

**MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON MAY 26, 2020 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA**

**1. CALL TO ORDER**

Vice Chairman Bishop called the meeting to order 7:12 p.m.

**2. ROLL CALL**

**COMMISSION MEMBERS PRESENT:** Vice Chairman Bishop, Commissioner Hephner, Commissioner Josh Adams and Commissioner Jon Adams (joined telephonically)

**COMMISSION MEMBERS ABSENT:** Commissioner Behrends and Commissioner Robertson

**STAFF MEMBERS PRESENT:** Justen Tregaskes, Planning and Zoning Director; Morgan Brown, City Attorney; Katie Fechtelkotter, Planner and Linda Haynes, Administrative Assistant

**GUESTS PRESENT:** Curt Fernau, Dawn Wilson, Sharon Slone, Carolyn Brewer, Grant Brewer and Joy Owens

**3. INVOCATION**

Commissioner Josh Adams gave the invocation.

**4. Pledge of Allegiance**

Commissioner Hephner led the Commission and audience in the Pledge of Allegiance

**5. OLD BUSINESS**

NONE

**6. NEW BUSINESS**

- A. Conditional Use Permit submitted by Joy Owens to allow for a manufactured home and recreational vehicle park on property located at 1641-1681 N 6<sup>th</sup> St. that being A.P.N. 210-02-018.

Ms. Fechtelkotter read the staff recommendations.

Joy Owens has submitted a Conditional Use Permit (CUP) to allow for a manufactured home (MH) and recreational vehicle (RV) (park) on property located at 1641-1681 N 6<sup>th</sup> St. that being A.P.N. 210-02-018.

The subject property was originally zoned C-2 (General Commercial), however in 1998 the property owner had requested a zone change to I-1 (Light Industrial) on a portion of the subject property to allow for the construction and sale of sheds. Over time the use of this property evolved. At its regular meeting of November 19, 2013, the City Council approved a request to re-zone the subject property back to C-2 in anticipation of the manufactured home and RV Park.

Manufactured Home and Recreational Vehicle Parks require a CUP in the C-2 zone. Staff has been working with the Owens family over the past few years regarding the development of this park and the need for a conditional use permit.

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Over time the use of this property has evolved. At its regular meeting of November 19, 2013, the City Council approved a request to re-zone the subject property back to C-2 in anticipation of the manufactured home and RV Park

Manufactured Home and Recreational Vehicle Parks require a CUP in the C-2 zone. Staff has been working with the Owens family over the past few years regarding the development of this park and the need for a conditional use permit. A site plan indicating a total of 22 spaces has been included for review.

City code section 15-1-57(F) outlines the standards for a manufactured home park. These standards include recreation area, driveway surfacing and screening. Screening is required unless otherwise approved by the commission. No screening is proposed by the applicant.

The current zoning of the surrounding properties includes:

North: I-1 (Light Industrial)  
South: I-1 (Light Industrial) and C-2 (General Commercial)  
East: I-1 (Light Industrial)  
West: R1-15 (Single-family residential, manufactured homes excluded, seven thousand square feet) and R1-7 (Single-family residential, seven thousand square feet)

The current land uses of the surrounding properties includes:

North: J.R. Hall Trucking  
South: City of Show Low wastewater treatment plant  
East: Vacant industrial  
West: Single-family residential

Transmittal memos were sent to all affect agencies. No applicable comments were received.

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

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 602-04-212, submitted by Joy Owens to allow for a manufactured home and recreational vehicle park on property located at 1641-1681 N. 6<sup>th</sup> St. that being A.P.N. 210-02-018, subject to the following conditions:

1. All development shall comply with submitted site plan and all applicable federal, state and local requirements, including building permit requirements.

Mr. Tregaskes stated that screening requirements for a manufactured home park can be waived by the Planning and Zoning Commission and that the applicant has not indicated any screening, Staff does not feel that screening should be required on this property, so it would be a good idea to add in the motion that no screening is required.

**COMMISSIONER HEPHNER MOVED TO APPROVE CUP 602-04-222 SUBMITTED BY JOY OWENS TO ALLOW FOR A MANUFACTURED HOME AND RECREATIONAL VEHICLE PARK ON PROPERTY LOCATED AT 1641-1681 N 6<sup>TH</sup> ST. THAT BEING A.P.N. 210-02-018. SUBJECT TO STAFF**

**RECOMMENDATIONS AND NO SCREENING FROM ADJACENT PROPERTIES SHALL BE REQUIRED. COMMISSIONER JOSH ADAMS SECONDED THE MOTION. PASSED 4 TO 0 WITH, VICE CHAIRMAN BISHOP AND COMMISSION MEMBERS JOSH ADAMS, JON ADAMS AND HEPHNER VOTING IN FAVOR.**

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.

- 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.**

#### **8. APPROVAL OF MINUTES**

- A. Planning and Zoning Commission Regular Meeting of May 12, 2020.

**COMMISSIONER JOSH ADAMNS MOVED TO APPROVE THE PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES ON MAY 12, 2020. COMMISSIONER HEPHNER SECONDED THE MOTION. PASSED 4 TO 0 WITH, VICE CHAIRMAN BISHOP AND COMMISSION MEMBERS JOSH ADAMS, JON ADAMS AND HEPHNER VOTING IN FAVOR.**

#### **9. SUMMARY OF CURRENT EVENTS**

##### Commission Members

Commissioner Josh Adams reminded everyone to stay healthy, stay safe, wash your hands and keep social distancing and to support local businesses.

Commissioner Hephner said that the Show Low Main Street kicked off the Farmer's Market this weekend and they did a great job following social distancing, it was good to see people out and get back to interaction.

Planning and Zoning Director

Mr. Tregaskes extend congratulations to all the graduating seniors this year. It was a little different for them and their families. There were some concerns from people about grad night activities being canceled due to the situations we are dealing with right now and fortunately we did not receive any reports of any injuries or things that had been sustained from not having grad night. We would like to show appreciation for the graduates showing responsibility and showing that they are ready for adulthood by making good choices.

Mr. Tregaskes also extended appreciation to all local businesses, as despite everything we are going through right now, they stepped up and sponsored prizes so our seniors could experience a sense of normalcy through this. A lot of our local merchants are feeling a hit and yet a lot of them stepped up and donated prizes.

## 10. ADJOURNMENT

There being no further business to be brought before the Planning and Zoning Commission, VICE CHAIRMAN BISHOP ADJOURNED THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION OF MAY 26, 2020 AT 7:24 PM.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Justen Tregaskes  
Planning and Zoning Director

\_\_\_\_\_  
Eric Bishop  
Vice 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 May 26, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Linda Haynes  
Administrative Assistant