

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON TUESDAY, FEBRUARY 27, 2024, 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, Commissioner Hatch, Commissioner Roberts, Commissioner Schnepf, Commissioner Whipple, Commissioner Wilson, Commissioner Adams.

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

GUESTS: Doug Brimhall, Curtis Fernau and guest

3. Invocation.

Commissioner Whipple gave the invocation.

4. Pledge of Allegiance.

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

5. ELECTION OF OFFICERS:

Chairman Barlow asked for nominations for the position of Chairman of the Planning and Zoning Commission.

COMMISSIONER ROBERTS MOVED TO NOMINATE CHAIRMAN BARLOW TO SERVE AS CHAIRMAN; SECONDED BY COMMISSIONER HATCH; PASSED 7 TO 0 WITH CHAIRMAN BARLOW, COMMISSIONER ROBERTS, COMMISSIONER ADAMS, COMMISSIONER WILSON, COMMISSIONER SCHNEPF, COMMISSIONER HATCH, AND COMMISSIONER WHIPPLE VOTING IN FAVOR.

Chairman Barlow asked for nominations for the position of Vice Chairman of the Planning and Zoning Commission.

COMMISSIONER WHIPPLE MOVED TO NOMINATE COMMISSIONER ROBERTS TO SERVE AS VICE CHAIRMAN; SECONDED BY COMMISSIONER WILSON; PASSED 7 TO 0 WITH CHAIRMAN BARLOW, COMMISSIONER ROBERTS, COMMISSIONER ADAMS, COMMISSIONER WILSON, COMMISSIONER SCHNEPF, COMMISSIONER HATCH, AND COMMISSIONER WHIPPLE VOTING IN FAVOR.

6. OLD BUSINESS:

- A. Consideration of a Preliminary Plat for Entrada, a forty (40) lot subdivision submitted by Gary Stapley of Dasia Equities & Fidelity Limited, located on A.P.N. 309-27-014E, 015B, and 999C. (Justen Tregaskes)

VICE CHAIRMAN ROBERTS MOVED REMOVE CONSIDERATION OF A PRELIMINARY PLAT FOR ENTRADA, A FORTY (40) LOT SUBDIVISION SUBMITTED BY GARY STAPLEY OF DASIA EQUITIES & FIDELITY LIMITED, LOCATED ON A.P.N. 309-27-014E, 015B, AND 999C, FROM THE TABLE.; SECONDED BY COMMISSIONER ADAMS; PASSED 7 TO 0 WITH CHAIRMAN BARLOW, VICE CHAIRMAN ROBERTS, COMMISSIONER ADAMS, COMMISSIONER WILSON, COMMISSIONER SCHNEPF, COMMISSIONER HATCH, AND COMMISSIONER WHIPPLE VOTING IN FAVOR.

Director Tregaskes said this item was tabled at the Planning and Zoning Commission Meeting of February 13, 2024, as the applicant was not present at the meeting.

Director Tregaskes said Gary Stapley of Dasia Equities & Fidelity Limited, has submitted a preliminary plat for a project to be called Entrada. This project is to be located on A.P.N. 309-27-014E, 015B, and 999C and is directly south of the Whispering Trails subdivision located on Smith Ranch Road. The subject property is approximately 16.97 acres in size and is zoned R1-7X (Single-family Residential, 7,000 Square Feet, Manufactured Homes Excluded).

The submitted plat indicates a total of forty (40) lots, with average, maximum and minimum lot sizes of .33 acres (14,374 square feet), .54 acres (23,522 square feet), and .23 acres (10,018 square feet) respectively. This project is located directly south of the existing Whispering Trails subdivision. Average, maximum and minimum, lot sizes in Whispering Trails are .27 acres (11,761 square feet), .37 acres (16,117 square feet), and .23 acres (10,018 square feet) respectively. The developer has indicated that they will utilize the same CC&R's as are utilized by Whispering Trails. Access will be from Smith Ranch Road, with an emergency access to 43rd Avenue. As indicated on the plat, a sidewalk is proposed on the south side of Smith Ranch Road adjacent to the subdivision. The existing block wall on SR 260 will be retained. The existing block wall on 43rd Avenue will also be retained and extended to the southern portion of the property along 43rd Avenue. A new, corrugated metal fence similar to the fence utilized at Eagle Mountain will be utilized on the north and south property lines.

This property was rezoned from P.U.D (Planned Unit Development) to R1-7X (Single-family Residential, 7,000 Square Feet, Manufactured Homes Excluded) through Ordinance 2006-17. All Conditions of this ordinance have been met.

FINDINGS OF FACT

1. Gary Stapley of Dasia Equities & Fidelity Limited, has submitted a preliminary plat for a project to be called Entrada. This project is to be located on A.P.N.

309-27-014E, 015B, and 999C and is directly south of the Whispering Trails subdivision located on Smith Ranch Road.

2. The subject property is approximately 16.97 acres in size and is zoned R1-7X (Single-family Residential, 7,000 Square Feet, Manufactured Homes Excluded).
3. The submitted plat indicates a total of forty (40) lots, with average, maximum and minimum lot sizes of .33 acres (14,374 square feet), .54 acres (23,522 square feet), and .23 acres (10,018 square feet) respectively. Average, maximum and minimum, lot sizes in Whispering Trails are .27 acres (11,761 square feet), .37 acres (16,117 square feet), and .23 acres (10,018 square feet) respectively.
4. The developer has indicated that they will utilize the same CC&R's as are utilized by Whispering Trails. Access will be from Smith Ranch Road, with an emergency access to 43rd Avenue. As indicated on the plat, a sidewalk is proposed on the south side of Smith Ranch Road adjacent to the subdivision. The existing block wall on SR 260 will be retained. The existing block wall on 43rd Avenue will also be retained and extended to the southern portion of the property along 43rd Avenue. A new, corrugated metal fence similar to the fence utilized at Eagle Mountain will be utilized on the north and south property lines.
5. This property was originally included in the application for Whispering Trails and is substantially similar to the originally approved preliminary plat. This plat was approved by the city council at their regular meeting of September 19, 2006. Due to the length of time from the original approval, this portion of the preliminary plat required a resubmittal. Smith Ranch Road improvements were approved based on the original conceptual layout for both phases of Whispering Trails.
6. The zoning of the surrounding properties includes:

North: R1-7X (Single-family Residential, 7,000 Square Feet, Manufactured Homes Excluded)
South: P.U.D. (Planned Unit Development)
East: P.U.D. (Planned Unit Development)
West: AR-43 (Agricultural-Residential, 43,000 square feet)
7. The land uses of the surrounding properties includes:

North: Whispering Trails Subdivision
South: Vacant Residential
East: Eagle Mountain Planned Unit Development
West: Forest Service, SR 260
8. Transmittal memos were sent to all affected agencies. Applicable comments were received from the Arizona Department of Transportation (ADOT). As received from ADOT, "ADOT would like a TGP 240-A (Traffic Impact Analysis

pre-submittal) completed to see if Smith Ranch Road can handle the additional lots." This comment has been forwarded to the applicant's engineer for response and action.

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 the preliminary plat for Entrada, a 40 lot subdivision, subject to the following conditions:

1. All development shall comply with all applicable federal, state, and local requirements, including ADOT requirements.
2. A final plat shall be approved by the city council within twelve (12) months of approval of the preliminary plat.

Director Tregaskes said staff as well as the applicant were available for questions.

Commissioner Adams asked if staff could explain the traffic impact analysis requested by ADOT.

Director Tregaskes said it is a traffic type analysis ADOT has asked the applicant to review the additional impact of the 40 lots onto the intersection at Smith Ranch Road and State Route 260. Condition number one includes the language that states the applicant is responsible for complying with ADOT requirements and that would include the Traffic Impact Analysis that was requested by ADOT.

Vice Chairman Roberts asked if different traffic pattern may be needed based on the results of the traffic impact analysis.

Director Tregaskes said that State Route 260 is a five-lane highway at that location, so he is not sure what would be required. This intersection was reviewed by ADOT for the original George Trail/Whispering Trails subdivision. It is possible ADOT would have additional requirements, however they may not. He would let ADOT, and the applicant's engineer determine what is required.

Commissioner Wilson asked if a sidewalk is required, where it would be located and what it would look like and indicated she prefers the look of the path along 16th Avenue.

Director Tregaskes said that it would be a standard 10-foot-wide concrete sidewalk. Staff would be open to a detached style sidewalk. However, the design of the sidewalk would be addressed at the improvement plan stage of the development which is after the preliminary plat is approved.

Vice Chairman Roberts said he would prefer a meandering path and asked about the emergency access onto 43rd Avenue.

Director Tregaskes said that the intent of the emergency access is only to be utilized in an emergency. The portion of the existing block wall will need to be removed and replaced with a gate and all-weather surface onto 43rd Ave. It will not be used as everyday access.

Chairman Barlow said there is a large drainage easement along the east side of the project and wanted to know if the applicant had considered a different location for the drainage on the project because of how small the building envelopes for some lots may be.

The applicant Doug Brimhall said there is more area than needed for the drainage and they plan to narrow it as much as possible. Every lot will have a culvert where the drainage crosses. However, he said they want to save as many trees as possible. He said the lots with the drainage easements are deeper than other lots for that reason.

Chairman Barlow asked if the City keeps a record of the culvert sizes needed for each property on the final plat or the improvement plans.

Director Tregaskes said anytime there is a vacant lot that is developed there is a right of way permit that is forwarded to Public Works. Public Works will review each lot individually and determine what size culvert would be. He said the size is typically included with the drainage report at the time of the improvement plan review. Once there are several lots developed Public Works is able determine the culvert sizes depending on the size of the upstream culvert.

The applicant said they are following the same conditions covenants & restrictions (CC&Rs) as Whispering trials. He suggested that the culvert size requirements could also be included in the CC &Rs for the subdivision.

Chairman Barlow agreed, because he wants to make sure that the future owner of the lots and staff are aware of the culvert requirements.

The applicant said he would ask the developer if they would be willing to consider a meandering path instead of the sidewalk.

Chairman Barlow asked the applicant if they were planning on working in ADOT's right-of-way or would all the work be done within the City of Show Low right-of-way.

The applicant said he does not plan to work in ADOT's right-of-way at this time, but that could change as the project is developed.

COMMISSIONER WILSON MOVED TO RECOMMEND APPROVAL OF THE PRELIMINARY PLAT FOR ENTRADA, A FORTY (40) LOT SUBDIVISION SUBMITTED BY GARY STAPLEY OF DASIA EQUITIES & FIDELITY LIMITED, LOCATED ON A.P.N. 309-27-014E, 015B, AND 999C, SUBJECT TO THE CONDITIONS OF APPROVAL SPECIFIED BY STAFF AND FORWARD THIS RECOMMENDATION TO THE CITY COUNCIL.; SECONDED BY VICE

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

Director Tregaskes said that this item would be considered by the City Council at their next regularly scheduled meeting.

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 December 12, 2023.
- B. Planning and Zoning Commission Study Session of December 12, 2023.
- C. Planning and Zoning Commission Regular Meeting of February 13, 2024.

COMMISSIONER ROBERTS MOVED TO APPROVE THE MINUTES OF THE PLANNING AND ZONING COMMISSION REGULAR MEETING OF DECEMBER 12, 2023, PLANNING AND ZONING COMMISSION STUDY SESSION OF DECEMBER 12, 2023, AND PLANNING AND ZONING COMMISSION REGULAR MEETING OF FEBRUARY 13, 2024; SECONDED BY COMMISSIONER ADAMS; PASSED 7 TO 0 WITH CHAIRMAN BARLOW, VICE CHAIRMAN ROBERTS, COMMISSIONER ADAMS, COMMISSIONER WILSON, COMMISSIONER SCHNEPF, COMMISSIONER HATCH, AND COMMISSIONER WHIPPLE VOTING IN FAVOR.

9. SUMMARY OF CURRENT EVENTS:

A. Commission Members

Commissioner Whipple stated spring sports have started at the high school so there will be different sports to come and watch in the evenings.

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

Commissioner Wilson wanted to thank the people who watch the meetings online and in person.

Vice Chairman Roberts wanted to thank city staff for the work they do to prepare items for the Planning and Zoning Commission meetings.

Chairman Barlow welcomed Vice Chairman Roberts as the new Vice Chairman.

B. Planning and Zoning Director

Director Tregaskes said the Show Low High Schools men's basketball team made it to the second round of the play-offs and the Show Low High School women's basketball team made it to the final four of the play offs. He congratulated them on their success.

10. **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 FEBRUARY 27, 2024, AT 7:26 P.M.**

ATTEST:



Zach Barlow

APPROVED:



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 February 27, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 28th day of May, 2024.



Katie Fechtelkotter