



**MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
QUEEN CREEK COMMUNITY CHAMBERS
20727 E. CIVIC PARKWAY
MARCH 14, 2018
6:00 PM**

1. Call to Order

This meeting was called to order at 6:01PM.

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 Matheson, Commissioner Ehmke, Commissioner Young, and Commissioner Spall.

ITEMS FOR DISCUSSION

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

Sarah Clark, Planner II, introduced new Commissioner Lea Spall to the other members of the Commission. Members of the Commission then briefly introduced themselves to Commissioner Spall.

3. Social Media and the Go Vote Campaign Training (Marnie Schubert, Communications, Marketing, and Recreation Director)

Marnie Schubert, Communications, Marketing, and Recreation Director, provided an overview of the Town's Social Media and Go Vote Campaign for the 2018 General Plan Update. Ms. Schubert outlined the different ways that the Town is conducting public outreach, including informing all the Commissions and Committees on how to speak with the public on the matter, holding informational booths at Town events, through social media, direct mailers, water bill inserts, news releases, newsletters, videos, through the Chamber of Commerce, and through community organizations and programs. Ms. Schubert then provided a timeline for all upcoming Town events and programs leading up to the May 15th voting date. Ms. Schubert provided the members of the Planning Commission with marketing materials and promotional materials to give out to residents to help inform them of the upcoming General Plan Update vote. Ms. Schubert ended the presentation with a voting campaign video which featured the chairs of each of the commissions, committees, and the Mayor describing what a General Plan is and what is entailed in the upcoming vote.

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

Steven Ester, Planner I, presented a continuation of a previous discussion regarding the current conditions of the Town's setback requirements for detached accessory units in low-density residential zoning districts. Mr. Ester noted that the current side setback requirements for low-

density residential neighborhoods are 30-feet for R1-43 districts, and 20-feet for R1-35 districts, with a 5 foot encroachment allowance in the rear yard setback for structures under 15-feet in height. Detached accessory structures over 15-feet in height must abide by the rear yard setback requirements for that zoning district. Mr. Ester compared the Town of Queen Creek side yard setback standards for detached accessory units with those of comparable municipalities such as Chandler, Peoria, Gilbert, Surprise, Goodyear, Avondale, Phoenix, and Apache Junction. Mr. Ester then noted that most municipalities employ the step-back set back method, in which the side yard setback is determined by how many feet of the detached accessory structure project over the height of the property fence. Considering most residential property fences are 6-feet tall, this would mean that the required side yard setback for a detached accessory structure is the height of the structure minus 6-feet. For a 15-foot tall structure, the required side yard setback would be 9-feet.

Mr. Ester outlined the unique conditions present in Queen Creek, noting that the Town has a unique composition of large lots with regards to other cities and that the setback requirements in other cities reflect a tendency of compact types of accessory structures in those cities. Mr. Ester presented options for the Commission to consider. First, for structures over 15-feet in height, Mr. Ester recommended a change from the standard 30-foot side yard setback requirement to a 20-foot side yard setback. For structures under 15-feet in height, Mr. Ester provided two options: either change the 30 foot setback requirement to 20-feet or employ the stair-step setback method, similar to what other cities use. Mr. Ester presented a photo exhibit of a typical detached accessory structure over 15-feet in height. Mr. Ester presented an aerial exhibit that illustrated how the side yard setback change would affect a R1-43 zoned lot, showing the change from a 30-foot setback to a 20-foot setback. Mr. Ester then provided an aerial exhibit showing the change under the stair-step setback method, in which a 24-foot tall RV garage in a R1-43 district would require an 18-foot side yard setback. Mr. Ester then presented a photo example of a typical ramada, which is usually under 15-feet in height. Mr. Ester presented similar aerial exhibits to demonstrate the difference between the proposed 20-foot standard and the stair-step setback methods, in which the former would require the ramada be 20-feet from the side property line, while the stair-step method would require an 8-foot side yard setback. Mr. Ester concluded the presentation with a final staff recommendation to change the standard setback requirement for detached accessory structures over 15-feet in height from a 30-foot setback to a 20-foot setback. Mr. Ester then presented the options for the Commission to consider as to which method would be best for structures under 15-feet in height: either the standard 20-foot setback requirement, or the stair-step setback method. Mr. Ester opened the floor for questions and comments on the matter.

Commissioner Sossaman asked for clarification regarding the rear yard setback for detached accessory structures under 15-feet in height, inquiring whether such structures are permitted to be 5-feet from the rear yard property line. Mr. Ester confirmed this allowance.

Commissioner Young expressed his concern over the step-back setback method, as many lots in R1-43 neighborhoods in particular have chain link fencing that would not shield detached structures from view if setback requirements are reduced.

Commissioner Alleman asked for clarification regarding the existence of a 6-foot block wall fence as a requirement for the step-back method. Brett Burningham, Planning Administrator, explained that the step-back system would be implemented regardless of the type of fencing that exists on the property. The step back method would require a start at 6-feet regardless of state of fencing in place. The height of the detached accessory structure above the 6-foot fence would determine the side yard setback requirement.

Commissioner Sossaman expressed his partiality to the 20-foot standard requirement over the step back method, so as to keep it simple.

Commissioner Matheson expressed his support for the new 20-foot standard side yard setback.

Commissioner Ehmke also expressed his support for the 20-foot standard side set back requirement, as it would provide continuity to the current standards and would help avoid confusion in the future. Commissioner Ehmke also stated that the 10-foot difference would be of great benefit to those large size lots.

Commissioner Spall agreed that the first method, the 20-foot standard, is the best option.

Chairman Arrington stated that the step-back method opens it up for interpretation, while the 20-foot standard is simple and clear, which would help avoid possible problems among neighbors.

ADMINISTRATIVE ITEMS

5. Recent activity update.

Mr. Burningham stated that the building permits have not been provided yet, but they will be sent to the Commission via email once received. Mr. Burningham noted that the Town Council approved the Small Cell Wireless Text Amendment on February 7, 2018 and the Malone Parke Place Ordinance Scribner's error on February 21, 2018.

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.

None.

7. Adjournment

Motion to adjourn at 6:31PM:

1st: Matheson

2nd: Young

Vote: 7-0 (unanimous)

ATTEST:


Sarah Mertins, Planner II


Gregory Arrington, Chairman

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 March 14, 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 April 11, 2018.