

**MINUTES OF THE STUDY SESSION OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON TUESDAY, DECEMBER 12, 2023, AT 7:30 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 7:35 p.m.

**2. Roll Call.**

**COMISSION MEMBERS PRESENT:** Chairman Barlow, Commissioner Roberts, Commissioner Hatch, and Commissioner Whipple.

**COMMISSION MEMBERS ABSENT:** Commissioner Schnepf, Commissioner Wilson, and Commissioner Adams.

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

**3. REVIEW AND DISCUSSION OF WORKFORCE HOUSING:**

Director Tregaskes said that staff has been directed to look into some potential solutions for workforce housing. Currently the city code allows an attached guest unit or mother-in-law unit as permitted use, but if you want to rent it out a Conditional Use Permit (CUP) is required. Director Tregaskes said that maybe there could be a consideration to remove the CUP requirement.

Chairman Barlow asked how many CUPs we have for rental homes.

Director Tregaskes said zero.

Commissioner Roberts said that other communities have tried to address this by allowing more units in back yards, for example with tiny homes.

Director Tregaskes said right now there is a requirement for detached guest unit or casita to have a minimum lot size requirement of double the minimum lot size for the zoning district. For example, if it is a minimum of 10,000 square foot lot you would need a minimum of 20,000 square feet to have a casita on your lot. He also said they could consider reducing the minimum lot size for casitas from 20,000 to 15,000 so there is more flexibility for more housing units but not packing them into lots. However, he said on the 7,000 square foot lot size it probably still would not be permitted. Maybe on a 10,000 square foot lot it could be allowed

Commissioner Roberts asked about if they could limit this to only long term rentals and not short term rentals like Airbnb through a definition of some sort.

Director Tregaskes said that the City is currently looking into a program to help track and regulate the short term rentals, but it's a bit of an enforcement issue.

Commissioner Roberts asked how the short-term rentals affect workforce housing.

Director Tregaskes said that because a rental is used as an Airbnb, then it's not

able to be used as housing for residents.

Director Tregaskes said the manufactured home zone (MH) allows for a manufactured home or recreational vehicle (RV) park with a CUP but apartments are not allowed. It is worth considering does an apartment really have more affect on a neighborhood than a MH or RV park. Because of this there could be a consideration to allow apartments as a CUP in the MH zone.

Chairman Barlow asked if apartments would require a CUP in the MH zone.

Director Tregaskes said yes, but it would allow apartments in the MH zone as another option.

Chairman Barlow asked if the development of apartments in the MH zone would be held to the existing R2-7 zone for multiple family dwellings.

Director Tregaskes said that was correct.

Director Tregaskes said that industrial zones allow caretaker's residence. However, the commercial zone allows apartments, but not a caretaker's residence. Staff is recommending that a caretaker's residence would be a permitted use in commercial zones.

Commissioner Whipple asked if the caretaker's residence could be an RV.

Director Tregaskes replied that it would need to be a site-built home under the development standards in city code and an RV or manufactured home would not be permitted.

Director Tregaskes asked if the commissioners had any other thoughts on the topic.

Commissioner Whipple said it's hard to fill teaching positions with the housing issues and appreciates that the City recognizes this and is looking into some options.

Commissioner Roberts said it is great that the City is trying to encourage affordable housing. He asked if there was a way to provide incentives to builders, like incentives for building the infrastructure and then requiring a certain percentage of the housing for the local workforce.

Director Tregaskes said they will be bringing a policy for workforce housing to the Council in January that will, and it is something the City is looking to invest in. He said he had an hour-long meeting with someone who is knowledgeable on workforce housing and provided lots of good information. The City wants to incentivize bringing in true workforce housing, this wouldn't be for retirees or seasonal residents, this would be for helping solely with the workforce housing issue.

Commissioner Roberts said that low-income housing does not help the people who are above the poverty level. The people that work at Walmart and similar businesses don't meet those requirements.

Commissioner Roberts said he knows that the city has lost staff due to the housing shortage such as police officers. He knows from his previous discussions with City staff that they try to keep up with salaries. However, there have been employees who lost a rental but can't afford to buy the rental and had to move someplace.

Chairman Barlow asked how many guest units there are in the City of Show Low.

Director Tregaskes said he wasn't aware of any and would have to ask Ms. Fechtelkotter. However, he said that it is different in Torreon because they are allowed a detached guest unit that they can rent out. This would bring the rest of the city closer to what Torreon is already doing.

Chairman Barlow clarified that there really are not many guest units regardless of if they have a CUP.

Director Tregaskes said that was correct.

Ms. Fechtelkotter said that she is aware of just two CUPs that have been done for rentals in her 16 years with the city.

Chairman Barlow asked if you had to do a CUP for every detached unit regardless of it is rented or not.

Director Tregaskes said yes.

Chairman Barlow asked how a guest unit is defined by the city.

Director Tregaskes said it is defined by having kitchen which includes a stove in the unit.

Commissioner Whipple asked if there are any studies regarding reducing property values or increasing domestic violence by allowing more housing like this.

Director Tregaskes said that there were none he could think of, but typically when you have an owner living on site you really see those issues reduced compared to a true duplex where an owner is off-site

Commissioner Whipple asked if something like this could be harmful to a neighborhood if there are 100 homes and 80 suddenly start renting a bedroom could there be issues with parking.

Director Tregaskes said that per city code you have to show that you can park on your lot. The city doesn't want 100 cars parking along the street.

Commissioner Whipple asked if we have an enforcement officer to enforce city codes.

Director Tregaskes said the city does, but it's only one person so its mostly complaint driven. But he has other duties such as building inspections, so mostly it's the bigger problems that are pursued.

Commissioner Hatch asked how we are going to handle things like in the Fox Canyon Subdivision. How is the city going to handle the houses that have two car garages and two car driveways, but there are six cars. He asked how you can enforce the issues with the mother-in-law quarters, but not the regular homeowner.

Director Tregaskes said it's difficult to enforce, but that they would need to do a site plan and will need to show that they will meet the parking requirements to be allowed a permit for the guest unit. The city code requirement is that there are two parking spaces per residence so they would have to prove that they have parking for at least four cars. In theory you can park two cars in a garage and two cars in the driveway, which would be the parking for four cars.

Commissioner Roberts asked what are the sizes of the lots in Fox Canyon.

Director Tregaskes said they are 7,000 square feet. Also, there is a 40 percent maximum lot coverage requirement which includes anything with a roof such as a garage or deck, so that will limit the concerns of too many guest units. A subdivision that is the R1-7 zone, but has 10,000 sq. ft. lots may have more options to get their home to fit.

Chairman Barlow asked how park models would fit into this discussion.

Director Tregaskes said a park model is considered an RV, right now you can't park an RV in your back yard and have someone living in it whether it's a Winnebago or Cavco park model. The intent is not to have a bunch of fifth wheels in people's back yards with people living in them.

Commissioner Roberts said that on the topic of infrastructure he saw in a city council presentation that the number of year-round residents is approximately 12,500 people and that is projected to increase to 16,000 in the future. He asked with that amount of increase in population, how much land is available to be developed. He feels that the city is becoming more and more landlocked. Because of this it seems that workforce housing is located outside of the Show Low City limits.

Director Tregaskes said that there is a lot of privately owned land that is not currently developed. He said most of the Show Low Bluff is approved for development but is not improved. Director Tregaskes said he agrees that areas like Linden, Snowflake and Taylor are places people would go because home prices were less, however now it's about the same as Show Low. Then you must factor in

the driving time, it is about the same. Director Tregaskes asked Commissioner Hatch if this was correct.

Commissioner Hatch said that is correct, the prices of homes are within five to eight percent of Show Low and with the cost of transportation that works out to be about the same as Show Low. He said he is seeing Linden and Snowflake now have amenities, such as health care access and parks which attract people to stay there.

Commissioner Roberts said that more people are moving towards Vernon or Concho due to home prices.

Commissioner Hatch said Vernon and Concho are comparable to Show Low home prices now. Also, Snowflake and Taylor did a study regarding infrastructure recently that shows they will soon rival Show Low. Show Low really is becoming landlocked for those reasons.

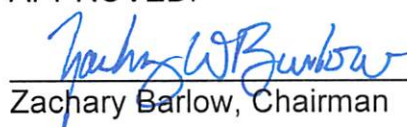
4. **ADJOURNMENT:**

There being no further business to be brought before the Commission,  
**CHAIRMAN BARLOW ADJOURNED THE STUDY SESSION OF THE SHOW  
LOW PLANNING & ZONING COMMISSION MEETING OF DECEMBER 12, 2023,  
AT 7:58 P.M.**

ATTEST:

  
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Planning and Zoning Director

APPROVED:

  
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Zachary Barlow, Chairman

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Study Session of the Planning and Zoning Commission of Show Low held on December 12, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 27<sup>th</sup> day of February, 2024.

  
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Katie Fechtelkotter