

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON JANUARY 24, 2023, AT 7:00 P.M. 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

COMMISSION MEMBERS PRESENT: Chairman Barlow, Commissioner Adams, Commissioner Hatch, Commissioner Roberts, and Commissioner Whitehead

COMMISSION MEMBERS ABSENT: Vice Chairman Lewis

STAFF MEMBERS PRESENT: Justen Tregaskes, Planning and Zoning Director; Katie Fechtelkötter, Planner; Anna Atencio, City Attorney; and Ashley Duncan

GUESTS PRESENT: Kari Rosenthal and David Rosenthal

3. INVOCATION

Commissioner Roberts gave the invocation.

4. PLEDGE OF ALLEGIANCE

Commissioner Hatch led the pledge of allegiance.

5. NEW BUSINESS

- A. Conditional Use Permit submitted by Greg Hitchens of Hitchens Associates Architects to allow for two drive-through restaurants at 4421 S. White Mountain Rd., that being A.P.N. 212-03-159N.

Ms. Fechtelkötter read the staff summary report.

Greg Hitchens of Hitchens Associates Architects has submitted a Conditional Use Permit (CUP) to allow for two drive-through restaurants located at 4421 S. White Mountain Rd., that being A.P.N. 212-03-159N. The subject property is zoned C-2 (General Commercial). Drive-through restaurants require a CUP in the C-2 zone. The subject property is considered an out-parcel of the Park Pineway Shopping Center and was previously designated for development, it is currently a paved parking lot with 53 spaces. The development of the property was in conjunction with the existing shopping center and the new development will need to account for the existing drainage facilities on the subject property. The applicant has indicated that there will be sufficient

parking for the shopping center with the additional development. Access to the subject property will be from within the existing Park Pineway Shopping Center, there will be no driveway access directly onto S. White Mountain Rd. There are two different occupants that have been identified and the conceptual site plan shows two separate buildings, each with their own drive-through. The conceptual site plan and proposed building elevations have been attached for your review.

FINDINGS OF FACT

1. Greg Hitchens of Hitchens Associates Architects has submitted a Conditional Use Permit (CUP) to allow for two drive-through restaurants located at 4421 S. White Mountain Rd., that being A.P.N. 212-03-159N. The subject property is zoned C-2 (General Commercial). Drive-through restaurants require a CUP in the C-2 zone.

2. The subject property is considered an out-parcel of the Park Pineway Shopping Center and was previously designated for development, it is currently a paved parking lot with 53 spaces. The development of the property was in conjunction with the existing shopping center and the new development will need to account for the existing drainage facilities on the subject property.

3. The applicant has indicated that there will be sufficient parking for the shopping center with the additional development. Access to the subject property will be from within the existing Park Pineway Shopping Center, there will be no driveway access directly onto S. White Mountain Rd.

4. There are two different occupants that have been identified and the conceptual site plan shows two separate buildings, each with their own drive-through. The conceptual site plan and proposed building elevations have been attached for your review.

5. Current zoning of the surrounding properties include.

North: C-2 (General Commercial)
South: C-2 (General Commercial)
East: C-2 (General Commercial)
West: C-2 (General Commercial)

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

North: Pet Sense
South: Taco Bell
East: Park Pineway Shopping Center
West: Joyride Express Car Wash

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

Arizona Department of Transportation (ADOT)- A permit from the Northeast District is required to utilize the existing driveways on State Route 260 (S. White Mountain Rd.) A traffic pre-submittal (TGP-240) with trip generation is needed to determine if a full traffic impact analysis or statement will be required. Navopache Electric Cooperative (NEC)- Location of transformer will be determined at time of service request. Unisource Energy Service- Unisource does not provide natural gas to that facility, as a reminder please use the free 811 service prior to any construction.

8. No public comment has been received regarding the proposed development at the time the staff summary report was prepared.

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 602-04-256 submitted by Greg Hitchens of Hitchens Associates Architects to allow for two drive-through restaurants located at 4421 S. White Mountain Rd., that being A.P.N. 212-03-159N subject to the following conditions;

1. All development shall comply with all applicable federal, state, and local requirements, including permit, sign, landscaping Fire Code and Arizona Department of Transportation (ADOT) requirements.
2. The surfacing of all access ways, interior driveways, and parking areas shall be surfaced in accordance with City Code and shall meet the minimum loading requirements outlined by TMFMD.
3. The applicant shall coordinate with the Public Works Department to ensure that adequate backflow protection is installed.
4. The right-of-way adjacent to the subject property shall be landscaped, primarily with grass or sod and the landscaping shall be maintained.
5. Parking and lighting shall meet all requirements of City Code Chapter 19.105.
6. This conditional use permit shall remain effective as long as a building permit has been issued within one (1) year of CUP approval.

With no questions for staff Chairman Barlow invited the applicant's representative up.

David Rosenthal-2482 E White Mountain Blvd.

Commissioner Adams asked for an estimate on the amount of employees for the building. Mr. Rosenthal informed he was not 100 percent sure but would estimate 5 on the Papa Murphy 3-5 on soda side.

Commissioner Adams further inquired about the applicants concept of accommodating customers who have oversized vehicles. Mr. Rosenthal responded that he believes they are to building code requirements but could get the architect on the phone for any verification the commission would like.

Chairman Barlow asked staff if the drive throughs are required to be fire truck accessible.

Director Tregaskes explained staff and the architect have had multiple conversations regarding the drive through design primarily with Commissioner Adams question in mind and the architect has made multiple revision to meet the City Code for measurements as well as queuing area. Director Tregaskes also informed the commission that parking lot spaces for in building access would also be available. Director Tregaskes further explained that fire access is not required for the drive through but the perimeter of the building will allow fire access requirements to be meet.

With no further questions for the applicant representative or staff the chairman entertained a motion.

COMMISSIONER ADAMS MOVED TO APPROVE THE CONDITIONAL USE PERMIT SUBMITTED BY GREG HITCHENS OF HITCHENS ASSOCIATES ARCHITECTS TO ALLOW FOR TWO DRIVE-THROUGH RESTAURANTS AT 4421 S. WHITE MOUNTAIN RD., THAT BEING A.P.N. 212-03-159N SUBJECT TO STAFF RECOMMENDATIONS. COMMISSIONER ROBERTS SECONDED THE MOTION. PASSED 5 TO 0 WITH CHAIRMAN BARLOW, AND COMMISSION MEMBERS ADAMS, HATCH, ROBERTS, AND WHITEHEAD VOTING IN FAVOR.

Mr. Tregaskes said as with any Conditional Use Permit, there is a seven-day appeal period. If no appeal is received by the City Clerk within those seven days, this Conditional Use Permit will be considered 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.

7. APPROVAL OF MINUTES

A. Planning and Zoning Commission Regular Meeting of January 10, 2023.

COMMISSIONER ADAMS MOVED TO APPROVE THE PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES OF JANUARY 10, 2023. COMMISSIONER ROBERTS SECONDED THE MOTION. PASSED 5 TO 0 WITH, CHAIRMAN BARLOW AND COMMISSION MEMBERS ADAMS, HATCH, ROBERTS, AND WHITEHEAD VOTING IN FAVOR.

8. SUMMARY OF CURRENT EVENTS

Commission Members

Commissioner Hatch stated he appreciated the city for keeping the roads clear.

Commissioner Whitehead welcomed Anna as the new city attorney.

Commissioner Roberts thanked the city staff for keep roads cleared and safe during the snow.

Commissioner Adams thanked ADOT and City Staff for keeping the roads clear and thanks Parks & Rec. in advance for all their hard work for the Daddy Daughter Dance

Chairman Barlow thanked ADOT and City Staff for keeping the roads clear and asked the community to drive safe.

Planning and Zoning Director

Director Tregaskes gave a shout out to Public Works crews for keeping the roads cleared, asked the community to please be careful for those roads that haven't melted and gave a reminder on the Ground Hog Day Breakfast and Daddy Daughter Dance tickets were still available.

9. ADJOURNMENT

There being no further business to be brought before the Planning and Zoning Commission, VICE CHAIRMAN BARLOW ADJOURNED THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION OF JANUARY 23, 2023, AT 7:19 PM.

ATTEST:

APPROVED:



Justen Tregaskes
Planning and Zoning Director

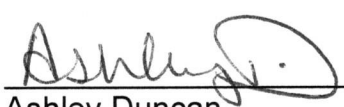


Zachary Barlow
Chairman

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 January 24, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 14th day of March, 20 23.



Ashley Duncan