



**MEETING MINUTES
REGULAR SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
QUEEN CREEK COMMUNITY CHAMBERS
20727 E. CIVIC PARKWAY
JULY 8, 2020
6:00 PM**

Following the recommendations from the CDC to help slow the spread of COVID-19, attendance at the Planning Commission meeting is limited to members of the Planning Commission and necessary Town Staff. Some members of the Planning Commission and staff may attend electronically. Others may attend, including the public and media, by accessing and listening to the Planning Commission meeting online at <https://www.queencreek.org/town-hall/town-council/watch-town-council-meetings> and following the instructions on that webpage.

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: Smith, Gillette, Spall, Young, and Matheson.

3. Public Comment: Members of the public may address the Commission on items not on the printed agenda and during Public Hearings. Please address the Commission by sending an email to PublicComment@queencreek.org by 6:00 p.m. on July 8, 2020 (limited to 500 words – identify your name, address and whether you wish your comment to be read at the meeting or just submitted as part of the written record). The Commission may not discuss or take action on any issue raised during public comment until a later meeting. Speakers are limited to three (3) minutes each. Only one comment (either by email or by WebEx) per person per Agenda Item will be allowed and comments without identifying name and address will not be read or submitted as part of the written record.

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 10, 2020 Planning Commission Meeting Minutes.

B. Discussion and Possible Action on P19-0233 Caleda Residential Design Review. Toll Brothers is requesting approval of four (4) new standard plans with four (4) elevations each to be constructed on 93 lots at the Caleda subdivision, located at the northwest corner of 220th Street and Cloud Road. (Steven Ester, Planner I)

Motion to approve the Consent Agenda:

1st: Matheson

2nd: Spall

Vote: 5-0

PUBLIC HEARING:

- C. Public Hearing and Possible Action on P20-0003 Desert Horizon Nursery Conditional Use Permit Time Extension**, a request by John Reddell for renewal of the previously granted Conditional Use Permit to allow continued operation of the existing Desert Horizon Nursery, located north of the northwest corner of Ellsworth and Ryan roads.

Steven Ester, Planner I, presented an aerial exhibit of the project site, followed by exhibits of the existing General Plan land use designation and zoning district. Mr. Ester summarized the proposed application, which included a request to renew and extend the previous Conditional Use Permit allowing the nursery and its associated retail elements on an R1-43 lot. Mr. Ester stated the request would also eliminate any additional time stipulation included on the Conditional Use Permit, given the project's history and that no complaints have been received historically. Mr. Ester provided a brief history of the site, and then presented the existing site plan with its uses that are bound to the approval of the Conditional Use Permit. Mr. Ester showed on-site photos of the current nursery and its operations.

Mr. Ester summarized the public participation outreach, as required per the Conditional Use Permit process. Mr. Ester stated a Neighborhood Meeting link was posted online on May 26, 2020, and that Staff received two (2) letters of support to date. Mr. Ester concluded by mentioning the applicant and owner were present on the phone to answer any questions from the Commissioners.

Motion to recommend approval of P20-0003 Desert Horizon Nursery Conditional Use Permit Time Extension, a request by John Reddell for renewal of the previously granted Conditional Use Permit to allow continued operation of the existing Desert Horizon Nursery, located north of the northwest corner of Ellsworth and Ryan roads, subject to Conditions of Approval.

1st: Smith

2nd: Matheson

Vote: 5-0

FINAL ACTION:

- D. Discussion and Possible Action on P20-0027 Pecan Plaza Site Plan and P20-0028 Preliminary Plat**, a request from Chris Webb of Rose Law Group for Site Plan and Preliminary Plat approval for a 12.2 acre commercial center, located at the northwest corner of Ellsworth and Riggs roads.

Sarah Clark, Senior Planner/Project Manager, began her presentation with an aerial exhibit of the project site and surrounding developments. Ms. Clark presented exhibits of the existing General Plan land use designation and zoning district for the site. Ms. Clark reiterated the request for Site Plan and Preliminary Plat approval, and outlined the specifics of the Site Plan proposed and how the Preliminary Plat subdivides the parcel into five (5) lots. Ms. Clark stated the proposal meets parking and landscape standards, and also provides a multi-use trail along Riggs Road and Ellsworth Road. Ms. Clark mentioned that the Site Plan proposed would possibly change the entrance feature at the corner of the site, as originally approved under the Pecan Plaza PAD, but with added art and decorative enhancements. Ms. Clark stated the additional pad sites will come back in for Site Plan approval once the users are identified, and then described the buildings and

their specified materials. Ms. Clark concluded her presentation and opened to the Commissioners for any questions.

Commissioner Smith asked to clarify if pads A, B, C, and D were for future development, while the health club and shops building were going in under the first phase of development? Ms. Clark confirmed Commissioner Smith was correct, in that the Master Site Plan shown sets the building elevations and approval for the EOS Fitness and shops buildings only at this time.

Commissioner Smith asked to see the proposed elevations. Upon attempting to render the exhibits, a system error occurred, temporarily delaying the meeting. Chairman Matheson clarified the elevations can be accessed via the Town's website, and instructed Commissioner Smith on how to find the documents within the posted meeting packet while the issue was resolved.

With the system error fixed, Chairman Matheson resumed the meeting with Vice Chairman Young, Commissioner Smith, and Commissioner Spall present. Chairman Matheson asked if there were any additional questions or discussion from the Commission, before opening for a motion.

Motion to approve P20-0027 Pecan Plaza Site Plan and P20-0028 Preliminary Plat, a request from Chris Webb of Rose Law Group for Site Plan and Preliminary Plat approval for a 12.2 acre commercial center, located at the northwest corner of Ellsworth and Riggs roads, subject to Conditions of Approval.

1st: Spall

2nd: Young

Vote: 5-0

- E. Discussion and Possible Action on P20-0029 Pecan Plaza Comprehensive Sign Plan, a request from Chris Webb of Rose Law Group for approval of a Comprehensive Sign Plan for the 12.2 acre Pecan Plaza commercial center located at the northwest corner of Ellsworth and Riggs roads.**

Sarah Clark, Senior Planner/Project Manager, started her presentation with an aerial exhibit of the project site and surrounding developments. Ms. Clark noted the proposed Comprehensive Sign Plan applies to the site that was approved by the Commissioners moments ago, and briefly recapped the commercial uses shown with the Site Plan.

Ms. Clark summarized the three (3) requested deviations in the CSP, and provided details regarding the rear wall signage, monument sign height, and additional monument signage proposed. Ms. Clark explained how the front wall signage area is reduced to 1 square foot of sign area per linear foot, while the rear wall signage is increased to 1.5 square feet of sign area per linear foot. Ms. Clark further outlined that three (3) monument signs are proposed at 8'-10", where the Zoning Ordinance allows for 8'. Ms. Clark described the final deviation, stating an additional monument sign was being proposed on both Riggs Road and Ellsworth Road. Ms. Clark discussed the allowances set by right within the Zoning Ordinance, as they relate to the number of monument signs allowed per linear feet for street frontage. Ms. Clark concluded her presentation and opened to the Commissioners for any questions.

Commissioner Smith asked to see the parapet signage once more. Similar to the previous system error, the meeting was temporarily delayed upon the elevations rendering. Commissioner Smith had no additional questions following the pause.

Commissioner Spall asked if the monument signs were facing north and south along the Ellsworth Road frontage? Ms. Clark responded the signs did face north and south. Commissioner Spall stated there seemed to be a lot of signage proposed for this site, and then briefly clarified how

many monuments were at each entrance into the center. Commissioner Spall voiced that she felt the extra monuments created a double exposure, given the rear wall signage was also being increased.

Commissioner Spall mentioned she was interested in how the signage would be seen pulling into the center and restated her concern with the added monumentation at the immediate arterial corner.

Motion to approve P20-0029 Pecan Plaza Comprehensive Sign Plan, a request from Chris Webb of Rose Law Group for approval of a Comprehensive Sign Plan for the 12.2 acre Pecan Plaza commercial center located at the northwest corner of Ellsworth and Riggs roads, subject to Conditions of Approval.

1st: Young
2nd: Gillette
Vote: 5-0

ITEMS FOR DISCUSSION:

None.

ADMINISTRATIVE ITEMS

5. Recent activity update.

Erik Swanson, Interim Planning Administrator, reported that with the recent end of the fiscal year, a total of 1,750 residential permits were issued by Staff, which is the Town's 2nd highest year compared to 2003-2004, where 1,754 residential permits were issued.

Mr. Swanson then outlined that Council approved recent processes to help the business community in spite of COVID, noting business license fees are to be waived for the next fiscal year. Mr. Swanson mentioned the Council also passed a grant program for the Town to receive funding to help small businesses in operation.

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.

7. Adjournment

Motion to adjourn at 6:56PM:
1st: Young
2nd: Smith
Vote: 5-0

Town of Queen Creek Planning & Zoning Commission

Alex Matheson, Chairman

ATTEST: _____
Steven Ester, Planner I

I, Steven Ester, 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 July 8, 2020 Regular Session of the Queen Creek Planning and Zoning Commission. I further certify that the meeting was duly called and that a quorum was present.

Steven Ester, Planner I

Passed and approved on August 12, 2020.



**MEETING MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
QUEEN CREEK COMMUNITY CHAMBERS
20727 E. CIVIC PARKWAY
JULY 8, 2020
IMMEDIATELY FOLLOWING THE 6:00PM REGULAR SESSION**

Following the recommendations from the CDC to help slow the spread of COVID-19, attendance at the Planning Commission meeting is limited to members of the Planning Commission and necessary Town Staff. Some members of the Planning Commission and staff may attend electronically. Others may attend, including the public and media, by accessing and listening to the Planning Commission meeting online at <https://www.queencreek.org/town-hall/town-council/watch-town-council-meetings> and following the instructions on that webpage.

1. Call to Order

The meeting was called to order at 6:57PM.

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

Commissioners in attendance: Smith, Gillette, Spall, Young, and Matheson.

ITEMS FOR DISCUSSION

3. Rittenhouse Road Closure (Troy White, Public Works Director)

Troy White, Public Works Director, introduced himself and began discussing updates related to the Rittenhouse Road closure. Mr. White outlined how the road was originally closed down to allow rebuilding of the bridge over the Queen Creek Wash, with a reopening planned for mid-July. Mr. White stated the road opening will be pushed out, and detailed the extent of the closures and current project status. Mr. White explained how there will be another closure for slabbing to occur on Cloud Road where it meets at Rittenhouse Road near the early part of August, and then in early September to do a waterline pour under the rail spur. Mr. White also discussed that in August, Union Pacific Rail Road requested to close Rittenhouse Road to do their portion of work earlier than initially scheduled.

Mr. White noted the substantial completion date is set to be done prior to the holiday season this year, which the Town is excited about to maintain levels of service during the busier months. Mr. White explained how current traffic counts are down with the circumstances of COVID-19, and the ways the Town has been taking advantage of the lower traffic volumes with such projects. Mr. White mentioned how Mr. Schnepf (Schnepf Farms) and Mr. Rae (Queen Creek Olive Mill) were also pleased with the project's timeline for completion, as the holidays are important when it comes to the economic stimulus and activity near the road being improved.

Mr. White concluded his presentation and thanked the Planning Commission, before opening for questions.

Commissioner Smith asked what would be happening during the interim between when the work is completed near the end of August and the substantial completion date in October? Mr. White responded stating during this time the attention would be turned to improvements north of the bridge to provide an overlay so the adjacent roadway is an all-new surface up to the intersection at Cloud and Rittenhouse Roads.

Commissioner Smith asked how reliable Union Pacific Rail Road would be in completing the job as they've locked it in? Mr. White stated the rail road company is generally good at keeping the completion date realistic, and that they have to make their arrangements ahead of time to ensure their staff is in state and accommodated.

4. Budget Overview (Dan Olsen, Deputy Finance Director)

Dan Olsen, Deputy Finance Director, introduced himself and thanked the Commissioners for the opportunity to present. Mr. Olsen began by outlining the general breakdown of the current budget, highlighting where certain areas of the overall budget are allocated.

Commissioner Smith asked how house permits play into the fiscal budget? Mr. Olsen responded by stating as the Town's population grows, the permit revenue also increases in addition to the stimulus that incoming commercial development contributes to.

Mr. Olsen noted that 71% of the Town's budget is dedicated to infrastructure, which is due to the fact that the Town is currently conducting many improvement projects. Mr. Olsen explained the cost allocations according to a chart that identified where the budget breakdowns can be seen. Mr. Olsen continued on to discuss state share revenues, stating it was higher for the Town this year as opposed to last. Mr. Olsen mentioned how the property tax for Queen Creek was recently decreased this year, due to Council's reduction of the previous levy.

Mr. Olsen briefly detailed the Town's SLID budget, and how it works to cover maintenance of street lights. Mr. Olsen reported the Town purchased all of its street lights from SRP as of last year, and provided information as to how this translates to a slight tax break for those located within a designated SLID area.

Mr. Olsen finished his presentation by providing a more in-depth summary of the infrastructure breakdown mentioned earlier, and then discussed how the Police Reserve, COVID Reserve, and Pension Funding have been adapted due to the current circumstances. Mr. Olsen concluded his presentation by thanking the Planning Commission again and opening for any follow up questions.

Commissioner Spall asked when was the budget revised? Mr. Olsen stated the budget was last revised on March 18th of 2020. Mr. Olsen further clarified this is language-specific, meaning the most recent date when the budget is adjusted is considered as its latest revision.

Commissioner Smith asked with regards to the infrastructure, are any of the improvements creating debt or is the budget in balance? Mr. Olsen replied that much of the infrastructure-related costs are funded through the sale of bonds, as well as developer-paid impact fees.

Commissioner Smith asked what the comparisons of debt to incoming projects and their impact fees currently were? Mr. Olsen stated while impact fees contribute to the Town's overall revenue to offset some of the debt being discussed, the bonds allow for certain projects to occur that result in developers funding the improvements rather than the Town.

ADMINISTRATIVE ITEMS

5. Recent activity update.

None.

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.

Prior to adjournment, Erik Swanson, Interim Planning Administrator, informed the Commissioners that the next Planning Commission meeting is scheduled for August 12th, 2020.

7. Adjournment

Motion to adjourn at 7:27PM:

1st: Spall

2nd: Matheson

Vote: 5-0

Town of Queen Creek Planning & Zoning Commission

Alex Matheson, Chairman

ATTEST: _____
Steven Ester, Planner I

I, Steven Ester, 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 July 8, 2020 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.

Steven Ester, Planner I

Passed and approved on August 12, 2020.