



MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
Virtual Meeting
April 14, 2021

1. Call to Order

The meeting was called to order at 6:51 p.m.

2. Roll Call: One or more members of the Commission may participate by telephone.

Troy Young	Chair	Present via WebEx
David Gillette	Vice Chair	Present via WebEx
Matt McWilliams	Commissioner	Present via Web Ex
Alex Matheson	Commissioner	Present via WebEx
Bill Smith	Commissioner	Present via WebEx
Steve Sossaman	Commissioner	Present via WebEx
Lea Spall	Commissioner	Present via WebEx

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

A. Economic Development Program of Work Overview (Doreen Cott, Economic Development Director)

Economic Development Director Doreen Cott outlined the role of her department, which includes the Economic Development Division, Horseshoe Park and Equestrian Centre (HPEC), and the Economic Development Commission/Downtown Arts & Placemaking Subcommittee. The department is responsible to attract and retain businesses and help them grow and expand in Queen Creek and to stay informed with local and regional issues that will affect development in Queen Creek.

Ms. Cott said the Economic Development Strategic Plan was recently updated and she gave a brief overview on the following:

- **Economic Development Program of Work**
Five target sectors were identified along with strategic focus areas.
- **Downtown Core Update**
The updated Town Center Plan identified a downtown core and new design guidelines

were developed to assist with new development. The East/West Connector Roads start construction in September and underground drainage design is underway to make the smaller lots in downtown more developable. The department is seeking direction from Council on RFP's proposals for Town-owned downtown sites; and the Circle K Land Exchange is almost complete.

- **Downtown Arts & Placemaking Committee Update**
An art contest for design of a re-usable Shop QC shopping bag was held and new bags with winning designs will be available soon.
- **State Land Projects**
State Land Annexation and the recent rezone resulted in a tremendous amount of leads for Queen Creek from large developers looking for large land sites.
- **Invest the QC Website**
A stand-alone website with Information for businesses and Economic Development information was developed.

The Commission asked what the vision is for the Downtown in regards to walkability, parking and development. Ms. Cott said the East/West Connector roads will have on-street parking, a parking analysis will be performed and shared parking will be considered. She said it will be important to bring in new business and development in the downtown area and the improvements will help attract a developer.

B. Council Strategic Planning Session Update (Brett Burningham, Development Services Director)

Development Services Director Brett Burningham said his division includes Planning & Zoning, Code Enforcement, Building Safety and Engineering. Annually they review efficiencies to see where improvements can be made. Mr. Burningham outlined the following proposals for 2021:

1. Planning - Develop an FAQ document for residents to summarize zoning setbacks
2. Planning - Text Amendment for Residential Design Review process (see Item C.)
3. Engineering – Reduce plan review for Minor Land Divisions. Completed.
4. Engineering - Update and simplify Engineering Pre-Application (provide checklists)
5. Building Safety - Develop a standard plan process for Residential Solar Panels Permit, saving two weeks of review time for applicants.
6. Building Safety - Develop a final inspection sticker for new homes at the electrical box, that will serve as their Certificate of Occupancy and they can take a picture of it.

C. 2021 Text Amendments (Erik Swanson, Planning Administrator)

Planning Administrator Swanson introduced the Residential Design Review (RDR) Amendment which proposes to amend the process so homebuilders who have received RDR approval within the past 12 months are able to use the approved housing product in other parcels/subdivisions without requiring an additional RDR approval (administrative approval would be required).

Mr. Swanson said currently all housing products require RDR staff and Planning Commission review and approval to meet standards. He discussed the benefits, which would save homebuilders approximately 3-6 months of approval time and would reduce staff review times for a product that has already been reviewed. He said there are considerations to work through to assure a quality unique product that fits the area.

Commissioner Sossaman asked how did you come up with the 12 month approval time frame and suggested that it could be lengthened due to the amount of time it takes to build a subdivision. Mr. Swanson said they considered change in market standards and said they will reach out to the development community for feedback on the new amendment.

Mr. Swanson concluded with department updates, reporting that 182 single-family home permits were issued in March 2021. Year-to-date 562 residential permits have been issued which is up 24% from the same time last year.

Mr. Swanson reported that Town Council approved the State Land Project; the Jorde Farm South Annexation; and recommended changes to the current code for mobile food trucks at their last meeting.

Mr. Swanson said that with the implementation of vaccines we have potential for in-person meetings in May; however, no decisions have been made yet.

4. Adjournment

The meeting adjourned at 7:36 p.m.

TOWN OF QUEEN CREEK

Troy Young, Chair

ATTEST:

Joy Maglione, Deputy Town Clerk

I, Joy Maglione, do hereby certify that to the best of my knowledge and belief, the foregoing Minutes are a true and correct copy of the Work Study Session Minutes of the April 14, 2021 Work Study Session of the Queen Creek Planning Commission. I further certify that the meeting was duly called and that a quorum was present.

Passed and approved on: May 12, 2021