



**MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
QUEEN CREEK COMMUNITY CHAMBERS
20727 E. CIVIC PARKWAY
NOVEMBER 8, 2017
6:00 PM**

1. Call to Order

The meeting was called to order at 6:04PM.

2. Roll Call (one or more members of the Commission may participate by telephone)

Commissioners in attendance: Commissioners in attendance: Chairman Matheson, Vice Chairman Arrington, Sossaman, Alleman, Ehmke, Gough and Young.

ITEMS FOR DISCUSSION

These items are for Commission discussion only and no action will be taken. In general, no public comment will be taken.

3. Conflict of Interest and Open Meeting Law Training (Fredda Bisman, Town Attorney)

Brett Burningham, Planning Administrator, introduced Fredda Bisman, Town Attorney, to the Commission. Mr. Burningham noted that Fredda and her firm provide legal support to the Town for development projects and on many other matters.

Ms. Bisman summarized the definition and purpose of the Open Meeting Law. Ms. Bisman provided a summary of examples of splintering the quorum and possible violations of the Open Meeting Law. Ms. Bisman summarized how Open Meeting Law complaints are investigated and addressed. Ms. Bisman discussed examples of a conflict of interest and reviewed the different forms of conflict of interest. Ms. Bisman reviewed the penalties if a conflict of interest rules are violated.

Commissioner Young provided an anecdote for when he excused himself for a conflict of interest. Ms. Bisman followed, stating that if the request could increase or decrease your home or your property value, it would be considered a conflict of interest. Mr. Burningham noted that the Town uses Fredda's firm as needed and their team is always available if anyone has any questions or concerns.

ADMINISTRATIVE ITEMS

4. Recent activity update.

Brett Burningham provided a summary of recent activity including:

- Nichelle Williams was appointed to the Board of Adjustment at the October 18, 2017 Town Council Meeting
- At the November 1, 2017 Town Council Meeting Mr. Burningham provided a presentation regarding the new legislation surrounding small cell wireless facilities being located within municipal right-of-ways. Mr. Burningham followed, stating that this discussion would result in a future Text Amendment to the Zoning Ordinance.

- At the November 1, 2017 Town Council Meeting, the Town Council approved a Resolution that noted that the Town would be supportive of the San Tan Valley Incorporation, if the incorporation would respect the Town's General Plan Planning Area and that the incorporation would follow State Law.
- Mr. Burningham noted that Staff has not yet received building permit data from the Home Builder's Association and he will report back to the Commission once the data is received.

5. Summary of Events from members of the Commission and staff. The Commission may not deliberate or take action on any matter in the "summary" unless the specific matter is properly noticed on the Regular Session agenda.

6. Adjournment

Motion to adjourn at 6:33PM:

1st: Arrington

2nd: Young

Vote: 7-0 (unanimous)



**MINUTES
REGULAR MEETING
QUEEN CREEK PLANNING & ZONING COMMISSION
QUEEN CREEK COMMUNITY CHAMBERS
20727 E. CIVIC PARKWAY
NOVEMBER 8, 2017
7:00 PM**

1. Call to Order

The meeting was called to order at 7:01PM.

2. Roll Call: One or more members of the Commission may participate by telephone.

Commissioners in attendance: Commissioners in attendance: Chairman Matheson, Vice Chairman Arrington, Sossaman, Alleman, Ehmke, Gough and Young.

3. Public Comment: Members of the public may address the Commission on items not on the printed agenda. Please observe the time limit of (3) three minutes. Request to Speak Cards are available at the door, and may be delivered to staff prior to the commencement of the meeting. Members of the Commission may not discuss, consider, or act on any matter raised during public comment.

None.

4. Consent Agenda: Matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion and one vote.

A. Discussion and Possible Action on the October 11, 2017 Planning Commission Meeting Minutes.

B. Discussion and Possible Action on P17-0106, "Ovation at Meridian Clubhouse and Recreation Area Major Site Plan", a request by Greg Davis of Iplan Consulting on behalf of William Lyon Homes for approval of a Major Site Plan for the construction a 7.6-acre recreation area, which includes a 13,365 square foot clubhouse building to serve the residents of the Ovation at Meridian active adult community. The project site is located internal to the Ovation at Meridian active adult gated community, which is south of the southeast corner of Meridian and Ocotillo Roads.

Chairman Matheson made a motion to move the case to the Consent Agenda, barring any discussion or comments from the public. Seeing none, the case was moved to the Consent Agenda.

Motion to approve the Consent Agenda:

1st: Sossaman

2nd: Arrington

Vote: 7-0 (unanimous)

FINAL ACTION:

None.

PUBLIC HEARING:

None.

ITEMS FOR DISCUSSION:

None.

ADMINISTRATIVE ITEMS

5. Summary of Events from members of the Commission and staff. The Commission may not deliberate or take action on any matter in the “summary” unless the specific matter is properly noticed on the Regular Session agenda.

6. Adjournment

Motion to adjourn at 7:01PM:

1st: Arrington

2nd: Gough

Vote: 7-0 (unanimous)