



DRAFT MINUTES

Town Center Committee

22358 S. Ellsworth Rd., Queen Creek, AZ
Municipal Services Building
San Tan Conference Room
July 11, 2012
8:00 am

1. **Call to Order and Roll Call**

The meeting was called to order by Chairman Jason Gad at 8:10 am. The following people were in attendance:

Committee Members: Chairman Jason Gad, Nancy Diab, Vice Chair Chris Webb, Council Member Barnes, Monica O'Toole, Deb Wood

Town Staff: Kim Moyers, Economic Development Specialist; Doreen Cott, Economic Development Director; Wayne Balmer, Planning Administrator; Joy Maglione, Town Clerk Assistant; Nathan Folbert, Economic Development Intern

Absent Members: Barbara Khalsa, Council Member Oliphant, Shane Randall, Marquis Scott, Steve Ingram,

Guests: Jason Buche, Remax Property Shop; Bill Smith, Banner Health

2. **Introductions & Announcements.**

Chairman Gad introduced the new Economic Development intern, Nathan Folbert, from the University of Arizona.

Chairman Gad announced his recent appointment to Town Council and expressed his pleasure at serving on the Town Center Committee. He will no longer be serving as chair of the Town Center Committee and asked the members to consider the position of chair and vice-chair for discussion at the next meeting. He commended the committee for the work that has been accomplished and how it positively influences the Town Center area.

Economic Development Specialist, Kim Moyers congratulated Chairman Gad on his appointment and thanked him for his commitment to the Town Center Committee and for serving as chairman for the last two years.

3. **Public Comment:**

There were no public comments.

4. **Items for Discussion and Possible Action**

A. Consideration and possible approval of the June 13, 2012 minutes

Motion: Vice Chair Webb Second: Nancy Diab
To approve the June 13, 2012 minutes as presented.
Motion carried unanimously.

B. Discussion and possible approval of the Façade Improvement Applications

Chairman Gad provided an overview of the program. He asked the committee to consider the Town Center vision but also allow for individual flexibility when reviewing the applications.

Ms. Moyers presented the three applications that were received for discussion and consideration. The program allows for possible reimbursement of up to 50% of eligible pre-approved improvement costs.

1. **Eric Cohen, QC Veterinary Clinic, 20201 E. Ocotillo Road.**

Proposed Project:

- Repair and paint building
- Add landscaping to right-of-way and side
- Repair parking lot lighting for safety and pedestrian use

Total estimated cost: \$10,000 - \$13000.

Discussion: Committee members inquired about the paint color, landscaping details, lighting fixtures and written estimates.

Motion: Chairman Gad 2nd: Deb Wood

Move to continue the Façade Improvement Program Application for Eric Cohen until the next meeting pending more details from applicant regarding color palette, landscape plan and lighting improvements.
Motion carried unanimously.

2. **Christine Claveria, 22240 S. Ellsworth Rd**

Proposed Project:

- New monument sign for better visibility
- Paint the entire outside of building and garage
- New French exterior door @ north side rental section

Total Estimated cost: \$22,435.65

Discussion: Planning Administrator, Wayne Balmer said that the proposed sign meets code requirements and will be located closer to the street for better visibility. Committee members inquired about the color scheme for the exterior paint and asked for sample palette colors.

Motion: Nancy Diab 2nd: Monica O'Toole

To approve the Façade Improvement Application for Christine Claveria for 50% of the total cost of \$22435.65 pending receipt and review of paint pallet and color scheme.

Discussion: Vice Chair Webb asked for clarification as to whether the application has to come back for another vote after paint colors are received. It was suggested that the items should be approved separately. Ms. Moyers added that partial approval would also allow the applicant to start on other items without holding up the entire project.

Amended Motion: Nancy Diab 2nd: Monica O'Toole

To approve the Façade Improvement Application for Christine Claveria for 50% of the new signage and the exterior door. Continue the painting portion of the project until the next meeting pending more details from the applicant regarding color palette and scheme.

Motion carried unanimously.

3. Jim Tebbs – The Insurance Depot, 22243 S. Ellsworth Road

Proposed Project:

- New illuminated double face monument sign (Lexan material)

Total Estimated cost: \$3485.00

Discussion: Mr. Balmer noted that the proposed sign meets design and square footage requirements. Ms. Moyers said that the applicant hopes to come back in Phase II for landscaping improvements once he obtains approval from the property owner.

Motion: Nancy Diab 2nd: Monica O'Toole

To approve Façade Improvement Program Application for Jim Tebbs for installation of a new sign for 50% of the total estimated cost of \$3485.

Motion carried unanimously.

Discussion followed on paint color and landscaping details. The Façade Improvement Program allows for individual creativity but the Committee stressed that consistency and visual enhancement of the Town Center is also important. Committee members agreed that it is hard to restrict paint color choice, but it is not unreasonable to ask what paint color will be used. They concluded that prior to awarding funds and approving a project, that paint colors, landscaping plans and other application details should be included for informational purposes.

Additional discussion followed on estimated project costs and fair market value for construction. There were suggestions to require submittal of an actual bid (or multiple bids) versus only providing the estimated cost on the application. Ms. Moyers noted that current program guidelines do not require actual written bids at time of application. However, no reimbursement will be made without a receipt and applicants will only receive 50% of the actual receipt amount.

Council Member Barnes suggested that the Town place a sign advertising the Façade Improvement Program at project sites during construction to generate interest. Other promotional ideas for the program included use of Town website, social media, press releases and before and after pictures in water bill inserts.

C. Discussion and possible approval of the Town Center Work Plan for FY12-13

A draft work plan was distributed to the committee which included 6 elements:

1. Continue to facilitate the Façade Improvement Program to encourage revitalization within the Town Center
2. Parking standards- research parking options for Town Center
3. Competitive analysis for the Town Center in comparison to other communities
4. Revolving Loan Fund utilizing Town Center funds
5. Vision- Gateway monuments, pedestrian oriented signage specific to Town Center
6. Work with Old Town Queen Creek Alliance to attract business

Chairman Gad recommended that Item #2 also include the review of existing parking standards and spacing requirements.

Motion: Vice Chair Webb

2nd: Nancy Diab

To approve the Town Center Work Plan for FY12-13 with the addition to Item #2 to include the wording “research and review existing parking standards”.

Motion carried unanimously.

D. Presentation on other municipalities parking requirements by Bill Smith, Banner Health

Bill Smith, from Banner Health, provided information on parking requirements in various municipalities. He noted that Queen Creek parking spaces tend to be larger than some of the other communities. He discussed density ratios; lot coverage; spaces per square feet of building; amount of parking needed for different uses and shared parking. Mr. Smith said he has detailed information prepared and he will distribute it to the committee at the next meeting. Chairman Gad thanked him for his presentation and asked if he could include some pictures showing different parking space widths in his material for next meeting.

E. Update of Town Center businesses

Mr. Balmer reported on the IHOP project and reviewed parking, landscaping, and project design.

He reported that zoning cases are now on Twitter. The Town is also using QR (Quick Response) bar codes on the zoning signs for use with Smartphone devices. The new approach has generated feedback from the community and Mr. Balmer passed out some responses received from the IHOP project.

Other updates reported that Carl's Jr. has opened; the Communiversity project is moving forward and Banner Health will break ground in August.

F. Summary of current events – Reports from Chair, Committee Members and Economic Development staff

No reports were given.

5. Announcements

None

6. Adjournment

Motion: Vice Chair Webb Second: Nancy Diab

To adjourn the meeting.
Motion carried unanimously.

Meeting adjourned at 9:38 am

TOWN OF QUEEN CREEK

Chairman Jason Gad

ATTEST:

Joy Maglione
Town Clerk Assistant

I, Joyce Maglione, do hereby certify that, to the best of my knowledge and belief, the foregoing Minutes are a true and correct copy of the Minutes of the July 11, 2012 Town Center Committee Meeting. I further certify that the meeting was duly called and that a quorum was present.

Joy Maglione
Town Clerk Assistant

Passed and approved on:

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