

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD OCTOBER 12, 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 Hephner called the meeting to order 7:00 p.m.

2. ROLL CALL

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

COMMISSION MEMBERS ABSENT: None

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

GUESTS PRESENT: Emery Ellsworth and Guest

3. INVOCATION

Commissioner Roberts gave the invocation.

4. Pledge of Allegiance

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

5. OLD BUSINESS

NONE

6. NEW BUSINESS

- A. Consideration of Conditional Use Permit 602-04-239 submitted by Doug Brimhall of Painted Sky Engineering and Surveying, LLC to allow for a grading permit located at 1401 N. Commerce Dr., that being A.P.N. 210-51-010.

Ms. Fechtelkotter read the staff summary report. Doug Brimhall of Painted Sky Engineering and Surveying, LLC has submitted a Conditional Use Permit Application (CUP) to allow for a grading permit located at 1401 N. Commerce Dr., that being A.P.N. 210-51-010. The applicant has submitted a request to begin grading and the installation of utilities prior to obtaining a building permit. The

subject property is in the Show Low Airport Commerce Center, Unit Two. The final plat was approved by City Council on July 19, 2005. A master drainage plan was approved with the subdivision. The subject property is 2.73 acres in size and the proposed project will be six duplex style office buildings, for a total of 12 new units. The subject property is zoned I-1 (Light Industrial), commercial offices are a permitted use in the I-1 zone. Grading on lots over 5,000 square feet prior to the issuance of a building permit requires a CUP. Ms. Fechtelkotter read the Findings of Facts.

1. Doug Brimhall of Painted Sky Engineering and Surveying, LLC has submitted a CUP to allow for a grading permit located at 1401 N Commerce Dr., that being A.P.N. 210-51-010.
2. The applicant has submitted a request to begin grading and the installation of utilities prior to obtaining a building permit.
3. The subject property is in the Show Low Airport Commerce Center, Unit Two. The final plat was approved by City Council on July 19, 2005. A master drainage plan was approved with the subdivision.
4. The subject property is 2.73 acres in size and the proposed project will be six duplex style office buildings, for a total of 12 new units. The subject property is zoned I-1 (Light Industrial), commercial offices are a permitted use in the I-1 zone.
5. Grading on lots over 5,000 square feet performed prior to the issuance of a building permit requires a CUP.
6. Current zoning of the surrounding properties include.

North: I-1 (Light Industrial)
South: I-1 (Light Industrial)
East: I-1 (Light Industrial)
West: I-1 (Light Industrial)
7. The current land uses of the surrounding properties include.

North: Pointe Companies
South: White Mountain Steel
East: Vacant Industrial
West: Cellular One
8. Transmittal memos were sent to all affected agencies. No applicable comments received include.

Timber Mesa Fire and Medical District- Access shall meet the minimum loading requirements for fire apparatus.

9. Staff received one voicemail with concerns relating to drainage.

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 602-04-239 submitted by Doug Brimhall of Painted Sky Engineering and Surveying, LLC to allow for a grading permit located at 1401 N. Commerce Dr., that being A.P.N. 210-51-010, subject to the following conditions.

1. All development shall comply with all applicable federal, state, and local requirements, including but not limited to, Arizona Department of Environmental Quality (ADEQ), Arizona Pollutant Discharge Elimination System (AZPDES) requirements, Storm Water Pollution Prevention Plan and Permit (SWPPP), and all applicable Federal Aviation Administration (FAA) requirements.
2. All lighting shall comply with Chapter 19.100 of City Code, Outdoor Light Control.
3. Hours of operation shall be limited to 7:00 am to 10:00 pm.
4. Dust and smoke from grading and processing operations shall not adversely impact neighboring properties or airport operations.
5. All development shall be done in substantial conformance to the submitted preliminary grading plan and in accordance with the subdivision master drainage plan.
6. The applicant shall not negatively impact any existing easements located on the subject property.
7. An approved grading permit is required prior to commencement of grading activities.

Ms. Fechtelkotter said that Staff as well as the applicant is available for questions.

Commissioner Adams asked how the dust and smoke from the grading is regulated by the City. Ms. Fechtelkotter replied the City has a code and tools to measure amount of allowable smoke and dust in the air and if it exceeds the limits set by City Code the building department would inform the contractor that they need to get a water truck on site to address the problems with the dust or smoke.

Commissioner Roberts asked if the applicant and contractor was aware of the conditions that are required as a part of the grading permit. Ms. Fechtelkotter responded they are.

Chairman Hephner asked the applicant to come forward to answer some questions Vice Chairman Barlow wanted to clarify what they are doing on the site prior to obtaining a building permit. Emery Ellsworth of 108 Rodeo Drive, Lakeside, AZ said they are waiting on architectural drawings plan to do grading, install utilities, and pour slabs for the building while the drawings are in progress prior to obtaining a building permit.

Chairman Hephner opened the meeting for public comments on this item, seeing no one come forward he closed the comment portion of the meeting.

COMMISSIONER LEWIS MOVED TO APPROVE CUP 602-04-239 SUBMITTED BY DOUG BRIMHALL OF PAINTED SKY ENGINEERING AND SURVEYING, LLC TO ALLOW FOR GRADING PERMIT AT 1401 N COMMERCE DRIVE, THAT BEING A.P.N. 210-51-010 SUBJECT TO STAFF RECOMMENDATIONS. COMMISSIONER HILGART SECONDED THE MOTION. PASSED 7 TO 0 WITH CHAIRMAN HEPHNER, VICE CHAIRMAN BARLOW AND COMMISSION MEMBERS ADAMS, HATCH, HILGART, 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.**

8. APPROVAL OF MINUTES

- A. Planning and Zoning Commission Regular Meeting of September 14, 2021.

VICE CHAIRMAN BARLOW MOVED TO APPROVE THE PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES OF SEPTEMBER 14, 2021. COMMISSIONER HILGART SECONDED THE MOTION. PASSED 7 TO 0 WITH, CHAIRMAN HEPHNER, VICE CHAIRMAN BARLOW AND COMMISSION MEMBERS ADAMS, HATCH, HILGART, LEWIS, AND ROBERTS VOTING IN FAVOR.

9. SUMMARY OF CURRENT EVENTS

Commissioner Roberts has had 8 friends with COVID, several had been vaccinated and still got sick and several have passed away. He reminded people to be cautious and continue to social distance.

Commissioner Lewis reminded people to be kind and patient heading into the holiday season.

Chairman Hephner said there was a little bit of snow recently, so he reminded people not to park on City streets so public works can maintain the roads. Also, there is still road construction going on at night and Halloween is coming up and reminded drivers to slow down, relax and have fun.

Planning and Zoning Director Tregaskes reminded people to watch their pets and pipes in the colder weather. He introduced new staff member, Ashley Duncan to the Commission and said that she will be taking minutes at future meetings. Director Tregaskes also announced that there will be a study session on October 26, 2021, to discuss changes to the cellular tower section of the Zoning Ordinance and staff will present a draft document of the proposed changes to the Commission. Finally, there Several ADOT projects being worked on during the night, especially along White Mountain Road and the Deuce of Clubs and reminded drivers to be careful and slow down.

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 October 12, 2021, AT 7:14 PM.

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 October 12, 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