

SHOW LOW PLANNING AND ZONING COMMISSION
REGULAR MEETING - TUESDAY, MAY 13, 2025

PURSUANT to A.R.S. Section 38-431.02, notice is hereby given to the Show Low Planning and Zoning Commission and to the general public, that a **Regular Meeting** of the Show Low City Council will be held on Tuesday, May 13, 2025, at 7:00 PM in the City Council Chambers, 181 North 9th Street, Show Low, Navajo County, Arizona. The agenda for this meeting is as follows:

1. Call to Order.
2. Roll Call.
3. Invocation.
4. Pledge of Allegiance.
5. **ELECTION OF OFFICERS:**
6. **NEW BUSINESS:**
 - A. Consideration of Conditional Use Permit 602-04-274 submitted by The Hampton Group, Inc to allow for a 96-unit apartment complex, located at the northeast corner of US 60 and Summit Trail that being the northern portion of A.P.N. 309-38-007Z. (Moriah Saline)
7. **CALL TO THE PUBLIC:**

Any citizen desiring to speak on a matter that is within the jurisdiction of the Planning and Zoning Commission may do so at this time. Comments may be limited to three minutes per person and shall be addressed to the Planning and Zoning Commission as a whole, and not to any individual member. Issues raised shall be limited to those within the jurisdiction of the Planning and Zoning Commission. Pursuant to the Arizona Open Meeting Law, the Planning and Zoning Commission cannot discuss or act on items presented at this time. At the conclusion of the call to the public, individual Planning and Zoning Commission members may (1) respond to criticism made by those who have spoken, (2) ask staff to review a matter, and (3) ask that a matter be put on a future agenda.
8. **APPROVAL OF MINUTES:**
 - A. Planning and Zoning Commission Regular Meeting of March 25, 2025
9. **SUMMARY OF CURRENT EVENTS:**
 - A. Commission Members
 - B. Planning and Zoning Director
10. **ADJOURNMENT:**

NOTICE TO PARENTS AND LEGAL GUARDIANS: Parents and legal guardians have the right to consent before the City of Show Low makes a video or voice recording of a minor child, pursuant to A.R.S. § 1-602(A)(9). The Show Low Planning and Zoning Commission regular meetings are recorded and may be viewed on the City of Show Low's website. If you permit your child to attend/participate in a televised Planning and Zoning Commission meeting, a recording will be made. You may exercise your right not to consent by not allowing your child to attend/participate in the meeting.

Pursuant to the Americans with Disabilities Act (ADA), the Planning and Zoning Commission endeavors to ensure the accessibility of its meetings to all persons with disabilities. If you need accommodation for a meeting, please call the City Clerk's office at (928) 532-4061 at least 48 hours prior to the meeting for accommodation.

Council Chambers will open at least ten minutes prior to the meeting to allow public access to the room. Council Chambers has a maximum occupancy of 139 people.

Moriah Saline

I, Moriah Saline, do hereby certify that the foregoing notice was posted on Friday, May 9, 2025.

**City of Show Low
STAFF SUMMARY REPORT**

AGENDA TITLE: Consideration of Conditional Use Permit 602-04-274 submitted by The Hampton Group, Inc to allow for a 96-unit apartment complex, located at the northeast corner of US 60 and Summit Trail that being the northern portion of A.P.N. 309-38-007Z. (Moriah Saline)

RECOMMENDATION

I **MOVE** to approve CUP 602-04-274 submitted by The Hampton Group, Inc to allow for a 96-unit apartment complex, located at the northeast corner of US 60 and Summit Trail that being the northern portion of A.P.N. 309-38-007Z, subject to staff recommendations.

BACKGROUND

The Hampton Group, Inc has submitted a Conditional Use Permit (CUP) to allow for a 96-unit apartment complex located at the northeast corner of US 60 and Summit Trail that being the northern portion of A.P.N. 309-38-007Z. Multiple-family dwellings over 10 units require a CUP in the C-2 (General Commercial) zone and are required to meet the standards of the R2-7 (Single-Family and Multiple-Family Residential, 7,000 Square Feet) zone. A minimum lot area of 2,500 square feet is necessary for each apartment. Based on the property's total square footage the maximum number of apartments permissible on this parcel is 179 units.

On October 21st 1986, Show Low City Council passed Ordinance No. 257 which designated this parcel as a PUD (Planned Unit Development). The parcel was then rezoned from PUD to C-2 (General Commercial) through Ordinance No. 2008-06 on May 21st, 2008. Condition three (3) of that ordinance requires a 35 foot no build buffer along the east side of the subject property. A conceptual site plan has been submitted that shows a total of 10.25 acres which has eight buildings, including six, two-story apartment complexes, one clubhouse, and a maintenance facility. The development will include 24 studios, 48 one-bedroom units, and 24 two-bedroom apartments. Each studio and one-bedroom apartment require 1.5 parking spaces, while the two-bedroom apartments require 2 parking spaces. Overall, a total of 156 parking spaces will be required. The plans indicate 156 parking spaces, with 96 being covered satisfying the minimum requirement. The proposed development intends to replicate the design and appearance of the applicant's existing 152-unit apartment complex, Elk Ridge and intends to be rented out at market rate value. As stated by the applicant, they aim to preserve as much natural vegetation as possible across the site, which includes approximately 4 acres of open space land throughout the project. They will also implement a minimum setback of 35 feet from the Snow Creek subdivision located on the eastern side of the property, along with solid fencing that aligns with the city's standards or another type of fence if Snow Creek HOA has another city approved preference. The closest building of the proposed apartment complex will be situated 74 feet away from Snow Creek's west property line, surpassing the required 35-foot setback distance by approximately 40 feet. Access to the new Mountain Ridge complex will be provided by two points on Summit Trail. In the City's General Plan under Circulation Goals, Summit Trail is considered a major collector and is shown to connect

from US 60 through to South White Mountain Road. Additionally, a site view fence has been suggested along US 60 and Summit Trail. The lighting on the site will adhere to dark sky standards to reduce light pollution for residents and neighbors.

Official plans have not been submitted to the building department and the final development shall meet all requirements of City Code.

ATTACHMENTS

1. Findings of Fact

FISCAL IMPACT

FINDINGS OF FACT

1. The Hampton Group, Inc has submitted a Conditional Use Permit (CUP) to allow for a 96-unit apartment complex, located at the northeast corner of US 60 and Summit Trail that being the northern portion of A.P.N. 309-38-007Z.
2. Multiple-family dwellings over 10 units require a CUP in the C-2 (General Commercial) zone and are required to meet the standards of the R2-7 (Single-Family and Multiple-Family Residential, 7,000 Square Feet) zone.
3. A minimum lot area of 2,500 square feet is necessary for each apartment. Based on the property's total square footage the maximum number of apartments permissible is 179 units.
4. On October 21st 1986, Show Low City Council passed Ordinance No. 257 which designated this parcel as a PUD (Planned Unit Development). The parcel was then rezoned from PUD to C-2 (General Commercial) through Ordinance No. 2008-06 on May 21st, 2008.
5. A conceptual site plan has been submitted that shows a total of 10.25 acres which has eight buildings, including six, two story apartment complexes, one clubhouse, and a maintenance facility.
6. The development will include 24 studios, 48 one-bedroom units, and 24 two-bedroom apartments. Each studio and one-bedroom apartment require 1.5 parking spaces, while the two-bedroom apartments require 2 parking spaces. Overall, a total of 156 parking spaces will be required and the plans meet the requirements.
7. The proposed development intends to replicate the design and appearance of the applicant's existing apartment complex, Elk Ridge. These apartments will be rented out at market rate value.
8. According to the applicant, they intend to leave as much natural vegetation as allowable and have a 35-foot setback, with a fence, from the Snow Creek community that is located along the east side of the property.
9. The closest building of the proposed apartment complex will be situated 74 feet away from Snow Creek's west property line, surpassing the required 35-foot setback distance by approximately 40 feet.

10. Access to the new Mountain Ridge complex will be provided by two points on Summit Trail. And a site view fence is planned along US 60 and Summit Trail and the lighting will meet dark sky standards to reduce light pollution for residents and nearby areas.
11. On the General Plan, Summit Trail is considered a major collector and is shown to connect from US 60 through to South White Mountain Road.
12. Official plans have not been submitted to the building department and the final development shall meet all requirements of City Code.
13. Current zoning of the surrounding properties include.

North: RCD (Recreation Community Development)

South: C-2 (General Commercial)

East: PUD (Planned Unit Development)

West: RCD (Recreation Community Development)

14. The current land uses of the surrounding properties include.

North: Vacant Planned Unit Development

South: Vacant Commercial

East: Snow Creek Subdivision

West: Torreon Subdivision

15. Transmittal memos were sent to all affected agencies. Applicable comments received include.

ADOT: A traffic impact statement (TGP-240 A) with trip generation is needed to determine if a full Traffic Impact Analysis will be required.

16. The property was posted, and letters were sent to all property owners within three hundred (300) feet of the subject property. As of Friday, May 9th at noon, two people came in person, while there was also one email and three phone calls received. These comments consisted primarily with seeking general information and raised various concerns such as traffic issues, wildlife displacement, noise pollution, light pollution, air quality concerns, emergency response capabilities, and overall safety.

STAFF RECOMMENDATIONS

After reviewing the Zoning Ordinance, Standards for Review, Findings of Fact, discussions with the applicant, and because the request is consistent with the City of Show Low General Plan, staff recommends that the Planning and Zoning Commission approve Conditional Use Permit 602-04-274 submitted by The Hampton Group, Inc to allow for a 96-unit apartment complex, located at the northeast corner of US 60 and Summit Trail that being the northern portion of A.P.N. 309-38-007Z, subject to the following conditions.

1. All development shall comply with all applicable federal, state, and local requirements, including building permit, parking, Fire District, and ADOT requirements.
2. All drainage on the subject property shall be designed in accordance with Chapter 17.20.50, Drainage Design, and shall not negatively affect any downstream properties.
3. The development shall comply with the R2-7 (Single-Family and Multiple-Family Residential 7,000 square feet) requirements of City Code, including density, height, and recreation area requirements.
4. Maximum building height shall be limited to a maximum of 35 feet.
5. Building design shall include mountain design architecture such as exposed wood beams, stone, split-face block, and other complimentary natural appearing materials.
6. All development shall comply with Chapter 19.110, Outdoor Light Control. Lights shall be fully shielded from adjacent properties and roadways.

STANDARDS FOR REVIEW

Project: Conditional Use Permit 602-04-274 submitted by The Hampton Group, Inc to allow for a 96-unit apartment complex, located at the northeast corner of US 60 and Summit Trail that being the northern portion of A.P.N. 309-38-007Z.

General Plan **HOUSING**

Goal: Maintain residential consistency, balance and spacious appearance.

Objective: Preserve trees and natural surroundings in residential areas

Goal: Promote mixed-use developments and advocate for materplanned communities.

Objective: Encourage a mix of affordable housing through incentives.

Goal: Integrate open space and parks into housing developments.

Objective: Encourage developers to integrate meaningful open space into plans.

Zoning Ordinance

CONDITIONAL USE PERMITS

19.20.010 Purpose.

Every zoning district contains certain uses of land which are normal and complementary to permitted uses in the district, but which, by reason of their typical physical or operational characteristics, influence on the traffic function of adjoining streets, or similar conditions, are potentially incompatible with adjacent activities and uses. It is the intent of this chapter to permit conditional uses if the use can be designed and developed in a manner which assures maximum compatibility with adjoining uses. It is the purpose of this chapter to establish principles and procedures essential to proper guidance and control of such uses. (Ord. No. 473, §§ 1 – 4, 6-6-00; Ord. No. 2006-07, § 3, 3-7-06; Ord. No. 2007-03, § 1, 1-16-07; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-32(A))

19.20.020 General regulations.

- (A) Zoning district regulations established elsewhere in this chapter specify that certain uses of land may be allowed by the commission as conditional uses in a given district subject to the provisions of this section and the requirements set forth in district regulations. The planning and zoning commission is empowered to grant or to deny applications for conditional use permits and to impose conditions upon them.
- (B) Any use, legally established and in compliance with the rules and regulations of the state of Arizona and the City of Show Low, that is existing on the effective date of the ordinance codified in this chapter which is reclassified as a conditional use by this chapter for the district in which it is located shall be considered as meeting the conditions which would otherwise be imposed upon such use by this chapter, and its continuance shall not be subject to issuance of a conditional use permit; provided, however, that to the extent that such use fails to conform to the requirements of this chapter, it shall be considered nonconforming as described in Chapter [19.95](#), and its continuance shall be governed by all nonconforming use regulations applicable thereto.
- (C) Every conditional use permit issued shall be applicable only to the specific conditional use and to the specific property for which it is issued and shall run with the property until revoked or until such time as the use is discontinued. The maintenance of special conditions imposed by the permit, as well as the compliance with other provisions of this chapter, shall be the responsibility of the property owner. (Ord. No. 473, §§ 1 – 4, 6-6-00; Ord. No. 2006-07, § 3, 3-7-06; Ord. No. 2007-03, § 1, 1-16-07; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2024-06, § 1, 6-4-24. 1976 Code § 15-1-32(B))

19.20.030 Application process.

- (A) *Authorized Applicant.* An applicant for a conditional use permit shall be one (1) of the following:
 - (1) The owner(s) and/or authorized agent of the property;
 - (2) Any person with a potential interest in the property, together with the name, address and signature of the owner and/or authorized agent of the property.
- (B) *Submittal Requirements.* Application for a conditional use permit shall be filed with the planning and zoning department on a form provided by the planning and zoning department. The applicant shall provide the planning and zoning director with a detailed

site plan with the information requested in Chapter 19.15, and the narrative information as requested on the application form. An applicant shall also furnish the commission any additional information the planning and zoning director may consider relevant.

- (C) *Mandatory Applicant Attendance.* Applicants, or their representative with authority to speak for and bind the applicant, shall be present at all meetings and public hearings required under this section.
- (D) *Representations of Applicant Binding.* All representations by the applicant, or by the applicant's authorized representative, made in writing, or during any city public meeting or public hearing, or by any submitted plan, plat, drawing or other graphic depiction in support of the application, and designated in the record by the planning and zoning commission and/or city council, shall be deemed to be conditions of approval.
- (E) *Diminution of Fair Market Value Waiver Required.* An executed, notarized waiver by the owner of the subject property of any and all claims for diminution in fair market value as defined by A.R.S. § 12-1134 arising out of the subject application shall be submitted. (Ord. No. 473, §§ 1 – 4, 6-6-00; Ord. No. 2006-07, § 3, 3-7-06; Ord. No. 2007-03, § 1, 1-16-07; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-32(C))

19.20.040 Staff review.

An application for a conditional use permit shall be submitted to the planning and zoning director at least twenty-one (21) days prior to the public meeting. The required twenty-one (21) day period shall commence once a complete application has been received as deemed by the planning and zoning director or designee and shall not include the day of submittal, nor shall it include the day of the meeting. The recommendation shall be submitted to the planning and zoning commission prior to the scheduled public meeting. The recommendation shall set forth whether the conditional use permit should be granted, granted with conditions, denied, or set for a public hearing. (Ord. No. 473, §§ 1 – 4, 6-6-00; Ord. No. 2006-07, § 3, 3-7-06; Ord. No. 2007-03, § 1, 1-16-07; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2024-06, § 1, 6-4-24. 1976 Code § 15-1-32(D))

19.20.050 Standards for reviewing conditional use permits.

All conditional use permits shall be evaluated for the following standards:

- (A) The application shall be consistent with and conform to the general plan and any other adopted plans;
- (B) There shall be no significant adverse or intrusive effect upon property within three hundred (300) feet of the external boundaries of the subject property as a result of the proposed use; and
- (C) The proposed change would not be detrimental to the public health, safety and general welfare of the persons or property in the surrounding area, nor to the community in general. (Ord. No. 473, §§ 1 – 4, 6-6-00; Ord. No. 2006-07, § 3, 3-7-06; Ord. No. 2007-03, § 1, 1-16-07; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-32(E))

19.20.060 Notification requirements.

Notice of the nature of the conditional use permit application and the date of the meeting at which it will be considered shall be posted on the property and shall be mailed to the owners of all real property within three hundred (300) feet of the property for which application is made at least ten (10) days prior to the meeting. Notwithstanding the notice requirements set

forth in this section, the failure of any person or entity to receive notice shall not constitute grounds for any court to invalidate the action for which the notice was given. (Ord. No. 473, §§ 1 – 4, 6-6-00; Ord. No. 2006-07, § 3, 3-7-06; Ord. No. 2007-03, § 1, 1-16-07; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-32(F))

19.20.070 Commission action.

Based on the application, site plan, standards of review, staff's recommendation and any other presented information the commission has the following options in rendering a decision:

- (A) The commission may grant a conditional use permit with conditions the commission deems necessary to secure the intent and purpose of this section and require such guarantees and evidence that such conditions are being, or will be, complied with as the commission may desire.
- (B) Deny the conditional use permit. If the commission finds that the application and supporting data do not indicate that all applicable conditions and requirements of this section will be met, it shall deny the permit. Notice of denial, including reasons therefor, shall be mailed to the applicant at the address shown in the application, and the commission shall report its actions to the city council.
- (C) At its discretion, set the matter for a public hearing. If the commission does set the matter for public hearing, notice thereof shall be given to the public by publication of a notice in the official newspaper of the city and by posting the property included in the application not less than fifteen (15) days prior to the hearing. The notice shall set forth the time and place of the hearing and include a general explanation of the matter to be considered and a general description of the area affected.
- (D) Continue the matter one (1) time to a specific date not to exceed thirty (30) days from the original meeting date. (Ord. No. 473, §§ 1 – 4, 6-6-00; Ord. No. 2006-07, § 3, 3-7-06; Ord. No. 2007-03, § 1, 1-16-07; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-32(G))

19.20.080 Appeals.

- (A) Any aggrieved person may file an appeal with the city council regarding any decision of the planning and zoning commission regarding the commission's action on a conditional use permit by filing a written notice of appeal with the city clerk specifying the request. This appeal shall outline the specific nature of the concern, the impacts on neighboring properties, and the city as a whole, and the individual's standing as an aggrieved person. If no appeal is filed with the council within seven (7) days after commission action, the action of the commission shall be considered final.
- (B) When an appeal is filed with the city clerk, the planning and zoning director shall place the item on the next available regular city council meeting agenda, or, in the alternative, the planning and zoning director may set the matter for public hearing before the council as per the notification requirements outlined in Section [19.20.070\(C\)](#). Notice shall be given to the planning and zoning commission of such appeal and the commission shall submit a report to the council prior to the hearing setting forth the reasons for its action taken. The commission shall be represented at the hearing by the commission chairman or his designee.
- (C) *Council Action.*
 - (1) May grant or deny it; the council may elect to set the matter for a public hearing, and the latter action shall require notification as outlined in Section [19.20.070\(C\)](#).

- (2) The council shall, within fifteen (15) days of the public hearing, either uphold the decision of the planning and zoning commission or make a decision of its own. The council is not bound by the record of the commission's findings and/or decision in reaching its decision.
- (3) The council may grant a conditional use permit with conditions the council deems necessary to secure the intent and purpose of this section and require such guarantees and evidence that such conditions are being, or will be, complied with as the council may desire.
- (4) The council's decision shall be final and shall become effective immediately. Notice of the decision shall forthwith be mailed to the applicant at the address shown in the application. (Ord. No. 473, §§ 1 – 4, 6-6-00; Ord. No. 2006-07, § 3, 3-7-06; Ord. No. 2007-03, § 1, 1-16-07; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2024-06, § 1, 6-4-24. 1976 Code § 15-1-32(H))

19.20.090 Time limits.

- (A) Conditional use permits become effective seven (7) days after approval by the planning and zoning commission, but in the event an appeal is filed, said permit shall not become effective until a decision upholding granting of the permit is arrived at by the council.
- (B) The construction of any improvements allowed by a conditional use permit shall commence within twelve (12) months or as otherwise stipulated by the commission and must be completed within eighteen (18) months or as otherwise stipulated by the commission in accordance with the development plan, unless extended by the planning and zoning commission, otherwise the conditional use permit shall become null and void.
- (C) The commission may establish a time limitation for specific conditional use permits and prior to the termination of this time limit, the commission may reconsider said use permit to determine if the permit should be reissued for an additional time period or be terminated.
- (D) A conditional use permit shall not be effective until the conditions of the permit are fulfilled unless specific clarifications on the conditional use permit as to timing of compliance are present.
- (E) If a time limit is not established by the commission, and the conditional use is discontinued for more than twelve (12) months, a new conditional use permit shall be required.
- (F) An applicant may submit a master plan of a proposed development which requires a conditional use permit and have the development approved by the commission. No further conditional use permit process will be necessary to implement this plan as long as it is in substantial compliance with the master plan and is completed within the time period established by the commission.
- (G) No person shall reapply for the same or substantially the same use permit on the same or substantially the same plot, lot, or parcel of land within a period of one (1) year from the date of denial or revocation of said use permit. (Ord. No. 473, §§ 1 – 4, 6-6-00; Ord. No. 2006-07, § 3, 3-7-06; Ord. No. 2007-03, § 1, 1-16-07; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-32(I))

19.20.100 Revocation and enforcement.

- (A) Use permits granted in accordance with the provisions of this chapter may be revoked if any of the conditions or terms of the permit are violated or if any law or division is violated

in connection therewith. The planning and zoning director shall notify the permittee of a violation of a conditional use permit. If the violation is not remedied or the remedy is not substantially begun in the opinion of the planning and zoning director, the permittee shall be served with a notice that the planning and zoning commission will consider revocation of the conditional use permit at a commission meeting specified in the notice. This commission meeting shall not be held less than ten (10) days after the notice is mailed by certified mail or by personal delivery. If the commission decides to revoke the permit, the property owner shall cease the use for which the conditional use permit was issued.

- (B) Failure to comply with the conditional use permit or the standards of this chapter may result in a complaint being a portion offiled in the magistrate court as per Section [19.10.080](#). (Ord. No. 473, §§ 1 – 4, 6-6-00; Ord. No. 2006-07, § 3, 3-7-06; Ord. No. 2007-03, § 1, 1-16-07; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-32(J))

The Show Low City Code is current through Ordinance 2024-12, passed December 3, 2024. Disclaimer: The city clerk's office has the official version of the Show Low City Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above. [City Website: www.showlowaz.gov](http://www.showlowaz.gov) Hosted by General Code.

ARTICLE II. C-2 ZONE – GENERAL COMMERCIAL

19.70.090 Purpose.

The purpose of this district is to provide for General Commercial uses to serve the community and White Mountain region. Property development standards are designed to encourage orderly, attractive and compatible commercial development in the city. Single-family residential development shall be prohibited in the General Commercial zone. Because no list of uses can be complete, decisions on specific uses not included as examples on the following lists of permitted and conditional uses will be made by the planning and zoning director. (Ord. No. 522, §§ 1 – 4, 1-7-03; Ord. No. 2005-10, § 4, 4-19-05; Ord. No. 2006-07, § 7, 3-7-06; Ord. No. 2006-20, § 3, 8-15-06; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2010-08, §§ 1, 2, 5-4-10. 1976 Code § 15-1-60(A))

19.70.100 Permitted uses.

(A) All uses identified as “permitted uses” in the Neighborhood Commercial zone.

(B) Merchandise must be sold on site. Uses permitted under this category shall include, but are not limited to, the following:

Aerobics studios;

Artificial limbs and braces, sales and manufacturing;

Assayers;

Assembly halls and auditoriums;

Auction halls with goods stored and auctioned within a building;

Automobile parts and supplies, retail sales;

Automobile sales, licensed franchise dealers;

Automobile rental and leasing;

Awnings, custom, retail sales and fabrication (indoor only);

Balls and bearings, retail sales;

Barber and beauty supply and equipment, retail sales;

Beer, ale and wine distributors (no bottling);

Blood and plasma centers;
Boat sales and service;
Bottled fuel, storage and distribution (no bulk storage, 500-gallon maximum capacity);
Bowling alleys;
Building materials, retail sales;
Burglar alarm equipment, sales, service and monitoring;
Camper sales;
Candy, retail and wholesale sales and distribution;
Carpet, rug, and furniture cleaners;
Cesspool builders and service (offices only);
Charitable institutions;
Christian Science reading rooms;
Cigarette vending service;
Clothing, retail sales and alterations;
Coin machines, rental and service;
Collection agencies;
Contractors' offices;
Cosmetics, retail sales;
Costume rental;
Crockery, retail sales;
Dairies, retail sales of products;
Dental laboratories;
Dental supplies;
Department stores;
Diaper supply services;
Drive through restaurant not adjacent to residentially zoned property;
Electrical contractors' shops;
Electrical equipment, retail sales;
Engravers;
Entertainment bureaus;
Express, messenger and courier companies, office and dispatch only;
Feed, retail sales, office;
Financial institutions, drive through permitted;
Fire protection equipment, retail sales and service;
Floor coverings and refinishing;
Food products, sales and warehousing;
Furnaces, retail sales and repair;
Furniture, retail sales, repair and refinish;
Garage equipment, retail sales;
Garages (parking, public);
Gas appliances, retail sales and service;
Gas companies, offices only;
Gas regulating equipment, sales and service;
Glass and mirror sales, installation and repair;
Groceries, retail sales;
Guns, retail sales and repairs;

Gymnasiums, private and commercial;
Hardware, retail sales;
Hats, retail sales and repair;
Headstone (tombstone) sales and display;
Health clubs;
Health food products, retail sales;
Heating, ventilating and air conditioning equipment, retail sales;
Historical museums;
Hobby shops;
Home appliance sales and service;
Home electronics, general sales and service;
Home improvement sales, within an enclosed building;
Hospital service organizations;
Hotel equipment and supplies, retail sales;
Hotels and motels;
House furnishings, retail sales;
Janitorial supplies, retail sales;
Laboratories, clinical and dental (accessory to medical offices);
Lawnmower repair shops;
Leather goods, custom;
Linen supply, laundry services;
Locksmith shops;
Martial arts studios;
Medical supplies, retail sales and rental;
Mortuaries;
Motion picture equipment, retail sales and display;
Motor freight companies, offices only;
Motorcycles, sales and service;
Musical instruments, repairing, service, retail sales;
Music studios;
News services;
Office furniture, equipment and supplies, retail sales and showroom;
Oil burner, retail sales;
Painting equipment and supplies, retail sales;
Parking lots, commercial;
Pet shops, retail sales;
Pharmaceuticals, distribution and sales;
Photographic developing;
Physical therapy equipment, retail and wholesale;
Playground equipment, retail sales;
Plumbing fixtures and supplies, display and retail sales;
Printers;
Printer's equipment and supplies, sales;
Public transportation depot;
Radio and television studios;
Record retention center;

Restaurants, beer and wine only;
Restaurant equipment, retail sales;
Safes, repair and sales;
Saw sharpening shops;
School equipment and supplies, retail and wholesale;
Secondhand goods which do not accept donations;
Sewing machines, retail sales and repair;
Shoe repairing equipment and supplies, sales;
Skating rinks;
Soaps, retail sales;
Soda fountain supplies, retail;
Sound systems and equipment, retail sales and repairs;
Sporting goods, retail and wholesale;
Swimming pool supplies;
Tack shops;
Theaters;
Tobacco sales;
Vacuum cleaners, retail sales and service;
Variety stores, retail sales;
Vehicle service;
Veterinarians, retail sales and supplies;
Video sales and rental;
Window cleaning service;
Window display installation, studio and shop;
Woodworking equipment, retail sales.

(C) *Multiple-Family Dwellings*. Up to ten (10) units (must meet the standards of the R2-7 zone). Manufactured homes are excluded. Includes a single, site-built residence attached to a business for use as a caretakers residence. (Ord. No. 522, §§ 1 – 4, 1-7-03; Ord. No. 2005-10, § 4, 4-19-05; Ord. No. 2006-07, § 7, 3-7-06; Ord. No. 2006-20, § 3, 8-15-06; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2010-08, §§ 1, 2, 5-4-10; Ord. No. 2024-06, § 1, 6-4-24. 1976 Code § 15-1-60(B))

19.70.110 Conditional uses.

(A) Acoustical material, sales;
Agricultural implements, distributions and display, retail sales;
Ambulance service;
Amusement park;
Automobile, body and fender shops;
Automobile radiator shops;
Automobile sales, used;
Bars, taverns, cocktail lounges;
Cabinetmaker;
Carbide sales and distribution;
Car wash;
Clothing manufacturing;
Cold storage (no slaughtering);

Cosmetics, compounding, packaging and storage;
Crematorium;
Dairy products manufacturing;
Dance halls;
Drive-in theaters;
Drive-through restaurants adjacent to residentially zoned property;
Equipment rental (indoor storage only);
Express companies, warehouses and garages;
Exterminators;
Family game centers;
Farm implements and machinery, retail sales;
Firewood storage;
Food processing;
Frozen foods processing;
Frozen foods, wholesale storage and distribution;
Fuel dispensing (retail only);
Furniture, wholesale and storage;
Golf or baseball driving ranges;
Groceries, wholesale and warehouse;
Heliport (medically related);
Homeless shelters;
Horseshoeing;
Hospitals;
Imported goods, wholesale, warehouse;
Indoor shooting range;
Ink, compounding, packaging, sales and storage;
Laboratories, testing and research;
Liquidators;
Liquor stores;
Lubricating compounds, wholesale, storage;
Lumber, sales;
Machine shops;
Machine tools, sales and storage;
Machinery dealers, retail sales and showrooms;
Manufactured home parks and subdivisions, subject to the property development standards of the MH zone;
Massage establishments;
Material handling;
Microbrewery;
Miniature golf;
Missions, religious;
Monument works. No outdoor sandblasting;
Multiple-family dwellings, beyond ten (10) units (must meet the standards of the R2-7 zone).
Manufactured homes excluded;
Newspaper printing;
Nonchartered financial institutions;

Nursing homes;
 Oil burners, service and repair;
 Painting equipment and supplies, wholesale storage;
 Paper products, wholesale and storage;
 Pawnbroker, pawnshop;
 Plant nurseries;
 Plumbing fixtures and supplies, wholesale, storage;
 Pool and billiard halls;
 Produce, wholesale, storage;
 Public and civic uses serving alcoholic beverages;
 Public storage garages;
 Public/private utility structures, and appurtenances thereto for public service use;
 Quick freeze plants;
 Radio and television broadcasting stations;
 Recreational vehicle parks or campgrounds subject to the regulations in Section 19.25.200;
 Recreational vehicle sales and service (licensed franchise dealers);
 Recreational vehicle sales (used);
 Refrigerators (wholesale and storage);
 Rehabilitation centers;
 Restaurants serving alcoholic beverages other than beer or wine;
 Secondhand goods which accept donations;
 Sheet metal work;
 Sign shops, fabrication and painting;
 Soaps, compounding, packaging, storage;
 Surplus stores;
 Taxicab garages;
 Taxidermists;
 Tire repairing equipment and supplies;
 Toiletries, compounding, packaging, storage;
 Trailer rental;
 Trailer sales;
 Vehicle repair;
 Veterinary clinics that board animals;
 Wine bottling.

(B) *Manufacturing*. Manufacturing incidental to a permitted sales or service shall be permitted through a conditional use permit subject to the following:

- (1) Such manufacturing activity shall be restricted to not over fifty (50) percent of the ground floor area of the building devoted to the permitted use.
- (2) All such manufacturing shall be conducted within a completely enclosed building, and there shall be no external evidence of the activity such as noise, vibration, smoke, odor, dust, gas, glare, etc. (Ord. No. 522, §§ 1 – 4, 1-7-03; Ord. No. 2005-10, § 4, 4-19-05; Ord. No. 2006-07, § 7, 3-7-06; Ord. No. 2006-20, § 3, 8-15-06; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2010-08, §§ 1, 2, 5-4-10; Ord. No. 2024-06, § 1, 6-4-24. 1976 Code § 15-1-60(C))

19.70.120 Property development standards.

- (A) *Minimum Lot Area*. Five thousand (5,000) square feet.
- (B) *Minimum Lot Width*. Fifty (50) feet.
- (C) *Minimum Street Side Setback*. Ten (10) feet. Where lots have a double frontage, the ten (10) foot yard shall be provided on both streets.
- (D) *Minimum Side Yard*. None, except where a side lot line adjoins a lot in a residential zone, there shall be a fifteen (15) foot side yard, and where a side lot line abuts a street, there shall be a ten (10) foot side yard. Requirements for separation as outlined in the International Building Code shall be met.
- (E) *Minimum Rear Yard*. Six (6) feet, except where a rear lot line adjoins a lot in a residential zone, there shall be a twenty (20) foot rear yard or the height of the building, whichever is greater. Requirements for separation as outlined in the International Building Code shall be met.
- (F) *Building Design*. Maximum building height shall be forty-five (45) feet, except by conditional use permit. The placement of manufactured homes/buildings is prohibited. All buildings located within the General Commercial zoning district shall comply with the following:
 - (1) A minimum of two-thirds (2/3) of the primary building surface (defined as walls visible from the right-of-way or adjacent properties) exclusive of windows and doorways shall be treated with natural appearing materials such as stone, split face block, siding, brick, or exposed beams. The remaining one-third (1/3) of the primary building surface shall be treated with materials complementary in characteristics to the primary treatment material. Treatment shall be equally distributed on all building sides.
 - (2) Primary facade planes which are visible from the public right-of-way and exceed fifty (50) feet in length shall require the addition of architectural elements such as building offsets, covered porches, or bay windows.
 - (3) All roof overhangs shall be a minimum of twelve (12) inches in width.
 - (4) No metal siding utilizing vertical seams shall be allowed.
- (G) *Landscaping*. All development located within the C-2 (General Commercial) zoning district shall be accompanied with a landscaping plan. This landscaping plan shall incorporate the following:
 - (1) An average of ten (10) feet of the lot measured from the front property line and the street side property line, extending the developed length of the property (except for driveways) with a minimum distance of three (3) feet from the front property line and the street side property line, extending the developed length of the property (except for driveways), shall be landscaped.
 - (2) All open areas not designated and surfaced for parking shall be landscaped with trees, shrubs, ground cover, pedestrian walkways and plazas in a manner acceptable to the planning and zoning director or his/her designee.
 - (3) A minimum of thirty (30) percent of the required landscaping area shall consist of vegetative ground cover. The remaining area may be landscaped with rock, gravel or similar landscaping materials. A minimum of one (1) tree per two hundred (200) square feet of required landscaped area shall be provided. In addition, a minimum of one (1) bush or shrub shall be provided for every one hundred (100) square feet of required landscaped area. Trees, bushes and shrubs may be grouped. The use of native or indigenous species is required. A list of approved trees, shrubs, bushes and ground cover is available from the community development department. Deviations

from this list may be permitted following written approval from the planning and zoning director. In addition to these landscaped portions, an area equal to at least five (5) percent of the required parking area exceeding twenty thousand (20,000) square feet shall be landscaped. Preservation of existing trees is strongly encouraged.

- (4) All landscaping shall be installed and maintained in substantial conformance to the submitted and approved landscaping plan.

(H) Screening.

- (1) Where the lot adjoins a residential zone, dissimilar uses shall be screened from the residential property by a solid material fence six (6) feet in height as defined in Chapter 19.25 or as otherwise allowed or required by the planning and zoning commission.
- (2) All outdoor storage must be screened from the public view and from the view of the adjoining property owners. A sight-obscuring fence shall be built, or sight-obscuring landscaping fence shall be planted, and maintained around the perimeter of the outdoor storage area. (Ord. No. 522, §§ 1 – 4, 1-7-03; Ord. No. 2005-10, § 4, 4-19-05; Ord. No. 2006-07, § 7, 3-7-06; Ord. No. 2006-20, § 3, 8-15-06; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2010-08, §§ 1, 2, 5-4-10; Ord. No. 2024-06, § 1, 6-4-24. 1976 Code § 15-1-60(D))

19.70.130 General provisions.

The provisions of Chapter 19.25 shall apply. (Ord. No. 522, §§ 1 – 4, 1-7-03; Ord. No. 2005-10, § 4, 4-19-05; Ord. No. 2006-07, § 7, 3-7-06; Ord. No. 2006-20, § 3, 8-15-06; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2010-08, §§ 1, 2, 5-4-10. 1976 Code § 15-1-60(E))

19.70.140 Signs.

The provisions of Chapter 19.100 shall apply. (Ord. No. 522, §§ 1 – 4, 1-7-03; Ord. No. 2005-10, § 4, 4-19-05; Ord. No. 2006-07, § 7, 3-7-06; Ord. No. 2006-20, § 3, 8-15-06; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2010-08, §§ 1, 2, 5-4-10. 1976 Code § 15-1-60(F))

19.70.150 Parking and loading.

The provisions of Chapter 19.105 shall apply. (Ord. No. 522, §§ 1 – 4, 1-7-03; Ord. No. 2005-10, § 4, 4-19-05; Ord. No. 2006-07, § 7, 3-7-06; Ord. No. 2006-20, § 3, 8-15-06; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2010-08, §§ 1, 2, 5-4-10. 1976 Code § 15-1-60(G))

19.70.160 Plan review.

The provisions of Chapter 19.15 shall apply to all uses. (Ord. No. 522, §§ 1 – 4, 1-7-03; Ord. No. 2005-10, § 4, 4-19-05; Ord. No. 2006-07, § 7, 3-7-06; Ord. No. 2006-20, § 3, 8-15-06; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2010-08, §§ 1, 2, 5-4-10. 1976 Code § 15-1-60(H))

The Show Low City Code is current through Ordinance 2024-10, passed November 19, 2024. Disclaimer: The city clerk's office has the official version of the Show Low City Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above. City Website: www.showlowaz.gov Hosted by General Code.

R2-7 ZONE – SINGLE-FAMILY AND MULTIPLE-FAMILY RESIDENTIAL (7,000 SQUARE FEET)

19.55.010 Purpose.

This district is intended to promote and preserve medium density single-family and multiple-family residential development. Regulations and property development standards are designed to protect the residential character of the district and to prohibit all incompatible activities. Land use is composed chiefly of individual homes and multiple-family dwellings, together with required recreational, religious and educational facilities. (Ord. No. 2009-01, §§ 1, 2, 1-20-09; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-56(A))

19.55.020 Permitted uses.

- (A) Single-family dwellings.
- (B) Multiple-family dwellings.
- (C) Customary accessory uses and buildings, provided such uses are incidental to the principal use.
- (D) Temporary buildings for uses incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.
- (E) Publicly owned and operated schools, parks and recreation areas and centers.
- (F) Home occupations.
- (G) Manufactured housing not less than twenty (20) feet wide, with axles and tongues removed, placed on a permanent foundation and anchored according to applicable codes.
- (H) Group home for the handicapped. (Ord. No. 2009-01, §§ 1, 2, 1-20-09; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2024-06, § 1, 6-4-24. 1976 Code § 15-1-56(B))

19.55.030 Conditional uses.

- (A) Churches and similar places of worship.
- (B) Private schools.
- (C) Public utility buildings, structures, or appurtenances thereto for public service use.
- (D) Temporary home and land sales offices provided they are located within the same subdivision as the land and homes that are offered for sale.
- (E) Medical and dental clinics and offices.
- (F) Nursery schools and day care centers.
- (G) Bed and breakfast.
- (H) Golf courses and associated facilities but not including miniature golf or commercial driving ranges.
- (I) Public and quasi-public facilities which provide essential services including hospitals, police and fire stations and substations and cemeteries.
- (J) Fraternal and social facilities, meeting halls and similar uses; no alcoholic beverages.
- (K) All multifamily uses not specifically addressed in Sections [19.55.040](#) and [19.55.050](#). (Ord. No. 2009-01, §§ 1, 2, 1-20-09; Ord. No. 2009-08, §§ 1, 2, 6-2-09; Ord. No. 2024-06, § 1, 6-4-24. 1976 Code § 15-1-56(C))

19.55.040 Apartments, condominiums, etc. – Property development standards.

Apartments, condominiums, townhouses, or other similar type developments in which no real property other than the footprint of each unit is individually owned, or is under common ownership.

(A) *Minimum Lot Area*. Seven thousand (7,000) square feet.

(B) *Minimum Lot Area per Dwelling Unit*.

Area of Lot (square feet)	Minimum Lot Average per Dwelling Unit (square feet)
7,000 to 10,500	3,500
10,501 to 15,000	3,000
15,001 and over	2,500

(C) *Minimum Average Lot Width*. Sixty (60) feet.

(D) *Minimum Lot Frontage*. Thirty (30) feet.

(E) *Maximum Lot Coverage*. Forty (40) percent.

(F) *Minimum Front Yard*. Twenty (20) feet.

(G) *Minimum Side Yard*. One (1) side yard of five (5) feet and one (1) side yard of twelve (12) feet except that where a side lot line abuts a street, there shall be a minimum side yard of twenty (20) feet. Subdivisions that received final plat approval prior to January 7, 2003, may utilize side yard setbacks of either five (5) feet and twelve (12) feet or eight (8) feet and eight (8) feet except where a side lot line abuts a street, there shall be a minimum side yard of twenty (20) feet.

(H) *Minimum Rear Yard*. Fifteen (15) feet.

(I) *Maximum Building Height*. Not to exceed thirty-five (35) feet.

(J) Except where the two (2) zones are separated by a city street, where a multifamily development of three (3) units or more adjoins a single-family residential zone, the development shall be screened from the single-family residential property by a solid material fence, six (6) feet in height as defined in Chapter [19.25](#) or as otherwise allowed or required by the planning and zoning commission.

(K) *Recreation Area*.

(1) Five hundred (500) square feet of usable open space shall be provided for each dwelling unit. "Usable open space" shall mean space that can be enjoyed by people. This could include landscaped plazas, grass and trees, fountains, sitting areas, etc., which is meant to provide an open garden atmosphere. Usable open space does not include any required yards less than ten (10) feet in width, parking areas, vacant or undeveloped lots or any other space which does not contribute to the quality of the environment.

(2) Where a centralized recreation area is provided, the usable open space may be reduced up to two hundred fifty (250) square feet per dwelling unit at the following ratio: For each square foot of recreational area, open space requirements may be reduced by three (3) square feet. Recreational areas may include community use facilities, indoor recreational areas, swimming pools, hobby shops, etc. (Ord. No. 2009-01, §§ 1, 2, 1-20-09; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-56(D))

19.55.050 Twin homes, townhouses, etc. – Property development standards.

Twin homes, townhouses, or other similar type developments in which real property other than the footprint of each unit is individually owned.

- (A) *Minimum Total Lot Area (Prior to Development)*. Seven thousand (7,000) square feet.
- (B) *Minimum Lot Area (Each Unit)*. Thirty-five hundred (3,500) square feet.
- (C) *Minimum Average Lot Width (Prior to Development)*. Sixty (60) feet.
- (D) *Minimum Average Lot Width (Each Unit)*. Thirty (30) feet.
- (E) *Minimum Total Lot Frontage (Prior to Development)*. Thirty (30) feet.
- (F) *Minimum Lot Frontage (Each Unit)*. Fifteen (15) feet.
- (G) *Maximum Lot Coverage (Each Unit)*. Forty (40) percent.
- (H) *Minimum Front Yard*. Twenty (20) feet.
- (I) *Minimum Side Yard*. Eight (8) feet except that where a side lot line abuts a street, there shall be a minimum side yard of twenty (20) feet. Side yards of zero (0) feet for structures utilizing a common wall may be allowed; provided, that all other property development standards, including required street side setbacks, are met.
- (J) *Minimum Rear Yard*. Fifteen (15) feet.
- (K) *Maximum Building Height*. Not to exceed thirty-five (35) feet.
- (L) Except where the two (2) zones are separated by a city street, where a multifamily development of three (3) units or more adjoins a single-family residential zone, the development shall be screened from the single-family residential property by a solid material fence, six (6) feet in height as defined in Chapter [19.25](#) or as otherwise allowed or required by the planning and zoning commission. (Ord. No. 2009-01, §§ 1, 2, 1-20-09; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-56(E))

19.55.060 General provisions.

The provisions of Chapter [19.25](#) shall apply. (Ord. No. 2009-01, §§ 1, 2, 1-20-09; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-56(F))

19.55.070 Signs.

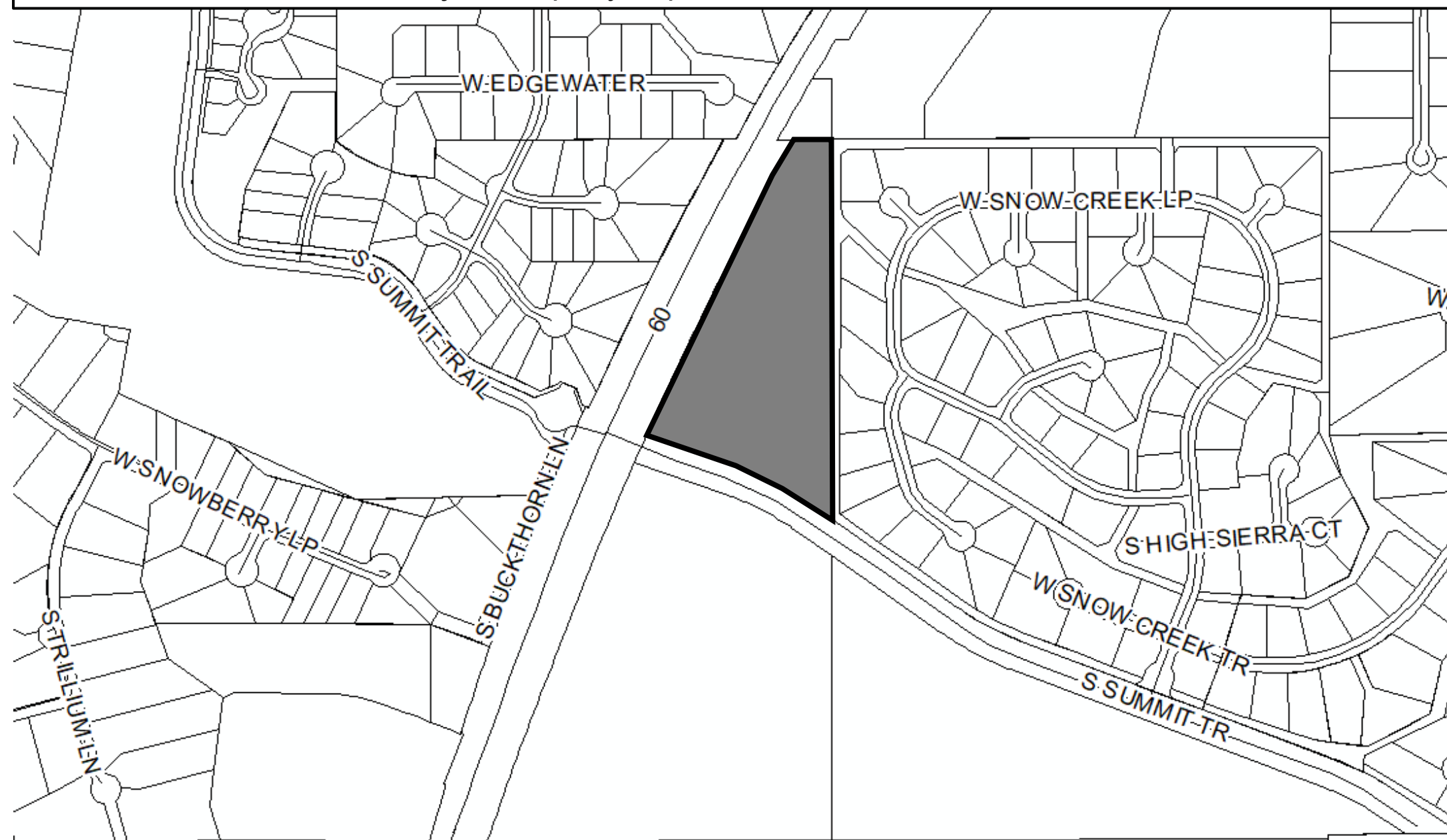
The provisions of Chapter [19.100](#) shall apply. (Ord. No. 2009-01, §§ 1, 2, 1-20-09; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-56(G))

19.55.080 Parking and loading.

The provisions of Chapter [19.105](#) shall apply. (Ord. No. 2009-01, §§ 1, 2, 1-20-09; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-56(H))

19.55.090 Plan review.

The provisions of Chapter [19.15](#) shall apply to all uses. (Ord. No. 2009-01, §§ 1, 2, 1-20-09; Ord. No. 2009-08, §§ 1, 2, 6-2-09. 1976 Code § 15-1-56(I))





Subject Property:
A portion of
APN 309-38-007Z



City of Show Low Planning & Zoning
180 N. 9th Street, Show Low, AZ 85901
(928) 532-4040

Conditional Use Permit Application
(Filing Fee: \$150.00)

For Office Use Only

Date received: 3-18-25
Time received: 930 **AM/PM**
Received By: MS
EMAIL

OWNER INFORMATION

Name: The Hampton Group, Inc.

Address: 8432 E Shea Blvd. Suite 100
Mailing Address *Apartment/Unit#*

Scottsdale AZ 85260
City *State* *ZIP Code*

Phone: 480-348-0300 Email: KH@LBWest.com

APPLICANT INFORMATION (if different)

Name: _____

Address: _____
Mailing Address *Apartment/Unit#*

City *State* *ZIP Code*

Phone: _____ Email: _____

PROPERTY INFORMATION

Address of Property: NE Corner of US 60 & Summit Trail Parcel Number (A.P.N.): 309-38-007Z

Legal Description of Property: See site plan.

Zoning Classification: C-2 Commercial Applicant's interest in Land: Develop multi-family housing

What is the Nature of the Request? Requesting conditional use for piece of parcel North of Summit Trail to
allow multi-family housing in current C-2 zoning. Part of parcel South of Summit Trail will remain C-2.

APPLICATION REQUIREMENTS

1. One (1) copy of 24" X 36" map and one (1) copy of the same map in 11" X 17" (additional maps may be required if requested by Staff) **All maps must be drawn to scale and shall include:**
 - ☐ Lot dimensions. *See site plan and project description.*
 - ☐ Location, size, height, use and exterior materials of all buildings and structures. *See Project Description.*
 - ☐ Size and dimensions of yards and space between buildings. *See site plan.*
 - ☐ Location and height of walls and fences. *See site plan.*
 - ☐ Location, number of spaces, dimensions, circulation patterns, and surface materials for all off- street parking and loading areas, driveways, access ways and pedestrian walkways. *See site plan.*
 - ☐ Location, dimensions area, materials, and lighting of signs. *See site plan and project description.*
 - ☐ Location and general nature of exterior lighting. *See Project Description.*
 - ☐ Street dedications and improvements. *See site plan.*
 - ☐ Existing and proposed grades and drainage systems. *See Project Description.*
 - ☐ Size and location of all existing and proposed public and private utilities. All easements must be shown. *See site plan and narrative.*
 - ☐ Natural features such as mesas, rock outcroppings, or streams and manmade features such as existing roads and structures, with indication as to which are to be retained and which are to be removed or altered. *See Project Description.*
 - ☐ Landscaping, including all surfacing material around buildings and in all open spaces. *See Project Description.*
 - ☐ A vicinity sketch showing the location of the site in relation to the surrounding street system. *See site plan.*
 - ☐ Adjacent properties and their uses shall be identified. *See site plan and project description.*
 - ☐ A legal description of the land included in the site plan and of the lot; the name, address and telephone number of the owner, developer and designer. *See site plan and narrative.*
 - ☐ Any information which the zoning administrator may find necessary to establish compliance with this and other ordinances. *See narrative.*

2. A statement of how this proposed project or use will comply with the goals and objectives of the Show Low General Plan:

See attached narrative.

3. A statement as to what steps will be taken to avoid and minimize any adverse impact on the public health, peace, convenience, comfort, safety and general welfare of the surrounding property owners and users as well as the general welfare of the City.

See attached narrative.

4. Explain what utility demands are going to be required and what steps, if any, will have to be made to meet your utility demands.

See attached narrative.

5. **PLEASE NOTE:** In accordance with City Code, Title 19.20.030(C) and (D), you or your authorized representative must be present at all Planning and Zoning Commission and/or City Council hearings or public meetings regarding this application. Below please list any person(s) authorized to represent you during this application process. Representations made during those meetings or hearings and designated in the record shall be deemed conditions of approval.

The Hampton Group

L.B. West Construction

Ironside Engineering

Athena Studios

I certify that the information on this application form and attachments are true and correct to the best of my knowledge. I realize that any incorrect information may lead to the cancellation of any proceedings and the Conditional Use Permit if a Conditional Use Permit has been issued.

Signature of Owner (s)

Date

3/12/25

Signature of Owner (s)

Date

Signature of Applicant (If other than owner)

Date

WAIVER OF CLAIMS UNDER ARIZONA REVISED STATUTES § 12-1134

I, John Berry, the owner of the property described as A.P.N. 309-38-007Z

Show Low, Arizona, hereby waive any and all claims for diminution in value to my property which may arise under A.R.S. § 12-1134 as a result of my request and application for a CONDITIONAL USE PERMIT. Further, I agree to defend, indemnify, and hold harmless the City of Show Low, its officers, employees, and agents from and against any and all such claims for diminution in value to my property as defined in A.R.S. § 12-1134 arising out of my application or request for the applicable land use action as described above.

DATED this 17th day of March, 2025.

Signature of Property Owner

STATE OF ARIZONA)
) SS.
County of MARICOPA)



SUBSCRIBED AND SWORN before me this 17th day of MARCH, 2025
by JOHN BERRY
Name of Signer

Notary Public

[Notary Seal]

Mountain Ridge Conditional Use Permit Application Narrative

Developer/Owner:

The Hampton Group, Inc.
8432 E. Shea Blvd., Suite 100
Scottsdale, Arizona 85260
480-348-0300

Architect:

Athena Studio, LLC
2801 East Camelback Road 200
Phoenix, AZ 85016
602-242-9793

Civil Engineer:

Ironside Engineering
P.O Box 1358
Show Low, AZ 85902
(928) 205-5070

Project Description:

The Hampton Group, Inc. is proposing to develop a multi-family apartment complex on the Northeast corner of US 60 and Summit Trail. The parcel consists of 34 acres spanning both sides of Summit Trail, but we are seeking a conditional use permit and will be developing only the 10.25 acres on the North side of Summit Trail. At Summit Trail and U.S. 60 the property goes approximately 1,100' to the North, then 135' to the East, then 1,260' South along Snow Creek, then 690' W along Summit Trail back to the U.S. 60. The project is a 96-unit complex consisting of 6 apartment buildings, 1 clubhouse, and a maintenance shop. Access to the complex will be from two separate points on Summit Trail to allow for circulation and emergency access. Buildings will be set back from property lines at or exceeding what is required by zoning to create a more natural surrounding for our community and neighbors. The Hampton Group developed and currently manages the 152-unit Elk Ridge and intends for the new project to keep with a consistent look and layout with the sister property. As much natural vegetation as allowable will be left throughout the site including about 4 acres of mostly undisturbed land and a large setback to the Snow Creek community on the East property line. The façade of the buildings will include stone, plank, and shingles like the finish of sister project Elk Ridge. See attached pictures for reference. Zoning requirements will be met with a solid material fence on the Snow Creek property border, unless the Snow Creek HOA has another city approved preference. We will make the effort to meet with residents of Snow Creek that border our property to get their thoughts. A site view fence is proposed to be located along Summit Trail and U.S. 60 for the safety of our residents. The project monument sign will be located off the U.S. 60 and will abide by all local regulations for size, lighting, and materials. Site lighting will comply with any dark sky or other regulations throughout the site to minimize light pollution to our residents and neighbors. The site will be tiered due to the topography. We expect to have mainly landscape walls with supplemented retaining walls, as needed. We will calculate and verify that the culverts in place will be able to be used for our site and currently plan to utilize those improvements. Utilities are at property boundaries and will be tapped into for our sites use.

How this project will comply with the goals and objectives of the Show Low General Plan:

This project is designed to provide additional affordable housing options for the workforce of Show Low. The General Plan states a short supply of multi-family units and a high price barrier to

purchase single family homes. Our project, similar in design and quality of materials to Elk Ridge, is intended to provide housing for teachers, first responders, nurses, police, retail workers and other similar workforce occupations that need housing. Mountain Ridge will also help with housing goals to preserve trees and natural surroundings by leaving 4 acres of the property in its natural state. The tree survey Hampton Group commissioned has allowed us to position buildings and roads to keep the larger trees on site in place. There will be a community park and playground on site for residents to enjoy which helps us exceed the open space requirements and preserve the natural state of the site.

Steps taken to avoid and minimize any adverse impact on the public health, peace, convenience, comfort, safety and the general welfare of the surrounding property owners and users as well as the general welfare of the City:

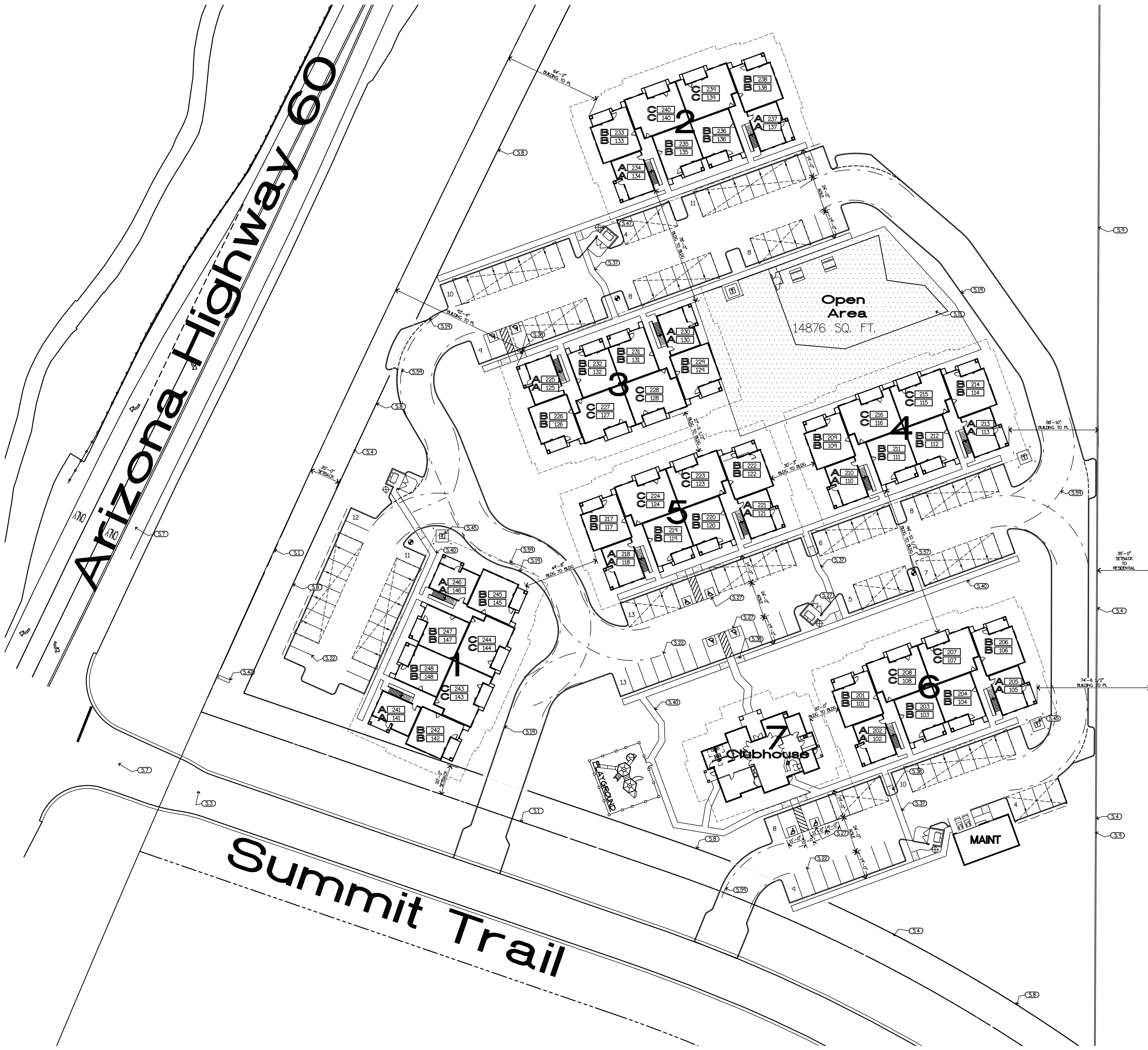
Mountain Ridge borders the US 60, Summit Trail, and Snow Creek. All setback requirements will be met or exceeded for our project. The closest Mountain Ridge building to the Snow Creek subdivision is proposed to be 74' away, which greatly exceeds the 35' setback required by zoning. This setback will leave much of the natural trees and vegetation in place. The 4 acres on the north section of the property will also be left in a natural state, including the drainage that is currently in place. The height limitation, parking requirements, density, and open space requirements will all be met or exceeded in the design of this project. The Hampton Group intends to have open communication with Snow Creek, like we have with our neighbors in all previous projects, to address any concerns they may have.

Utility Demands:

The Hampton Group brought utilities to the property lines during the development of Elk Ridge and in collaboration with Snow Creek. Will serve letters have been received from all local utilities with no noted expansions needed.

Pictures of Elk Ridge Apartments used as basis for design:





KEYNOTES ^{A00}

- S.1 EXISTING PROPERTY LINE and/or R.O.W. LINE
S.3 CENTER LINE OF STREET
S.4 ZONING SETBACK LINE, See PROJECT DATA
S.7 EXISTING STREET PAVING and IMPROVEMENTS
S.8 VIEW FENCE, 6' HIGH
S.9 SOLID MATERIAL FENCE, 6' HIGH

S.11 OPEN SPACE AMENITY: PICNIC AREA
S.19 POURED-IN-PLACE CONCRETE CURB

S.22 4" WIDE PARKING STRIPES PAINTED WHITE
S.27 HANDICAP PARKING SPACE, w/1:12 ACCESSIBLE RAMPS
S.28 NEW 6 C.Y. REFUSE DUMPSTER and BLOCK ENCLOSURE WITH GATES, p
CITY of SHOW LOW STANDARD
S.37 PEDESTRIAN CROSSING
S.38 HANDICAP SIDEWALK RAMP, 1:12 SLOPE MAX. See SITE DETAILS

S.40 NEW CONC SIDEWALK w/MED. BROOM FINISH
S.42 PROJECT SIGNAGE
S.45 ELECTRICAL TRANSFORMER ON CONCRETE PAD, 30' MIN. TO BLDG
S.46 HORIZONTAL MAIL and PARCEL BOXES
S.47 POST LIGHT AT 12' HIGH, SHIELDED FROM NEIGHBORING LOTS

S.54 FIRE RISER ROOM AND FDC TO BE WITHIN 200' OF FIRE HYDRANT
S.57 NEW FIRE HYDRANT with 200' COVERAGE RADIUS
S.59 FIRE LANE: 35' INSIDE RAD., 55' OUTSIDE RAD., 20' WIDE MIN.

Legal Descriptions of Property:
That portion of the Southeast quarter and the Southeast quarter of the Southwest quarter of Section 25, Township 10 North, Range 21 East of the Gila and Salt River Base and Meridian, Navajo County, Arizona, described as follows:
Basis of bearing being the South line of the Southeast quarter with a bearing of South 89 degrees 38 minutes 28 seconds West;
BEGINNING at the South quarter corner of said Section 25;
THENCE South 89 degrees 40 minutes 53 seconds West along the South line of said Section 25, a distance of 147.17 feet to the Easterly line of U.S. Highway 60 as set forth in Docket 823, page 474 and re-recorded in Docket 844, page 235, records of Navajo County, Arizona;
THENCE along said Easterly line North 20 degrees 21 minutes 32 seconds East, 691.75 feet to the beginning of a non-tangent curve, concave to the Southeast and having a radius of 11359.16 feet;
THENCE along said curve to the right, having a chord bearing of North 24 degrees 57 minutes 04 seconds East, 1843.37 feet, through a central angle of 09 degrees 18 minutes 29 seconds, an arc distance of 1845.37 feet;
THENCE North 89 degrees 43 minutes 11 seconds East, 135.83 feet to the NE-NWSE 1/256 corner of said Section 25;
THENCE South 00 degrees 19 minutes 55 seconds West along the East line of the West half of the East half of the West half of the Southeast quarter of said Section 25, a distance of 2313.64 feet to the E-W-E 1/256 corner of said Section 25;
THENCE South 89 degrees 38 minutes 28 seconds West, along the South line of said Section 25, a distance of 993.54 feet to the POINT OF BEGINNING

PARKING:
24 STUDIO x 1.5 = 36
48 1BDRM x 1.5 = 72
24 2BDRM x 2 = 48
TOTAL REQUIRED = 156
TOTAL PROVIDED = 156
OF WHICH 96 ARE COVERED (1 PER UNIT)

ATHENA
STUDIO, LLC
2801 E. Camelback
Suite 200
Phoenix, AZ 85016
602-274-5000

Mountain Ridge Apts
xxxx Summit Trail, Show Low, AZ 85901
The Hampton Group

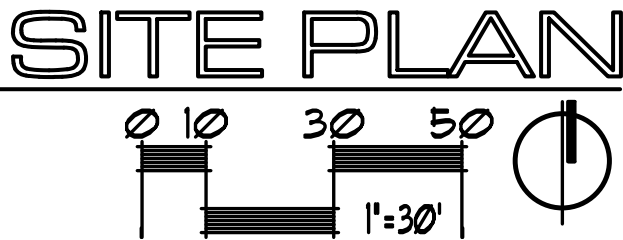
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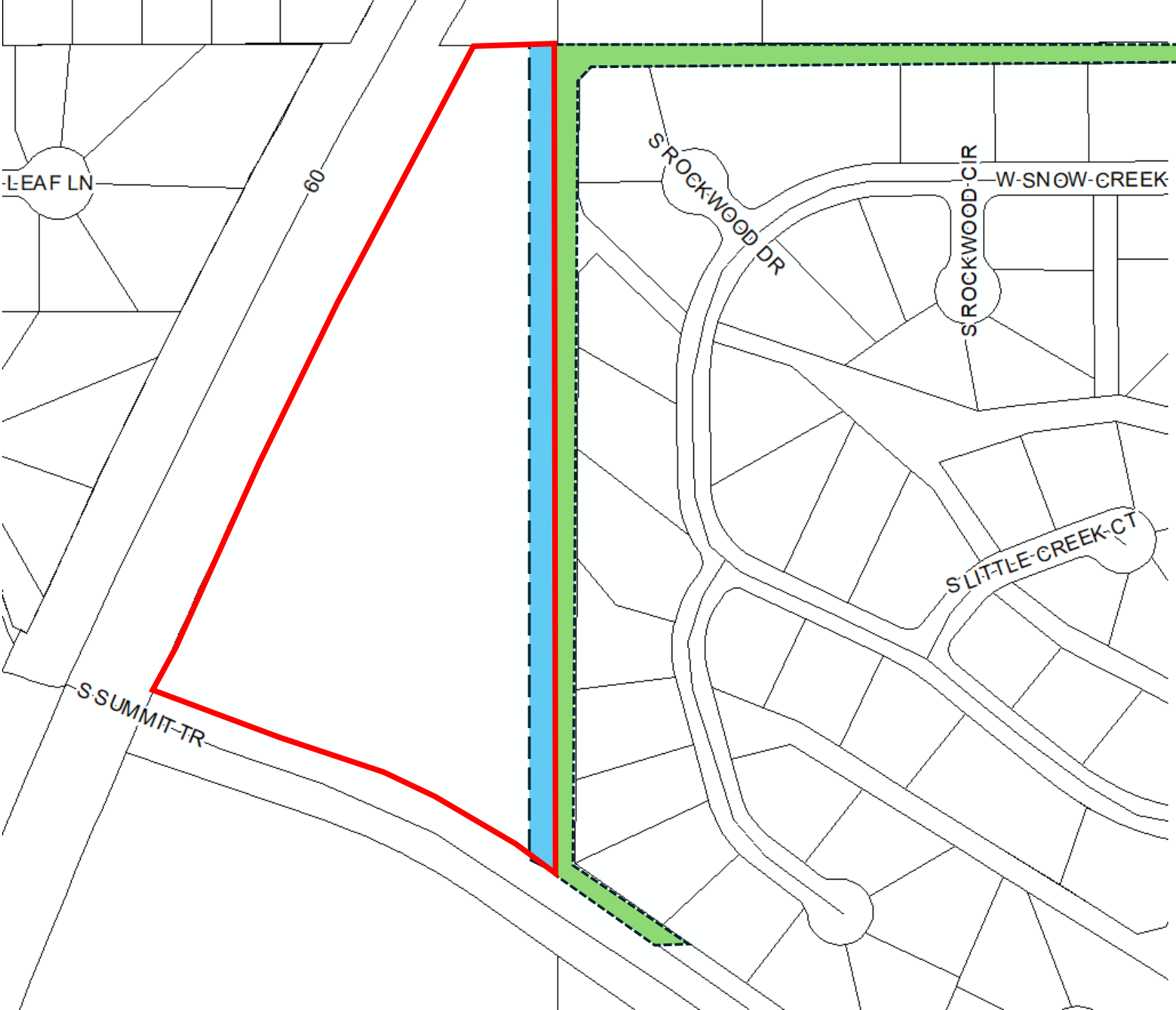
ATHENA NUMBER
2408.1
CONSULTANT NUMBER
-
DRAWN BY
PS
REVIEWED BY
PS
START DATE
JUL 8 2024
DATE PLOTTED
03/18/25
CADD FILE NAME
2408.1-SITE

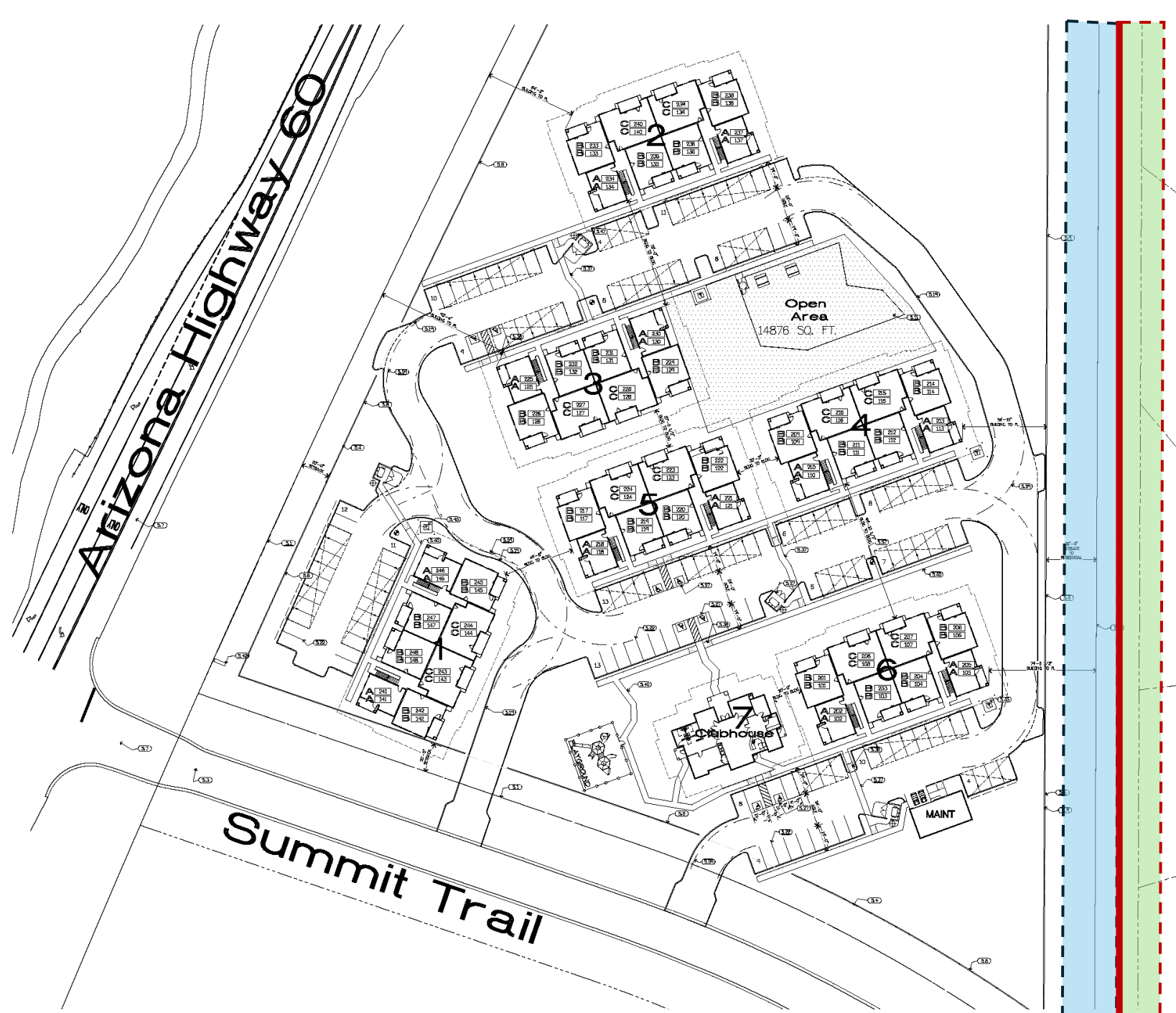
SITE PLAN

AS1.1

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KEYNOTES

- S.1 EXISTING PROPERTY LINE and/or R.O.W. LINE
- S.3 CENTER LINE OF STREET
- S.4 TOWING SETBACK LINE: See PROJECT DATA
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North, Range 21 East of the Gila and Salt River Base and Meridian, Navajo County, Arizona, described as follows:

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BEGINNING at the South quarter corner of said Section 25;

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48 1BDRM x 1.5 = 72
24 2BDRM x 2 = 48
TOTAL REQUIRED = 156
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**ATHENA
STUDIO, LLC**
2801 E. Camelback
Suite 200
Phoenix, AZ 85016
602-274-5000

Mountain Ridge Apts
xxxx Summit Trail, Show Low, AZ 85901
The Hampton Group

Issue Date:

ATHENA NUMBER
2408.1
CONSULTANT NUMBER
DRAWN BY
PS
REVIEWED BY
PS
START DATE
JUL 8 2024
DATE PLOTTED
03/18/25
CADD FILE NAME
2408.1-SITE

SITE PLAN

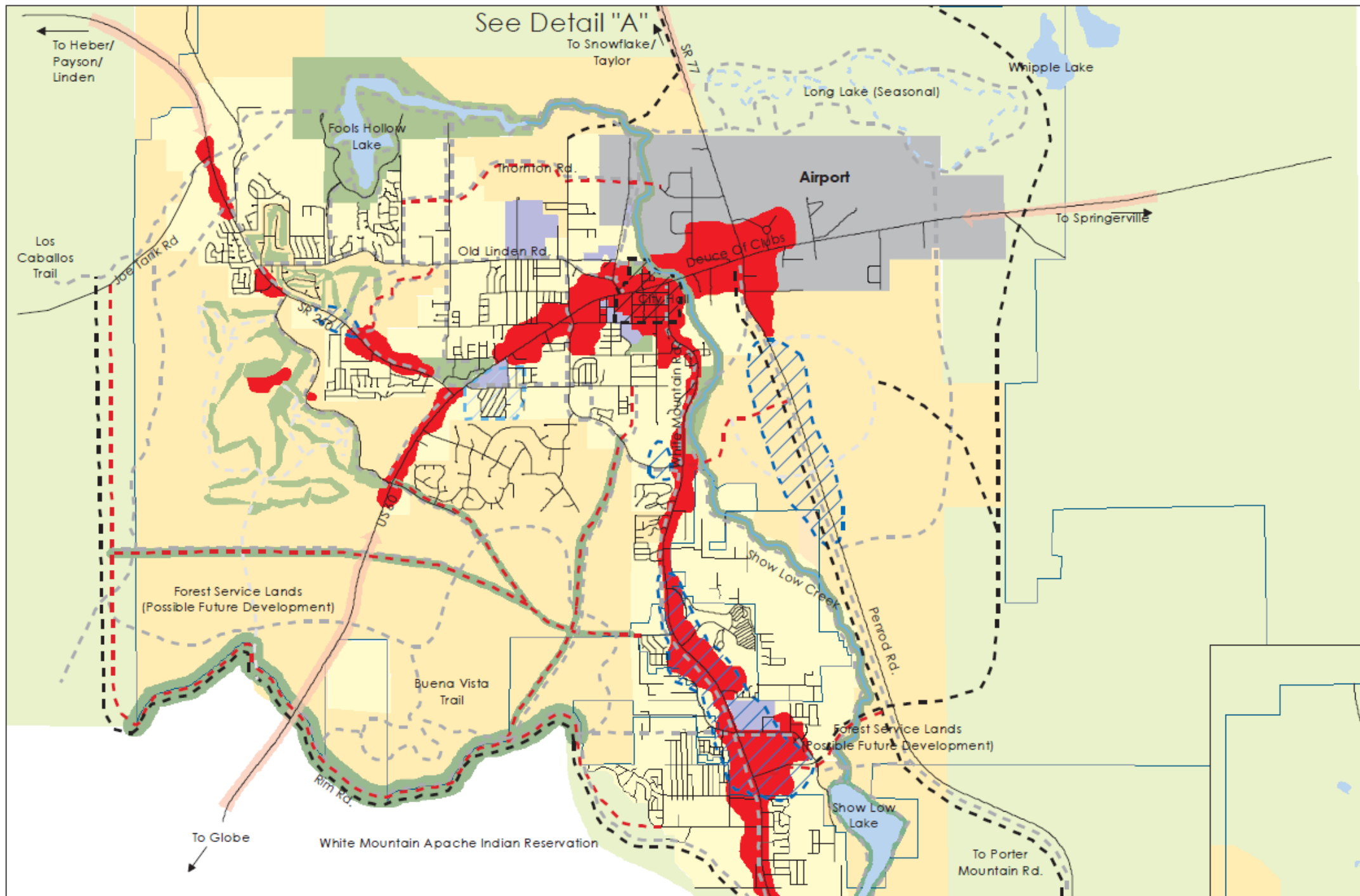
AS1.1

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Legend

- Subject Property Line
- 35' No Build Buffer
- 30' Snow Creek HOA Buffer

SITE PLAN
1"=30'



Show Low Development Plan

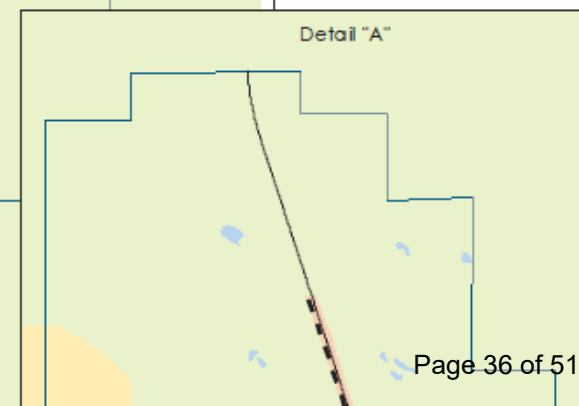


Legend

- Streets
- City Boundary
- Show Low Creek Corridor
- Forest Service
- Open Space/Park/Golf Course
- Retail/Employment Centers
- Airport/Industrial Complex
- Master Planned Communities
- Public/Institutional
- Residential Areas
- Rock
- Visual Corridor
- Downtown Redevelopment
- Education
- Mixed use
- NEW CONNECTION ROUTES
- MASTER PLAN CIRCULATION
- MOTORIZED TRAIL
- NON-MOTORIZED TRAIL



Detail "A"



Moriah Saline

From: Justen Tregaskes
Sent: Wednesday, May 7, 2025 10:00 AM
To: SnowCreek resident
Cc: Moriah Saline
Subject: RE: Urgent Community Concerns — Proposed Apartment Complex at Parcel 309-38-007Z (Snow Creek Area)

Hello Jenna,

Thank you for your email. I will attempt to answer your questions as best as possible, however, I would recommend that you contact me so we can set up a time to sit down and go over the proposal to visualize the nature of the request.

The subject property is zoned C-2 (General Commercial). Permitted uses in this zoning district are listed in city code sections 19.70.020 and 19.70.100. These uses include, but are not limited to, Convenience stores, no fuel sales, Day care centers, Nail salons, Pet grooming, Pharmacies, Schools, Automobile sales, licensed franchise dealers, Blood and plasma centers, Bowling Alleys, Department stores, Financial institutions, drive through permitted, Groceries, retail sales, Health clubs, Hotels and motels, Mortuaries, Skating rinks, Theaters, Vehicle service, and Churches. Maximum building height is 45 feet in the C-2 zoning district. Apartment complexes containing more than ten apartments are subject to a conditional use permit.

This project is proposed for the north portion of A.P.N. 309-38-007Z. It is bordered on the south by South Summit Trail and on the west by Highway 60. It does not abut national forest property. The developer will be required to submit to ADOT to determine if any roadway improvements will be required. Any required improvements will be the responsibility of the developer to install. As this property is located directly adjacent to a state highway, emergency response should not be affected. The project will be required to meet our lighting requirements, which includes shielding of outdoor light fixtures from adjacent properties. No fireplaces are being proposed, standard passenger vehicles typical to residences will be utilized by the residents. Any noise complaints can be directed to our police department. A tree preservation plan is required. There is a thirty-five foot no build buffer adjacent to Snow Creek, this is adjacent to and is similar to the 30 foot buffer owned by Snow Creek. The nearest building to Snow Creek will be approximately 75 feet from the property line. This project would be developed by the same developer of the Elk Ridge Apartments directly north of Snow Creek and will be similar in nature. Two story buildings less than 35 feet in height are being proposed. The applicant is proposing a solid fence along the property line between Snow Creek and the proposed project, but is willing to place a different type of fence if requested by Snow Creek. The top portion of the property will be left undeveloped. By city code, this property could contain up to 170 apartments, the applicant is requesting 96. There have been no safety concerns brought forward by any agency. No public funds are being utilized to develop this property.

Please feel free to contact me directly at (928) 532-4041 to set up a time to meet in person and discuss any additional questions you may have. I have already met with two of the residents in Snow Creek to present information related to this request.

Sincerely,



*Justen Tregaskes, AICP
Planning and Zoning Director
City of Show Low
180 N. 9th Street
Show Low, AZ 85901
Phone: 928-532-4041
jtregaskes@showlowaz.gov*

Confidentiality Notice: The information contained in this message may be protected by the attorney-client privilege. Please immediately reply to the sender of this e-mail if you have received it in error, then delete it. Thank you.

Disclaimer: All messages created in this system are the property of the City of Show Low, Arizona, and should be considered a public record subject to disclosure under the Arizona public records law (A.R.S. §39-121).

To ensure compliance with the Open Meeting Law, the Council and/or Board/Commission members who are recipients of this message should not forward it to other members of the Council or Board/Commission of the City of Show Low. Council members or Board/Commission members may reply to this message, but they should not "reply all" or otherwise send a copy of the reply to other Council or Board/Commission members.

From: SnowCreek resident <snowcreekresident@gmail.com>
Sent: Wednesday, May 7, 2025 7:30 AM
To: Justen Tregaskes <jtregaskes@showlowaz.gov>
Subject: Urgent Community Concerns — Proposed Apartment Complex at Parcel 309-38-007Z (Snow Creek Area)

EXTERNAL EMAIL: Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Mr. Tregaskes,

My name is Jenna, and I'm reaching out on behalf of a group of concerned residents and property owners near the Snow Creek community of Show Low, AZ (1610 S Snow Creek Ct, Show Low, AZ 85901).

We recently became aware of a proposed apartment complex development on parcel 309-38-007Z, which borders the Apache-Sitgreaves National Forests and lies within an area of significant environmental importance. Previously zoned as a Planned Unit Development (P.U.D.), the property was changed in 2008 to C-2 (General Commercial) - a shift now poised to dramatically impact the surrounding environment, wildlife habitats, and the peaceful nature of our community.

Our homes sit just 300 feet away from the proposed development. What is now our backyard, land we invested in for peace, safety, and nature - will become nothing but a fence line.

We are heartbroken. Our families chose this area for its tranquility, connection to nature, and the sense of safety we found in Show Low. This project would bring increased traffic, noise, light, and air pollution, displace wildlife, and create real safety risks due to overcrowded roadways and limited emergency access.

While we fully recognize the need for growth and development to support the community, we worry this particular project threatens to change the very character that makes Show Low such a special place to live.

Key concerns include:

- Traffic and pedestrian safety
- Emergency response access and delays
- Noise, light, and air pollution
- Wildlife displacement and environmental degradation
- Whether this land can safely support such a large-scale development

We also respectfully ask the Planning & Zoning team to consider whether public resources and infrastructure dollars could be better allocated to a site not facing the freeway but rather an area more suited for higher density - somewhere not disrupting an area that still offers families, wildlife, and the environment a peaceful, sustainable quality of life.

We would deeply appreciate any insights or guidance your office may be able to offer as we prepare to formally share our concerns.

Thank you for your time and consideration.

Sincerely,
Jenna

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON TUESDAY, MARCH 25, 2025, AT 7:00 PM IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. Call to Order.

Chairman Barlow called the meeting to order at 7:00 p.m.

2. Roll Call.

COMISSION MEMBERS PRESENT: Chairman Barlow, Vice Chairman Roberts, Commissioner Schnepf, Commissioner Hatch, Commissioner Wilson, Commissioner Adams, Commissioner Whipple

STAFF MEMBERS PRESENT: Planning and Zoning Director; Justen Tregaskes, Planner; Moriah Saline, Planner; Katie Fechtelkotter, and City Attorney; Anna Atencio

GUESTS: Jeff Oakes, Chris Reed, Brandon & Becky Clark, Jill & Delwyn Skoufel and guests.

3. Invocation.

Vice Commissioner Roberts gave the invocation.

4. Pledge of Allegiance.

Commissioner Wilson led the Commission and audience in the pledge of allegiance.

5. **NEW BUSINESS:**

- A. Consideration of Conditional Use Permit (CUP) 602-04-272 submitted by Brandon and Rebecca Clark to allow for a guest house in conjunction with a residence located at 1860 West Miller, that being A.P.N. 309-37-068C.

Ms. Saline said a Conditional Use Permit (CUP) application has been submitted by Brandon and Rebecca Clark to allow for a guest house in conjunction with a residence located at 1860 West Miller, that being A.P.N. 309-37-068C.

Per the records from Navajo County, the subject property was divided in February 2024 into a parcel measuring 1.21 acres or 52,707 square feet and is zoned R1-7X (Single-Family Residential, Manufactured Homes Excluded 7,000 square feet). The applicants intend to construct a detached guest house with the living space of 1,232 square feet for a family member alongside their main residence, which will have 2,304 square feet of living area.

According to City Code, guest houses are defined as living spaces that consist of one or more rooms designed and intended for occupancy as separate quarters; these include facilities for cooking, sleeping, and sanitation and may be utilized for income purposes or not. It also states that both the principal and the guest house shall be served by a common single electric and water meter.

Under City Code 19.50.270(A)(2), One (1) additional single-family dwelling for use as a guest house not to exceed the total living area of the main dwelling, provided the total intensity of land use shall be a minimum of eight thousand (8,000) square feet of lot area per dwelling unit is permitted with a valid Conditional Use Permit.

The Conditional Use Permit (CUP) application for the guest house located at 1860 West Miller, that being A.P.N. 309-38-068C submitted by Brandon and Rebecca Clark, meets all the necessary standards established by the City Code, including minimum lot size and maximum guest house size.

FINDINGS OF FACT

- The current zoning of the surrounding properties includes:

North: R1-7X (Single-Family Residential, Manufactured Homes Excluded 7,000 square feet).

South: R1-7X (Single-Family Residential, Manufactured Homes Excluded 7,000 square feet).

East: R1-7X (Single-Family Residential, Manufactured Homes Excluded 7,000 square feet).

West: R1-7X (Single-Family Residential, Manufactured Homes Excluded 7,000 square feet).

- The current land uses of the surrounding properties includes:

North: Residential

South: Vacant Residential

East: Residential

West: Vacant Residential

- Transmittal memos were sent to all affected agencies. One comment was made regarding the size limit of the guest house which was addressed. Timber Mesa Fire made the comment that sprinklers and/or a fire hydrant were recommended but not required.
- The property was posted, and letters were sent to all property owners within three hundred (300) feet of the subject property. No applicable comments were received.

STAFF RECOMMENDATIONS

After reviewing the Standards for Review, Findings of Fact, discussions with the applicant, the City of Show Low Zoning and Land Ordinances, and the City of Show Low General Plan, staff recommends that the Planning and Zoning Commission approve Conditional Use Permit 602-04-272 submitted by Brandon and Rebecca Clark to allow for a guest house in conjunction with a residence at 1860 West Miller, that being A.P.N. 309-37-068C subject to the following conditions;

1. All development shall comply with all applicable federal, state and local requirements, including building codes and fire codes.
2. The proposed guest house shall conform to all development standards of the zoning district in which it exists, including primary residence setbacks, and shall utilize a shared driveway and utility connections.
3. A maximum of one dwelling unit per property may be utilized for income purposes.

Director Tregaskes referenced item number 10 and said that there was one phone call specifically from an area neighbor with general questions, but no opposition was received.

Commissioner Hatch asked if they would be able to utilize this as a short-term rental.

Director Tregaskes said through a CUP one of the homes could be utilized for income purposes if a family member was no longer utilizing it.

Commissioner Adams asked if there was anything out of the ordinary about this CUP.

Director Tregaskes said the lot size and setbacks both exceed the minimum requirement for the zoning.

Chairman Barlow said he noticed that there was a single shared driveway off West Miller, he asked whether the single shared driveway was just for the subject property, or for the parcel to the south of the subject property as well.

Director Tregaskes said there is a hammer-head turn around at the end of West Miller which is a City accepted turn around. They also meet the requirement for street frontage. When there is a primary residence with a guest house, the city code requires a single shared driveway from the city street to access each residence. The intent is to reduce the number of driveways onto City streets. In this case the applicant is planning on a single driveway that would serve both the subject property and the parcel to the south that will be part of the next agenda item.

Vice Chairman Roberts asked how the property owners would both be able to utilize the driveways legally, he asked if that could mean one of the properties would become land-locked.

Director Tregaskes said both properties have legal street access, but the owners should have an easement recorded to ensure future property owners are able utilize the same driveway.

Commissioner Whipple asked if it is common for a property with two dwellings

to share utilities.

Director Tregaskes said City code requires two dwellings on a single property to utilize common utilities. This is an attempt to prevent more than one of the dwellings to be rented out on a single property.

Commissioner Whipple asked if there is a procedure to ensure both dwellings have adequate, power and water supply.

Director Tregaskes said he would defer that question to the applicant, however, plans for the primary residence and guest unit have been submitted to the Building Department for review.

Vice Chairman Roberts asked if the property to the south of the subject property would be utilizing the same meters or if those would be separate.

Director Tregaskes said the property to the north would be on one set of utilities and the property to the south, which is the next agenda item, would be on its own set of utilities.

Jill Skoufel of 1740 W Nikolaus asked if they are building a guest house and a main home on each of the lots or just a guest house.

Director Tregaskes referred to the aerial photo, the subject property is outlined in red they will access the property from West Miller. The properties are currently vacant. They are planning to build a primary home along with a guest house on each property.

Ms. Skoufel asked if the guest house is smaller and if a garage would be included.

Director Tregaskes said the guest house would be smaller and referenced the elevation plans which show a cottage style home with an attached garage.

COMMISSIONER WILSON MOVED TO APPROVE CUP 602-04-272 SUBMITTED BY BRANDON AND REBECCA CLARK TO ALLOW FOR A GUEST HOUSE IN CONJUNCTION WITH A RESIDENCE LOCATED AT 1860 WEST MILLER, THAT BEING A.P.N. 309-37-068C SUBJECT TO STAFF RECOMMENDATIONS; SECONDED BY COMMISSIONER WHIPPLE; PASSED 7 TO 0 WITH CHAIRMAN BARLOW, VICE CHAIRMAN ROBERTS, COMMISSIONER SCHNEPF, COMMISSIONER HATCH, COMMISSIONER WILSON, COMMISSIONER ADAMS, COMMISSIONER WHIPPLE VOTING IN FAVOR.

Director Tregaskes said there is a seven day appeal period, if no appeal is received by the City Clerk from an aggrieved individual, then the CUP will become effective.

- B. Consideration of Conditional Use Permit (CUP) 602-04-273 submitted by Robert and Cathy Eiting to allow for a guest house in conjunction with a residence located at 1861 West Miller, that being A.P.N. 309-37-068D.

Ms. Saline said a Conditional Use Permit (CUP) application has been submitted by Robert and Cathy Eiting to allow for a guest house in conjunction with a residence located at 1861 West Miller, that being A.P.N. 309-37-068D.

As per the records from Navajo County, the subject property was divided in February 2024 into a parcel measuring 1.21 acres or 52,707 square feet and is zoned R1-7X (Single-Family Residential, Manufactured Homes Excluded 7,000 square feet). The applicants intend to construct a detached guest house with a living space of 1,232 square feet alongside their main residence, which will have 1,684 square feet of living area.

According to City Code, guest houses are defined as living spaces that consist of one or more rooms designed and intended for occupancy as separate quarters; these include facilities for cooking, sleeping, and sanitation and may be utilized for income purposes or not. It also states that both the principal and the guest house shall be served by a common single electric and water meter.

Under City Code 19.50.270(A)(2), One (1) additional single-family dwelling for use as a guest house not to exceed the total living area of the main dwelling, provided the total intensity of land use shall be a minimum of eight thousand (8,000) square feet of lot area per dwelling unit is permitted with a valid Conditional Use Permit.

The Conditional Use Permit (CUP) application for the guest house located at 1861 West Miller, that being A.P.N. 309-38-068C submitted by Robert and Cathy Eiting meets all the necessary standards established by the City Code including minimum lot size and maximum guest house size.

FINDINGS OF FACT

- The current zoning of the surrounding properties includes:

North: R1-7X (Single-Family Residential, Manufactured Homes Excluded 7,000 square feet).

South: R1-7X (Single-Family Residential, Manufactured Homes Excluded 7,000 square feet).

East: R1-7X (Single-Family Residential, Manufactured Homes Excluded 7,000 square feet).

West: R1-7X (Single-Family Residential, Manufactured Homes Excluded 7,000 square feet).

- The current land uses of the surrounding properties includes:

North: Vacant Residential

South: Residential

East: Residential
West: Vacant Residential

- Transmittal memos were sent to all affected agencies. One comment was made regarding the size limit of the guest house which was addressed. Timber Mesa Fire made the comment that sprinklers and/or a fire hydrant were recommended but not required.
- The property was posted, and letters were sent to all property owners within three hundred (300) feet of the subject property. One phone call was received with general questions.

STAFF RECOMMENDATIONS

After reviewing the Standards for Review, Findings of Fact, discussions with the applicant, the City of Show Low Zoning and Land Ordinances, and the City of Show Low General Plan, staff recommends that the Planning and Zoning Commission approve Conditional Use Permit 602-04-273 submitted by Robert and Cathy Eiting to allow for a guest house in conjunction with a residence at 1861 West Miller, that being A.P.N. 309-37-068D subject to the following conditions;

1. All development shall comply with all applicable federal, state and local requirements, including building codes and fire codes.
2. The proposed guest house shall conform to all development standards of the zoning district in which it exists, including primary residence setbacks, and shall utilize a shared driveway and utility connections.
3. A maximum of one dwelling unit per property may be utilized for income purposes.

Commissioner Wilson asked if this was the same as the other request and that staff had no concerns since they met all code requirements.

Director Tregaskes said that was correct and said the size of the property, the size of the dwelling and setbacks all meet or exceed the requirements of City Code.

COMMISSIONER ADAMS MOVED TO APPROVE CUP 602-04-273 SUBMITTED BY ROBERT AND CATHY EITING TO ALLOW A GUEST HOUSE IN CONJUNCTION WITH A RESIDENCE LOCATED AT 1861 WEST MILLER, THAT BEING A.P.N. 309-37-068D SUBJECT TO STAFF RECOMMENDATIONS; SECONDED BY VICE CHAIRMAN ROBERTS; PASSED 7 TO 0 WITH CHAIRMAN BARLOW, VICE CHAIRMAN ROBERTS, COMMISSIONER SCHNEPF, COMMISSIONER HATCH, COMMISSIONER WILSON, COMMISSIONER ADAMS, COMMISSIONER WHIPPLE VOTING IN FAVOR.

Director Tregaskes said there is a seven day appeal period, if no appeal is received by the City Clerk from an aggrieved individual, then the CUP will become effective.

- C. Consideration of Conditional Use Permit 602-04-274 submitted by ChangePoint Integrated Health to allow for an apartment complex up to 40 units, located at 2500 East Cooley that being a portion of A.P.N. 210-24-078A.

Ms. Saline said ChangePoint Integrated Health has submitted a Conditional Use Permit (CUP) to allow for an apartment complex up to 40 units, located at 2500 East Cooley, that being a portion of A.P.N 210-24-078A. The proposed project is on the north side of the parcel, is zoned C-2 (General Commercial) and currently has a 24,000 square foot building on the south end of the subject property that is owned by the applicant according to Navajo County records. The total area of the subject property, including the existing office building and the proposed apartments, is approximately 4.09 acres.

Multiple-family dwellings over 10 units require a CUP in the C-2 zone and are required to meet the standards of the R2-7 (Single-Family and Multiple-Family Residential, 7,000 Square Feet) zone. A site plan has been provided illustrating two two-story structures, with each structure consisting of four two-bedroom apartments and 16 one-bedroom apartments which will be constructed in two phases. The applicant has indicated that the proposed apartments are intended for individuals who may be receiving behavioral health services.

City code requires a minimum of 10,000 square feet of recreational area for 40 units. A minimum of 64 parking spaces are required for this number and type of apartments. The preliminary plans indicate the open area is 15,302 square feet and has a total of 77 parking spaces.

A minimum of 2,500 square feet of lot area is required per apartment. Total apartments available will be based on the square footage of the property dedicated for use by the apartments, including the building footprint, open space/recreation areas, and parking. Maximum building height is not to exceed 35 feet. Official plans have not been submitted to the building department and the final development shall meet all requirements of City Code.

FINDINGS OF FACT

- Current zoning of the surrounding properties include.

North: C-2 (General Commercial)
South: C-1 (Neighborhood Commercial)
East: I-1 (Light Industrial)
West: C-2 (General Commercial)

- The current land uses of the surrounding properties include.

North: Roberts Tire and Vacant Commercial

South: Art Alliance of the White Mountains/County Complex

East: Vacant Industrial

West: Vacant Commercial

- Transmittal memos were sent to all affected agencies. Applicable comments received include.

ADOT: A traffic impact statement (TGP-240 A) with trip generation is needed to determine if a full Traffic Impact Analysis will be required.

- The property was posted, and letters were sent to all property owners within three hundred (300) feet of the subject property. No applicable comments were received.

STAFF RECOMMENDATIONS

After reviewing the Zoning Ordinance, Standards for Review, Findings of Fact, discussions with the applicant, and because the request is consistent with the City of Show Low General Plan, staff recommends that the Planning and Zoning Commission approve Conditional Use Permit 602-04-258 submitted by ChangePoint Integrated Health to allow for an apartment complex up to 40 units, located at 2500 East Cooley that being a portion of A.P.N. 210-24-078A subject to the following conditions.

1. All development shall comply with all applicable federal, state, and local requirements, including building permits, parking, Fire District, and ADOT requirements.
2. All drainage on the subject property shall be designed in accordance with Chapter 17.20.50, Drainage Design, and shall not negatively affect any downstream properties.
3. The development shall comply with the R2-7 (Single-Family and Multiple-Family Residential 7,000 square feet) requirements of City Code, including density, height, and recreation area requirements.
4. Maximum building height shall be limited to a maximum of 35 feet.
5. Building design shall include mountain design architecture such as exposed wood beams, stone, split-face block, and other complimentary natural-appearing materials.
6. All development shall comply with Chapter 19.110, Outdoor Light Control. Lights shall be fully shielded from adjacent properties and roadways.

7. East Brady Street shall have a 20-foot depth of landscaping and adhere to the C-2 (General Commercial) district standards.

Vice Chairman Roberts asked if there were any comments on the development.

Director Tregaskes said that was correct, no comments were received.

Commissioner Adams asked if there was anything out of the ordinary with this application.

Director Tregaskes said ChangePoint staff has said there will be up to 40 apartment units, which is based on the total area, however there are requirements of 2,500 square feet recreation area per unit, setbacks, parking, open space and landscaping.

Commissioner Hatch asked if there was a change of ownership there was a concern that these are mostly one-bedroom units, with a few two-bedroom units.

Director Tregaskes said the applicant has proposed two buildings each with 20 units, which includes 16 one-bedroom and four two-bedroom units. He said staff did not receive any concern regarding one or two-bedroom units.

Vice Chairman Roberts asked if there was a way to determine the market rate for the rent on the units and whether that would meet the requirements for the City's workforce housing incentives.

Director Tregaskes said that the workforce housing incentives are meant for housing that meet specific criteria, under the existing proposal he was not sure if this project would qualify, however there isn't anything that would prevent this from being used for workforce housing in the future.

Commissioner Hatch said he understood that this project would be built in two phases and asked the applicant which building would be built first.

Jeff Oakes, CEO of ChangePoint Integrated Health, said they plan to build the west building closest to Penrod Road first. The company has been around since 1966, and they employ over 250 people, so they don't plan to close.

Vice Chairman Roberts asked what type of tenants would be in the building, if they are clients specifically of ChangePoint.

Mr. Oakes said the tenants may be clients of ChangePoint, but it is not a requirement.

Commissioner Hatch clarified that these apartments wouldn't be restricted to just clients of ChangePoint, but anyone who needs housing would be eligible to rent the units.

Mr. Oakes said that was correct, it would not be a licensed facility. He said that ChangePoint is currently renovating the building to the east of the subject property for a clinic.

Commissioner Wilson asked if the apartments would be for assisted housing of ChangePoint clients.

Mr. Oakes said it is meant to provide supportive health services nearby, but it won't be a licensed facility.

Commissioner Wilson said she knows they have homes for individuals who receive services of ChangePoint, so it would not be like those.

Mr. Oakes said that was correct, it won't be a licensed facility and there will not be staff.

Commissioner Whipple asked why they are doing so many single apartments, when there is a greater need for two and three-bedroom apartments.

Mr. Oakes said that is what they believe would best serve their clients and appreciated the input from the commissioners regarding units more than one or two-bedrooms.

Commissioner Schnepf asked if there was any concern with the industrial uses so close to apartment units.

Mr. Oakes said no, they hoped to get another bus stop nearby in the future.

Vice Chairman Roberts asked if they had the estimated rent they would charge the tenants.

Mr. Oakes said no.

Commissioner Wilson said she is disappointed with the types of apartments she was hoping for more supportive housing options.

Vice Chairman asked if the units would qualify for section eight housing.

Mr. Oakes said he is not knowledgeable about those requirements.

VICE CHAIRMAN ROBERTS MOVED TO APPROVE CUP 602-04-274 SUBMITTED BY CHANGEPOINT INTEGRATED HEALTH TO ALLOW FOR AN APARTMENT COMPLEX UP TO 40-UNITS, LOCATED AT 2500 EAST COOLEY THAT BEING A PORTION OF A.P.N. 210-24-078A; SECONDED

BY COMMISSIONER WILSON; PASSED 7 TO 0 WITH CHAIRMAN BARLOW, VICE CHAIRMAN ROBERTS, COMMISSIONER SCHNEPF, COMMISSIONER HATCH, COMMISSIONER WILSON, COMMISSIONER ADAMS, COMMISSIONER WHIPPLE VOTING IN FAVOR.

Director Tregaskes said there is a seven day appeal period, if no appeal is received by the City Clerk from an aggrieved individual, then the CUP will become effective.

6. **CALL TO THE PUBLIC:**

Any citizen desiring to speak on a matter that is within the jurisdiction of the Planning and Zoning Commission may do so at this time. Comments may be limited to three minutes per person and shall be addressed to the Planning and Zoning Commission as a whole, and not to any individual member. Issues raised shall be limited to those within the jurisdiction of the Planning and Zoning Commission. Pursuant to the Arizona Open Meeting Law, the Planning and Zoning Commission cannot discuss or act on items presented at this time. At the conclusion of the call to the public, individual Planning and Zoning Commission members may (1) respond to criticism made by those who have spoken, (2) ask staff to review a matter, and (3) ask that a matter be put on a future agenda.

None.

7. **APPROVAL OF MINUTES:**

- A. Planning and Zoning Commission Regular Meeting of Tuesday, February 25, 2025.

COMMISSIONER WILSON MOVED TO APPROVE THE PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES OF TUESDAY, FEBRUARY 25, 2025; SECONDED BY VICE CHAIRMAN ROBERTS; PASSED 7 TO 0 WITH CHAIRMAN BARLOW, VICE CHAIRMAN ROBERTS, COMMISSIONER SCHNEPF, COMMISSIONER HATCH, COMMISSIONER WILSON, COMMISSIONER ADAMS, COMMISSIONER WHIPPLE VOTING IN FAVOR.

8. **SUMMARY OF CURRENT EVENTS:**

- A. Commission Members

Commissioner Wilson said she is sad to see Vice Chairman Roberts leave the Commission.

Commissioner Hatch said it's a great day in Show Low.

Commissioner Whipple said it is springtime and to get out enjoy all the fun events and weather, but to be mindful of the fire danger.

Commissioner Adams said it's a great day in Show Low.

Vice Chairman Roberts thanked everyone for working with him on the Commission, he enjoyed his time and plans to continue to stay involved. He said the city is still not out of fire danger and be aware of that.

Chairman Barlow said he has enjoyed serving on the Commission with Vice Chairman Roberts and wished him the best.

B. Planning and Zoning Director

Director Tregaskes said there will not be a Planning & Zoning Commission meeting on April 8th. Director Tregaskes reminded the public that the City is still in Stage one fire restrictions despite the moisture. He said the city has several programs coming up to take advantage of, there will be green disposal, and excess waste at no charge. Director Tregaskes thanked Vice Chairman Roberts for his service on the Planning & Zoning Commission. He served for six years and missed only one meeting, he made it a point to be at the meeting tonight despite being run over by a truck recently. Director Tregaskes shared a story about Vice Chairman Roberts, he was at City Hall when someone couldn't get the vehicle chargers to work with their vehicle and Vice Chairman spent his own time helping them find the right charger and drove them all the way to Pinetop.

9. **ADJOURNMENT:**

There being no further business to be brought before the Commission, **CHAIRMAN BARLOW ADJOURNED THE REGULAR MEETING OF THE SHOW LOW PLANNING & ZONING COMMISSION MEETING OF MARCH 25, 2025, AT 7:43 P.M.**

ATTEST:

APPROVED:

Zach Barlow, Chairman

Planning and Zoning Director

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting of the Planning and Zoning Commission of Show Low held on March 25, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 20____.

Katie Fechtelkotter