

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON MAY 11, 2021 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 Lewis, Commissioner Hatch, Commissioner Roberts, Commissioner Barlow, and Commissioner Adams

COMMISSION MEMBERS ABSENT:

STAFF MEMBERS PRESENT: Justen Tregaskes, Planning and Zoning Director; Morgan Brown, City Attorney; and Katie Fechtelkotter, Planner

GUESTS PRESENT: Thomas and Cecilia Archibeque, Cynthia Link, and others

3. INVOCATION

Commissioner 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 submitted by Thomas & Cecelia Archibeque to allow for a two-space recreational vehicle park located at 3920 W. Cooley that being A.P.N. 309-46-009.

Ms. Fechtelkotter said Thomas & Cecelia Archibeque submitted a CUP to allow for a two-space recreational vehicle park (RV Park) located at 3920 W. Cooley that being A.P.N. 309-46-009. The subject property is zoned C-2 (General Commercial). The subject property is 8,276 sq. ft. in size and was

previously utilized by KVSL radio station and is shown as an exception to the Fairway Park Center Plat, dated February 9, 1976. Recreational vehicle parks require a conditional use permit in the C-2 zoning district and shall be developed according to section 19.25.210 of City Code.

Each unit within a RV Park shall have a minimum lot area of 1,400 sq. ft. in addition to a minimum of 500 sq. ft. of recreation area per unit, or 250 sq. ft. if the recreation area is centralized. According to city code useable opens space is defined as, "space that can be enjoyed by people. This could include landscaped plazas, grass and trees, fountains, sitting areas etc., which is meant to provide an open garden atmosphere. Usable open space does not include yards, less than ten feet in width parking areas, vacant or developed lots or any other space which does not contribute to the quality of the environment." A maximum of five RV spaces would be permitted for this lot, but does not take into account driveways, parking areas or required yards.

Initially the applicants considered three RV spaces, however they decided that subject property would be better suited for two spaces. The applicants plan to occupy one of the spaces, which will act as an office for the park. The park will include parking and a 1,000 sq. ft. common area within the subject property. The subject property will be fenced with a six-foot tall wood fence, starting 20 feet back from the street-side property line. The applicant has stated they will preserve as many of the surrounding trees as possible. In addition, the applicants indicated that they will do background checks on any potential tenants.

Ms. Fechtelkotter read aloud the Findings of Fact;

1. Thomas & Cecelia Archibeque have submitted a CUP to allow for a two-space recreational vehicle park located at 3920 W. Cooley that being A.P.N. 309-46-009. Recreational vehicle parks require a conditional use permit in the C-2 zoning district.
2. The subject property is 8,276 sq. ft. in size and was previously utilized by KVSL radio station and is shown as an exception to the Fairway Park Center Plat, dated February 9, 1976. Recreational vehicle parks require a conditional use permit in the C-2 zoning district and shall be developed according to section 19.25.210 of City Code.
3. Each unit within a RV Park shall have a minimum lot area of 1,400 sq. ft. in addition to a minimum of 500 sq. ft. of recreation area per unit, or 250

sq. ft. if the recreation area is centralized. According to city code useable opens space is defined as, "space that can be enjoyed by people. This could include landscaped plazas, grass and trees, fountains, sitting areas etc., which is meant to provide an open garden atmosphere. Usable open space does not include yards, less than ten feet in width parking areas, vacant or developed lots or any other space which does not contribute to the quality of the environment." A maximum of five RV spaces would be permitted for this lot, but does not take into account driveways, parking areas or required yards.

4. The applicant plans to develop a small, two-space recreational vehicle park on the subject property. One space will house an office for the park. Initially the applicants considered three spaces however; they decided that subject property would be better suited for two spaces.
5. The park will include parking and common area within the subject property, which will be fenced with a six-foot tall wood fence. The applicant has stated they will preserve as many of the surrounding trees as possible.
6. The applicants have indicated that they will do background checks on any potential tenants.
7. Current zoning of the surrounding properties include;

North:	C-2 (General Commercial)
South:	R1-7 (Single Family Residential, 7,000 Square Feet) and (C-2 (General Commercial)
East:	C-2 (General Commercial)
West:	C-2 (General Commercial)
8. The current land uses of the surrounding properties include;

North:	Vacant Commercial
South:	Residential, Vacant Commercial and Circle K Convenience Store
East:	Vacant Commercial
West:	Vacant Commercial
9. Transmittal memos were sent to all affected agencies. Comments received include;

Questions regarding materials used for the driveway and parking area, what easements (if any) are on the subject property, recommends that if a

six-foot tall fence is utilized, that it be setback a minimum of 20 feet from the street-side property line, and the location of parking spaces.

10. One phone call regarding the nature of the request was received; however no opposition to the project has been received regarding the proposed development.

Ms. Fechtelkotter said after reviewing the Zoning Ordinance, Standards for Review, Findings of Fact, 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 602-04-236 submitted by Thomas & Cecelia Archibeque to allow for a two-space recreational vehicle park located at 3920 W. Cooley that being A.P.N. 309-46-009 subject to the following conditions;

1. All development shall comply with submitted site plan and all applicable federal, state, and local requirements, including building and fire code requirements.
2. All lighting shall be fully shielded from adjacent properties and rights of ways.
3. All driveway areas and parking shall be surfaced in accordance with City Code.
4. Any fence shall be setback a minimum of 20 feet from the street-side property line.
5. The applicant shall submit a landscape plan which meets City Code. Landscaping in substantial conformance with the approved plans shall be installed prior to occupancy.
6. Sidewalks shall be installed along West Cooley in accordance with Title 17 of City Code.
7. All driveways and interior parking areas shall have a minimum width of 24 feet, and shall be surfaced and maintained with a compacted aggregate base and surfaced with reclaimed asphalt or material of equal or better strength and durability, which meets the City Engineer's standards.
8. Plans for construction, including grading and drainage shall be done by a registered Civil Engineer and submitted to the City for review approval prior to the commencement of any site-work.

Commissioner Barlow asked when the last time a CUP for a recreational vehicle park was approved in the C-2 zone; Director Tregaskes replied that it was over 22 years ago.

Vice Chairman Hephner asked if this would affect the other CUP that was for the Cell Tower. Ms. Fechtelkotter replied that it would not, as they are two separate properties.

Commissioner Lewis asked the applicant if they planned to operate year-round or seasonally. Thomas Archibeque, 2085 W Agrarian Hills Dr., Queen Creek, AZ replied that they plan operate the RV park year round.

Commissioner Barlow asked if the intent of the office for an RV park to be occupied whenever the park is open and that if the owners were not able to occupy the park that it would have to be closed. Ms. Fechtelkotter responded that is the intent, but that applicant could appoint someone to occupy the office in their absence.

Commissioner Barlow also asked whether the sidewalk to be installed along W. Cooley would connect to the existing sidewalks along Clark Rd. or just in front of the subject property. Director Tregaskes responded that sidewalks would just be installed in front of the subject property, until the other properties develop.

Cynthia Link 720 N. 41st Dr. had concerns about trash and drugs. She does not feel that more trailers are needed along the main road and should be eliminated.

VICE CHAIRMAN HEPHNER MOVED TO APPROVE CUP 602-04-222 SUBMITTED BY THOMAS AND CECELIA ARCHIBEQUE TO ALLOW FOR A TWO-SPACE RECREATIONAL VEHICLE PARK AT 3920 W COOLEY, THAT BEING A.P.N. 309-46-009 SUBJECT TO STAFF RECOMMENDATIONS. COMMISSIONER ROBERTS SECONDED THE MOTION. PASSED 6 TO 1 WITH CHAIRMAN BISHOP, VICE CHAIRMAN HEPHNER AND COMMISSION MEMBERS ROBERTS, ADAMS, HATCH AND LEWIS VOTING IN FAVOR AND COMMISSIONER BARLOW CASTING THE DISSENTING VOTE.

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 February 9, 2021.

COMMISSIONER ADAMS MOVED TO APPROVE THE PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES ON FEBRUARY 9, 2021. COMMISSIONER ROBERTS SECONDED THE MOTION. PASSED 7 TO 0 WITH, CHAIRMAN BISHOP, VICE CHAIRMAN HEPNER AND COMMISSION MEMBERS ROBERTS, ADAMS AND VOTING IN FAVOR.

9. SUMMARY OF CURRENT EVENTS

A. Commission Members

Commissioner Roberts reminded the public to be aware of the fire restrictions that recently went into effect.

Commissioner Lewis expressed gratitude for serving on the Commission.

Vice Chair Hephner reminded everyone to be aware of fire restrictions and slow down while driving with the congestion and construction during the summer.

Chairman Bishop also reminded everyone to be safe while driving during the summer.

B. Planning and Zoning Director

Director Tregaskes informed the Commission that staff plans to have several study sessions to discuss changes to the zoning code in the upcoming months, but there will not be meeting on May 25th. On May 27th that there will be a graduate processional from Fools Hollow Recreation Area to Cougar Lane along Old Linden Rd. from approximately 4:30pm to 6:00pm and to consider an alternate route. There is a flyer about Project Clean Sweep in this month's utility bill, he reminded residents that no hazardous waste is accepted and encouraged participation as it is a free service to city residents.

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 MAY 11, 2021 AT 7:30 PM.

ATTEST:

APPROVED:

Justen Tregaskes
Planning and Zoning Director

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 May 11, 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 20____.

Katie Fechtelkotter
Planner