

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON SEPTEMBER 24, 2019 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. CALL TO ORDER

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

2. ROLL CALL

COMMISSION MEMBERS PRESENT: Chairman Brandt Clark, Vice Chairman Bishop, Commissioner Behrends, Commissioner Hephner, Commissioner Jon Adams, Commissioner Robertson, and Commissioner Josh Adams

COMMISSION MEMBERS ABSENT:

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

GUESTS PRESENT: Douglas and Sue Fedrick

3. INVOCATION

Commissioner Jon 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 application submitted Doug Fedrick and Sue Piarulli, for a conditional use permit to allow for a guest house on property located at 720 W. Sierra Pines, that being A.P.N. 210-44-120A.

Ms. Fechtelkotter read the staff summary.

A Conditional Use Permit (CUP) application has been submitted by Doug Fedrick and Sue Piarulli to allow for a Guest House at 720 W. Sierra Pines Dr., that being A.P.N. 210-44-120A.

The subject property is 2.16 acres or 94,090 sq. ft. with an existing 3,827 sq. ft. home according to city permit records. The applicants plan to build a 960 sq. ft. detached guest house including a 1,040 sq. ft. 3-car garage for a total of 2,000 sq. ft. for a family member on the subject property. The guest house will utilize a shared driveway and shared utilities.

The subject property is zoned AR-43X (single-family residential, manufactured homes excluded, forty-three thousand square feet). A CUP is required for a guest house not to exceed the total living area of the main dwelling provided the total intensity of land use shall be a minimum of 43,000 sq. ft. of lot area per dwelling unit.

City code defines a guest house as; Living quarters consisting of one or more rooms, designed, occupied or intended for occupancy as detached living quarters, with cooking, sleeping and sanitary facilities which may or may not be utilized for income purposes.

Ms. Fechtelkotter read the findings of fact.

1. CUP 602-04-222 has been submitted by Doug Fedrick and Sue Piarulli to allow for a Guest House at 720 W Sierra Pines Dr., that being A.P.N. 210-44-120A.
2. The subject property is 2.16 acres or 94,090 sq. ft. with an existing 3,827 sq. ft. home according to city permit records.
3. The applicants plan to build a 960 sq. ft. detached guest house including a 1,040 sq. ft. 3-car garage for a total of 2,000 sq. ft. for a family member on the subject property. The guest house will utilize a shared driveway and shared utilities.
4. The submitted site plan indicates that proposed guest house will be setback approximately 241 feet from the front property line, which may be subject to change.
5. The subject property is zoned AR-43X (single-family residential, manufactured homes excluded, forty-three thousand square feet). A CUP is required for a guest house not to exceed the total living area of the main dwelling provided the total intensity of land use shall be a minimum of 43,000 sq. ft. of lot area per dwelling unit.

6. City code defines a guest house as; Living quarters consisting of one or more rooms, designed, occupied or intended for occupancy as detached living quarters, with cooking, sleeping and sanitary facilities which may or may not be utilized for income purposes.

7. The current zoning of the surrounding properties includes:

North:	MH (Manufactured Housing)
South:	AR-43X (single-family residential, manufactured homes excluded, forty-three thousand square feet)
East:	AR-43X (single-family residential, manufactured homes excluded, forty-three thousand square feet)
West:	AR-43X (single-family residential, manufactured homes excluded, forty-three thousand square feet)

8. The current land uses of the surrounding properties includes:

North:	Vacant Residential
South:	Sierra Pines Subdivision
East:	Sierra Pines Subdivision
West:	Sierra Pines Subdivision

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

Fire District: The guest unit shall meet the requirements of the 2015 International Fire Code (IFC), including appendix D.

10. The property was posted and letters were sent to all property owners within three hundred (300) feet of the subject property. A phone call regarding general questions about the nature of the request was received.

Since the staff summary preparation, the applicant has provided a copy of the Sierra Pines HOA approval, which has been provided for your review. The Sierra Pines HOA has found that the plans are compliant and the plans have been submitted to the city for review.

Ms. Fechtelkotter read the staff recommendations.

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 602-04-222 submitted by Doug Fedrick and Sue

Piarulli to allow for a Guest House at 720 W Sierra Pines Dr., that being A.P.N. 210-44-120A subject to the following conditions;

1. All development shall comply with all applicable federal, state and local requirements, including building permit, and Fire Code, including appendix D of the 2015 IFC.
2. The guest unit shall conform to all development standards of the zoning district in which it exists, including primary residence setbacks.
3. The guest unit shall utilize a shared driveway and utility connections.
4. A maximum of one dwelling unit per property may be utilized for income purposes.

Commissioner Jon Adams asked if because the applicant has a kitchen if that changes everything. Mr. Tregaskes stated that it does. As shown on the aerial, the parcel had two lots and the applicant combined both lots. In this case the applicant wishes to construct a guest house on what used to be the vacant lot adjacent to the home. The city code describes a guest house as living quarters with one or more rooms and with detached living quarters. It has to have sleeping, sanitary and cooking facilities. Since the applicants want to have a full kitchen, it meets this definition and requires a conditional use permit as a detached guest house. If it was attached to the home that would be a permitted use within the zoning district that this property resides.

Commissioner Jon Adams asked if this property in the future could be a rental. Mr. Tregaskes said that by city code because of the overall lot size you could not do a guest house up until a couple years ago, however the city has now modified the rules due to concerns with taking care of parents who may need supervision and because of housing affordability issues. If you want to have two dwelling units on your lot you would have to have at least 43,000 square feet plus an additional 43,000 square feet, that way the overall dwelling count would remain the same. This would allow the owner to put two homes on the property by buying two lots, which is what the applicant wants to do at this time.

Commissioner Hephner asked that if the applicant submitted for a garage only on the property would that make a difference. Mr. Tregaskes stated if it was just a garage on the property it would not meet the definition of a guest house and would meet code as long as they could show they meet setbacks from property lines.

COMMISSIONER ROBERTSON MOVED TO APPROVE CUP 602-04-222 SUBMITTED BY, DOUG FEDRICK AND SUE PIARULLI TO ALLOW FOR A GUEST HOUSE AT 720 W SIERRA PINES DR., THAT BEING A.P.N. 210-44-120A SUBJECT TO STAFF RECOMMENDATIONS. COMMISSIONER JON

ADAMS SECONDED THE MOTION. PASSED 7 TO 0 WITH, CHAIRMAN CLARK, VICE CHAIRMAN BISHOP AND COMMISSION MEMBERS ROBERTSON, BEHREND, 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 August 7, 2019.

Chairman Clark stated that he wanted to amend the minutes with the correction of page number 3 and change Chairwoman Robertson to Commissioner Robertson.

COMMISSIONER HEPHNER MOVED TO APPROVE THE PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES ON AUGUST 7, 2019 AS AMENDED. COMMISSIONER JOSH ADAMS SECONDED THE MOTION. PASSED 7 TO 0 WITH, CHAIRMAN CLARK, VICE CHAIRMAN BISHOP AND COMMISSION MEMBERS ROBERTSON, BEHREND, JOSH ADAMS, JON ADAMS AND HEPHNER VOTING IN FAVOR.

9. SUMMARY OF CURRENT EVENTS

Commission Members

Commissioner Hephner stated that the City does a great job on the Itty Bitty Olympics. His daughter won a medal and loves the event.

Commissioner Behrends is happy about the improvements with the house on the hill.

Commissioner Robertson also thanked the city for the Itty Bitty Olympics and thanked Jill Tinkel of State Farm for sponsoring event.

Chairman Clark thanked the Adams family for the donation of the cabin to be placed at the community center next to the jail and also thanked the city for preserving it.

Planning and Zoning Director

Mr. Tregaskes also thanked the Adams family for stepping forward and proposing to the city to preserve their history and the city's history by association. The cabin has been moved and relocated to Ninth and Huning and the city is in the process of getting the foundation completed and the preservation efforts have started to ensure the building is here for a long time. The city will be replacing the roof and the goal is to make the cabin something to showcase for the City and the Adams family.

No Planning and Zoning meeting scheduled for October 8.

10. ADJOURNMENT

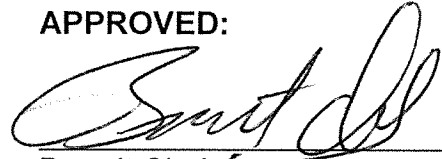
There being no further business to be brought before the Planning and Zoning Commission, CHAIRMAN CLARK ADJOURNED THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION OF SEPTEMBER 24, 2019 AT 7:18 PM.

ATTEST:



Justen Tregaskes
Planning and Zoning Director

APPROVED:



Brandt Clark
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 September 24, 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 26 day of November, 2019



Linda Haynes, Administrative Assistant