

**MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON MARCH 24, 2020 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA**

**1. CALL TO ORDER**

Mr. Tregaskes called the meeting to order 7:00 p.m.

**2. ROLL CALL**

**COMMISSION MEMBERS PRESENT:** Vice Chairman Bishop (Joined Telephonically), Commissioner Hephner, Commissioner Jon Adams, Commissioner Robertson, and Commissioner Josh Adams

**COMMISSION MEMBERS ABSENT:** Commissioner Behrends

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

**GUESTS PRESENT:** None

**3. INVOCATION**

Commissioner Jon Adam 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 602-04-228 submitted by Arrowhead Fire and Medical Authority, Inc. to allow for an Ambulance Station on property located at 621 E. Old Linden Rd., that being A.P.N. 210-17-024A.

Mr. Tregaskes read the staff summary.

Arrowhead Fire and Medical Authority, Inc. has submitted a Conditional Use Permit (CUP) to allow an ambulance station located at 621 E. Old Linden Rd., that being A.P.N. 210-17-024A.

The applicant has requested to locate an ambulance station on the subject property. The property is zoned C-2 (General Commercial), an ambulance station requires a CUP in the C-2 zone. The building on the property was previously used as beauty salon. There is an existing gravel parking lot and natural landscaping at this location. Arrowhead plans to park the ambulance in the gravel parking area, as indicated on the submitted site plan.

The current zoning of the surrounding properties includes:

North:	C-2 (General Commercial)
South:	C-2 (General Commercial)
East:	C-2 (General Commercial)
West:	C-2 (General Commercial)

The current land uses of the surrounding properties includes:

North:	Mountain Strong Physical Therapy
South:	White Mountain S.A.F.E. House Thrift Store/Sonic Drive-In
East:	Harris Automotive/Urgent Care
West:	New Image Auto Body

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

Timber Mesa Fire and Medical District- This will be a change of occupancy, compliance with the current codes and standards is required.

Mr. Tregaskes added that the Fire District considers this to be an R-2 occupancy, but our building officials after checking with individuals who helped write the building code, stated that this is an R-3 occupancy. The difference between the two is that the R-2 occupancy requires sprinklers and R-3 occupancy does not. As a permitting agency, we have determined that this an R-3 occupancy.

Building Official- Must pull a building permit to change the occupancy of the building, this must be done prior to occupying the building. Currently this building is classified as business occupancy and they are changing it to more of a residential occupancy so there are some building code requirements that will need to be met. Primarily smoke alarms and exit signs over the doors in case they do need to exit in the middle of the night.

The property was posted and letters were sent to all property owners within three hundred (300) feet of the subject property. No public comment has been received regarding this CUP.

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 602-04-228, submitted by Arrowhead Fire and Medical Authority, Inc. to allow for an ambulance station on property located at 621 E. Old Linden Rd., that being A.P.N. 210-17-024A, subject to the following conditions:

1. All development shall comply with all applicable federal, state and local requirements, including building permit requirements.
2. The applicant shall coordinate with the Building Official to ensure compliance with building code requirements within 30 days of the effective date of this CUP.

Commissioner Jon Adams asked if they would be staying overnight at this location.

Applicant, Anthony Kugler, at 1000 E. Mills, stated yes that would be the intention after meeting all the requirements.

Commissioner Josh Adams said that location is a busy intersection and it has a lot of high school kids coming up and down that road. Do they have any safety plan for this location. Mr. Kugler said that 90% of the calls will be a right turn off the Deuce and all other calls will be observed by the regular traffic laws. 80 % of calls are observed by normal traffic with no lights or sirens and the calls that are deemed as needing lights and sirens will follow the EVOC Code (Emergency Vehicle Operator Course) and they will take extra precaution due to Sonic being at that intersection as well there is a lot of traffic and a short exit.

**COMMISSIONER HEPHNER MOVED TO APPROVE CUP 602-04-228 SUBMITTED BY, ARROWHEAD FIRE AND MEDICAL AUTHORITY, INC. TO ALLOW FOR AN AMBULANCE STATION ON PROPERTY LOCATED AT 621 E. OLD LINDEN RD., THAT BEING A.P.N. 210-17-024A. SUBJECT TO STAFF RECOMMENDATIONS. COMMISSIONER JOSH ADAMS SECONDED THE MOTION. PASSED 5 TO 0 WITH, COMMISSION MEMBERS BISHOP, JOSH ADAMS, JON ADAMS, ROBERTSON AND HEPHNER VOTING IN FAVOR.**

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 March 10, 2020.

**COMMISSIONER JON ADAMS MOVED TO APPROVE THE PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES ON MARCH 10, 2019. COMMISSIONER JOSH ADAMS SECONDED THE MOTION. PASSED 5 TO 0 WITH, COMMISSION MEMBERS BISHOP, JOSH ADAMS, JON ADAMS, ROBERTSON AND HEPHNER VOTING IN FAVOR.**

## 9. SUMMARY OF CURRENT EVENTS

### Commission Members

Commissioner Josh Adams said to stay safe, wash your hands and stay healthy. If at all possible please shop local and get it to go.

Commissioner Hephner said to wash your hands.

Commissioner Robertson thanked all the hospital staff for all that they have done.

Commissioner Jon Adams congratulated Brandt Clark for being appointed to the City Council.

Vice Chairman Bishop said that the virus does not spread you spread the virus so please adhere to social distancing guidelines. Suggested to please support our local restaurants for pick up orders. Congratulated our Chair for being appointed to the City Council as he wishes him well. Thanked city staff and the Commission for allowing him to be here tonight by conference and thanked Mr. Tregaskes for running the meeting.

### Planning and Zoning Director

We are going through some different times right now and what we are going through no one has been through in our lifetime. Please be cognizant of your environment and the people around you. We are trying to phase out the handshake as it does tend to spread diseases. A reminder to please wash your hands. City Hall is now closed to the public, unless you have an appointment. We are accepting bill payments outside and if you need a billing appointment

please call 532-4000. We are currently accepting building permit applications and issuing building permits by appointment only at 532-4040. Please continue to support our local restaurants by executive order they are closed except for carryout, delivery or curbside delivery. Had a chance to meet with most of the local restaurants on Friday to discuss this process and a number of them expressed concerns on how this is going to affect them negatively and for a very long time. If you did purchase from them they will be very appreciative of your business.

## 10. ADJOURNMENT

There being no further business to be brought before the Planning and Zoning Commission, **MR. TREGASKES ADJOURNED THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION OF MARCH 24, 2020 AT 7:15 PM.**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Justen Tregaskes  
Planning and Zoning Director

\_\_\_\_\_  
Eric Bishop  
Vice 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 24, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Linda Haynes  
Administrative Assistant