



**MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
QUEEN CREEK COMMUNITY CHAMBERS
20727 E. CIVIC PARKWAY
FEBRUARY 6, 2018
6:00 PM**

1. Call to Order

The meeting was called to order at 6:00PM.

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

Commissioners in attendance: Chairman Arrington, Vice Chairman Alleman, Commissioner Sossaman, Commissioner Ehmke, and Commissioner Young (Commissioner Matheson was absent).

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. General Plan Vote Campaign Update (Sarah Clark, Planner II)

Sarah Clark, Planner II, provided a brief update on recent activity on the General Plan Go Vote campaign. Ms. Clark presented graphics of the promotional materials used for the campaign including mailers, posters, and signage. Ms. Clark stated that Staff is working on a video that will be used to educate the public on the vote and will star the Mayor, chairs from Town Committees and Commissioners, the Fire Chief, and the MSCO Captain. Ms. Clark noted that a representative from the Town's Communication and Marketing Division will be providing training to the Commission on the topic of Commissioner's participation on social media for the Go Vote Campaign. Ms. Clark summarized the schedule for the campaign and highlighted important dates to remember.

4. Side Yard Building Setbacks (R1-43 & R1-35 Zoning Districts) (Brett Burningham, Planning Administrator; Steven Ester, Planner I)

Steven Ester, Planner I, provided a brief update on the side yard setback requirements for accessory structures in the R1-35 and R1-43 zoning districts. Mr. Ester provided a comparison of the Town's side yard setback standards for attached and detached structures with the standards of neighboring municipalities. Mr. Ester provided examples of accessory structures in relation to a variety of setback requirements for detached accessory structures.

Chairman Arrington inquired: what would the setback be for the ramada shown in the photo example. Mr. Ester responded, stating that the setback would be 20-feet from the side property line in the R1-35 zoning district and 30-feet from the side property line in the R1-43 zoning district. Chairman Arrington inquired: what would the setback be in the stepped setback approach? Mr.

Burningham stated that Staff is presenting different approaches that could be considered and Staff would like to discuss the options with the Commission before presenting a proposed solution.

Commissioner Alleman inquired: how many of these types of applications does the Town receive? Mr. Ester responded, stating that Staff receives approximately 3 to 4 a week.

Commissioner Alleman inquired: if a standard 20-foot setback for detached accessory structures is used, what issues might arise? Mr. Burningham responded, providing a reminder that Staff has heard from neighbors who appreciate side yard setback requirements. Mr. Burningham added that a two-tiered approach could be employed, where smaller structures could be closer to the side property line but larger and taller structures may need to be further from the side property line. Commissioner Alleman inquired: is it a real issue or perceived issue with neighbor concerns with the detached accessory structures located closer to the setback? Mr. Burningham responded, stating that Staff as heard from both sides of the argument.

Chairman Arrington inquired: what is the square footage requirement for structures that require a building permit? Mr. Burningham responded stating the minimum size is 200 square feet.

Commissioner Sossaman inquired: how is the height of the structured measured? Mr. Burningham responded, stating that the height of a structure is measured at the average grade to the highest peak. Commissioner Sossaman stated that there may be some concerns from neighbors who don't want neighbor's structures closer to their property line, particularly in an existing subdivision.

Mr. Burningham noted that Planning Staff has found through the Zoning Ordinance update where there was a 10-year period were the Zoning Ordinance was not being used properly and many detached accessory structures were incorrectly allowed 5-feet from the side yard setback.

ADMINISTRATIVE ITEMS

5. Recent activity update.

- 6. 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.

Mr. Burningham stated that the building permits have not been provided yet, but they will be sent to the Commission via email once received.

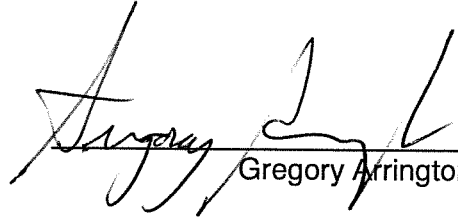
7. Adjournment

Motion to adjourn at 6:31PM:

1st: Alleman

2nd: Young

Vote: 5-0 (Commissioner Matheson was absent for the vote)



Gregory Arrington, Chairman

ATTEST: 

Sarah Mertins, Planner II

I, Sarah Mertins, do hereby certify that, to the best of my knowledge and belief, the forgoing Minutes are a true and correct copy of the Minutes of the February 6, 2018 Work Study Session of the Queen Creek Planning and Zoning Commission. I further certify that the meeting was duly called and that a quorum was present.



Sarah Mertins, Planner II

Passed and approved on March 14, 2018.