



**MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
QUEEN CREEK COMMUNITY CHAMBERS
20727 E. CIVIC PARKWAY
FEBRUARY 13, 2019
IMMEDIATELY FOLLOWING THE 6:00PM REGULAR SESSION**

1. Call to Order

The meeting was called to order at 7:01PM.

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

Commissioners in attendance: Chairman Alleman, Commissioner Sossaman, Commissioner Matheson, Commissioner Young, Commissioner Spall, and Commissioner Benson. Commissioner Ehmke 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. Building Safety Division Overview (David Tallman, Assistant Building Safety Manager)
David Tallman, Assistant Building Safety Manager, provided a brief summary of himself and his background.

Mr. Tallman provided a presentation on the Building Safety Division, summarizing Building Codes and their purpose. Mr. Tallman noted that Building Codes establish minimum requirements for fire and life safety in the built environment. Mr. Tallman noted that Building Codes establish the minimum requirements for fire and life safety, structural strength, means of egress, sanitation, light and ventilation, accessibility, emergency conservation, and sustainability. Mr. Tallman summarized instances in which building permits are required, who is required to obtain them, and exceptions. Mr. Tallman provided a summary of construction documents and what is included on construction documents. Mr. Tallman summarized the online permitting and plan process offered by the Town. Mr. Tallman presented exhibits of current building construction in the Town.

Commissioner Sossaman inquired: What was the building shown in the photo that included a dirt floor? Mr. Tallman responded, stating that the building shown in the photo is the Palette Collective Tenant Improvement. Commissioner Benson inquired: Where is the building located? Mr. Birmingham responded, stating that the project is located at the Heritage Square Commercial Center, next to the existing Goodwill.

Commissioner Young inquired: does minor electrical work require a permit? Mr. Tallman responded, stating yes.

Commissioner Benson: which building codes is the Town currently using? Mr. Tallman responded, stating that the Town uses the 2011 National Electric Code, the 2012 codes for building, plumbing, mechanical, fuel gas, and residential, and the 2010 code for ADA.

Commissioner Spall inquired: what does a person do if they purchase a house and they find out that a structure was not permitted? Mr. Tallman responded, stating that the first step is for that person to go to the Town to speak with staff to discuss what is needed. This may include submitting plans for what was constructed to be reviewed and inspected by the Town. Inspections can range from non-invasive to invasive inspections based on the situation.

Commissioner Spall inquired: what is the risk of constructing without a permit. Mr. Tallman responded, stating that the initial risk is related to life safety, but subsequent risks may include issues with selling the house; claims or a disclosure agreement detailing the unpermitted work would need to be provided.

ADMINISTRATIVE ITEMS

4. Recent activity update.

None.

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.

Mr. Burningham provided an update on recent project activity, noting that at the February 6, 2019 Council Meeting, the Madera West PAD Rezone was tabled indefinitely. Brett Burningham provided a summary of the new single-family permits, where 84 permits were approved in January 2019.

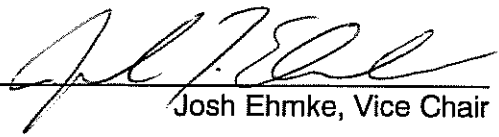
6. Adjournment

Motion to adjourn at 7:13PM:

1st: Spall

2nd: Matheson

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

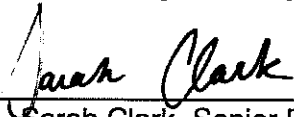


Josh Ehmke, Vice Chair

ATTEST: 

Sarah Clark, Senior Planner

I, Sarah Clark, 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 13, 2019 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 Clark, Senior Planner

Passed and approved on March 13, 2019.