

**MINUTES OF THE STUDY SESSION OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON JUNE 8, 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 Barlow, Commissioner Hatch, Commissioner Roberts, Commissioner Adams, and Commissioner Lewis

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

**GUESTS PRESENT:** None

**3. NEW BUSINESS**

- A. Review and Discussions of Proposed Revisions to Title 19, Zoning Ordinance.

Director Tregaskes explained that the purpose of this study session is an informal setting to work out what the Commission feels needs to be changed in the zoning code. Any changes to the zoning ordinance will need to be advertised in the newspaper and sent to the Planning and Zoning Commission and City Council for formal approval. Director Tregaskes gave examples of changes to the zoning ordinance such as; recreational vehicle parks, cell towers due to changes in technology and update medical marijuana to recreational marijuana, due to changes in State Law.

Chair Bishop wanted to discuss murals as there are lots of requirements. Director Tregaskes stated the section about murals was in response to a mural and staff wanted to make sure that was the path the City wanted to follow. Certain requirements pertaining to murals can be changed or removed.

Director Tregaskes asked the commission about what they think of changes to the section of the code for cell towers, especially due to an application for a cell tower that was received in the fall of 2020. Right now the code only allows cell towers on commercial and industrial property; in addition they need to be 200' back from main highways, and setback 125% from residentially zoned property. The setbacks from the main highways cannot be changed by the Commission, but the setbacks distances near a residential zone can be reduced by the commission. Commissioner Roberts expressed concerns that we don't know what the technology will be like in

10 years. Director Tregaskes responded that changes can be made to one specific section of code, if needed. Vice Chair Hephner asked if the reason that cell towers are prohibited in DC zone was aesthetics, Director Tregaskes stated yes, but it was also based on a code that was created over 20 years ago, and that technology has changed since then. Director Tregaskes suggested that a cell towers under a certain height or attached to a building would be a permitted use. Vice Chair Hephner stated that a minimum of a 4.5 acre lot is needed to meet the setback requirements and few available lots in the city meet that requirement. Commissioner Hatch stated that he likes that all that is needed is a building permit, if less than 50'. Chair Bishop said he was ok with that, but is concerned about density. Commissioner Roberts asked if they could look at reducing the large setbacks, Director Tregaskes stated they could. Vice Chair Hephner agreed. Director Tregaskes is hearing that we want to open it up a bit, open up permitted uses based on height and treatment, open up locations such as downtown commercial allowed as options. Commissioner Adams agreed with Director Tregaskes and stated that they also want to look at reducing setbacks. Commissioner Barlow wanted to clarify if allowed in DC zone would be conditional or permitted. Director Tregaskes stated that if it is on a building would be permitted, but if freestanding it would be a CUP. The Commission agreed.

Vice Chair Hephner wanted to bring up changes to the sign code, he stated that he doesn't want Show Low to be Sedona, doesn't want to be like Las Vegas either. Director Tregaskes responded that the sign codes have changed several times over the years and it could be updated again if the commission wished.

Director Tregaskes brought up several additional changes to the zoning code such as recreational vehicle park requirements and fence heights. Staff would add wording that gives more flexibility for fence height based on topography. Director Tregaskes stated that these are just ideas of what could be changed. He also stated that the time frame for a variance application will be changed because it must be heard within 30 days. Because of when an item needs to be submitted to the newspaper it limits the dates of meetings to about three possible dates.

Commissioner Roberts asked if we have an age limit on manufactured homes like Navajo County. Director Tregaskes responded that the current code allows manufactured homes as old as June 15, 1976, but that is in the building code and not the zoning code, but it may be something staff proposes to change to a rolling 20 year date.

Chair Bishop brought up the issue of CUPs expiring and applicants that have asked for multiple extensions. Chair Bishop feels that maybe the price should be higher for those types of requests. Director Tregaskes responded that staff agrees that the prices for several applications are very low, as they don't cover the costs for newspaper ads or staff time. There will be changes to application fees, but that is done through a different process that goes to City Council.

Director Tregaskes recapped proposed code changes to cell towers and murals and asked if there was anything else the Commission would like to look at. Several commissioners brought up Parking. Director Tregaskes responded that there are inconsistencies in how to calculate parking spaces, and staff proposes to make code changes to the parking section of code to make it more consistent. Director Tregaskes also mentioned changes in technology to LED parking lot lights and that code changes are needed to address that. Chair Bishop asked how the rest of the process would continue. Director Tregaskes stated that staff would bring the proposed changes to a future study session so the Commission can reach a consensus prior to a formal adoption of the zoning code changes. Chair Bishop asked the Commission if there were any other thoughts on the changes, seeing none he moved to adjournment.

#### 4. 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 JUNE 8, 2021 AT 8:10 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 **STUDY SESSION** of the Planning and Zoning Commission of Show Low held on June 8, 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