



**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 one 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

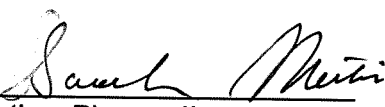
Vote: 7-0 (unanimous)

Town of Queen Creek Planning & Zoning Commission



Alex Matheson, 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 November 8, 2017 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 December 5, 2017.