

**THE WORK SESSION OF THE MAYOR AND CITY COUNCIL  
OF BENSON, ARIZONA HELD DECEMBER 17, 2007  
AT CITY HALL AT 7:00 P.M.**

**MAYOR FENN  
OPENED THE MEETING AT 7:10 P.M.**

**PRESENT WERE: MAYOR FENN,  
COUNCILMEMBERS LODZINSKI, McGOFFIN, SACCO, SUAGEE and TIPTON  
ABSENT WAS: VICE MAYOR KING**

**PLANNING & ZONING COMMISSIONERS WALT SCHMIDT,  
JAMES CRAWFORD, CLIFF DEANE, LUANN POSEGATE, RANDY ROBICHAUD,  
JAMES THELANDER  
ABSENT WAS: CLIFFORD BROWN**

Old Business: None.

New Business:

Discussion regarding the Planning &  
Zoning Commission's role and  
responsibility in the City and the  
extent of its authority, including the  
approval of site plans, subdivision plans,  
preliminary or tentative plans and final  
plats:

Mayor Fenn opened this item for discussion stating that Council and the Planning & Zoning Commission should be annually. Mayor Fenn then spoke regarding the roles of staff, Planning & Zoning Commissioners and City Council in dealing with applicants and prospective developments.

Commissioner Walt Schmidt stated many times that site plans come before the Planning & Zoning Commissioners that have issues that should be addressed at the staff level. With the recent appointment of Mike Lockett as the Planning & Zoning Director, these issues will be addressed.

Commissioner Randy Robichaud indicated he had a set of guidelines for the conduct of public officers in meetings. Mayor Fenn stated he would like these guidelines distributed to all Council and Commissioners.

City Manager Martin Roush then stated staff is placing Standard Operating Procedures (SOP) in place to not only enable staff to provide the best service, but will place the Planning & Zoning Commission as well as City Council in the best possible position for action. Mr. Roush stated he would like to see communication sheets added to the Planning & Zoning packets assisting the Commissioners on the items for action. Mr. Roush also stated he would like to see more training, citing Oro Valley's training course that must be completed before a person can serve on the Planning & Zoning Commission. Mr. Roush addressed the issue of requirements that are not in the Planning & Zoning

Commissioner's authority and stated he would like to see a City Attorney present at Planning & Zoning meetings.

Commissioner Schmidt then spoke regarding subdivisions and parks and when they should be required.

City Attorney Thomas Benavidez informed Council and the Commissioners that this was an item that could be addressed at a future meeting, once placed on an agenda.

Discussion regarding issues brought to Planning & Zoning and the communication between Planning & Zoning and the City Council. Mike Lockett, Planning & Zoning Director stated he would generate a report to be given to Council regarding current and upcoming issues and developments.

Mayor Fenn then made closing comments thanking the Planning & Zoning Commissioners for their time and effort. Commissioner Posegate then thanked Councilmember Sacco for his work on the proposed Planning & Zoning Land Use Code.

Adjournment:

Councilmember Lodzinski moved to adjourn at 7:43 P.M. Seconded by Councilmember McGoffin. Motion passed 6-0.

---

Mark M. Fenn, Mayor

ATTEST:

---

Vicki L. Vivian, City Clerk