



CITY OF TOLLESON

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TOLLESON PLANNING AND ZONING COMMISSION MEETING AGENDA

TOLLESON CIVIC CENTER

9055 WEST VAN BUREN STREET, TOLLESON, AZ 85353

ZOOM WEBINAR ID: 837 6398 3293

TUESDAY, MAY 13, 2025

5:00 PM

Doors open to Council Chambers at 4:45 PM for public seating. The public may be asked to temporarily relocate if an executive session occurs. The public will be invited back into Council Chambers when the Planning and Zoning Commission returns from executive session.

Members of the public may also participate in the meeting via [Zoom Webinar](https://us02web.zoom.us/j/83763983293) (<https://us02web.zoom.us/j/83763983293>) with a computer or cell phone.

A. CALL TO ORDER

B. ROLL CALL

C. FINAL CALL TO SUBMIT SPEAKER REQUEST FORMS

All citizens and interested parties wishing to speak before the Commission during a public hearing shall fully complete a Speaker Request Form and submit the form(s) to the City Clerk prior to the meeting being convened. Citizens must complete one form for each item they want to address. Speaker Request Forms are located at the entrance of the Council Chambers. For Zoom participants, click the chat button, and enter your name and the item you would like to address. Submissions should be made no later than the Mayor announcing the "Final Call to Submit Speaker Requests". **All speakers will be limited to 3 minutes unless otherwise noted by the Chair.** Speakers are not required to disclose their identities or personal information. You may also submit an online speaker request form at <https://www.tolleson.az.gov/formcenter/city-clerk-15/speaker-request-online-form-66> at least one hour prior to the meeting.

D. BUSINESS FROM THE FLOOR – PUBLIC HEARINGS AND ACTION ITEMS

1. Public Hearing – Soliciting comments from interested parties in reference to Use Permit Application #25040001 as submitted by Michael Muniz, on behalf of the owner, Paul Mascola/Take 5 Oil Change, for the construction of a new 1,700 sq. ft., 3-bay oil change building with a total of 14 parking spaces, to be located at 425 North 99th Avenue, Tolleson, Arizona. The site, APN 102-53-354, is approximately 26,136 square feet and is zoned General Commercial (C-2). (Take 5 Oil Change)



Commission Action: Recommend/Reject Use Permit Application #25040001.

E. REGULAR AGENDA – ACTION ITEMS

1. Approve Planning and Zoning Commission Meeting Minutes of October 25, 2022.

F. WORK STUDY – FOR DISCUSSION

1. Annual Review of the City of Tolleson Code of Conduct for Elected and Appointed Officials – Justin Pierce, City Attorney

G. ADJOURNMENT

Pursuant to A.R.S. § 38-431.01 and A.R.S. § 38-431.02, notice is hereby given to the members of the Tolleson Planning and Zoning Commission and to the general public that the Planning and Zoning Commission of the City of Tolleson will hold a meeting open to the public. Planning and Zoning Commission Members of the City of Tolleson will attend by telephone/video conference call.

Note: The Planning and Zoning Commission of the City of Tolleson, by a duly passed motion, may vote in public session to adjourn to executive session on any agenda item in conformation with A.R.S. § 38.431.03 for legal advice from the City Attorney.

Zoom’s live transcription feature can provide automatic captioning by clicking on the Closed Caption (CC) button during the meeting.

THE CITY OF TOLLESON ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO INDIVIDUALS WITH DISABILITIES. With at least two business days advance notice, accommodations can be provided at this meeting for individuals with vision, hearing and/or speech disabilities, including a transcriber, large print, an interpreter, an assistive listening device, etc. Please call the City Clerk at (623) 936-7111, or TTY users may dial 711 for Arizona Relay Service (AZRS), to request an accommodation to participate in this public meeting. The City will try its best to accommodate any last minute requests.

LA CIUDAD DE TOLLESON SE ESFUERZA PARA HACER TODAS LAS REUNIONES PÚBLICAS ACCESIBLE PARA INDIVIDUOS CON DISCAPACIDADES. Con al menos dos días laborables de previo aviso, se pueden proporcionar adaptaciones en esta reunión para personas con discapacidades visuales, auditivas o del habla, incluido un transcriptor, letra grande, un intérprete, un dispositivo de asistencia auditiva, etc. Llame a la Secretaría Municipal al (623) 936-7111, o los usuarios de TTY pueden marcar 711 para el Servicio de Retransmisión de Arizona (AZRS), para solicitar un alojamiento para participar en esta reunión pública. La Ciudad hará todo lo posible para satisfacer cualquier solicitud de último minuto.

Prerequisites for attending Zoom Webinars (one required):

1. Zoom Desktop Client: Navigate to the [Zoom website \(https://zoom.us/\)](https://zoom.us/) in your internet browser. At the top-right of the page, click Resources and then click Download Center. Under Zoom Desktop Client, click the Download button.
 1. Open the Zoom desktop client and sign in
 2. Click the Home tab and then Join
 3. Enter Meeting ID: 837 6398 3293 and enter your full name
 4. Connect audio and/or video and select Join

2. Zoom Mobile App with Cell Phone or Tablet: Download the Zoom - One Platform to Connect App in either the App Store for iOS or Google Play for Android.
 1. Select Join Meeting
 2. Enter Meeting ID: 837 6398 3293
 3. Enter your full name and select Join
 4. Enter your screen name and email address and select Continue
 5. Join Audio with Wi-Fi or Cellular Data

3. Web client/browser: Google Chrome, Internet Explorer, Firefox and Safari on a computer.
 1. Go to the [Zoom website \(https://zoom.us/\)](https://zoom.us/)
 2. Enter Meeting ID: 837 6398 3293
 3. Click Open Zoom Meetings or Join (depending on browser)
 4. Enter your full name and click Join Audio by Computer

4. Alternate Option via Telephone with Audio Only:
 1. Dial 253-215-8782
 2. Enter Meeting ID: 837 6398 3293 and press #
 3. Enter Participate ID and press #, or press # to continue

For technical support or questions in accessing the meeting, please email the [Information Technology Department \(ITsupport@tolleson.az.gov\)](#) or call Zoom Support at 888-799-9666.

Posted on May 8, 2025.