



**TOWN OF EAGAR
PLANNING AND ZONING COMMISSION
SPECIAL MEETING AND WORK SESSION
Tuesday, November 18, 2025 at 6:00 pm
COUNCIL CHAMBERS, 22 WEST 2ND STREET**

AGENDA

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 SPECIAL MEETING OPEN TO THE PUBLIC ON Tuesday, November 18, 2025 AT 6:00 pm IN THE COUNCIL CHAMBERS LOCATED AT 22 W. 2ND STREET, EAGAR, AZ 85925.

- 1. WELCOME**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. INVOCATION**
- 5. SUMMARY OF CURRENT EVENTS**

A. COMMISSION

B. STAFF

6. 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.

7. DISCUSSION AND POSSIBLE ACTION

*****A. OCTOBER 14, 2025 MEETING MINUTES**

DISCUSSION AND POSSIBLE ACTION TO APPROVE THE OCTOBER 14, 2025 MEETING MINUTES

8. NEW BUSINESS

*****A. REVIEW AND DISCUSSION OF THE SHIPPING CONTAINER CODE (BECKY CROSBY)**

*****B. DISCUSSION OF POTENTIAL TOWN CODE REFERENCE ALTERNATIVE POWER AND PROXIMITY TO TOWN - CODE (JOELLA YOUNKIN)**

9. CONVENE TO WORK SESSION

*****A. WORK SESSION**

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

10. RECONVENE TO REGULAR MEETING

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: Willaim Gleeson

DATE: November 13, 2025

TIME: 3:00 P.M.



TOWN OF EAGAR
PLANNING AND ZONING COMMISSION
WORK SESSION

OCTOBER 14, 2025 at 6:00 PM

COUNCIL CHAMBER, 22 WEST 2ND STREET

MINUTES

Vice Chair Slade called the meeting to order [6:00 p.m.] and welcomed those present. Vice Chair Slade asked for roll call to show attendance. Vice Chair Slade led the Pledge of Allegiance. Building Inspector Gleeson offered an invocation.

Commission Present: Chelsea Slade JoElla Younkin
 Becky Crosby Debra Seeley
 Kristi Penrod (Arrived at 6:02 PM)

Excused: Brenda Ciminski

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

5. SUMMARY OF CURRENT EVENTS

A. COMMISSION

Commissioner Crosby reported some citizens have contacted her with misunderstandings specific to the new shipping container (conex box) code. Commissioner Crosby would like to re-visit and discuss the shipping container code.

Commissioner Seeley welcomed input and ideas about decorations and themes for the big tree in front of town hall and banners on light poles along Main Street. Commissioner Seeley sits on the Beautification Committee and can relay ideas to the committee.

Commissioner Younkin would like to work on drafting a town code restricting how close alternative power sources, such as wind turbines, can be to town boundaries.

B. STAFF

Building Inspector Gleeson reported Daniel Crosby moved out of the recreational vehicle in accordance with the expiration of his conditional use permit that was granted a year prior.

Director Reynolds pointed out that the next regularly scheduled meeting would fall on November 11th which is Veteran's Day. The Commission directed staff to move the meeting to the following week for a special meeting on November 18th.

6. PUBLIC COMMENTS

There were no public comments.

7. NEW BUSINESS

A. VOTING IN THE CHAIR

Commissioner Penrod motioned to appoint Vice-Chair Chelsea Slade as Chair for the remainder of 2025 through all of 2026. Commissioner Crosby seconded the motion. The motion passed unanimously 5-0.

Ayes	Nays
Kristi Penrod Debra Seeley Becky Crosby JoElla Younkin Chelsea Slade	None

B. VOTING IN THE VICE-CHAIR

Chair Slade nominated and motioned to elect Commissioner Becky Crosby to serve as Vice-Chair for the remainder of 2025 through all of 2026. Commissioner Kristi Penrod seconded the motion. The motion passed unanimously 5-0.

Ayes	Nays
Kristi Penrod Debra Seeley Becky Crosby Chelsea Slade JoElla Younkin	None

8. DISCUSSION AND CONSIDERATION OF MINUTES

A. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE AUGUST 12, 2025 MEETING MINUTES

Chair Slade motioned to approve the August 12, 2025 meeting minutes. Commissioner Seeley seconded the motion. The motion passed unanimously 5-0.

Ayes	Nays
Kristi Penrod	None

Debra Seeley
Becky Crosby
JoElla Younkin
Chelsea Slade

9. CONVENE TO WORK SESSION

Chair Slade motioned to convene to work session. Vice-Chair Crosby seconded the motion. The motion passed unanimously 5-0 [6:16 pm].

Ayes	Nays
Kristi Penrod	None
Debra Seeley	
Becky Crosby	
JoElla Younkin	
Chelsea Slade	

A. WORK SESSION

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

Commissioners requested paper copies of the general plan and some also wanted emailed electronic links. The Commission intends to review commercial and industrial zoning districts first. Building Inspector Gleeson pointed out potential conflicts that may arise in the River Run Estates that may be preemptively addressed.

10. RECONVENE TO REGULAR MEETING

Chair Slade motioned to reconvene to regular meeting. Commissioner Seeley seconded the motion. The motion passed unanimously 5-0 [6:33 pm].

Ayes	Nays
Kristi Penrod	None
Debra Seeley	
Becky Crosby	
JoElla Younkin	
Chelsea Slade	

11. ADJOURNMENT

Chair Slade motioned to adjourn. Commissioner Younkin seconded the motion. The motion carried unanimously 5-0 [6:33 pm].

Ayes	Nays
Kristi Penrod	None

Debra Seeley
Becky Crosby
JoElla Younkin
Chelsea Slade



18.08.478 - Shipping containers.

A "Shipping Container" means a large standardized container designed and built for intermodal freight transport. Shipping containers are commonly eight feet wide and vary from approximately ten to forty feet in length. Other common terms include Intermodal Containers, ISO Containers, Railroad Containers, Rail Cars, Conex boxes, certain truck trailers, and other variants. Retired railroad cars, semi-truck trailers, reefers, camper shells, cabooses, and similar items fall under the definition "shipping container."

Shipping Containers shall be considered as tiny homes and manufactured homes in the context of AGR, AR-43R, AR-20R, R1-10R, and R2-7R, and therefore are only permitted as storage within said zones.

(Ord. No. 2025-02, § 1, 8-5-2025)

18.16.010 - Districts established.

In order to carry out the purposes of this title, the town is divided into the following zoning districts:

[Table]

*The "R" suffix in zoning districts indicates that manufactured homes, tiny homes, factory-built buildings as defined in A.R.S. § 41-4001(17), and shipping containers are prohibited for residential or commercial construction. Shipping containers may only be utilized as storage in accordance with Chapter 15.04.110.

(Ord. No. 2013-04, Exh. A, 5-7-2013; Ord. No. 2019-01, Exh. A, 4-2-2019; Ord. No. 2025-02, § 2, 8-5-2025)

15.04.110 - General requirements.

H. Shipping Container Commercial Construction, Residential Construction, and use as Storage.

1. All "shipping container" construction for commercial new construction, commercial remodels, commercial additions, etc shall meet the following requirements:

- a. Require an approved conditional use permit.
- b. Require structural engineered stamped plans.
- c. Comply with current adopted building codes.
- d. Comply with current established zoning districts.
- e. Have roof lines that meet snow load and wind load requirements in compliance with adopted International Building Codes or International Residential Codes.

f. Be fully insulated and fully sided.

2. All "shipping container" construction for residential new construction, residential remodels, residential additions, etc shall meet the following requirements:

- a. Require an approved conditional use permit.
- b. Require structural engineered stamped plans.
- c. Comply with current adopted building codes.
- d. Comply with current established zoning districts.
- e. Have roof lines that meet snow load and wind load requirements in compliance with adopted International Building Codes or International Residential Codes.
- f. Be fully insulated and fully sided.

3. Shipping containers used as accessory buildings (i.e. storage sheds) must comply with the following requirements and are afforded the following provision(s):

- a. Comply with current adopted building codes.
- b. Comply with current established zoning districts to include required setbacks.
- c. Shall be painted in monotone neutral earthtones; i.e. beige, tan, cream.
- d. Shall not be used for advertisements.
- e. Shall only be placed in the rear or side yards of properties.
- f. Shall not be stacked on top of each other and no additional items stored on top.
- g. No parcel shall have more than two shipping containers for storage or ten percent total coverage of the usable portion of the parcel (whichever is less).
- h. Shipping containers may be used as temporary storage during construction with a valid building permit.
- i. Shipping containers may be used as temporary storage in the wake of manmade and natural disasters to include, but not limited to, flood and fire.

(Ord. No. 2012-07, Exh. A, 5-1-2012; Ord. No. 2019-04, Exh. A, 8-6-2019; [Ord. No. 2025-02](#), § 3, 8-5-2025)

15.04.140 - Plan review and acceptance.

The following items are required:

A. Plot Plan.

1. A plat showing the property size and shape with the location of all buildings, required setbacks from front, back and side property lines shall be shown, distances between buildings, and location of all approved on-site utilities (i.e., water, electrical, sanitation).

2. An engineer, surveyor or the owner for final approval shall attest to the final plot plan.

B. Plan and Specifications. All buildings (i.e., covers, sheds, shipping containers, barns, accessory structures, additions to dwellings, new dwellings, manufactured homes, factory built buildings, or commercial buildings, from two hundred square feet or larger) unless otherwise specified in this code, require two complete sets of plans which will include a footing detail, floor plan, framing detail, roof detail, truss layout, truss plans at least two elevations and sufficient information to allow the plan reviewer to determine if the building meets adopted code standards.

C. Special Plan Requirements. The building official may, where the complexity of the project and/or plans clearly warrant (that is, any building requiring engineering computations, i.e., residential or commercial buildings, etc.) require plans and

specifications to be prepared and designed by an engineer or architect licensed by the state to practice such. The building official shall further require that the plans for new construction indicate existing and finish drainage flow patterns in areas subject to flooding.

1. All "shipping container" construction for residential and commercial use requires a structural engineer's stamp and must comply with the "General Requirements" section [15.04.110](#) of this code.

(Ord. No. 2012-07, Exh. A, 5-1-2012; Ord. No. 2019-04, Exh. A, 8-6-2019; [Ord. No. 2025-02](#), § 4, 8-5-2025)



Where Roads Hit The Trails

P.O. Box 1300 * 22 W 2nd Street * Eagar, AZ 85925 *
928-333-4128 * eagaraz.gov