



**MINUTES OF THE TECHNICAL ADVISORY COMMITTEE OF THE
QUEEN CREEK
PLANNING AND ZONING COMMISSION**

WHEN: WEDNESDAY, FEBRUARY 27, 2008

WHERE: TOWN HALL – COUNCIL CHAMBERS

TIME: 6:00 p.m.

1. **CALL TO ORDER**

The meeting was called to order at 6:04 P.M. by Chairman Ingram.

2. **ROLL CALL**

At roll call the following people were in attendance:

Planning and Zoning Commission

Chairman Ingram
Vice-Chairman Trapp-Jackson
Commissioner Perry
Commissioner Brown
Commissioner Sossaman
Commissioner Atkinson

Staff

Planning Manager Fred Brittingham
Consultant/Project Manager Wayne Balmer
Principal Planner Michael McCauley
Senior Planner Phillip Bolduc
Planner Amy Sandidge
Planning Assistant Laura Moats

Absent

Commissioner Moore.

Others in attendance

Craig Barnes

Presenter/Consultant

Maria Masque of The Planning Center, project consultant.

3. **WELCOME**

Mr. Balmer welcomed everyone in attendance.

4. **REVIEW AND DISCUSSION OF PROPOSED GENERAL PLAN FORMAT**

Mr. Balmer thanked everyone for attending and reviewing the material prior to this meeting. The material included the draft General Plan Update 2008 and the Data and Analysis Report. Mr. Balmer stated the idea is to keep the Plan document smaller and focus on policies, which is to be seen as an update to the current General Plan. Mr. Balmer noted the cover of the document is a photograph of the back of the Development Services Building taken from the Town Hall courtyard. He stated there is nothing dramatically different with this booklet; the plan basically retains the same ideas. Mr. Balmer clarified that this document is not intended to be a draft, rather a format of the layout for the new General Plan. At the TAC's meeting in March, this document will be thicker and more detailed. The companion document is a data analysis booklet, which will contain all the Elements currently included in General Plan. This document is not intended to be too long and detailed. All data collected by the Town and The Planning Center will be contained in the General Plan document. The Table of Contents includes all Elements of the General Plan which are required by State Law.

Mr. Balmer asked for comments on the cover and document format. Commissioner Perry asked if there was a way to make the key larger. Mr. Brittingham responded yes, this document can and will be revised several times prior to the final printing of it. The plan will have a combed spine or spiral bound (coil).

Commissioner Sossaman asked if another, more noticeable landmark in Town could be used for the front cover, possibly the front of Town Hall. Mr. Balmer responded by pointing out several photos currently included in the draft document. Commissioner Sossaman stated his feeling that the photograph does not say anything. Commissioner Brown added that as long as "Keep Queen Creek Unique" is stated on the cover, a picture that is more unique, and speaks to the Town's heritage, should be used for the cover photo. Mr. Balmer stated staff will look at additional graphics and their prospective placement in the document. The Planning Center and Town staff have collected a number of different graphics.

Further discussion ensued on the purpose of the graphics and methods for choosing where graphics are placed in the document.

Mr. Brittingham stated staff will bring three alternative photographs to the Commission at the March meeting for their consideration and action.

5. **REVIEW AND DISCUSSION OF THE PROPOSED DRAFT GENERAL PLAN AND DATA ANALYSIS DOCUMENTS**

6. **REVIEW AND DISCUSSION OF THE GENERAL PLAN GOALS AND POLICIES**

Mr. Balmer brought the Commission's attention to this document, stating staff has included several goals for the overall town; however, there may be areas in this document that the Commission would like to add to. Mr. Balmer brought the Commission's attention to page 5, which is an example of the layout for the document. Commissioner Brown stated that Goals 3, 4 and 5 listed on page 3 of the Land Use Element – Superior Residential Neighborhoods were hard to grammatically understand. Maria Masque, Planning Consultant from The Planning Center (TPC), responded these goals could be separated for better understanding. Vice-Chairman Trapp-Jackson requested these goals be simplified.

Discussion took place on CIP programs, funding infrastructure, and the benefits of including Development Agreements in the General Plan (Draft Goal 2).

Commissioner Sossaman cautioned staff on the way policies and goals are written into this document. Commissioner Brown agreed, adding this document should not be too detailed, it should remain broad. If standards, goals and policies are written to be too narrow and detailed, development becomes very complicated. Mr. Balmer pointed out the wording included on this draft document includes words such as “may be”, “direct”, and “guide”, which enables the Council to have wider discretion over development.

Mr. Balmer asked for input on the concepts presented in this document and the formatting. Commissioner Brown asked how staff arrived at the arrangement/order of the Goals/Policies. Mr. Balmer and Mr. Brittingham responded these are borrowed straight from the current General Plan, which makes it familiar for the public. Mr. Balmer stated each section has a list of goals. The Goals and Themes are adapted from the current General Plan. Each chapter will include introductions, history and captions. Commissioner Sossaman stated many of the goals and policies included in the current General Plan were included only to accommodate everyone's ideas and desires at that time. He feels the new General Plan should be pared down, and possibly should not include every single goal that is now in the current General Plan. Mr. Balmer responded by stating that staff has looked at this issue and reviewed how to reduce the number of goals/policies, and how to combine and consolidate some of them. Staff and TPC has also looked at streamlining goals, and identified where many of the goals and policies are repeated.

Mr. Brittingham added that regardless of what the Commission and Council ultimately decide, the citizens must understand and support the document. Town staff has the responsibility of adequately explaining the difference between the old and new documents, so that the constituents understand. Mr. Balmer added that the manner in which the information is presented and publicized will be laid out to be reader-friendly, posted to the Town's Web site by chapters and themes. Vice-Chairman Trapp-Jackson

stated the Town needs to educate the public to show them how their ideas have been adapted and included in the new document.

Review of Goals

Page 5, Goal 1: The Commission asked if there will there be links to connect goals to maps, i.e. Goal 1: “Identify and establish Queen Creek growth areas to direct new higher intensity development to optimal areas across the community.” This should be linked to the Growth Area map. Mr. Balmer stated the goal is to have an interactive General Plan that will educate the public in an efficient and effective manner.

Commissioner Sossaman also noted Goal 2 of the Economic Development Element, and asked if the Economic Development Centers are identifiable areas on a map. Mr. Balmer responded yes, these areas are identifiable on a map. Commissioner Sossaman asked if “Economic Development Centers” is a generic term. Mr. Balmer responded that Policy 1a on page 5 lists the Town’s Economic Development Centers. Commissioner Sossaman suggested this be linked to the Economic Development Element on page 4, stating anytime someone sees the words “*Economic Development Center*”, they should be able to click on that as a link to the Economic Development Map (1 graphic). R. Balmer stated this map may be located in several areas on the hard/paper copy of the plan.

Mr. Balmer stated staff is still working on how to best graphically fit things into the book. Chairman Ingram suggested just one section hold all the maps. Commissioner Brown asked if the total aggregate number of policies has been reduced. Town staff responded the number of policies have been reduced by approximately half.

Commissioner Sossaman brought staff’s attention to page 24 (as an example) that the Goal 3 is a worthwhile goal, but when a project actually comes through, they may be limited by the Zoning Ordinance. Mr. Balmer responded by stating that this is an area that staff is currently working on as far as updating the ordinance to reflect changes that have occurred, and analyzing what portions of the ordinance are outdated, and what portions are still effective.

Mr. Balmer asked the Commission what style could be incorporated to set Queen Creek apart and make it unique from other communities, citing Cape Cod and Santa Fe styles come from specific areas of the U.S., and these styles are borrowed and copied, but actually belong to certain regions of the U.S.

Commissioner Sossaman responded the Town is known for quality construction and 360-degree architecture, two areas which the Town strictly upholds. Mr. Brittingham stated this issue relates more to the Zoning Ordinance, not the General Plan. Staff will soon form a committee to work on the Zoning Ordinance update to address these issues. This is one of the key questions that needs to be reviewed and answered.

Mr. Balmer asked for input and comments on any of the remaining goals that have not yet been discussed, stating the Growth Area Element was virtually recreated, as there is not currently substantial information on this element in the current Plan.

Commissioner Brown brought staff's attention to Goal 4 on page 4, stating this goal should be re-worded.

Transportation Element, page 8: Mr. Brittingham stated that many of these policies came from community comments and input. The public comments have been reviewed by the Town's traffic engineer, who then formulated wording for the proposed policies included in this Element.

Commissioner Perry noted that relative to the Transportation/Circulation Element, the Town's philosophy has been not to allow gates in order to encourage connectivity. Mr. Perry stated that Policies 1a and 1c contradict each other relating to through-traffic. Ms. Masque of TPC stated that one of the goals (1c) relates to local streets, while the other relates to collector streets. Mr. Brittingham stated this can possibly be clarified by consolidating these two goals, and revising the wording. The Commission stated that the term "through-traffic" can be interpreted in different ways. Mr. Balmer added 1a. can be specific to local and arterial streets. Ms. Masque suggested that as an introduction to this element, "arterial" and "collector" should be defined up front.

Goal 3: connectivity issue:

Gated communities will be included in the Neighborhood/Land Use Element section of the document.

Further discussion took place on the disadvantages of having gated communities.

Mr. Balmer stated staff added a section on Transit (page 10). The Town Center Element starts on page 11. There are quite a few more policies under each goal, and more goals in this Element than in others. Commissioner Perry reiterated the Town's current Ordinance does not allow implementation of these goals.

Vice-Chairman Trapp-Jackson asked how "destination place" is defined on page 11, under Policy 2b. Mr. Brittingham responded it refers to a place in a community versus a Town. Ms. Masque pointed out the following policy (2c.) states how to define "place". Vice-Chairman Trapp-Jackson asked how this would be defined from a citizen's perspective. She asked if there is something that can be concretely pointed out so the public can visualize what this means. Mr. Balmer responded citizens can actually look at the Town Center Plan. Commissioner Sossaman stated a definition should be provided for this, but at the same time allow latitude. Mr. Brittingham restated if the definition is more descriptive without being too definitive, this would be acceptable. Vice-Chairman Trapp-Jackson agreed that right now this does not say anything specific to the citizen that allows them enough description to buy into the document. Mr. Brittingham stated staff will reword this to be more descriptive without being too detailed and too definitive.

Commissioner Brown suggested examples, such as pictures, which are non-descriptive, be provided. Mr. Brittingham stated graphic illustrations and pictures are currently included in the Town Center Plan. Planner Sandidge stated text will be written to explain and describe what the goals are talking about to give people a mental idea of what things will look like.

Commissioner Sossaman agreed that graphics and pictures will be beneficial. Mr. Balmer responded that although pictures may be helpful, the amount of time it takes to download a graphic may take too much time, and lead people away from following through with downloading the chapter if there are too many graphics.

Commissioner Atkinson noted that the word “promote” on page 12, Policy 3c. changed to “encouraged” which changed back to “promote”. He would like to see this word changed to “encourage”. Commissioner Atkinson noted he had redlined the entire document and will provide it to Mr. Balmer.

San Tan Foothills Element, page 14: Mr. Balmer stated staff tried to focus the goals on specific issues. i.e. metal roofs that are not allowed in Chandler or Gilbert, but are allowed in Queen Creek – this makes Queen Creek unique. Mr. Balmer stated that in the current General Plan, this area was very descriptive. Some of these details were removed to allow the Council more discretion.

Parks, Trails and Open Space Element, page 17: Mr. Balmer stated this element, along with Transportation, will be the longest Element in the General Plan. Commissioner Sossaman stated that on page 17, Policies 1g through 1k all describe working with the developer. He asked why these can’t this be listed once, i.e. “coordinate with developer on working through all of these goals.” Commissioner Brown stated that Policy 1h and 1j are very similar. He also brought attention to Policy 1i: “ATV facilities”, noting that this may be an area that people are not in agreement to. Mr. Balmer responded this came from input on the Web site, although these cannot be on the wash. In addition, there is a PM-10 issue to deal with (dust control). There was discussion on whether or not to remove this from the draft plan. It was pointed out this does not say the Town “will” do this. Discussion followed on whether the last sentence in this paragraph should be removed or left in.

Commissioner Sossaman suggested Policy 4a. be deleted (“Identify properties within the Town which may be appropriate for continued agricultural or open space use and promote their retention of open space and the development of the Town’s recreational amenities.”) Mr. Balmer responded this can be removed or revised, according to the Commission’s direction.

Comprehensive Trails System, page 19: Mr. Balmer stated there are 100 miles of trails. Commissioner Sossaman suggested Policies 5d through 4 be consolidated since different modes of transportation will be using the same trail systems. Commissioner Brown noted we do not have an extensive equestrian trail system in Queen Creek. The Town has an

extensive multi-use trail system. Commissioner Sossaman requested these policies be consolidated by combining 5d, 5e, and 5f, but retain key buzz words.

Vice-Chairman Trapp-Jackson stated the wording should be consistent when using the terms, “multi-modal” and/or “multi-use”. The consensus was to use “multi-use”.

Water Resources Planning Element, page 21: Mr. Balmer stated this Element was constructed from scratch. Vice-Chairman Trapp-Jackson asked about the word “xeriscaping” under policies 1b. and 1c. Mr. Balmer stated xeriscaping was included as a definition. This is more of a style/theme.

Mr. Balmer stated the reclaimed Water goal is something the Town must address. Further discussion took place on methods for promoting the effective use of reclaimed water.

Vice-Chairman Trapp-Jackson requested the word “ameliorate” on the bottom of page 21 be simplified. Mr. Balmer stated he will change this word to “reduce”.

Environmental Planning Element, page 22: Mr. Balmer stated that Goal 3 under this element is new to the Town. Vice-Chairman Trapp-Jackson asked that under Policy 2d: “insofar as possible” be changed to “where possible”.

Economic Development Element, page 24: These goals and policies have been summarized from the Economic Development Strategic Plan. Vice-Chairman Trapp-Jackson asked for clarification on the phrase “knowledge based business” under Policy 1b on page 24. Mr. Balmer responded this refers to businesses that require a special skill. Vice-Chairman Trapp-Jackson stated this should be simplified so that the public knows what is meant by “knowledge-based business”.

Commissioner Brown noted this element is very pertinent to annexation, and asked if any other element(s) relate to potential annexations. Commissioner Sossaman added that fissures and the foothills area would be an issue as far as the cost of taking these in and providing flood control and proper drainage. Mr. Balmer responded this is addressed beginning on page 26, under “Cost of Development”.

Cost of Development Element, page 24: Vice-Chairman Trapp-Jackson stated that Policy 1d could be revised to include the wording, “or annexations”, so it would state, “consider the cost/benefit ratios for new projects and annexations as part of the approval process.” The Commission concurred.

Vice-Chairman Trapp-Jackson asked why the Indian community was not included under Goal 3 of the Cost of Development Element. Mr. Balmer stated they did not show interest; however, they could be included if the Commission wishes.

Vice-Chairman Trapp-Jackson made the following suggestions to include in the glossary: “connectivity”, “mixed use”, and “infill”.

Chairman Ingram requested that “multi-modal transportation” on page 30 of the glossary be changed to “multi-use”.

Mr. Balmer asked for overall comments and/or questions. The Commission requested the document be consolidated and simplified.

QUEEN CREEK GENERAL PLAN UPDATE 2008 (Volume 1) – Mr. Brittingham stated this document focuses on how the second document was arrived at, and mostly explains the data and research conducted to come up with the other document. It shows that staff actually did research and compiled public comments and input to arrive at the finished document.

Vice-Chairman Trapp-Jackson stated she will talk with Mr. Balmer after the meeting to go through some additional areas. Commissioner Atkinson will provide his redlined document to Mr. Balmer.

7. REVIEW AND DISCUSSION OF UPCOMING PLANNING AND ZONING COMMISSION MEETINGS

Mr. Balmer stated there will be two Planning & Zoning Commission meetings in April. There will be a total of two public hearings. Coyote mailers will be sent to everyone in the planning area, not just the town limits, since this affects those people. All four dates (2 P&Z Public Hearings and 2 Town Council) will be included on one coyote/advertisement.

Land Use Map – Color key

Addressing the colors used on the land use map, Mr. Balmer noted that the Town’s Employment A and Employment B are reversed from other municipalities in that Town A is heavier and B is lighter industrial. Staff is proposing to flip the light purple with the dark purple.

Mr. Brittingham addressed the dark purple (State Trust Land) stating staff is proposing to remove this color from the map and show this just as an ‘area of influence’ Mr. Balmer showed that the maps in the proposed General Plan document do not show color on the State Trust Land area.

Commissioner Brown asked when Council action will take place in order to get this on the September ballot. Mr. Balmer responded Council will act by May 21st. The Planning & Zoning Commission will have discussion and public input at the first meeting in April, and act on the Plan the 2nd meeting in April.

What Will Keep Queen Creek Unique 20 years From Now?

Discussion ensued on this document. Commissioner Sossaman noted the two washes that traverse the Town are permanent features that make Queen Creek unique from other municipalities. Mr. Balmer noted staff has several discussions on how the Town matures, and what will make the Town look different as it matures. Commissioner Sossaman referenced the second bullet point: *“Promote use of a street tree and historical design theme program on all major (arterial) roads in Town. Arterial roads would also be designed to reflect these themes, in addition to providing the needed traffic capacity.”* Commissioner Sossaman stated the word “promote” should be “maintain” since the Town already has this. Mr. Balmer responded the Town does not have one for every street. Commissioner Sossaman responded there is a standard.

Commissioner Sossaman suggested the item listed under the first bullet point be removed since the town does not have a distinctive architectural style. Anything that relates to starting something new should say “promote”, while other things that have already been started, which is all but three items, should say “maintain”.

Bullet points 6 and 7 should say *“continue* to develop...”

Commissioner Sossaman suggested that any items that are already in process be listed at the top of the document, and any new statements be listed at bottom of document. The areas the Town is already working on should be stated first to reaffirm to the public that these areas that were important in the past are still being included in the Town’s philosophy.

8. **ADJOURNMENT**

Motion: Commissioner Sossaman

To adjourn the meeting.

Second: Vice-Chairman Trapp-Jackson

Vote: All ayes. Motion Carried (5-0).

The meeting adjourned at 8:17 P.M.

PLANNING AND ZONING COMMISSION

Steve Ingram, Chairman

Laura Moats, Planning Assistant

I, Laura Moats, 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 February 27, 2008 TAC/General Plan Re-write session of the Planning and Zoning Commission. I further certify that the meeting was duly called and that a quorum was present.

Dated this 28th day of February, 2008.

Passed and Approved this ___ day of _____, 2008.

DRAFT