		Brenda Ciminski
		Renee Fowler
		JoElla Younkin

**Chair signature:** \_\_\_\_\_

**Director signature:** \_\_\_\_\_



**TOWN OF EAGAR**  
**PLANNING AND ZONING COMMISSION**  
**REGULAR MEETING**  
**JUNE 10, 2025 at 6:00 PM**  
**COUNCIL CHAMBER, 22 WEST 2ND STREET**

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## MEETING MINUTES

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Chair Ethan Eagar called the meeting to order [6:02 p.m.] and welcomed those present. Chair Eagar asked for roll call to show attendance. Commissioner Crosby led the Pledge of Allegiance. Commissioner Brenda Ciminski offered the invocation.

Commission Present:   Ethan Eagar  
                              Brenda Ciminski  
                              Renee Fowler  
                              JoElla Younkin  
                              Becky Crosby

Excused: Kristi Penrod, Chelsea Slade

Staff Present:       Britney Reynolds - Community Development Director  
                          William Gleeson – Building Inspector

No public comments

### 6. DISCUSSION AND CONSIDERATION OF MINUTES

No motion. Chair Eagar directed staff to move item #6 to the next meeting agenda.

### 7. NEW BUSINESS

- A. Discussion and possible action specific to the required status update reference #CUP2024-3 to allow RV living for Daniel Crosby at his property of 222 W. 10<sup>th</sup> Street, also known as parcel #104-44-165, while he builds his home.

Commissioner Crosby recused herself and provided an update on behalf of the permittee. Commissioner Crosby advised that the permittee is nearing the rough combo inspection stage and intends to be completely finished in or about August.

No motion. Chair Eagar asked if any recent inspections have been conducted. No recent inspections have been requested or performed. Commissioner Fowler stated she believed the applicant was supposed to have been done within six months of issuance. Chair Eagar clarified that the applicant had a year from issuance. Commissioner Ciminski directed staff to conduct a site inspection and report

back with the results of the site inspection. Commissioner Ciminski directed staff to let Mr. Crosby know he is expected to complete his building within the year of his approved CUP.

## **CONVENE TO PUBLIC HEARING**

Commissioner Ciminski made a motion to convene to public hearing [6:17 pm], Commissioner Fowler seconded the motion; all were in favor, motion carried unanimously 5-0.

Vote:	Ayes:	Ethan Eagar
		Brenda Ciminski
		JoElla Younkin
		Becky Crosby
		Renee Fowler

## **8. PUBLIC HEARING**

Public hearing for #CUP2025-2; A conditional use application for the property known as 385 N. Harless Street (Also known as Parcel #104-11-007A) to allow Denver and Amy Wilkins to proceed with the construction of a residential dwelling “barndominium” in the C-1 commercial zone.

Chair Eagar introduced the public hearing item. Applicant Byron Denver Wilkins was present and addressed the Commission, stating his intent to build the barndominium. Commissioner Ciminski stated she did not foresee commercial business building in the specific area off of Harless Street. Commissioner Younkin inquired if the zoning could be traded. Chair Eagar stated he liked the looks of the proposed barndominium. Chair Eagar asked if there were any public comments. There were no additional public comments. Director Reynolds advised the Commission there were no concerns relayed from the public.

## **RECONVENE TO REGULAR MEETING**

Commissioner Ciminski made a motion to reconvene to regular meeting [6:28 pm], Commissioner Younkin seconded the motion; all were in favor, motion carried unanimously 5-0.

Vote:	Ayes:	Ethan Eagar
		Brenda Ciminski
		JoElla Younkin
		Becky Crosby
		Renee Fowler

## **9. DISCUSSION AND VOTE**

A. Discussion and possible action to approve #CUP2025-2 to allow for the construction of a residential dwelling barndominium in the C-1 commercial zone.

Commissioner Crosby motioned to the approve Conditional Use Permit #2025-2 to allow Denver and Amy Wilkins to proceed with the construction of a residential dwelling “barndominium” in the C-1 commercial zone. Commissioner Younkin seconded the motion; all were in favor. Motion carried unanimously 5-0.

Vote:	Ayes:	Ethan Eagar Brenda Ciminski JoElla Younkin Becky Crosby Renee Fowler
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## **10. OLD BUSINESS**

A. Discussion and possible action reference developing and/or adopting an ordinance on allowing, restricting, or prohibiting shipping containers to be used as commercial buildings, residential dwellings, and/or storage.

Commissioner Crosby recommended removing the requirement of a Conditional Use Permit when shipping containers are utilized temporarily during construction. Commissioner Fowler moved to send the drafted code to Town Council for review with the above listed redaction. Commissioner Ciminski seconded the motion; all were in favor. Motion carried unanimously 5-0.

Vote:	Ayes:	Ethan Eagar Brenda Ciminski JoElla Younkin Becky Crosby Renee Fowler
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## **11. REPORTS**

Director Reynolds thanked Commissioner Fowler for her term of service.

Director Reynolds asked the Commission about hosting a meeting in July. Multiple Commissioners will be out of town the second week of July. The Commission collectively directed staff to forego a July meeting and hold a regular meeting in August.

## **12. ADJOURNMENT**

Commissioner Ciminski motioned to adjourn the meeting [6:54 p.m.]. Commissioner Fowler seconded; all were in favor, motion carried unanimously 5-0.

Vote:	Ayes:	Ethan Eagar Brenda Ciminski JoElla Younkin Becky Crosby Renee Fowler
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