

**TOWN OF PAYSON
PLANNING AND ZONING COMMISSION
MINUTES OF THE PUBLIC MEETING
December 11, 2006**

CALL TO ORDER - 4:00 p.m.

ROLL CALL

PRESENT: Jere Jarrell, James Scheidt, Barbara Underwood, Mark Waldrop, Kevin Sokol, Hal Baas, and Russell Goddard.

ABSENT: None

STAFF PRESENT: Ray Erlandsen, Zoning Administrator, Sheila DeSchaaf, Planning Specialist, Jerry Owen, Community Development Director, LaRon Garrett, Town Engineer, Tim Wright, Deputy Town Attorney, and Chris Floyd, Secretary.

A. APPROVAL OF MINUTES

1. Public Meeting 11-13-06 Pages 1-5

Hal Baas commented concerning recent minutes and actions. At a previous meeting there was a lengthy discussion regarding the affordable housing element of a proposed development. Mr. Baas stated that the Commission recommended approval of the development if the applicant would work out an affordable housing plan with the Town Council. He also commented that when the applicant went before the Town Council they decided not to address the affordable housing issue. Mr. Baas felt that in the future the Commission should consider whether a commitment from the applicant should appear in the minutes or not.

Jerry Owen, Community Development Director, responded to Mr. Baas's comments and explained what has transpired with that project.

The minutes were approved as submitted.

B. PUBLIC COMMENTS - Comments concerning items not on the agenda. Note: Those wishing to address the Planning and Zoning Commission during this time need not request permission in advance. Action taken as a result of public questions and comments shall be limited to directing staff to study the matter or rescheduling the matter and decision at a later date. There shall be no discussion regarding any issues presented.

There were no public comments.

C. SCHEDULED HEARING(S)

1. S-129-06 Preliminary Plat Request
Filed by: Southridge Homes
Location: 400 North Tyler Parkway
Purpose: To determine how a request for the Preliminary Plat of Boulder Ridge Subdivision shall be recommended to Town Council.

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Kevin Sokol recused himself from discussion on this item due to a conflict of interest.

Sheila DeSchaaf, Planning Specialist, summarized the staff report.

Staff recommends approval with the following conditions:

1. The final plat shall be in substantial conformance with the preliminary plat as submitted, stamped 12-06-06.
2. If a subdivision sign is planned, a sign easement shall be created on the lot where the subdivision sign will be placed.
3. The developer shall construct an 8' wide asphalt walking/jogging path along the North Tyler Parkway frontage.
4. The developer shall provide adequate sanitary facilities, depicted on the Improvement Plans, which are acceptable to the Northern Gila County Sanitary District, prior to Final Plat approval.
5. A recorded agreement for the voluntary donation of workforce housing (lots 21 & 22) shall be formalized with the applicant and Town staff prior to submittal of the Final Plat.
6. Any gates installed on the private roads shall be equipped with an Opticom opener.
7. All lot lines shall be properly dimensioned on the Final Plat.
8. Applications for grading permits on individual lots shall comply with Unified Development Code provisions to minimize loss of vegetation outside the building footprint.
9. Final improvement plans shall indicate how the common open space (Tracts A, B, C & D) will be designated for efficient, aesthetic and desirable usage.
10. The pathway detail should be amended to reflect construction within Tyler Parkway right of way respective to existing sidewalk and shoulder slope.
11. A water booster station is required to provide adequate supply to all lots.
12. Any other condition the Commission deems necessary.

Jason Phillimore, of Tetra Tech, gave a brief overview of the proposed changes to the layout of the subdivision. The number of lots remained the same.

Chairman Jarrell opened the public hearing.

The Commission asked questions, which were answered by the applicant and staff.

There was discussion regarding the roadways within the subdivision.

Ralph Bossert, of Tetra Tech, requested a change to recommendation #11 to read that, "A water booster station may be required". LaRon Garrett, Town Engineer, suggested that it be changed to read "Adequate water pressure and fire flow shall be required at the frontage of each lot".

Kevin Sokol commented regarding the walking/jogging pathway and which side of the road it should go on.

Chairman Jarrell closed the public hearing.

Motion: Recommend approval to the Town Council, a Preliminary Plat request, for the 16.7 acre property located at 400 North Tyler Parkway for the purpose of a 49 lot single family development - Boulder Ridge; with the recommendations as they have been **amended** by staff in this meeting. **Note:** Conditions 1, 3, 6, 11, and 12 were amended as follows:

1. The final plat shall be in substantial conformance with the preliminary plat as submitted, stamped 12-06-06, **with the potential addition of an access road to the south.**
3. The developer shall construct an 8' wide asphalt **fitness path** along North Tyler Parkway, **equal to the length of his property.**
6. **Prior to submittal of the final plat, the applicant shall designate the streets as public or private. If private, any gates installed on the private roads shall be equipped with an Opticom opener.**
11. **Adequate domestic water pressure and adequate fire flow shall be provided to the frontage of each lot.**
12. **Note 5 on the preliminary plat shall be amended to correct misspelling of possess and to include the HOA as a responsible party.**
Moved by Russell Goddard, seconded by Mark Waldrop.

Vote: Motion carried 6 - 0

Yes: Jere Jarrell, James Scheidt, Barbara Underwood, Mark Waldrop, Hal Baas, and Russell Goddard.

2. P-331-06 Zone Change Request
Filed by: Chris & Gina Perkes, owners
Location: 500 South Rim Club Parkway
Purpose: To determine how a request to rezone an 11.01 acre parcel from R1-175 to R1-18 for the purpose of a 20 lot single-family home subdivision shall be recommended to Town Council.

Ray Erlandsen, Zoning Administrator, summarized the staff report.

Staff recommends approval with the following conditions:

1. Development on this property shall comply with the Town of Payson water requirements.
2. The development shall be in substantial conformance with the Rezoning Site Plan, stamped December 4, 2006 and shall not exceed a total of 20 lots.
3. A note shall be added to the final plat stating: "Hillside preservation areas shall not be disturbed in any manner except for defensible space thinning/maintenance. Any accessory structures, including fences, shall be located within the designated building envelope. Driveway widths outside the building envelope on all lots shall be limited to a maximum of 14 feet wide unless a greater width is needed to meet Fire Department requirements."
4. The developer shall provide adequate sanitary facilities, depicted in the Improvement Plans, which are acceptable to the Northern Gila County Sanitary District, and be properly annexed into the Northern Gila County Sanitary District prior to Final Plat approval.
5. Storm water detention/retention shall be provided in accordance with the Town of Payson Requirements, or provide written confirmation that the down stream property owners have agreed to accept the increased peak runoff flows in accordance with the Town requirements.
6. If a subdivision sign is planned, a sign easement shall be created on the lot where the subdivision sign will be placed.
7. Prior to Council consideration of this zoning request, the applicant shall submit (1) a written proposal outlining their contribution to affordable/workforce housing and (2) a contract between PAHH and the developer.
8. An 8' wide pedestrian pathway will be constructed along the west side of South Rim Club Parkway to eventually connect with the proposed Tyler Parkway pathway.
9. If any conditions, one through eight (8) above, cannot be met or the applicant does not have an approved Final Plat within two (2) years of the approval date of the zoning change, then the R1-18 rezoning may revert to the original R1-175 zoning, pending Council action.

Chairman Jarrell opened the public hearing.

Jason Phillipmore, of Tetra Tech, gave a brief overview of the proposed project.

The Commission asked questions, which were answered by the applicant and staff.

Chairman Jarrell closed the public hearing.

Motion: Recommend to the Town Council approval of P-331-06, a request to rezone an 11.01 acre property located at 500 South Rim Club Parkway from R1-175 to R1-18 for the purpose of a 20 lot single family development with the ten conditions as listed above; with conditions 8, 9, and 10 being changed according to staff. **Note:** The conditions were changed as follows:

8. An 8' wide **asphalt fitness path** will be constructed along the west side of South Rim Club Parkway to eventually connect with the proposed Tyler Parkway pathway.

9. **An 8' wide pedestrian easement shall be established (potentially between lots 8 & 9) connecting the National Forest to the local street.**

10. If any conditions, one through **nine (9)** above, cannot be met or the applicant does not have an approved Final Plat within two (2) years of the approval date of the zoning change, then the R1-18 rezoning may revert to the original R1-175 zoning, pending Council action.

Moved by Barbara Underwood, seconded by James Scheidt.

Vote: Motion carried 7 - 0

Yes: Jere Jarrell, James Scheidt, Barbara Underwood, Mark Waldrop, Kevin Sokol, Hal Baas, and Russell Goddard.

3. MLD-276-06 Minor Land Division

Filed by: Mark Kile

Location: 1200 West Lake Drive

Purpose: To consider the division of Gila County Tax Parcel # 304-11-017G, a portion of lots 14, 15, and 16, Country Club Estates into 2 parcels of 12, 975± sq. ft. and 21,726± sq. ft., and any conditions that may be required for that division.

Ray Erlandsen, Zoning Administrator, summarized the staff report.

Staff recommends approval of the minor land division.

Chairman Jarrell opened the public hearing.

The Commission asked questions, which were answered by staff.

Motion: Approve MLD-276-06, a request to allow the division of Gila County Tax Parcel # 304-11-017G, a portion of lots 14, 15, and 16, Country Club Estates into 2 parcels of 12, 975± sq. ft. and 21,726± sq. ft., at 1200 West Lake Drive.

Moved by James Scheidt, seconded by Russell Goddard.

Vote: Motion carried 7 - 0

Yes: Jere Jarrell, James Scheidt, Barbara Underwood, Mark Waldrop, Kevin Sokol, Hal Baas, and Russell Goddard.

D. SCHEDULED DISCUSSION/POSSIBLE ACTION

1. 2007 P & Z Commission meeting schedule

Ray Erlandsen, Zoning Administrator, commented that at the November 13, 2006, meeting staff was directed to draft a 2007 Commission schedule, which would meet once a month at 3:00 p.m. The proposed meeting schedule is in the Commissioners packet. Mr. Erlandsen also noted that in addition to that, the language in the current manual would need to be amended, which the proposed changes are also in the packet.

2. Possible amendment to P & Z Commission Manual regarding meeting schedule.

Motion: To amend rule 4.1 as drafted and to ask staff to schedule the first meeting of 2007 on January 8, 2007, at 3:00 p.m., at which time the remainder of the meeting schedule will be approved.

Moved by James Scheidt, seconded by Russell Goddard.

Vote: Motion carried 7 - 0

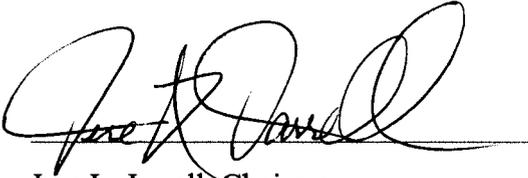
Yes: Jere Jarrell, James Scheidt, Barbara Underwood, Mark Waldrop, Kevin Sokol, Hal Baas, and Russell Goddard.

E. REQUESTS TO STAFF FOR THE PLACEMENT OF ITEMS ON FUTURE PLANNING & ZONING COMMISSION AGENDAS

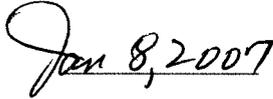
Chairman Jarrell noted at the January 8, 2007, meeting the Commission will be electing a Chairman and Vice-Chairman.

F. INFORMATION TO COMMISSION (Not for Discussion)

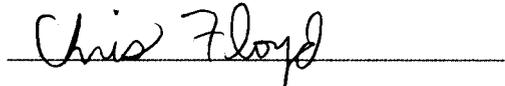
ADJOURNMENT - 5:36 p.m.



Jere L. Jarrell, Chairman



Approved



Chris Floyd, Secretary