TOWN OF PAYSON
PLANNING AND ZONING COMMISSION
MINUTES OF THE PUBLIC MEETING
November 2, 2015

Chairman Jones called the duly posted public meeting of the Planning and Zoning Commission to order at 3:00 p.m. in the Town Council Chambers.

PLEDGE OF ALLEGIANCE

ROLL CALL
PRESENT: Barbara Underwood, Clark Jones, Dan Jaeger, Eric Martindale, and Jennifer Smith.
ABSENT: Lori Meyers
STAFF PRESENT: Sheila DeSchaaf, Planning & Development Director, Doni Wilbanks, Planning Specialist, Hector Figeuroa, Town Attorney, and Chris Floyd, Executive Assistant.

A. APPROVAL OF MINUTES

1. Public Meeting 9-21-15 Pages 1-8

   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. A15-005 Abandonment Request
   Filed by: Town of Payson
   Location: 1401 West Norris Court
   Purpose: To abandon a 68 foot segment of a Non-vehicle access easement along the southeasterly 1 foot of the property.

   Sheila DeSchaaf, Planning and Development Director, summarized the staff report.

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Chris Perkes, agent for the property owner, gave an overview of the proposed project.

Motion: To recommend to the Town Council approval of the abandonment request for a portion of the non-vehicular access easement on Lot 1 of Manzanita Hills Phase Six subdivision.
Moved by Jennifer Smith, seconded by Barbara Underwood.

Vote: Motion carried 5 - 0
Yes: Barbara Underwood, Clark Jones, Dan Jaeger, Eric Martindale, and Jennifer Smith.

Absent: Lori Meyers.

2. CUP15-010 Conditional Use Permit
Filed by: Team CB Petroleum Properties, LLC; Shawn Dugan, agent
Location: 706 East Highway 260
Purpose: To allow general automotive rental use in a C-2 commercial zoning district.

Sheila DeSchaaf, Planning and Development Director, summarized the staff report. Staff recommends approval with the following conditions:
1. Use area shall substantially conform to the site plan submitted/stamped 10/26/15.
2. Signage associated with the proposed U Haul/automotive/trailer rental shall comply with all Town of Payson sign regulations.
3. All other Town of Payson development requirements shall be met.
4. That the length of this Conditional Use Permit shall run concurrent with the use of this property. That is, as long as the convenience store with gasoline sales and car wash use at 706 East Highway 260 conforms to the above conditions, this CUP is valid. Change in uses or additional uses shall require approval through the Conditional Use Permit process.

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

Chairman Jones opened the public hearing.

Chairman Jones closed the public hearing.

Motion: To approve CUP15-010, a request to allow automotive/trailer rental in a C-2 zoning district at 706 East Highway 260 subject to the conditions recommended by staff with the addition of privacy slats or similar in the fencing.
Moved by Jennifer Smith, seconded by Eric Martindale.

Vote: Motion carried 5 - 0

Yes: Barbara Underwood, Clark Jones, Dan Jaeger, Eric Martindale, and Jennifer Smith.

Absent: Lori Meyers.

3. CUP15-011 Conditional Use Permit
Filed by: Beeline Cafe, property owner; Paul Sexton, applicant
Location: 817 South Beeline Highway
Purpose: To allow professional office use (under 10,000 s.f.) in a R-3 zoning district.

Doni Wilbanks, Planning Specialist, summarized the staff report. It was suggested by fire and police departments to change the address to a Willow address. Staff recommends approval with the following conditions:
1. One (1) van accessible parking space shall be provided.
2. An approved accessible route from the handicap parking space to the building shall be installed.
3. Restroom shall be modified to comply with Americans Disabilities Act standards.
4. All existing wood deck railings, where the walking surface is more than 30" above adjacent grade, need to be a minimum of 42" tall with no space that a 4" ball could pass through.
5. The use shall be in substantial conformance with the current Site Plan stamped September 21, 2015 with no outside land uses permitted except for parking.
6. The length of this Conditional Use Permit shall run concurrent with the use of this property. That is, as long as the professional office (under 10,000 square feet) use at 817 South Beeline Highway conforms to the above conditions, this CUP is valid. Change in uses or additional uses shall require approval through the CUP process.

Paul Sexton, applicant, gave an overview of his proposed project.

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

There was also discussion regarding any chemicals that might be stored on site and the possible change of address.

Chairman Jones opened the public hearing.

Chairman Jones closed the public hearing.

Chairman Jones commented that the main issue seems to be the changing of the address to one on Willow Lane.

Diane Sexton stated that building was the only one on that street and it is an alleyway. She would like to keep the same address that is being used now.

Sheila DeSchaaf, Planning and Development Director, stated that the residence was constructed prior to the construction of Willow Lane as a single family residence. At some point a use was moved in that wasn't recognized so to make it legal a conditional use permit was required to bring up to a commercial standard including signage. Ms. DeSchaaf also stated that the alleyway was not owned by the Town of Payson and there is some discrepancy where the property lines start and end on both east and west sides of it.

Commissioner Smith suggested that the recommendation from police and fire regarding the address change be considered for public safety.

Motion: To approve CUP15-011, a request to allow professional office use in a R3 zoning district at 817 South Beeline Highway subject to the conditions recommended by staff and adding a new #6 'changing the address to reflect a Willow Lane address as recommended by police, fire and legal counsel' and the existing #6 will become #7.
Moved by Jennifer Smith, seconded by Eric Martindale.

Vote: Motion carried 5 - 0
Yes: Barbara Underwood, Clark Jones, Dan Jaeger, Eric Martindale, and Jennifer Smith.

Absent: Lori Meyers.

D. SCHEDULED DISCUSSION/POSSIBLE ACTION

1. Proposed calendar for 2016 and January 2017.

   Sheila DeSchaaf, Planning and Development Director, explained the proposed meeting calendar. It will be voted on at the January meeting.

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

F. INFORMATION TO COMMISSION (Not for Discussion)

Sheila DeSchaaf, Planning and Development Director, stated that the items from the September meeting went to Council on October 15, 2015 and the 2nd readings will happen at this coming Council meeting. The resolutions for the extension of sunset clause for the temporary signs and temporary mobile storage containers were approved. The medical marijuana extension of hours, the RV short term stays and the poultry hens required 2nd readings and that will take place this Thursday night. There could be amendments to the RV requirements depending on Council action.

AJOURNMENT - 4:00 p.m.

Clark Jones, Chairman

12/7/15
Approved

Chris Floyd, Executive Assistant