

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON JANUARY 14, 2020 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 Hephner, Commissioner Jon Adams, Commissioner Robertson

COMMISSION MEMBERS ABSENT: Commissioner Josh Adams and Commissioner Behrends

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

GUESTS PRESENT: Anthony Kugler

3. INVOCATION

Commissioner Jon Adams gave the invocation.

4. Pledge of Allegiance

Commissioner Debbie Robertson led the Commission and audience in the Pledge of Allegiance

5. OLD BUSINESS

NONE

6. NEW BUSINESS

- A.** Consideration of Revocation of Conditional Use Permit 602-04-217 for Arrowhead Fire and Medical Authority, Inc. that allowed for an Ambulance Station on property located at 500 East Deuce of Clubs, that being A.P.N. 210-19-004.

Ms. Fechtelkotter read the staff summary.

At the regular meeting of March 12, 2019, the Planning and Zoning Commission approved Conditional Use Permit (CUP) 602-04-217 allowing Arrowhead Fire and Medical Authority, Inc. to operate an ambulance station located at 500 East Deuce of Clubs, that being A.P.N. 210-19-004. The conditions have been attached for reference.

Staff met with the applicant regarding the issues at the location in November 2019 and sent a letter dated November 13, 2019 identifying the items that needed to be addressed in order to avoid revocation of the CUP.

Conditions 2 and 3 to landscape and pave the property were to be completed by June 1, 2019. The applicant had requested the deadline for this requirement to be September 1, 2019. At this time, these conditions have not been met. According to City Code Section 15-1-32(J) the applicant was sent a letter dated January 2, 2020 via certified mail notifying the applicant of the revocation proceedings.

There also may have been additional work on the building without permits or inspections and crew may be sleeping at the location.

Based on non-compliance of Conditions 2 and 3, staff recommends revocation of this CUP.

1. All development shall comply with all applicable federal, state and local requirements, including building permit requirements.
2. Landscaping will be required; the owner/applicant shall coordinate with the Arizona Department of Transportation (ADOT) and city staff to update the existing landscaping on the subject property. The owner/applicant shall have until June 1st, 2019 to install and maintain the landscaping in substantial conformance with the submitted site plan.
3. The parking lot shall be upgraded to substantial conformance with the submitted site plan. The parking lot shall be paved by June 1, 2019. The applicant shall work with the adjacent property owner in determining the most appropriate location for ambulance parking in accordance with city code.
4. Prior to crews being permitted to sleep at the location, the applicant shall coordinate with the Building Official to ensure compliance with building occupancy.

Ms. Fechtelkötter read the Findings of Fact

1. At the regular meeting of March 12, 2019, the Planning and Zoning Commission approved Conditional Use Permit (CUP) 602-04-217 allowing Arrowhead Fire and Medical Authority, Inc. to operate an ambulance

station located at 500 East Deuce of Clubs, that being A.P.N. 210-19-004. The conditions have been attached for reference.

2. Staff met with the applicant regarding the issues at the location in November 2019 and sent a letter dated November 13, 2019 identifying the items that needed to be addressed in order to avoid revocation of the CUP.
3. Conditions 2 and 3 to landscape and pave the property were to be completed by June 1, 2019. The applicant had requested the deadline for this requirement to be September 1, 2019. At this time, these conditions have not been met.
4. According to City Code Section 15-1-32(J) the applicant was sent a letter dated January 2, 2020 via certified mail notifying the applicant of the revocation proceedings.
5. There also may have been additional work on the building without permits or inspections and crew may be sleeping at the location.
6. Based on non-compliance of Conditions 2 and 3, staff recommends revocation of this CUP.

This afternoon staff received an email from a representative with Arrowhead Fire & Medical Authority; all commission members have a copy, stating that they would like to withdraw the CUP for this location. Staff is available for questions.

Commissioner Bishop asked if the Commission needs to take action on this item now that the applicant would like to withdrawal. Chairman Clark said that they would need to take an official action to put on the record and to be clear in case anything came up in the future.

Mr. Tregaskes said conditional use permits are valid and run with the property unless revoked by the planning & zoning commission or if the use for which the conditional use permitted was granted is stopped for a period of at least 12 months. If the Commission were to not revoke the conditional use permit, even though they wish to withdraw, there would be no official action taken by the Planning & Zoning Commission which would mean the Conditional Use Permit would be valid for an additional 12 months. This could mean that in 10 months from now they could move back in and we would be back to the same place we are today by having them do the things they said they would do. In this case the best circumstance would be to move forward with the revocation proceedings with the understanding that the applicant is aware and agrees to that proceeding.

BOARD MEMBER HEPHNER APPROVED THE REVOCATION OF CONDITIONAL USE PERMIT CUP 602-04-217 SUBMITTED BY, ARROWHEAD FIRE AND MEICAL AUTHORITY, INC. FOR PROPERTY LOCATED AT 500 EAST DEUCE OF CLUBS, THAT BEING A.P.N. 210-19-004 BASED ON NON-COMPLIANCE WITH THE SPECIFIED CONDITIONS OF APPROVAL. COMMISSIONER JON ADAMS SECONDED THE MOTION. PASSED 5 TO 0 WITH, CHAIRMAN CLARK, VICE CHAIRMAN BISHOP AND COMMISSION MEMBERS JON ADAMS, ROBERTSON AND HEPHNER VOTING IN FAVOR.

Mr. Tregaskes said that this decision is final and there is no waiting period that goes along with the issuance of conditional use permit. The applicant indicated they are vacating the building this week.

- 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 November 26, 2019.

COMMISSIONER JON ADAMS MOVED TO APPROVE THE PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES ON NOVEMBER 26, 2019. COMMISSIONER HEPHNER SECONDED THE MOTION. PASSED 5 TO 0 WITH, AND COMMISSION MEMBERS CLARK, BISHOP, JON ADAMS, ROBERTSON AND HEPHNER VOTING IN FAVOR.

9. SUMMARY OF CURRENT EVENTS

Commission Members

Commissioner Hephner said it was a great Christmas season, all the city decorations and parade were phenomenal.

Commissioner Robertson agreed that the parade was great and wished everyone a Happy New Year. She also reminded everyone that this is a year to vote and to

please go out and make sure you are aware of the candidates and make sure you are registered.

Planning and Zoning Director


Mr. Tregaskes stated that Rennie Crittenden passed away. He served on City Council and Planning and Zoning commission for many years. He will be missed. Condolences to his family we wish them the best.

We do have items for the next P&Z meeting which will be January 28th, at 7 pm.

10. ADJOURNMENT

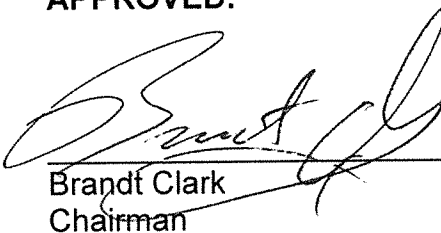
There being no further business to be brought before the Planning and Zoning Commission, CHAIRMAN CLARK ADJOURNED THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION OF JANUARY 14, 2019 AT 7:12 PM.

ATTEST:



Justen Tregaskes
Planning and Zoning Director

APPROVED:

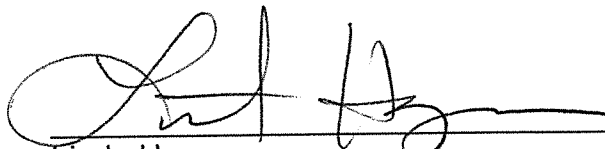


Brandt Clark
Chairman

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 January 14, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 28 day of January, 2020.



Linda Haynes
Administrative Assistant