

MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON TUESDAY, OCTOBER 22, 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, Vice Chairman Roberts, Commissioner Hatch, Commissioner Wilson and Commissioner Adams.

COMMISSION MEMBERS ABSENT: Commissioner Schnepf and Commissioner Whipple.

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

GUESTS: Jeremy Wolfe, Brooks Wolfe and others.

3. Invocation.

Commissioner Adams gave the invocation.

4. Pledge of Allegiance

Vice Chairman Roberts led the Commission and audience in the pledge of allegiance.

5. NEW BUSINESS:

- A. Consideration of Conditional Use Permit 602-04-269 submitted by Jeremy and Brooks Wolfe to allow for a guest house at 440 N Central Ave., that being A.P.N. 210-09-008A.

Ms. Saline said a Conditional Use Permit (CUP) application has been submitted by Jeremy and Brooks Wolfe to allow for a guest house at 440 N Central Ave., that being A.P.N. 210-09-008A.

According to Navajo County permit records, the subject property is 0.69 acres or 30,056 sq. ft. with an existing 2,241 sq. ft. home. The applicants plan to build a 1,065 sq. ft. detached guest house for a family member on the subject property. A shared driveway and shared utilities are proposed. Guest houses, defined by City Code, are living quarters consisting of one or more rooms, designed, occupied or intended for occupancy as detached living quarters, with cooking, sleeping and sanitary facilities which may or may not be utilized for income purposes. City Code 19.50.270(A)(2) allows 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.

The subject property is split zoned, comprised of R1-7 (Single Family Residential 7,000 Square Feet) and R2-7 (Single Family and Multi-Family Residential 7,000 Square Feet) with the main dwelling on the west side of the property zoned R2-7 and the proposed guest house on the east side of the property zoned R1-7.

FINDINGS OF FACT

1. Jeremy and Brooks Wolfe submitted a Conditional Use Permit application to allow for a guest house at 440 N Central Ave., that being A.P.N. 210-09-008A.
2. According to Navajo County permit records, the subject property is 0.69 acres or 30,056 sq. ft. with an existing 2,241 sq. ft. home.
3. The applicants plan to build a 1,065 sq. ft. detached guest house for a family member on the subject property. A shared driveway and shared utilities are proposed.
4. Guest houses, defined by City Code, are living quarters consisting of one or more rooms, designed, occupied or intended for occupancy as detached living quarters, with cooking, sleeping and sanitary facilities which may or may not be utilized for income purposes.
5. City code 19.50.270(A)(2) allows 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.
6. The subject property is split zoned, comprised of R1-7 (Single Family Residential 7,000 Square Feet) and R2-7 (Single Family and Multi-Family Residential 7,000 Square Feet) with the main dwelling on the west side of the property zoned R2-7 and the proposed guest house on the east side of the property zoned R1-7.
7. The current zoning of the surrounding properties includes:

North: Split Zone: R1-7 (Single Family Residential 7,000 Square Feet) and R2-7 (Single Family and Multi-Family Residential 7,000 Square

Feet).

South: Split Zone: R1-7 (Single Family Residential 7,000 Square Feet) and R2-7 (Single Family and Multi-Family Residential 7,000 Square Feet).

East: R1-7 (Single Family Residential 7,000 Square Feet)

West: R2-7 (Single Family and Multi-Family Residential 7,000 Square Feet).

8. The current land uses of the surrounding properties includes:

North: Residential

South: Residential

East: Vacant Residential

West: Multi-Family Residential

9. Transmittal memos were sent to all affected agencies. No applicable comments were received.

10. 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 602-04-269 submitted by Jeremy and Brooks Wolfe to allow for a guest house at 440 N Central, that being A.P.N. 210-09-008A subject to the following conditions;

1. All development shall comply with all applicable federal, state and local requirements, including building code 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 Adams asked if there was anything abnormal about the application.

Director Tregaskes said no.

Chairman Barlow opened the item for public comment.

Curtis Fernau 621 South Mountain Pines Avenue asked if there is a map where he could see the location of the proposed home as he lives down the street.

Staff displayed an aerial of the subject property on the television.

COMMISSIONER WILSON MOVED TO APPROVE CUP 602-04-269 SUBMITTED BY JEREMY AND BROOKS WOLFE TO ALLOW FOR A GUEST HOUSE AT 440 N CENTRAL AVE., THAT BEING A.P.N. 210-09-008A SUBJECT TO STAFF RECOMMENDATIONS.; SECONDED BY VICE CHAIRMAN ROBERTS; PASSED 5 TO 0 WITH CHAIRMAN BARLOW, VICE CHAIRMAN ROBERTS, COMMISSIONER HATCH, COMMISSIONER WILSON, COMMISSIONER ADAMS VOTING IN FAVOR.

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 July 9, 2024.

VICE CHAIRMAN ROBERTS MOVED TO APPROVE THE PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES OF JULY 9, 2024 ; SECONDED BY COMMISSIONER ADAMS; PASSED 5 TO 0 WITH CHAIRMAN BARLOW, VICE CHAIRMAN ROBERTS, COMMISSIONER HATCH, COMMISSIONER WILSON, COMMISSIONER ADAMS VOTING IN FAVOR.

8. SUMMARY OF CURRENT EVENTS:

A. Commission Members

Commissioner Hatch said it's another great day in Show Low, he appreciated

the recent moisture. He also said he has noticed the increase in traffic due to additional full-time residents and reminded everyone to watch out for children in dark clothing due to Halloween.

Chairman Barlow said he was happy to have meeting since it has been several months and see the other commissioners. He also thanked staff for the work they did to prepare for the meeting.

B. Planning and Zoning Director

Director Tregaskes said that the annual Trunk or Treat will be held this weekend at Hatch Toyota he said there will be a revised traffic pattern for entrance and exiting and advised those who plan to attend to check online for additional information.

He also said that there are only two meetings remaining left this year since the 4th Tuesday meetings in November and December are canceled due to the Thanksgiving and Christmas holidays.

Finally, with the election coming up he encouraged everyone to research the topics, candidates and vote in line with their own personal ideologies and values.

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 OCTOBER 22, 2024, AT 7:13 P.M.**

ATTEST:



Zach Barlow, Chairman

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 October 22, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 14th day of January, 2025.



Katie Fechtelkötter