



**Minutes**  
**Planning & Zoning Commission**  
Community Chambers, 20727 E. Civic Parkway  
Wednesday, January 10, 2024  
6:00 PM

**REGULAR SESSION**

**1) Call to Order:**

The meeting was called to order at 6:03 p.m.

**2) Roll Call:**

**PRESENT:**

Jeff Nielson  
David Gillette  
Spencer Hale  
Leah Gumm  
Aaron Ballard  
Troy Young

**ABSENT:**

Alex Matheson


**3) Pledge of Allegiance:**

**4) Public Comment:**

None.

**5) Consent Agenda:**

5.A) Consideration and possible approval of the December 13, 2023 Planning Commission meeting minutes.

[Minutes 12-13-23.pdf](#) 


**MOTION:** To approve the Consent Agenda  
**RESULT:** Approved unanimously (6-0)  
**MOVER:** Spencer Hale  
**SECONDER:** Aaron Ballard  
**AYES:** Jeff Nielson, David Gillette, Spencer Hale, Leah Gumm, Aaron Ballard,  
Troy Young  
**ABSENT:** Alex Matheson

6) **Public Hearing:**


- 6.A) Public hearing and possible action on Cases P23-0081 Magma PAD Rezone, and P23-0131 Magma Site Plan, a request to rezone approx. 0.5 acres from R1-43 to DC PAD to allow for the reuse and modification of the existing building for a restaurant/retail use with associated site improvements.


**Department:** Development Services

Staff Report 

Aerial Exhibit.pdf 


General Plan Exhibit.pdf 

Existing Zoning Exhibit.pdf 

Proposed Zoning Exhibit.pdf 

Project Narrative.pdf 

Site Plan.pdf 

Landscape Plan.pdf 

Building Elevations.pdf 

Neighborhood Meeting Summary.pdf 

Mallory Ress, Planner II, presented the rezone and site plan for the reuse and modification of an existing building to be used for a restaurant and retail that is consistent with the Downtown Core zoning. She reviewed the site location, surrounding properties and the current and proposed zoning.

Ms. Ress outlined the two deviations being requested in relation to parking and landscaping. The zoning requires 57 parking stalls and there are 18 on site. She said the patio will be removed and an additional 12 stalls will be available with a proposed shared parking agreement with the church next door. Ms. Ress said the property is also located on the fringe of downtown area and street parking and public parking is available nearby.

The landscape buffer deviation is being requested due to constraints on the

existing building location and the buffers cannot be met. Ms. Ress discussed the setbacks and said a Condition of Approval was added to the project to ensure that installation and maintenance of the landscaping will be met by the property owner. She said given the nature of infill development and the vicinity of the downtown area that staff is in support of the project. Ms. Ress provided additional details on landscaping, elevations, design and the outdoor patio. She said a neighborhood meeting was held and there was no opposition to the project. The restaurant will be Mesquite Fresh Street Mex and the retail uses are to be determined.

Commissioner Young asked about the structural integrity of the existing building. Applicant Greg Davis, I Plan Consultants, confirmed that the building is structurally sound.

Chair Gillette asked staff to expand on their recommendation in regards to the parking situation. Ms. Ress said given the agreement with the church for additional parking (bringing it to 38 spaces), public parking at the library less than .25 mile away and future projected parking for the downtown area, staff is comfortable with the parking as proposed.

Applicant Greg Davis, I Plan Consultants, provided a history of the site and said the intent is to repurpose the site and make it more in line with the Town's vision for the Downtown Core. He said this project will bring a more modern pedestrian approach to the downtown area. He said the downtown core allows for flexibility and deviations are expected on sites and projects like this. He said they will retain the footprint of the original building minus the patio which will be used for parking.

Mr. Davis said the applicant will redesign the entry and make it more aesthetic and safer. He said landscaping will be added, noting there is currently no landscaping there now. He outlined the code updates, access, parking, design and the many improvements being proposed. Mr. Davis said the applicant has invested a lot in the project and is excited to be part of the downtown core. They understand that the parking is limited and will limit the types of retail, but they are committed to solve the parking issue in the future because they are in it for long-term.

The Commission discussed the parking challenges for the project and parking in the downtown in general (both current and long-term). They had questions about overflow parking, crosswalks for pedestrians who are parking offsite, and the parking agreement with the church. Additional questions for the applicant were as follows:

- Is the applicant buying the building? - Yes, the property owner is also the restaurateur
- What type of retailers will there be? - Personal service retailers, neighborhood level

- Ingress/egress to church parking area – The sidewalk will be extended to the church parking area
- Structural costs/ is the foundation sound? – Yes, core samples have been taken, some floors will be replaced and foundation is solid.
- What are some overflow parking sites? – Church providing 20 spaces and other overflow is available but not needed at this time.
- What is the dining capacity? The restaurant is 2400 square feet total (the exact capacity not known) Approximately 30% take-out and 70% dine-in

Chair Gillette opened the public hearing. There were no comments and the public hearing was closed.

Commissioner Hale asked to explain his vote for the record. He said he approves of the land use and the plan and said his only concern was in regards to parking.

**MOTION:** To forward a recommendation of approval for Cases P23-0081 Magma PAD Rezone, and P23-0131 Magma Site Plan, a request to rezone approx. 0.5 acres from R1-43 to DC PAD to allow for the reuse and modification of the existing building for a restaurant/retail use with associated site improvements.

**RESULT:** Approved (5-1)

**MOVER:** Aaron Ballard

**SECONDER:** Jeff Nielson

**AYES:** Jeff Nielson, David Gillette, Leah Gumm, Aaron Ballard, Troy Young

**NAYS:** Spencer Hale

**ABSENT:** Alex Matheson

6.B) Public Hearing and Possible Action on Buffer and Transition Manual Minor General Plan Amendment (P23-0188) and associated Zoning Ordinance and Design Standards Text Amendments (P23-0189).


**Department:** Development Services

Staff Report 

Buffer and Transition Manual Final Draft.pdf 


Proposed General Plan Update Text Amendments.pdf 

Proposed Zoning Ordinance Text Amendments.pdf 

Proposed Design Standards Text Amendments.pdf 

Senior Planner Sarah Clark provided a formal presentation on the Buffer and Transition Manual. She outlined the purpose of the project and how the manual relates to the General Plan. She summarized the 6 Land Use Categories and said it is important to note that new development must take into consideration the context of the surrounding area and provide quality buffer and transitions when adjacent to developments of lower intensity. Ms. Clark said this document will help outline the buffer types and different strategies that a developer could use in their development project. Ms. Clark concluded with the project benefits to staff, developers and residents.

Chair Gillette opened the public hearing. There were no comments and the public hearing was closed.

Buffer & Transition Manual Presentation 

**MOTION:** To forward a recommendation of approval of P23-0188 Buffer and Transition Manual Minor General Plan Amendment and to recommend approval of P23-0189 - Buffer and Transitions Zoning Ordinance and Design Standards Text Amendments  
**RESULT:** Approved unanimously (6-0)  
**MOVER:** Troy Young  
**SECONDER:** Leah Gumm  
**AYES:** Jeff Nielson, David Gillette, Spencer Hale, Leah Gumm, Aaron Ballard, Troy Young  
**ABSENT:** Alex Matheson

**7) Final Action:**

7.A) Discussion and Possible Action on the Annual Organizational Meeting Notification (to set Chair and Vice-Chair appointments for the upcoming year) (Erik Swanson, Planning Administrator).

Erik Swanson introduced the item. The Commission had a brief discussion on chair and vice-chair positions and agreed to keep the same appointments for the upcoming year.

**MOTION:** To approve the appointment of David Gillette as Chair for the upcoming year.  
**RESULT:** Approved unanimously (6-0)  
**MOVER:** Aaron Ballard  
**SECONDER:** Leah Gumm  
**AYES:** Jeff Nielson, David Gillette, Spencer Hale, Leah Gumm, Aaron Ballard, Troy Young  
**ABSENT:** Alex Matheson

**MOTION:** To approve the appointment of Jeff Nielsen as Vice Chair for the upcoming year.  
**RESULT:** Approved unanimously (6-0)  
**MOVER:** Troy Young  
**SECONDER:** Spencer Hale  
**AYES:** Jeff Nielson, David Gillette, Spencer Hale, Leah Gumm, Aaron Ballard, Troy Young  
**ABSENT:** Alex Matheson

**8) Items for Discussion:**

None.

**9) Administrative Items:**

A. Recent activity update

Planning Administrator Erik Swanson reported 91 single family residential permits for the month of December. He said the year closed with 1344 permits for 2023 which was up 3% from the prior year.

**10) Summary of Events from Members of the Commission and Staff:**

None.

**11) Adjournment of the Regular Session.**

The Regular Session adjourned at 6:59 p.m.

**WORK STUDY SESSION**

**12) Call to Order:**

The Work Study Session was called to order at 7:00 p.m.

**13) Roll Call:**

**PRESENT:**

Jeff Nielson  
David Gillette  
Spencer Hale  
Leah Gumm  
Aaron Ballard  
Troy Young

**ABSENT:**

Alex Matheson

**14) Items for Discussion:**

A. Downtown Core Plan Update (Jennifer Lindley, Downtown Redevelopment Manager)

Downtown Redevelopment Manager Jennifer Lindley provided a history of the 2017 Town Center Plan and said it sets the vision and provides clarity on how the area should develop over time. Ms. Lindley said the current Downtown Core Update is for the years 2024-2029 and was developed with the help of consultant firm SWABACK, who also worked on the 2017 plan. She said this evening is for discussion only and input and feedback is still being gathered. Ms. Lindley said the updated report tonight is a summary for future consideration and she outlined key items to focus on for the next five years. She said this plan will build on previous work that has been completed and will focus on the specific downtown area. She discussed the timeline for formal adoption by Council and highlighted future steps.

Ms. Lindley reviewed key successes in the area since the 2017 plan. Ms. Lindley discussed future parking and drainage strategies and announced the recent approval of an RFP for the town-owned land near the library which will be a mixed use retail project. She concluded with ongoing recommendations from the plan including branding and marketing, parking, and incentivizing specialty uses to bring a pedestrian friendly downtown. She said they will use a prioritized approach to address the recommended items outlined in the plan. She said the plan will go to Council for final approval in the coming months and they are seeking feedback and input.

The Commission had questions on future parking, parking locations and parking structures. There was additional discussion on the timing and priority for parking options in the downtown. Ms. Lindley addressed parking costs, private public partnerships, parking analysis formulas, shared parking models, temporary solutions and challenges that other communities have faced.

Other discussion included traffic in downtown; rideshare/future trends; compatible zoning uses (prohibited and restricted uses); design standards / existing cosmetic challenges; and involvement with small businesses in the downtown.

[Downtown Core Update Presentation](#) 

**15) Adjournment of the Work Study Session.**

The Work Study Session adjourned at 7:43 p.m.

TOWN OF QUEEN CREEK

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David Gillette, Chair

ATTEST:

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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 Planning & Zoning Commission Minutes of the January 10, 2024 Planning & Zoning Commission of the Queen Creek Town Council. I further certify that the meeting was duly called and that a quorum was present.

Passed and approved on: \_\_\_\_\_