

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON MARCH 22, 2022, AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. CALL TO ORDER

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

2. ROLL CALL

COMMISSION MEMBERS PRESENT: Chairman Hephner, Vice Chairman Barlow, Commissioner Adams, Commissioner Hatch, Commissioner Lewis, and Commissioner Roberts

COMMISSION MEMBERS ABSENT: None

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

GUESTS PRESENT: Russell Grimes, John & Joanna Belobraydic, Brian Alexander, Rebecca Haubert, Adam Esquel

3. INVOCATION

Commissioner Lewis gave the invocation.

4. PLEDGE OF ALLEGIANCE

Commissioner Hatch led the pledge of allegiance.

5. OLD BUSINESS

None

6. NEW BUSINESS

- A. Conditional Use Permit submitted by COLE to allow for senior apartments located at 4600 S. White Mountain Rd., that being A.P.N. 212-03-114F&H.

Mrs. Fechtelkotter read the staff summary report.

COLE (Engineering) has submitted a Conditional Use Permit (CUP) to allow for senior (55+ age restricted) apartments located at 4600 S. White Mountain Rd., that being A.P.N. 212-03-114F&H. The applicant is currently in the process of applying for a low-income tax credit from the Arizona Department of Housing.

The subject property is approximately 4.85 acres, is zoned C-2 (General Commercial) and is currently undeveloped. Multiple-family dwellings over 10 units require a CUP in the C-2 zone and are required to meet the standards of the R2-7 (Single-Family and Multiple-Family Residential, 7,000 Square Feet) zone. A site plan was submitted that indicated a three (3) story, 36-foot-high apartment building with 92 units.

For a property of this size the maximum lot average per dwelling unit is 2,500 square feet in the R2-7 zone. This means that the total maximum unit count for this property is 84 units. In addition, the maximum building height is not to exceed 35 feet. Staff participated in a conference call with the applicant to discuss City Code requirements and concerns relating to density, open space, landscaping, fire access, drainage, parking, and improvements along Cub Lake Road and S.R. 260. The applicant indicated that they applied for this CUP as a requirement for an anticipated grant application through the Arizona Department of Housing. Therefore, the submitted site plan is preliminary in nature, and the final development shall meet all requirements of City Code.

COLE submitted a revised Site Plan yesterday. A copy has been provided for the Commissions review.

- 84 versus 92 units
- Emergency access to Cub Lakes Rd.
- Covered common areas

FINDINGS OF FACT

1. COLE (Engineering) has submitted a CUP to allow for senior apartments located at 4600 S. White Mountain Rd., that being A.P.N. 212-03-114F&H
2. The subject property is approximately 4.85 acres, is zoned C-2 (General Commercial) and is currently undeveloped. Multiple-family dwellings over 10 units require a CUP in the C-2 zone and are required to meet the standards of the R2-7 (Single-Family and Multiple-Family Residential, 7,000 Square Feet) zone.
3. A site plan was submitted that indicated a three (3) story, 36-foot-high apartment building with 92 units.

4. For a property of this size the maximum lot average per dwelling unit is 2,500 square feet in the R2-7 zone. This means that the total maximum unit count for this property is 84 units. In addition, the maximum building height is not to exceed 35 feet.

5. Staff participated in a conference call with the applicant to discuss City Code requirements and concerns relating to density, open space, landscaping, fire access, drainage, parking, and improvements along Cub Lake Road and S.R. 260.

6. The applicant indicated that they applied for this CUP as a requirement for an anticipated grant application through the Arizona Department of Housing. Therefore, the submitted site plan is preliminary in nature, and the final development shall meet all requirements of City Code.

7. Current zoning of the surrounding properties include. North: C-2 (General Commercial) South: C-2 (General Commercial) East: C-2 (General Commercial) West: A General (Navajo County)

8. The current land uses of the surrounding properties include. North: Undeveloped Commercial South: Undeveloped Commercial/ Loft 54 East: Culver's West: Residential

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

Arizona Department of Transportation (ADOT) – Ingress/egress onto S.R. 260 will require a permit from ADOT, and a Traffic Impact Analysis will need to be submitted to ADOT.

Timber Mesa Fire and Medical District (TMFMD) – 360-degree access required for this proposal. Other access solutions may be available. Hydrant access to be internal of project. Fire sprinklers required and Fire Department Connection (FDC) to be within 100 feet of a fire hydrant.

10. Staff has received a phone call from a resident in the area who had questions regarding drainage, access and improvements to Cub Lake Road.

STAFF RECOMMENDATIONS

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 602-04-245 submitted by COLE to

allow for senior apartments located at 4600 S. White Mountain Rd., that being A.P.N. 212-03-114F&H subject to the following conditions.

1. All development shall comply with all applicable federal, state, and local requirements, including building permit, sign, parking, Fire District, and ADOT requirements.
2. Entryway landscaping meeting the requirements of City Code Chapter 19.70.120(G) shall be installed and maintained. The applicant shall coordinate with ADOT and City Staff to landscape the White Mountain Road right-of-way.
3. ADOT permits shall be required. The developer of the subject property shall coordinate driveway locations including roadway and sidewalk requirements with the adjacent property owner and ADOT.
4. The applicant shall be responsible for their proportional share of any required street improvements along Cub Lake Road.
5. All drainage on the subject property shall be designed in accordance with Chapter 17.20.50, Drainage Design, and shall not negatively affect any downstream properties.
6. The development shall comply with Chapter 19.55 R2-7 zone, single-family and multiplefamily residential (seven thousand square feet) of City Code, including density, height, and recreation area requirements.
7. Maximum building height shall be limited to a maximum of 35 feet.
8. Building design shall comply with Chapter 19.70.120(F) and include mountain design architecture such as exposed wood beams, stone, split-face block, and other complimentary natural appearing materials.
9. All development shall comply with Chapter 19.110, Outdoor Light Control. Lights shall be fully shielded from adjacent properties and roadways.

Chairman Hephner requested clarification on the building height and the allowance of unit amount. Mrs. Fechtelkotter explained that due to the proposal being a multi-family building with more than 10 units, the zoning regulations for R2-7 took effect. Those zoning regulations only allowed for a maximum building height of 35 feet and unit allotment was based on lot square footage, which capped the unit amount to 84.

Vice Chairman Barlow expressed concerns about the skew of the drive access to 260 and requested clarifications on city code requirements regarding skew. Director Tregaskes confirmed the plan is preliminary and advised staff has a concern with the property directly to the north. Staff's proposal under condition #3 is to have a shared

driveway between the subject property and the property to the north which would require a 90 degree driveway instead of the curve shown on the plan.

Chairman Hephner invited the applicant up.

Russell Grimes, COLE Engineering representative, 3453 E. Groves Ave. Phoenix.

Adam Esquel, COLE Engineering representative, 4329 E. San Gabriel, Phoenix

Vice Chairman Barlow inquired why the limit of 55 years and up community as opposed to an all-age community. Mr. Esquel advised that grant financing and State funding are the deciding factors on the age limit.

Commissioner Adams asked if there is a time frame for the age limit before it expired. Mr. Esquel advised that the age restriction for the community is effective for the length of the land use restrictive agreement, which is at least 30 years.

Vice Chairman Barlow asked the applicant if they have had any conversations with ADOT yet. Mr. Esquel informed the commission that it was still too early in the process but agrees that a plan will need to be put together for the driveway skew.

Director Tregaskes clarified that the nature of access to Cub Lake Road is currently unknown, and the option is available for it to be an emergency access road or most likely a permanent access. He further explained if the access is used as a permanent, the applicant and City/County will share financial responsibilities for any and all improvements, per outlined in staff recommendation #4.

Commissioner Lewis inquired if they intend to apply assisted living features to residents. Mr. Esquel informed that the facility purpose is strictly independent living.

Chairman Hephner invited members of public to speak.

John Belobraydic- 4614 S. Cub Lake Road Mr. Belobraydic expressed concerns regarding property value protection and Cub Lake Road maintenance, i.e. drainage and culvert amounts.

Chairman Hephner requested verification that the subject property is zoned C-2 and max potential height is 45 ft. Director Tregaskes confirmed that information was correct. He further advised all property to the north and south are also zoned C-2 which allows the maximum building height of 45 feet. There are provisions for advanced height by conditional use permit.

Commissioner Lewis asked when the subject property was zoned C-2. Director Tregaskes advised the Commissioner that it is the original zoning classification for this property and has not changed.

Commissioner Roberts inquired when Mr. Belobraydic purchased this property. Mr. Belobraydic informed the commission the property was purchased in 2000. Director Tregaskes advised that the zoning of the mentioned properties have not changed in at least 23 years.

Chairman Hephner inquired on who developmental requirement for Cub Lake Road fall to and what would they be if the proposed project proceeds. Director Tregaskes advised that the question is the reasoning for condition #4 as well as concern for responsibility status of maintenance for Cub Lake Rd. and this project may be the catalyst for progression of maintenance.

VICE CHAIRMAN BARLOW MOVED TO APPROVE THE CONDITIONAL USE PERMIT SUBMITTED BY COLE TO ALLOW FOR SENIOR APARTMENTS AT 4600. S. WHITE MOUNTAIN RD., THAT BEING A.P.N. 212-03-114F&H SUBJECT TO STAFF RECOMMENDATIONS. COMMISSIONER ROBERTS SECONDED THE MOTION. PASSED 6 TO 0 WITH CHAIRMAN HEPHNER, VICE CHAIRMAN BARLOW AND COMMISSION MEMBERS ADAMS, HATCH, LEWIS, AND ROBERTS 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.

None.

8. APPROVAL OF MINUTES

A. Planning and Zoning Commission Regular Meeting of March 8, 2022.

Director Tregaskes advised the Commission that a correction is needed. During the Preliminary Development Plan for Woodside Recreational Vehicle Park Vice Chairman Barlow recused himself and was not present in the vote for this item.

COMMISSIONER ROBERTS MOVED TO APPROVE THE PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES OF MARCH 8, 2022 AS AMMENDED. COMMISSIONER ADAMS SECONDED THE MOTION. PASSED 6 TO 0 WITH, CHAIRMAN HEPHNER, VICE CHAIRMAN BARLOW AND COMMISSION MEMBERS ADAMS, HATCH, LEWIS, AND ROBERTS VOTING IN FAVOR.

9. SUMMARY OF CURRENT EVENTS

Commission Members

Commissioner Roberts is thankful for the country we live in.

Commissioner Adams reminds everyone to stay safe now the weather is getting nice.

Commissioner Lewis reminds people of the principle of gratitude.

Commissioner Hatch seconds Commissioner Lewis.

Vice Chairman Barlow reminds everyone to stay safe now the weather is getting nice.

Chairman Hephner seconds the Vice Chairman.

Planning and Zoning Director

Director Tregaskes reminds people of fire watch with the coming weather. He mentioned Commissioner Hilgarts resignation and wishes her the best as well informs the community of the application process for the position.

10. ADJOURNMENT

There being no further business to be brought before the Planning and Zoning Commission, CHAIRMAN HEPHNER ADJOURNED THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION OF MARCH 22, 2022 AT 7:32PM.

ATTEST:

APPROVED:

Justen Tregaskes
Planning and Zoning Director

Robert Hephner
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 March 22, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 20____.

Ashley Duncan