



**MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
QUEEN CREEK COMMUNITY CHAMBERS
20727 E. CIVIC PARKWAY
AUGUST 8, 2018
6:00 PM**

1. Call to Order

The Meeting was called to order at 6:07PM.

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

Commissioners in attendance: Chairman Alleman, Vice-Chairman Ehmke, Commissioner Matheson, Commissioner Young, Commissioner Spall, and Commissioner Benson (Chairman Sossaman 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. Home Rule Presentation (Ryan Fielder, Senior Budget Analyst)

Ryan Fielder, Senior Budget Analyst, discussed the topic of Home Rule. Mr. Fielder shared a visual with the commission to guide the discussion. Mr. Fielder highlighted what Home Rule is and what it means to cities and towns all across Arizona, including Queen Creek. Mr. Fielder discussed the implication of the budget expenditures. Mr. Fielder concluded by stating it is up for vote by residents of Queen Creek on the August 28th ballot.

Commissioner Matheson inquired: Is there a vote no contingency? Mr. Fielder responded that they have not heard of one. Mr. Fielder elaborated that the last time the Home Rule was up for vote it was a 67% passing margin and only about 10% of the Town vown in 2014.

Chairman Alleman inquired: If the nuclear option happens, what happens with the Town's budget? Mr. Fielder stated that the Town would be required to hold a special election and spend money to go back in May of 2019 to ask the same questions

Commissioner Young inquired: How many governments have the Home Rule? Mr. Fielder explained that 57% of cities and towns in Arizona are under Home Rule. Mr. Fielder gave examples of alternative programs and their implications on other cities and towns.

4. On-Camera Training (Constance Halonen-Wilson, Public Information Officer)

Ms. Halonen-Wilson, Public Information Officer introduced herself and explained her duties and role with the Town. Ms. Halonen-Wilson introduced the topic through a presentation and described the content on the slides. Ms. Halonen-Wilson provided specific examples and tips for being on camera.

5. Food Truck Text Amendment (Sarah Clark, Senior Planner)

Sarah Clark, Senior Planner, summarized the new State food truck law for the commission. Ms. Clark delivered a presentation introducing the specifics of the new law and their implications on the Town. Ms. Clark elaborated and stated that Staff is seeking input on how the Town might address this new State law in the Zoning Ordinance.

Chairman Alleman inquired: Would food trucks be permitted at churches for special events? Ms. Clark clarified that special events and could be addressed through the special event permit process.

Chairman Alleman inquired: Does the statute give any indication about duration of use being allowed? Ms. Clark explained that it does not. Ms. Clark indicated that Town Staff has the authority to look into regulating specific times. Ms. Clark gave example of how other cities and towns have addressed this and what might be most appropriate for the Town.

Commissioner Young expressed concerns with how mobile food vendors may interfere with existing businesses. Ms. Clark stated that if the request for a mobile food vendor is on private property, they would need property authorization. Ms. Clark elaborated that property owners in larger developments may not be in favor of allowing mobile food trucks on their property.

Chairman Alleman stated: Some businesses may not be able to accommodate this. If you're setting up right across from a restaurant, there is a good chance safety is compromised. I recommend staff looks into this as part of the TUP process review. Ms. Clark reiterated the safety component review of the TUP process and approval.

Chairman Alleman inquired: Is there a Special Event Permit duration threshold? There may be instances that might justify food trucks for multiple days. Ms. Clark explained that she was unsure in regards to the duration of the event and that staff will look into this.

Commissioner Spall inquired: What costs are associated with the permit? Ms. Clark explained that the cost would be \$250, which is the cost of a Temporary Use Permit. Ms. Clark explained that for a business license, staff is working with the Town Clerk's office to sort this out and streamline the process for mobile food vending.

Commissioner Matheson inquired: Would push carts be allowed in the new park that is being built now? Commissioner Matheson also stated that he would be in favor of a smaller fee for push carts. Ms. Clark stated that staff is looking into that right now and that technically the Town cannot prohibit anyone using a legal public parking space but since the Town is the owner of the property, this is something that would be able to be regulated.

Commissioner Benson inquired: Does this law go further down in scale? How about Girl Scout cookie sales on the side of the street? Ms. Clark explained that our zoning ordinance does not regulate this. Mr. Brett Burningham, Interim Development Service Director, stated that he appreciated the question but the most immediate action needed is to address only what is in the new State law first.

Commissioner Benson inquired: How would this play out with our food truck rally? Would there be a need for additional permits for each food vendor? Ms. Clark stated that food trucks would be included in the special event permit and that individual food trucks would not require a Temporary Use Permit if they were part of the special event approval process. Mr. Brett Burningham reminded the Commissioners that Conditional Use Permits on the town owned properties may be requested so farmers markets and food trucks would be permitted by right.

ADMINISTRATIVE ITEMS

6. Recent activity update.

Mr. Brett Burningham gave an update that there was no additional word on the building permit count. Mr. Burningham stated that the planning staff continues to be busy processing building permits.

7. **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.

8. **Adjournment**

Motion to adjourn at 6:46PM:

1st: Matheson

2nd: Young

Vote: 6-0 (Commissioner Sossaman was absent for the vote).



**MINUTES
REGULAR MEETING
QUEEN CREEK PLANNING & ZONING COMMISSION
QUEEN CREEK COMMUNITY CHAMBERS
20727 E. CIVIC PARKWAY
AUGUST 8, 2018
7:00 PM**

1. Call to Order

The meeting was called to order at 7:00PM.

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

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

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 June 13, 2018 Planning Commission Meeting Minutes.

Motion to approve the Consent Agenda:

1st: Spall

2nd: Benson

Vote: 6-0 (Commissioner Sossaman was absent for the vote)

PUBLIC HEARING:

5. Public Hearing and Possible Action on “Queen Creek Station Phase I Conditional Use Permit (Case P18-0026), Rezone (Case P18-0027), and Site Plan (Case P18-0029)”, a request by Kelly Hayes (Kaidence Group) to rezone from R1-43 to C-2 (General Commercial) for a new multi-tenant shops building with a drive-thru restaurant on a 2.03 acre site located at the northeast corner of Ellsworth Loop Road & Walnut Road.

Steven Ester, Planner I, provided a summary of the project location. Mr. Ester noted that the General Plan designation for the project is Neighborhood and the site is zoned R1-43. Mr. Ester provided a photo of the site and presented the proposed Site Plan. Mr. Ester presented the Conditional Use Permit request along with the elevations for the buildings on the site. Mr. Ester noted that a Neighborhood Meeting was held on May 24, 2018 with one member from the public in attendance.

Commissioner Matheson inquired: Is there a tenant lined up for this property? Mr. Ester explained that only one of the tenants is known at this time and that tenant will be Black Rock Coffee which will be the drive-thru.

Vice Chairman Ehmke inquired: Is that an entrance off of Ellsworth Road? Mr. Ester identified the entrances to the site. Brett Burningham, Interim Development Services Director, explained that the driveways have already been constructed as part of the long range transportation plans of the Town.

Chairman Alleman inquired: Have there been any other discussions with the tenants? Mr. Ester stated that the site plan shows a restaurant and patio but no tenant has been specified.

Chairman Alleman inquired: Does the applicant wish to give a presentation? Kelly Hasick, Applicant, responded that she had no additional comments and would be happy to answer any further questions the Commission had.

Chairman Alleman inquired: Was there a traffic statement required as part of this? Mr. Brett Burningham explained that there was not.

Chairman Alleman inquired: Were there any concerns at the neighborhood meeting? Ms. Hasick explained that there was not.

Chairman Alleman expressed his support for the project use and site design.

Public Comment: None.

Motion to approve “Queen Creek Station Phase I Conditional Use Permit (Case P18-0026), Rezone (Case P18-0027), and Site Plan (Case P18-0029)”:

1st: Matheson

2nd: Young

Vote: 6-0 (Commissioner Sossaman was absent for vote)

FINAL ACTION:

- 6. Discussion and Possible Approval of P18-0092 “Whitewing at Whisper Ranch Residential Design Review”.** Toll Brothers is requesting approval of seven (7) new standard plans with three (3) elevations each to be constructed on 128 lots in the Whitewing at Whisper Ranch subdivision, located at the northwest corner of Riggs and Hawes Roads.

Steven Ester, Planner I, provided a summary of the project location. Mr. Ester summarized the zoning designation of the site. Mr. Ester summarized that the project was a residential design review and showed some of the elevations included in the plans.

Chairman Alleman inquired: Are all the plans side loaded elevations? Mr. Ester explained that they were all side loaded and that they are all single story.

Commissioner Young stated that he liked that the elevations had basements and that they were not two stories.

Chairman Alleman inquired: Does the applicant wish to speak? Rob Braster, applicant, introduced himself and the project. Mr. Braster stated that it was an honor to be a part of the Town. Chairman Alleman asked if there was any other discussion or motion.

Motion to approve P18-0092 “Whitewing at Whisper Ranch Residential Design Review” Toll Brothers is requesting approval of seven (7) new standard plans with three (3) elevations each to be constructed on 128 lots in the Whitewing at Whisper Ranch subdivision, located at the northwest corner of Riggs and Hawes Roads.

1st: Spall

2nd: Benson

Vote: 6-0 (Commissioner Sossaman was absent for the vote)

ITEMS FOR DISCUSSION:

Sarah Clark, Senior Planner, stated that there would be a joint meeting between the Planning and Zoning Commission and the Town Council on Wednesday, August 15th. Ms. Clark explained that there would be three topics including cases, introductions, and upcoming projects. Brett Burningham, Interim Development Services Director, stated that the meeting will start promptly at 5:30 PM and he recommended the commissioners get there early for dinner. Mr. Burningham thanked the Commission for their willingness to participate.

ADMINISTRATIVE ITEMS

7. 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.

8. Adjournment

Motion to adjourn at 7:20PM:

1st: Matheson

2nd: Young

Vote: 6-0 (Commissioner Sossaman was absent for the vote)