

**TOWN OF PAYSON  
PLANNING AND ZONING COMMISSION  
MINUTES OF THE PUBLIC MEETING  
March 12, 2007**

**CALL TO ORDER - 3:00 P.M.**

**ROLL CALL**

**PRESENT:** Jere Jarrell, James Scheidt, Mark Waldrop, Hal Baas, Russell Goddard, Joel Mona, and Gary Bedsworth.

**ABSENT:** None

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

**A. APPROVAL OF MINUTES**

1. Public Meeting 01-08-07 Pages 1-8
2. Public Meeting 02-12-07 Pages 1-14

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-134-07 Preliminary Plat Request (The Cove @ Sawmill Crossing)  
Filed by: Frontier Condos LLC, property owner  
Location: 308 West Frontier Street  
Purpose: To determine how a request for the preliminary plat of The Cove @ Sawmill Crossing shall be recommended to Town Council.

Russell Goddard moved, seconded by Hal Baas, to remove S-134-07 from the table; motion carried 7-0.

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, sealed 3-01-07.

APR 19 2007 E.3\*

2. The title legal description shall include "a portion of the SE 1/4 of Section 4".
3. If a subdivision sign is planned, a sign easement shall be created on the tract where the subdivision sign will be placed.
4. The final plat shall be tied to at least two sectional corners.
5. The existing utility easements in conflict with the development shall be abandoned prior to final plat approval.
6. Adequate sanitary facilities shall be designed in accordance with the Northern Gila County Sanitary District standards prior to submittal of the final plat.
7. All improvements shall be designed by an Arizona Registered Civil Engineer and constructed in accordance with Town of Payson Standards.
8. All lot dimensions must be depicted on the final plat.
9. The Final Plat shall include adequate documentation to determine the defined airspace for each unit.
10. The one-way driveway shall be posted appropriately with "Entrance", "Exit", "One-Way", and "Do Not Enter" signs.
11. The developer shall cause existing overhead power lines to be undergrounded.
12. The developer shall submit a proposal outlining their contribution to affordable/workforce housing prior to Council consideration of the preliminary plat.
13. Once the electric underground primary lines have been established, the applicant shall provide an "as built" of location and record on the final plat the exact location of electrical lines.
14. The Engineers Estimate of Costs for the half-street improvements to Frontier Street shall be paid to the Town prior to Final Plat approval.
15. Preliminary Plat approval is valid for a period of twelve months from the date of Council approval.
16. Any other condition deemed necessary by the Commission.

Ralph Bossert, Tetra Tech, stated that he felt the two issues from the previous meeting have been resolved to the Town's and developer's satisfaction.

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

Chairman Scheidt opened the public hearing.

Chairman Scheidt closed the public hearing.

There was a brief discussion concerning the front setback.

Motion: Recommend to the Town Council approval of S-134-07, a Preliminary Plat request for The Cove at Sawmill Crossing Condominium subdivision subject to the conditions recommended by staff; with the **addition of #17** *the developer will dedicate an additional 5 feet of right-of-way along Frontier Street to the Town of Payson and the front building setback will be measured from the new property line.*

Moved by Hal Baas, seconded by Russell Goddard.

Vote: Motion carried 7 - 0

Yes: Jere Jarrell, James Scheidt, Mark Waldrop, Hal Baas, Russell Goddard, Joel Mona, and Gary Bedsworth.

2. P-335-07 Zone Change Request

Filed by: Mark Voss, property owner

Location: 401 South Rim Club Parkway

Purpose: To determine how a request to rezone property located at 401 South Rim Club Parkway from R1-175 to R1-18, to allow a 13 lot residential subdivision, be recommended to Town Council.

Ray Erlandsen, Zoning Administrator, summarized the staff report.

Staff recommends approval with the following conditions:

1. The development shall be in substantial conformance with the Rezoning Site Plan, sealed February 28, 2007 and shall not exceed a total of 13 lots.
2. 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."
3. The site shall be annexed into the Northern Gila County Sanitary District. Adequate sanitary facilities shall be designed in accordance with Northern Gila County Sanitary District standards prior to submittal of the Final Plat.
4. Storm water detention/retention shall be provided in accordance with the Town of Payson Requirements.
5. If a subdivision sign is planned, a sign easement shall be created on the lot where the subdivision sign will be placed.
6. An 8' wide compacted ABC path/trail will be constructed along the east side of South Rim Club Parkway as well as the two proposed cul-de-sacs, in accordance with the Community Trails criteria.
7. The east side of South Rim Club Parkway fronting on this property must include a 2' ribbon curb to meet the Town standard.
8. All applicable Town standards for development shall be met.

9. Any other condition the Commission deems necessary.

10. If any conditions 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.

Ray Erlandsen, Zoning Administrator, stated that there were several letters received in opposition of the project but since that time several have changed their minds and are now in favor.

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

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

Chairman Scheidt opened the public hearing.

Chairman Scheidt closed the public hearing.

There was a brief discussion regarding the affordable/workforce housing.

Motion: Recommend to the Town Council approval of P-335-07, a request to rezone a 7.60 acre property located at 401 South Rim Club Parkway from R1-175 to R1-18 for the purpose of a 13 lot single family development with the conditions listed in the staff report: and with the **addition of #11** to read " *The developer shall submit a proposal outlining their contribution to affordable/workforce housing prior to Council consideration of the rezoning*" **and the changes in condition 2 as recommended by staff.** (Note: Condition #2 reads: A note shall be added to the final plat stating: "Areas outside platted building envelopes shall not be disturbed in any manner except for defensible space thinning/maintenance. Any accessory structures, including fences, shall be located within the platted 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.")

Moved by Hal Baas, seconded by Jere Jarrell.

Vote: Motion carried 7 - 0

Yes: Jere Jarrell, James Scheidt, Mark Waldrop, Hal Baas, Russell Goddard, Joel Mona, and Gary Bedsworth.

3. P-316-05 Zone Change Request

Filed by: Town Staff

Location: 1002 West Airport Road

Purpose: To determine how a request to rezone property located at 1002 West Airport Road from R1-175 to M-2, to accommodate current and future use of this site as a General Industry district, be recommended to Town Council.

Sheila DeSchaaf, Planning Specialist, summarized the staff report.

Staff recommends approval with the following conditions:

1. Any future improvements and/or uses shall be subject to all development standards, codes and ordinances in effect at the time improvements are constructed.

2. Any other condition deemed necessary by the Commission.

LaRon Garrett, Town Engineer, gave a brief overview of the project.

The Commission asked questions, which were answered by staff.

Chairman Scheidt opened the public hearing.

Chairman Scheidt closed the public hearing.

Motion: Recommend to the Town Council approval of P-316-05, a request to rezone a 25.11 acre property located at 1002 West Airport Road from R1-175 to M-2 to accommodate current and future industrial uses subject to the conditions recommended by staff.

Moved by Gary Bedsworth, seconded by Russell Goddard.

Vote: Motion carried 7 - 0

Yes: Jere Jarrell, James Scheidt, Mark Waldrop, Hal Baas, Russell Goddard, Joel Mona, and Gary Bedsworth.

#### **D. SCHEDULED DISCUSSION/POSSIBLE ACTION**

1. Proposition 207 issues

Tim Wright, Deputy Town Attorney, gave an overview on Prop 207.

The Commission asked questions during the presentation.

2. Presentation by Legal Dept. regarding open meeting/conflict of interest issues

Tim Wright, Deputy Town Attorney, gave a brief overview of the open meeting laws.

Questions were asked by the Commission during the presentation.

Tim Wright, Deputy Town Attorney, gave a brief presentation on conflict of interest issues.

The Commission asked questions during the presentation.

3. Amendments to the P & Z Commission manual

Chairman Scheidt explained his reason for recommending the amendments to the P & Z Manual.

Several Commissioners commented that Chairman Scheidt had done an excellent job on preparing the recommendations but felt they didn't need to be adopted as part of the manual. It was suggested that they be used as guidelines only. It was also suggested that the guidelines be used as part of a new member orientation packet. The new member orientation packet could also include information on open meeting laws/conflict of interest issues and any other pertinent information.

Hal Baas requested that staff prepare an orientation packet to include; briefing on the open meeting law/conflict of interest, and specifically the guidelines that were discussed today and then present to the Commission for review.

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

Hal Baas requested that a discussion be placed on the next agenda regarding regulations relative to water pressure requirements on hillside areas. Specifically as to whether or not the requirement is at street level or building pad level and any other related issues.

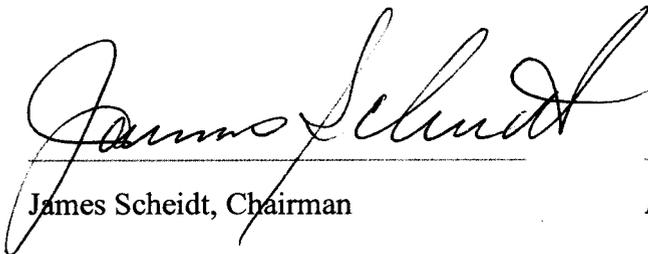
Joel Mona asked that on a future agenda there be a discussion regarding the possibility of a Commissioner attending the citizen's participation meetings.

**F. INFORMATION TO COMMISSION (Not for Discussion)**

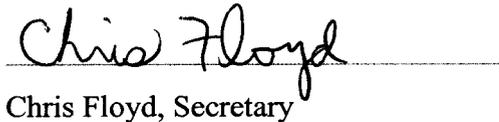
1. April 9, 2007, P & Z Meeting Tentative Agenda:

Ray Erlandsen, Zoning Administrator, noted that some items should be submitted for the April 9 meeting. If they aren't and the meeting is canceled, staff will notify you.

AJOURNMENT - 6:04 p.m.

  
James Scheidt, Chairman

4-9-07  
Approved

  
Chris Floyd, Secretary