

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON JULY 14, 2020 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. CALL TO ORDER

Chairman Bishop called the meeting to order 7:00 p.m.

2. ROLL CALL

COMMISSION MEMBERS PRESENT: Chairman Bishop, Vice Chairman Hephner, Commissioner Bess, Commissioner Wilson, Commissioner Jon Adams, and Commissioner Josh Adams

COMMISSION MEMBERS ABSENT: Commissioner Robertson

STAFF MEMBERS PRESENT: Justen Tregaskes, Planning and Zoning Director; and Katie Fechtelkotter, Planner

GUESTS PRESENT: Garth Turley and Gary Martinson

3. INVOCATION

Commissioner Josh Adams gave the invocation.

4. Pledge of Allegiance

Vice Chairman Hephner led the Commission and audience in the Pledge of Allegiance.

5. OLD BUSINESS

NONE

6. NEW BUSINESS

- A. Conditional Use Permit application submitted by Navopache Electric Cooperative, to allow for an electric switch yard at 2540 E. Cooley, that being A.P.N. 210-23-026H.

Commissioner Bess declared a conflict of interest due to having potential involvement with the project and excused himself from the discussion.

Ms. Fechtelkotter read the staff summary.

Navopache Electric Cooperative has submitted a Conditional Use Permit (CUP) to allow for an electric switch yard located at 2450 E. Cooley, that being A.P.N. 210-23-026H. The applicant has requested to construct an electric switch yard on the subject property; they have also requested an eight (8) foot tall fence with razor wire mounted on top in order to comply with rule 110A1 of the National Electric Safety Code.

The property is zoned C-1 (Neighborhood Commercial), public/private utility structures and appurtenances thereto for public service use require a CUP in the C-1 zone. In addition, according to City Code section 15-1-44 (1)(1)(c) the Planning & Zoning Commission may permit fences greater than six (6) feet in height as a condition of a CUP. A 600-square-foot control building has been proposed to protect some of the equipment from weather; however it will not be occupied except for occasional maintenance. Due to the nature of electrical switchyards, landscaping meeting the city code requirements for vegetative groundcover, shrubs and trees is not required. The applicant has submitted plans and a proposed landscape plan, which has been attached for your review.

The current zoning of the surrounding properties includes:

North:	I-1 (Light Industrial)
South:	C-1 (Neighborhood Commercial)
East:	PUD (Planned Unit Development)
West:	C-1 (Neighborhood Commercial)

The current land uses of the surrounding properties includes:

North:	Industrial
South:	Old Navajo County Health Building
East:	Undeveloped PUD
West:	Old Navajo County Health Building

Transmittal memos were sent to all affected agencies. Applicable comments received include:

Building Official- A permit will be required and the building shall comply with all building codes.

Public Works Director- Roadway design and construction is required as discussed.

Timber Mesa Fire and Medical District- Fire flow requirements shall be met and fire hydrant access (Knox) needed.

The property was posted and letters were sent to all property owners within three hundred (300) feet of the subject property. No public comment has been received regarding this CUP at the time the staff summary report was

prepared.

After reviewing the Standards for Review, the Zoning Ordinance, discussions with the applicant, and because the request is consistent with the City of Show Low General Plan, staff recommends that the Planning and Zoning Commission approve Conditional Use Permit 602-04-230, submitted by Navopache Electric Cooperative to allow for a switch yard on property located at 2540 E. Cooley that being A.P.N. 210-23-026H, subject to the following conditions:

1. All development shall comply with all applicable federal, state and local requirements, including building permit requirements.
2. The development shall be in substantial conformance with submitted plans, including wall height.
3. The applicant shall coordinate street improvements with City staff.

Commissioner Jon Adams asked if they will be paving the dirt road. Mr. Tregaskes said that they will be paving the roads from where East Cooley ends and down 30 feet into their property. The roads will be City width and will meet city requirements.

Commissioner Jon Adams asked about landscaping maintenance. Mr. Tregaskes said that the landscaping plans they submitted proposed landscaping from the block wall to the edge of the roadway including into the right of way with boulder and gravel mix and will maintain that. Normally we require landscaping with grass and trees when it is presented to the Commission, but there were some concerns with water on the property with the interference with the electrical infrastructure. Due to the nature of the project we are not requiring a vegetative landscaping, but more of a rock type to avoid the water and electric conflict.

Vice Chairman Hephner asked if there is an antenna that goes on the property. Mr. Tregaskes stated there will be some realignment of existing electrical poles through the property which they will be removing and then connecting to the existing poles on the north side of the property. The developer is required to complete FAA form 7460 to make sure the electrical towers or buildings are in compliance with height. Navopache did submit a letter from the FAA and according to the form the FAA has determined that the relocation will not cause a hazard to air traffic or airplane navigation.

Garth Turley, Manager of Engineering services at Navopache Electric, stated that there is a communication tower next to the building and it does meet FAA requirements at a maximum height of 70 feet.

Commissioner Wilson asked if the C-1 zoning requires a fence to be no higher than 6 feet but the fence they are proposing is an 8-foot fence, will they need to approve that in their motion. Mr. Tregaskes said that by Code the commission has the ability to approve fences higher than 6 feet and in this case they need a fence higher than 6 feet for security of the site. That can be included in the approval and is one of the staff recommendations. When we say staff recommendations number 3 in compliance with the documents they have provided that's in those documents, so it would be approved by reference.

Commissioner Jon Adams asked about moving lines on project and noticed it went across the property and he was wondering if it will go along the backside. Mr. Turley said on the north side of the property, from the switchyard to the APS substation, it will follow the same route, but will turn and go down Cooley to the substation. On the South side it will go down the easement granted by the Navajo County and continue south until it joins up with the existing line. Commissioner Adams asked if the line behind the County would still be there. Mr. Turley stated it would be removed.

Commissioner Josh Adams if this is to meet future energy demands and wanted to know if it was for projected growth or redundancy for safety. Mr. Turley said it was a combination of both as this switchyard will have a transformer which can take load for the future and at this point it is for reliability and tying all lines together and provide one line with APS.

COMMISSIONER WILSON MOVED TO APPROVE CUP 602-04-230 SUBMITTED BY NAVOPACHE ELECTRIC COOPERATIVE TO ALLOW FOR AN ELECTRIC SWITCH YARD ON PROPERTY LOCATED AT 2540 E. COOLEY, THAT BEING A.P.N. 210-23-026H, SUBJECT TO STAFF RECOMMENDATIONS. VICE CHAIRMAN HEPHNER SECONDED THE MOTION. PASSED 5 TO 0 WITH CHAIRMAN BISHOP, VICE CHAIRMAN HEPHNER AND COMMISSION MEMBERS WILSON, JOSH ADAMS, AND JON ADAMS VOTING IN FAVOR. COMMISSIONER BESS ABSTAINED.

Mr. Tregaskes said as with any Conditional Use Permit, there is a seven day appeal period. If no appeal is received by the City Clerk within those seven days, this Conditional Use Permit will be considered effective.

- B. Consideration of Approval of revised Preliminary Development Plan for The Hollows, a three lot subdivision located in Bison Crossing, more particularly described as A.P.N. 309-55-009J.

Ms. Fechtelkotter read the staff summary.

Scott & Heather Martinson submitted a revised preliminary development plan (PDP) for a three (3) lot subdivision called The Hollows. The applicants have indicated this subdivision will be for single-family homes, will allow for

detached guest homes, and manufactured homes will be prohibited. Lot three (3) will be a private show room and sales office, which will be converted to a single-family home in the future.

At its November 26, 2019 meeting the Planning and Zoning Commission recommended approval of the original PDP for The Hollows and at its December 3, 2019 meeting the City Council voted 5 to 0 to approve the PDP. The gross area of the revised PDP is the same at approximately 10.6 acres. The primary change is the removal of the .09 acre bulb of public street indicated as "Tract A", which is not required by City Code. Lots one (1) and two (2) will utilize a shared twenty (20) foot ingress and egress easement. The revised PDP will now have a minimum lot size of .82 acres compared to 1.13 acres, average lot size of 3.52 acres compared to 3.49 acres, and maximum lot size of 8.44 acres compared to 8.01 acres. This development is zoned PUD (Planned Unit Development) and is part of the Bison Crossing development.

A previously submitted final development plan called, Bison Hollow, Preserve Villas, The Village at Bison Crossing was approved by City Council on November 6, 2007. That final development plan was never recorded with the County. Final development plans expire if they are not recorded with the County within one year of Council approval. The Hollows is a portion of the previously approved PDP for The Hollow at Bison Crossing, which called for a thirteen (13) lot subdivision with a commercial component. The new preliminary development plan for The Hollows will replace that with three (3) lots and no commercial component.

Staff has reviewed the submitted preliminary development plan and found that it has met all requirements of City Code. The subject property also meets all underlying zoning requirements of the PUD zoning.

The subject property meets all underlying zoning requirements of the PUD zoning.

Current zoning of the surrounding properties include;

North:	PUD (Planned Unit Development)
South:	C-1 (Neighborhood Commercial)
East:	R1-15 (single-family residential, manufactured homes excluded, fifteen thousand square feet) and C-1 (Neighborhood Commercial).
West:	PUD (Planned Unit Development)

The current land uses of the surrounding properties include:

North:	The Preserve at Bison Crossing
South:	Neighborhood Commercial
East:	Residential

West: Undeveloped Bison Crossing

Transmittal memos were sent to all affected agencies. Applicable comments received include;

Public Works Director- Engineered plans for roadway, curb, gutter, drainage, utilities, etc. shall be per City specifications and submitted for approval prior to construction.

Timber Mesa Fire and Medical District- Roads must meet minimum codes currently in place and adequate hydrant spacing shall be met.

No public comment has been received regarding the proposed development.

After reviewing the Findings of Fact, discussions with the applicant, the City of Show Low Zoning and Land Ordinances, and the City of Show Low General Plan, staff recommends that the Planning and Zoning Commission approve the submitted preliminary plat subject to the following conditions:

1. All development shall comply with all applicable federal, state and local requirements.
2. Public sewer and water lines within the development shall have dedicated public easements.
3. Drainage ways including basins and culverts shall be designated as private drainage easements.
4. All development of The Hollows shall be in substantial conformance to the submitted preliminary development plan, deed restrictions and Bison Crossing Master Plan.
5. Any guest houses shall count towards the maximum total units for the entire Bison Crossing Development.

Commissioner Jon Adams asked for clarification on the changes and the walking trails. Mr. Tregaskes said that as approved by the Commission in November last year this was a 3-lot split subdivision. There was no requirement for a public trail through the property because that was not shown on the trails master plan. There is an existing sidewalk that runs on the public street that is adjacent to these properties and that will continue as a public sidewalk. As that road continues, the intent is that it will tie into Old Linden Road where 18th Avenue is. That is where that Preserve Way will connect to Old Linden with a public sidewalk coming out that will run through the Bison preserve project and tie into the 260.

VICE CHAIRMAN HEPHNER MOVED TO APPROVE THE REVISED PRELIMINARY DEVELOPMENT PLAN FOR THE HOLLOWES; A THREE LOT SUBDIVISION LOCATED IN BISON CROSSING, MORE PARTICULARLY DESCRIBED AS A.P.N. 309-55-009J, SUBJECT TO THE CONDITIONS OF APPROVAL SPECIFIED BY STAFF AND FORWARD THE RECOMMENDATION TO CITY COUNCIL. COMMISSIONER WILSON SECONDED THE MOTION. PASSED 6 TO 0 WITH, CHAIRMAN BISHOP, VICE CHAIRMAN HEPHNER AND COMMISSION MEMBERS WILSON, BESS, JOSH ADAMS, AND JON ADAMS VOTING IN FAVOR.

Mr. Tregaskes said this item has been scheduled with the City Council for their next scheduled meeting, which will be on Tuesday, July 21, 2020 at 7 PM.

- 7. CALL TO THE PUBLIC – Any citizen desiring to speak on a matter that is within the jurisdiction of the Planning and Zoning Commission may do so at this time. Comments may be limited to three minutes per person and shall be addressed to the Planning and Zoning Commission as a whole, and not to any individual member. Issues raised shall be limited to those within the jurisdiction of the Planning and Zoning Commission. Pursuant to the Arizona Open Meeting Law, the Planning and Zoning Commission cannot discuss or act on items presented at this time. At the conclusion of the call to the public, individual Planning and Zoning Commission members may (1) respond to criticism made by those who have spoken, (2) ask staff to review a matter, and (3) ask that a matter be put on a future agenda.**

None.

8. APPROVAL OF MINUTES

- A. Planning and Zoning Commission Regular Meeting of June 9, 2020.

COMMISSIONER JOSH ADAMS MOVED TO APPROVE THE PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES ON JUNE 9, 2020. COMMISSIONER BESS SECONDED THE MOTION. PASSED 6 TO 0 WITH CHAIRMAN BISHOP, VICE CHAIRMAN HEPHNER AND COMMISSION MEMBERS WILSON, JOSH ADAMS, JON ADAMS AND BESS VOTING IN FAVOR.

9. SUMMARY OF CURRENT EVENTS

Commission Members

Commissioner Jon Adams stated to be safe that it is dry and hopes for rain.

Commissioner Bess said to be safe with the Covid-19 virus and to social distance and put a mask on.

Commissioner Wilson thanked the commission for allowing her to sit on the board. She reminded the public to be understanding to other during the pandemic and with people wearing masks and also with private businesses that require masks.

Commissioner Josh Adams said that he was grateful for the 4th of July efforts and that the City did everything they could do to put on a good show.

Vice Chairman Hephner thanked the City and the Timber Mesa Fire Department for a good Fireworks show and stated it was nice community moment.

Chairman Bishop said the fireworks were great this year and reminded everyone to be kind to their neighbor and respect everyone.

Planning and Zoning Director

Mr. Tregaskes said fireworks were a good show and appreciated all those involved, including the city staff and the Timber Mesa Fire Department.

Elections are coming up and he encouraged people to participate in the elections and look at the different issues and candidates and choose who would represent them and their values.

10. ADJOURNMENT

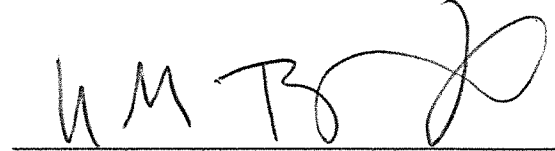
There being no further business to be brought before the Planning and Zoning Commission, CHAIRMAN BISHOP ADJOURNED THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION OF JUL 14, 2020 AT 7:30 PM.

ATTEST:



Justen Tregaskes
Planning and Zoning Director

APPROVED:

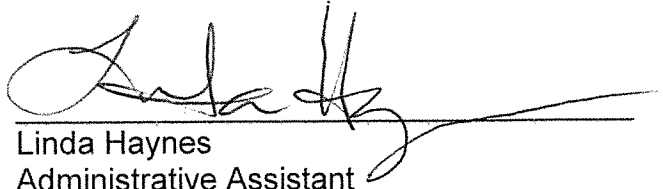


Eric Bishop
Chairman

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the **REGULAR MEETING** of the Planning and Zoning Commission of Show Low held on July 14, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 29 day of July, 2020.



Linda Haynes
Administrative Assistant