



MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
August 11, 2021

1. Call to Order

The meeting was called to order at 6:22 p.m.

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

Troy Young	Chair	Present
David Gillette	Vice Chair	Present
Matt McWilliams	Commissioner	Present
Alex Matheson	Commissioner	Present
Bill Smith	Commissioner	Present
Jeff Neilsen	Commissioner	Absent
Lea Spall	Commissioner	Present

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. Code Compliance/Neighborhood Preservation Division Update

Code Compliance and Neighborhood Preservation Supervisor Jon Andrews introduced himself and provided a brief background of his career as a retired police detective and six years in code compliance. His staff consists of one Senior Code Officer and one part time Code Officer (both with prior police and code enforcement experience). Mr. Andrews said that both he and his team are excited to be part of Queen Creek.

Mr. Andrews outlined the department mission statement and said the new approach being utilized by the department focuses on education, prevention and outreach. He said the theory is preventative rather than reactive and they will strive to build community trust. He said throughout the process there will be flexibility to provide extensions and to work with the customer. Mr. Andrews summarized the types of calls that Code Enforcement responds to and gave a brief anatomy of a code case from inception through completion.

The Commission welcomed Mr. Andrews and said they appreciated his law enforcement service. They asked what the biggest complaint is in Queen Creek. Mr. Andrews responded weeds, outside storage and RV parking. He followed up that the rules for RV parking allow 48 hours to load or unload and storage must be behind the fence (if it is even allowed by HOA). They asked how most

complaints are received. Mr. Andrews said mostly from neighbor complaints and we will work on doing a proactive approach as well.

The Commission asked who the civil hearing officer is for Queen Creek. Mr. Andrews said it is Justice of the Peace Goodman.

B. Training – General Plan Overview (Sarah Clark, Senior Planner/Project Manager)

Ms. Clark provided an overview of the four main parts of a General Plan which address 1) community vision 2) integration of existing Town plans 3) outlines allowable uses for undeveloped areas and 4) includes goals and strategies to ensure consistency.

Ms. Clark said there are also many elements or chapters of the General Plan that each have their own goals, strategies and actions. General Plan Elements include transportation; growth area; open space; environmental; land use; economic development; public safety; water; and cost of development. Ms. Clark said planners work on the land use element and she gave an in-depth overview of the nine different land use categories and the accompanying Land Use Zoning Requirements Table.

Ms. Clark outlined the process for new development applications and explained that all proposals are reviewed against the General Plan Land Use Map and the requirements. She explained the amendment process and requirements for Major Amendments and Minor Amendments to the plan. Major General Plan Amendments may only be submitted/heard once in a calendar year.

Ms. Clark concluded with the General Plan Administration process and said the plan must be updated every 10 years and be voted on at an election. The last Queen Creek Plan was ratified by voters in May 2018 with an 84% approval rating. Our next large scale update will begin in 2025 for a 2028 adoption by voters.

C. Upcoming Training (Erik Swanson, Planning Administrator)

Mr. Swanson said that training for the Commission has been on hold since Covid and now staff will resume training with the following tentative schedule:

- September – Additional General Plan training
- October – Residential Design Guidelines
- November – Commercial Design Guidelines
- December – Year-end review
- January 2022 – Anticipated text amendments

Mr. Swanson said the Commission could also request a specific training or topic and none of the dates are definitive. He said they will present on a market analysis that is being

completed for the Town by Elliot D. Pollack & Company once it becomes available. Commissioner Smith inquired about a possible Conditional Use Permit (CUP) discussion for September.

4. Adjournment

The meeting adjourned at 7:00 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 August 11, 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: September 8, 2021