



**MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
QUEEN CREEK COMMUNITY CHAMBERS
20727 E. CIVIC PARKWAY
JANUARY 10, 2018
6:00 PM**

1. Call to Order

The meeting was called to order at 6:15PM.

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

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. Summary of the 2017 Town Center Plan Update (Jennifer Lindley, Economic Development Coordinator)

Jennifer Lindley, Economic Development Coordinator, gave a brief overview of the 2017 Town Center Plan Update project. Ms. Lindley summarized the project schedule and discussed the outcomes of the plan's SWAT analysis. Ms. Lindley presented an exhibit of the current Town Center boundaries and the proposed Town Center Core boundaries. Ms. Lindley presented an exhibit showing property ownership in the Town Center Core. Ms. Lindley summarized a few of the opportunities and actions recommended in the plan, including estimates in restaurants, service, retail, and office development. Ms. Lindley presented the traffic and bike lane analysis and recommendations for the Town Center Core. Ms. Lindley also summarized the next steps which include developing a Town Center Core Overlay District, Design Guidelines, Cost Analysis for capital expenditures, Drainage Strategy, Branding Strategy, Parking Management Plan, and a Pedestrian and Bicycle Connectivity study.

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

Ms. Clark provided a brief summary of the voting campaign in advance of the May 15, 2018 vote on the 2018 General Plan Update. Ms. Clark summarized the various outreach efforts planned for the campaign including events, partnerships, newsletters, mailers, and social media. Ms. Clark presented a list of events where Staff will have a booth set up to reach out to residents and a list of events where Staff will give a presentation to community groups. Ms. Clark stated that at next month's meeting, Staff will present the marketing material that was developed as part of the campaign effort. Ms. Clark also asked the Commission for their participation in a video on the vote. Ms. Clark summarized important dates to remember, which included:

- April 16, 2018: voter registration deadline

- April 18, 2018: ballots are mailed
- May 15, 2018: election day

Commissioner Alleman asked if Staff would want the Commission to post on their social media regarding the campaign. Ms. Clark responded, stating yes the Commission would be encouraged to that and Staff will send out a list of social media outlets the Commission could post on.

ADMINISTRATIVE ITEMS

5. Recent activity update.

Brett Burningham, Planning Administrator, stated that the Ironwood Crossing Annexation Introductory presentation was heard by the Council at their December 6, 2017 Council Meeting. At the December 20, the Town Council approved the Madera Minor General Plan and PAD Amendment.

Brett reminded the Commission that the February Planning Commission meeting will be held on February 6, 2018. Mr. Burningham noted that there are a number of applications that are close to being scheduled for the Planning Commission agenda.

Mr. Burningham stated that 55 new permits were reviewed in December 2017 and he presented the total annual single-family building permit activity since 2013.

Mr. Burningham presented Sofia Mastikhina, the Town's new Planning Intern, to the Commission.

Ms. Mastikhina provided a brief introduction to herself, summarizing her schooling, previous work history, and the tasks she has worked on as a Planning Intern for the Town.

- 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.

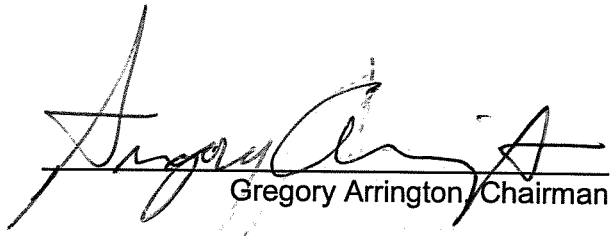
7. Adjournment

Motion to adjourn at 6:37PM:

1st: Matheson

2nd: Young

Vote: 7-0 (unanimous)

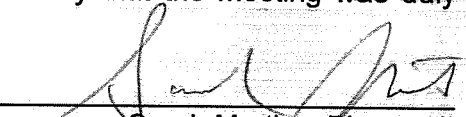


Gregory Arrington, Chairman

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 January 10, 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 February 6, 2018.