



DRAFT Minutes
REGULAR MEETING
QUEEN CREEK PLANNING & ZONING COMMISSION
March 9, 2022
6:00 PM

1. Call to Order

The meeting was called to order at 6:00 p.m.

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

David Gillette	Chair	Present
Bill Smith	Vice Chair	Present
Leah Gumm	Commissioner	Present
Alex Matheson	Commissioner	Absent
Jeff Nielsen	Commissioner	Present
Lea Spall	Commissioner	Present
Troy Young	Commissioner	Present

3. Public Comment: Members of the public may address the Planning Commission on items not on the printed agenda and during Public Hearings. Please observe the time limit of (3) minutes. Comments may also be sent to via email to PublicComment@queencreek.org by 5:30 p.m. on January 12, 2022 (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). Members of the Commission may not discuss, consider, or act on any matter raised during public comment.

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 February 9, 2022 Planning Commission Meeting Minutes.

B. Discussion and Possible Action on P22-0007 NEC Signal Butte and Ocotillo Retail Center Preliminary Plat, a request by Maria Grishina of SimonCRE for a Preliminary Plat consisting of four (4) commercial lots and one (1) tract for development of a retail center. The 4.5 acre project site is generally located at the northeast corner of Signal Butte and Ocotillo roads. (Steven Ester, Planner II)

MOTION: To approve the Consent Agenda

1st: Spall

2nd: Nielsen

AYES: Gillette, Smith, Spall, Gumm, Nielsen, Young

RESULT: Approved unanimously (6-0)

5. Public Hearing:

- A. Public Hearing and Possible Action on P22-0033 Neighborhood Meeting Requirements Zoning Ordinance Text Amendment**, a staff initiated text amendment to the Zoning Ordinance recommending flexibility for alternative neighborhood outreach and meeting procedures. (Laney Corey, Planning Intern)

Planning Intern Laney Corey provided a brief overview of the current procedures for holding neighborhood meetings. The proposed text amendment will allow codifying flexibility for alternative neighborhood meeting outreach and procedures. She said they are not proposing any changes to the process, just allowing for case by case flexibility for digital outreach and to allow for the use of letter notifications in lieu of meetings in industrial or commercial areas where there are no residents. Ms. Corey said neighboring communities have adopted similar alternative methods in the digital age.

Chair Gillette opened the Public Hearing. There were no comments and the Public Hearing was closed.

MOTION: To approve P22-0033 Neighborhood Meeting Requirements Zoning Ordinance Text Amendment.

1st: Spall

2nd: Smith

AYES: Gillette, Smith, Spall, Gumm, Nielsen, Young

RESULT: Approved unanimously (6-0)

- B. Public Hearing and Possible Action on P22-0034 Public Notification Process Zoning Ordinance Text Amendment**, a staff initiated text amendment to the Zoning Ordinance recommending modifications to the public hearing sign posting process (Laney Corey, Planning Intern)

Planning Intern Laney Corey reviewed the proposed text amendment to modify the public hearing sign posting process. She said currently staff is responsible for all public hearing site postings including invoicing, assessing fees, sign content, location and posting. In other towns the applicant is responsible for neighborhood meeting sign posting. Ms. Laney said this amendment would be consistent with neighboring communities and would also allow the applicant to use their vendor of choice.

Chair Gillette opened the Public Hearing. There were no comments and the Public Hearing was closed.

MOTION: To approve P22-0034 Public Notification Process Zoning Ordinance Text Amendment

1st: Young

2nd: Spall

AYES: Gillette, Smith, Spall, Gumm, Nielsen, Young
RESULT: Approved unanimously (6-0)

6. Final Action:

- A. **Discussion and Possible Action on P21-0201 and P21-0203 Vineyard Towne Center Phase I Site Plan and Preliminary Plat**, a request from Dean Munkachy of Suite 6 for Site Plan and Preliminary Plat approval of a 12.1 acre commercial center, anchored by a Sprouts, located at the northwest corner of Combs and Gantzel roads (Steven Ester, Planner II)

Town Planner Steven Ester introduced the Vineyard Towne Center site plan and preliminary plat and outlined surrounding properties. He said the current zoning is C-2 since annexation in 2008 and the General Plan designation is commercial. The site plan is for the first phase of a commercial center anchored by Sprouts (12.1 acres). It was previously processed in Pinal County and has since been annexed into the Town. Mr. Ester said there is no change in the zoning request and it is permitted by right. The other pads on the site (5 total) will require their own site plan application when a tenant is determined.

Mr. Ester outlined the access points with three on Gantzel and two on Combs Road. He said a parking reduction is being requested. The original parking plan was processed with Pinal County standards (437 spaces required) and the applicant is proposing 484 spaces. He noted that Queen Creek standards require 625 spaces. The applicant provided a parking study to support their request which found that the applicant's proposed amount of parking spaces is sufficient. Mr. Ester noted that staff is looking at doing text amendment for parking in the future. Mr. Ester discussed the elevations, building materials and pointed out the agrarian features specific to the pad sites.

Dean Munkachy from Suite Six Architecture presented on behalf of Vestar. He said this project is part of a mixed-use masterplan and Phase II (to be submitted later) will follow quickly after the completion of Phase I. He discussed the parking reduction request and the conclusions of the parking study. Mr. Munkachy said parking areas will be separated by landscaping, buffers and the pedestrian areas will have crosswalks and shaded resting areas. He discussed the variety of materials being used and said it was inspired by the South Specific Area Plan with a muted palette and agrarian features. He said they worked closely with staff on the architecture to create interest.

Commissioner Young inquired if there were drive thrus on the future pads and commented that it would reduce the need for some parking. Mr. Munkachy replied yes, there are at least three planned as of now and there will be cross access to the other location in Phase II.

MOTION: To approve on P21-0201 and P21-0203 Vineyard Towne Center Phase I Site Plan and Preliminary Plat

1st: Young

2nd: Spall

AYES: Gillette, Smith, Spall, Gumm, Nielsen, Young

RESULT: Approved unanimously (6-0)

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

None.

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

A. Recent activity update.

Planning Administrator Erik Swanson reported 166 single-family home permits for February 2022. He provided an update from the Town Council meeting where the Knotty Barn item was approved by Council (5-2) with the following conditions added to the Conditional Use Permit: parking must be onsite, 10 p.m. closure time for events, a maximum of three events per week, and language was added to define an “event”.

9. **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.*

Chair Gillette welcomed Commissioner Leah Gumm to the Planning & Zoning Commission. Commissioner Gumm said it is an honor to be part of the Commission.

10. Adjournment

The meeting adjourned at 6:33 p.m.

MOTION: To adjourn

1st: Young

2nd: Gumm

AYES: Gillette, Smith, Spall, Gumm, Nielsen, Young

RESULT: Approved unanimously (6-0)

TOWN OF QUEEN CREEK

David Gillette, 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 Regular Session Minutes March 9, 2022 Regular 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: February 2022.



MINUTES
WORK STUDY SESSION
QUEEN CREEK PLANNING & ZONING COMMISSION
March 9, 2022

1. Call to Order

The meeting was called to order at 6:34 p.m.

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

David Gillette	Chair	Present
Bill Smith	Vice Chair	Present
Leah Gumm	Commissioner	Present
Alex Matheson	Commissioner	Absent
Jeff Nielsen	Commissioner	Present
Lea Spall	Commissioner	Present
Troy Young	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. New staff report and agenda management system. (Erik Swanson, Planning Administrator; Maria Gonzalez, Town Clerk; and Terry Diamond, IT Program Manager).

Planning Administrator Swanson said this item was postponed due to technical difficulties with the voting portion of the new system. Once resolved, a hands on training will be provided to the Planning Commission.

B. Adjournment

The meeting adjourned at 6:35 p.m.

MOTION: To adjourn

1st: Spall

2nd: Nielsen

AYES: Gillette, Smith, Spall, Gumm, Nielsen, Young

RESULT: Approved (6-0)

David Gillette, Chair

ATTEST:

Joy Maglione, Deputy Town Clerk

I, Joy Maglione, do hereby certify that to the best of my knowledge and belief that these are the minutes of the March 9, 2022 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: