



## 5. PLAN ADMINISTRATION

The Gila County Comprehensive Plan functions as the foundation or “blue-print” for the development of the county based upon the integration of land use, transportation and public service considerations in the decision making process. This Chapter establishes the guidelines for the use, amendment and update of the plan and provides information regarding the process and requirements for each.

### 5.A PLAN AMENDMENTS

The comprehensive plan is the expression of the shared vision of county residents and elected officials. The success of the plan should be measured in the steady progression towards the attainment of the plan’s overall vision and goals. Occasionally, attainment of the overall vision and goals requires flexibility and the ability to respond to unforeseen opportunities and changing conditions. The plan is intended to be flexible and responsive to changing visions, conditions and development opportunities in the county. Changes to the plan should not be undertaken haphazardly or without careful consideration, however, and should be based on sound information and accurate technical data. Amendments to the plan should only occur after the careful review and evaluation of the request and the finding of fact in support of the proposed amendment. Requests for amendment of the plan shall conform to all statutory requirements related to the administration and use of the comprehensive plan.

Gila County, a private individual, land owner or agency, may initiate amendments to the Gila County Comprehensive Plan in accordance with the requirements set forth by state statutes and Gila County. Amendments to the comprehensive plan include both text and Land Use Plan (map) and Transportation Plan (map) amendments. Text amendments amend or modify the text of the adopted comprehensive plan by adding, deleting or modifying portions thereof. Map amendments amend or modify the adopted Land Use or Transportation Plans.

#### A. Minor/Major Comprehensive Plan Amendment Criteria

All requests to amend text or maps in the Gila County Comprehensive Plan shall be minor amendments, except for requests that meet the major amendment criteria listed below. Minor amendment requests may be received and scheduled for public hearing at any time throughout the calendar year. Scrivener’s errors and typographical errors are neither minor nor major amendments and can be made administratively at the discretion of the Gila County Community Development Director as specified in Section 5.C.B of this Chapter.

Major amendments would result in the substantial alteration of the county’s land use mixture or balance within the affected area of the county. The criteria below identify proposals that are considered major amendments. Major amendments shall be processed pursuant to ARS 11-806.H and ARS 11-824.C. Major amendment requests shall be accepted by the Planning and Development Department from January through July. All major amendment requests



shall be presented to the Board of Supervisors at a single public hearing in the calendar year the request is submitted.

1. Land Use Plan or Transportation Plan (Map) – Major Amendment Criteria:
  1. A request to change more than 640 acres of any Residential Category to a Non-Residential Category, except the Resource Conservation Category.
  2. A request to change more than 640 acres of Residential Categories with a density of 1.0 du/ac or less to Residential Categories more dense than 1.0 du/ac.
  3. A request to change more than 640 acres of Residential Categories with a density of 5.0 du/ac or less to Residential Categories more dense than 5.0 du/ac.
  4. Any request for parcels of land with a combined total area of over 640 acres, except requests to change to a Resource Conservation Category.
  5. A request to change more than 640 acres of a Non-Residential Category to another Non-Residential Category, except the Resource Conservation Category.
  6. A request to change the classification of a non-arterial street to an arterial street or from an arterial street to a non-arterial street.
  
2. Text – Major Amendment Criteria:
  1. Increasing the density standard of any Residential Category.
  2. Increasing the intensity standard of any Non-Residential Category.
  3. Any request to substantively alter the intent or application of a policy.
  4. Any other request that substantively alters the intent or application of a provision in the Plan, as determined by the Gila County Community Development Director.

B. Comprehensive Plan Amendments – Applicant Posting and Public Meeting Responsibilities

All applicants that request a major or minor amendment to the Gila County Comprehensive Plan for property generally within two miles (or more if directed at the discretion of the Gila County Community Development Director) of a Community Land Use Plan area shall be required to hold a public meeting in that Community Land Use Plan area at least two weeks before the public hearing at which the Planning Commission is scheduled to consider the request. Applicants shall provide notification of the public meeting by posting large signs on the parcel for which the amendment is requested within 10 feet of each adjacent public right-of-way that fronts the parcel or the closest public right-of-way that fronts the property. Such sign(s) shall identify the date, time and location of the public meeting. Sign(s) shall be erected on the site at least two weeks before the date of public meeting. Applicants shall also notify in writing Planning Agency staff of the date, time and location of the public meeting at least two weeks prior to such meeting.



## 5.B PLAN UPDATES

To assure that the Gila County Comprehensive Plan remains a useful tool that reflects the shared vision, goals and objectives of the county and its residents, it may become necessary to periodically update the plan. In addition to state statutory requirements, which require that the comprehensive plan be updated and/or readopted every ten (10) years, the Board of Supervisors and Planning and Zoning Commission should seek to review the plan on a bi-annual basis to identify any necessary plan updates. Such periodic updates should be initiated by the county staff at the direction of the Board of Supervisors and may be accomplished at any point within the year in accordance with the provisions of all applicable state statutes. Such update may be comprised of a report by county planning staff on the working status and implementation of the plan and any issues that have been identified in the utilization of the plan following the last update.

## 5.C PLAN ADMINISTRATION

### A. Determination of Boundaries

Where uncertainty exists as to the boundaries of a plan designation(s), the following rules shall apply:

1. Boundaries indicated as approximately following center lines of streets, highways or transportation routes shall be so construed;
2. Boundaries indicated as approximately following property lines or recognized boundary lines shall be so construed;
3. Boundary lines indicated as approximately following city limits, federally recognized reservation boundaries, national forest boundaries or other recognized land or ownership boundaries or jurisdictional delineations shall be so construed;
4. Boundary lines indicated as approximately following physical boundaries such as a ridgeline, river, lake or similar physical boundary shall be so construed;

In those situations where there remains uncertainty in the determination of a boundary, the Planning and Development Department Director, or their designee, shall determine the intent or application of the portion of the plan in question.

### B. Correction of Errors or Omissions and Interpretations

From time to time it may become necessary to correct scrivener's errors, typographical errors or omissions within the comprehensive plan. When such errors have been identified, the following rules of correction shall apply:



Correction of Errors:

1. The Gila County Community Development Director, or their designated representative, may direct the correction of such errors or omissions in the official plan or plan maps so long as the correction(s) shall not have the effect of amending the meaning or intent of the plan and does not change a land use category or a designation of a specific land use category on the Land Use Plan.
2. Upon the direction of the correction of an error or omission in the plan, the Gila County Community Development Director, or their designated representative, shall prepare a notice to the Planning and Zoning Commission outlining those items that have been changed.

Interpretations:

1. In those situations where the intent or meaning of a portion of the plan is unknown, the Gila County Community Development Director, or their designated representative, may establish the intent or meaning of the portion of the plan in question.
2. In those situations where the party petitioning the county for an interpretation does not agree with the determination of the Gila County Community Development Director, or their designated representative, the determination of interpretation by the Director shall be forwarded to the Planning and Zoning Commission for review. The Planning and Zoning Commission may concur, overrule or provide a revised interpretation of the disputed interpretation. Decisions and interpretations of the Planning and Zoning Commission may subsequently be appealed to the Board of Supervisors who may in-turn concur, overrule or provide a revised interpretation of the disputed interpretation. All decisions of the Board of Supervisors shall be final.