



MEMO

TO: Planning and Zoning Commission

FROM: Ray Erlandsen  
Acting Community Development Director

DATE: February 8, 2010

SUBJECT: 202 W. Wade Lane CUP10-001  
Conditional Use Permit  
Professional Office – Under 10,000 S.F. in a R-3 Zoning District

**Background**

The applicant, Fire Properties LLC, property owner; Lori Vario, authorized agent, is requesting approval of a conditional use permit to allow a professional office use under 10,000 s.f. in a R-3 zoning district at 202 W. Wade Lane. The Gila County tax parcel number is 304-03-158B.

**Analysis**

The applicant is proposing to convert a single family residence to a professional office under 10,000 s.f. The specific proposed use would be a massage and therapeutic treatment office, Therapeutic Massage Center, operated by Lori Vario, a licensed massage therapist. The facility would contain 2 rooms for treatment in the current home. A small outbuilding at the rear of the property would be converted in the future for an additional treatment room. There would be 2-4 therapists working varying hours Monday-Friday, 8:00 am to 7:00 pm (Saturday & Sunday scheduling to be determined).

The Unified Development Code (UDC) provides for professional offices, not to exceed 10,000 square feet, in a R-3 zoning district with an approved conditional use permit (CUP). As proposed, the change from a single family residence to a professional office will necessitate converting the property to meet commercial development standards such as accessibility, parking, water conservation as well as building and fire codes.

This property is within the Northern Gila County Sanitary District (NGCSD). Public water and sanitary facilities are required and currently in use.

**Staff Recommendation**

Recommendation: Approval with conditions listed below.

1. Site shall comply with all Town of Payson development regulations, including water conservation measures.
2. The use shall comply with all state licensure requirements. Failure to comply with state requirements shall be grounds for revocation of the CUP.
3. The site plan and any subsequent changes shall meet current Design Review requirements.
4. An approved Town of Payson business license (BL) and occupancy permit (BOP) shall be required prior to commencing business.

5. All requirements of the Gila County Health Department shall be met.
6. That the length of this Conditional Use Permit shall run concurrent with the use of this property. That is, as long as this property is used for a professional office under 10,000 s.f. , then the use permit is applicable. Change in uses or additional uses shall require approval through the CUP process.

**Suggested Motion to Approve:**

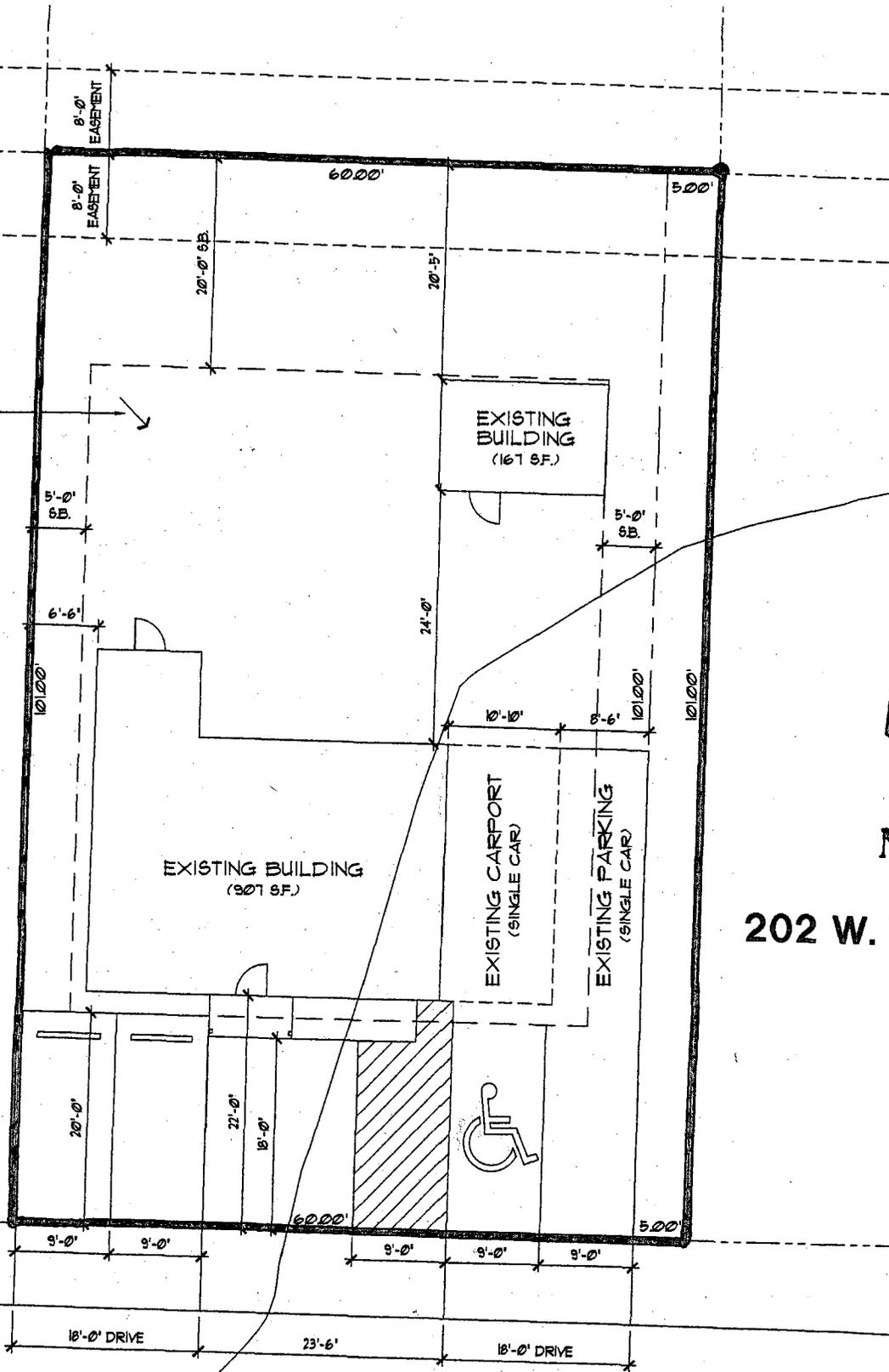
“I move the Planning & Zoning Commission approve CUP10-001, a request to allow a professional office use under 10,000 s.f. in a R-3 zoning district at 202 W. Wade Lane, with the conditions listed in the staff report.”





W WADE LN

LOT SLOPE LESS THAN 1% FROM NE TO THE S.E.



202 W. Wade Lane

W. WADE LN.

**TOWN OF PAYSON  
PLANNING AND ZONING COMMISSION OR  
BOARD OF ADJUSTMENTS APPLICATION**

The undersigned Applicant(s) hereby applies for:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Abandonment Request               | <input type="checkbox"/> General Plan or Land Use Plan Amendment | <input type="checkbox"/> Guest Quarters |
| <input type="checkbox"/> Administrative Appeal             | <input type="checkbox"/> Minor Land Division                     | <input type="checkbox"/> ADU            |
| <input type="checkbox"/> Code Amendment                    | <input type="checkbox"/> P & Z Commission Appeals                |   |
| <input checked="" type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Preliminary Subdivision Plat            |   |
| <input type="checkbox"/> Development Master Plan           | <input type="checkbox"/> Temporary Use Permit                    |   |
| <input type="checkbox"/> Devel. Agreement, PAD & SPD       | <input type="checkbox"/> Variance                                |   |
| <input type="checkbox"/> Final Subdivision Plat            | <input type="checkbox"/> Zone Change                             |   |

Aug, 2009

Project Address: 202 W. Wade Tax Parcel Number: 304-03-158B  
 Subdivision: Mogollon Rim Add #4 Lot Number: Portion of Lot #40  
 Name of Applicant(s): Lori Vario Phone #: 468-8897/472-9182  
 Mailing Address: 1000 W. Rocky Rd Town: Payson St: AZ Zip: 85541  
 Name of Property Owner(s): Bob Aldridge  
 Mailing Address: 12619 E. Kallie Dr Town: Scottsdale St: AZ Zip: 85259  
 Contact Person: Bob Aldridge Phone #: \_\_\_\_\_ Fax #: 206-338-2362  
 Payson Business License # PH8059 Sales Tax # \_\_\_\_\_

Detailed Description of Request:

Conditional use permit to allow professional office under 10,000 sq ft. within an R3 district.

(Note: Additional Description area can be included in an attachment)

Certification: I hereby certify that the data submitted on or with this application is true and correct, that I am the Owner of the property at this address, or that for the purpose of obtaining this approval I am an authorized agent in his behalf.

LORI VARIO  
Print Name

Lori Vario  
Signature

1-14-10  
Date

**STAFF USE ONLY - PERTINENT DATA**

APPLICATION	DATE	INITIALS	APPLICATION FEE:
DATE FILED	1-14-10	<u>SLD</u>	Conditional Use Permit Application fee - \$1000 <sup>00</sup>
COMPLETED APPLICATION	1-27-10	<u>KE</u>	
NEWSPAPER PUBLICATION	1-22-10	<u>SLD</u>	
300' NOTIFICATION MAILOUT	1-19-10	<u>SLD</u>	
POSTING DATE			
			CHECK NUMBER: _____ DATE: <u>1-14-10</u>

RECOMMENDATION	DECISIONS
By: _____ Date: _____	By: _____ Date: _____

**TOWN OF PAYSON  
PRINCIPAL / AGENT FOR ZONING SUBMITTALS**

A **Principal** (owner) / **Agent** (acts for the owner) **relationship** has been created between

FIRE Properties LLC. [Principal(s)] and  
Loni Vario (Agent),

for the purpose of:

Obtaining a Conditional Use permit for the  
purpose of converting the home at 202 W. Wade Ln  
into a professional office.

Robert J. Alldredge  
Principal

Principal

(Need both signatures, if husband and wife)

The foregoing Principal / Agent Relationship Statement was signed before me this 19<sup>th</sup> day of  
Jan, 2010, by Robert J. Alldredge [Principal(s)],

known to me to be the person(s) who signed said statement.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



JOEL M EMERICH  
Notary Public—Arizona  
Maricopa County  
Expires 05/13/2013

Joel M. Emerich  
Notary Public

My commission expires:

5-13-13

CITIZENS  
PARTICIPATION  
MATERIAL

## CITIZEN PARTICIPATION REPORT

To Whom it may concern:

Regarding the process of this report, I Lori Vario had sent out letters to every citizen notifying them of a meeting being held at 202 W. Wade Lane, on Saturday, January 23<sup>rd</sup>, 2010 from 11am-12noon.

The letter attached was mailed out Friday January 5<sup>th</sup> 2010, standard mail. There was only one mailing.

There was a total of one person that showed up at the meeting, Saturday. I had 3 others drop in but not during the meeting. Two neighbors dropped in the week before to let me know they were not going to make it and that there were no concerns and very happy to see me there. I had no sign up sheet ready so no names were taken, and I had been in session with clients. The 3<sup>rd</sup> was Clark S., he was there Monday 1-25-10, left no comment, except parking questions.

All comments that were received were positive and supportive. Regarding parking I am doing my best to work with the city to get any issues resolved.

Thank You,



Lori Vario, LMT  
928-978-4787

**RECEIVED**

JAN 27 2010

COMMUNITY DEVELOPMENT  
DEPARTMENT

## Notice of Citizens Participation Meeting

January 7, 2010

To Whom It May Concern:

Lori Vario will hold a public meeting at 202 W. Wade Lane at 11 a.m Saturday, January 23, 2010. The purpose of this meeting will be to discuss the use of the property at 202 W. Wade Lane as a professional office.

If you are unable to attend this meeting but have questions or comments regarding this project, feel free to contact Lori Vario 8:00 a.m to 5:00 p.m Monday through Friday.

Respectfully,

Lori Vario  
(928) 468-8897

**RECEIVED**

JAN 14 2010

COMMUNITY DEVELOPMENT  
DEPARTMENT

Print Name

Address

Phone #

1-23-10	Roy R. Kindrick Sr.	204 W. Wade	472-7408
1-25-10	Clark SINE	P.O. Box	478-8845

Comments

Roy R. Kindrick

Very Business like Appearance, Very Professional

DO TO  
WEATHER ...

MEETING WILL

BE CONTINUED

NEXT WEEK

AT 12 NOON

~~#2~~ 1-23-10 meeting stoped @ 11:45  
15min early.

**Erlandsen, Ray**

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**From:** DeSchaaf, Sheila  
**Sent:** Thursday, January 28, 2010 7:48 AM  
**To:** Erlandsen, Ray  
**Subject:** FW: Addational info for application

Here is a little narrative for the CUP on W. Wade!

*Sheila DeSchaaf, Planner II  
Town of Payson Community Dev. Dept.  
303 N. Beeline Hwy  
Payson, AZ 85541  
(928) 474-5242 x 354  
F: (928) 472-7490  
sdeschaaf@ci.payson.az.us*

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**From:** Lori Vario [mailto:asimpletouch1@gmail.com]  
**Sent:** Wednesday, January 27, 2010 6:59 PM  
**To:** DeSchaaf, Sheila  
**Subject:** Addational info for application

Dear Shelia,

I found one of the neighbors name & # that had stopped by prior to the meeting Saturday. Steve & Karen Christensen 211 W. Wade # 978-2882. They were there 2 say they wanted 2 be there for the meeting but had to be out of town. They loved the place, I have there card and they invited me to call anytime, they are also the prior owners of Tonto Silkscreen they did my old T-Shirts.

The facility is to be a massage & therapeutic treatment office containing 2 rooms for treatment in current home. An additional treatment room is in an outbuilding at rear of the property to be converted in the future. There will be 2-4 renters working varying hours (some full-time, some part-time). Hours of office plan on being Monday-Friday, 8am-7pm, Saturday & Sunday to be determined later.

I hope this information is what the board needs.

Thank You,

Lori Vario