

**MEETING MINUTES OF  
THE CITY OF ELOY  
PLANNING AND ZONING COMMISSION  
Regular Meeting  
Wednesday, January 17, 2018  
6:00 p.m.**

**I. CALL TO ORDER**

Chairperson Schuh called the meeting to order at 6:00 p.m.

**II. ROLL CALL**

\*One or more members of the Planning and Zoning Commission may attend by telephonic means.

**Members present:** Chairperson Marlo Schuh (attended telephonically), Vice-Chairperson Larry Brown (absent), Commissioner John Peterson (present), Commissioner Steve Paulson (present), and Ex-Officio Daniel Snyder (excused absence).

**Staff present:** Jon Vlaming, Community Development Director, Belinda Cota, Planner, and Kevin Kugler, Michael Baker International (Zoning Ordinance Consultant).

Others present: Council member J.W. Tidwell, Caela Fox with Pinal Central, Stephen Larson, Senior Staff Scientist at the University of Arizona and Jeff Uhrick with B & R Engineering.

**III. INVOCATION**

Chairperson Schuh led the Invocation and requested a moment of silence.

**IV. PLEDGE OF ALLEGIANCE**

Chairperson Schuh led the recitation of the Pledge of Allegiance.

**V. MOTION TO APPROVE THE DECEMBER 14, 2017 MEETING MINUTES OF THE PLANNING AND ZONING COMMISSION.**

Chairperson Schuh asked for a motion to approve the meeting minutes of the Planning and Zoning Commission. Commissioner Peterson made a motion to approve the December 14, 2017 meeting minutes. Commissioner Paulson seconded the motion. The motion was approved with a vote of 3-0.

**VI. NEW BUSINESS: POSSIBLE DISCUSSION AND/OR ACTION ON THE FOLLOWING:**

**A. NOMINATE AND ELECT A CHAIRPERSON TO SERVE FOR THE 2018 CALENDAR YEAR.**

Chairperson Schuh asked if there were any nominees. Commissioner Paulson nominated Marlo Schuh. Chairperson Schuh asked if there was another nominee. Being no additional nominees, Chairperson Schuh called for a motion. Commissioner Paulson made a motion to elect Marlo Schuh as the Chairperson for the 2018 calendar year. Commissioner Peterson seconded the motion. The motion was approved 3-0.

**B. NOMINATE AND ELECT A VICE-CHAIRPERSON TO SERVE FOR THE 2018 CALENDAR YEAR.**

Chairperson Schuh asked if there were any nominees. Commissioner Peterson nominated Larry Brown. Chairperson Schuh asked if there was another nominee. Being no additional nominees, Chairperson Schuh called for a motion. Commissioner Peterson made a motion to elect Larry Brown as the Vice-Chairperson for the 2018 calendar year. Commissioner Paulson seconded the motion. The motion was approved 3-0.

**C. PUBLIC HEARING TO ALLOW COMMENT FROM THE PUBLIC AND INTERESTED PARTIES ON PROPOSED CASE NO.: CUP17-023. APPLICATION BY VICTOR GRANADO FOR A CONDITIONAL USE PERMIT ON 0.344 ±. SUBJECT PROPERTY IS LOCATED AT 108 E. 8<sup>TH</sup> STREET AT THE NORTHWEST CORNER OF 8<sup>TH</sup> STREET AND MYERS BOULEVARD, ASSESSOR'S PARCEL NUMBER: 405-03-095A IN A PORTION OF SECTION 6, TOWNSHIP 8 SOUTH, RANGE 8 EAST OF G&SRB&M, PINAL COUNTY, ARIZONA (PROJECT NAME: GRANADO'S B&B).**

Chairperson Schuh opened the Public Hearing. Mr. Vlaming gave a brief description of the request. This is the companion request of the previously approved minor general plan amendment (from Medium Density Residential to High Density Residential) and a rezoning (from R1-6 (Medium Density Residential) with a Community Core (CC) Overlay to R-4 (High Density Residential) with a CC Overlay) recommendation for approval at the December 14, 2017 Planning and Zoning Commission hearing. The use proposed for the subject property can only be established with a Conditional Use Permit (CUP) in the R-4 Zoning category. This request is for a Bed and Breakfast use at the northwest corner of 8<sup>th</sup> Street and Myers Boulevard.

Chairperson Schuh apologized for missing last month's Planning and Zoning Commission meeting and asked who would be the customers for this Bed and Breakfast. Mr. Vlaming responded that it would be for people that would visit the community and as the City continues to revitalize Main Street, Skydiving people who might be visiting, etc. Mr. Vlaming believes that Mr. Granado is trying to capture those aspects of the market. Chairperson Schuh asked if anyone had any questions. Mr. Vlaming commented that he did not see Mr. Granado being present at this meeting, but the Staff was

recommending approval with six stipulations that are identified in the Staff report for the Commission's consideration. Hearing no other questions or comments, Chairperson Schuh closed the public hearing.

**D. CONSIDERATION, DISCUSSION, AND RECOMMENDATION TO THE ELOY CITY COUNCIL FOR APPROVAL, DISAPPROVAL OR OTHER ACTION ON CASE NO.: CUP17-023 (PROJECT NAME: GRANADO'S B&B).**

Chairperson Schuh asked for a motion for approval, disapproval or other action. Commissioner Peterson made a motion to approve Case No.: CUP17-023 with six of the stipulations listed on the Staff report. Commissioner Paulson seconded the motion. The motion was approved with a vote of 3-0.

**E. PUBLIC HEARING TO ALLOW COMMENT FROM THE PUBLIC AND INTERESTED PARTIES ON THE PROPOSED CASE NO.: PP17-008. APPLICATION SUBMITTED BY B&R ENGINEERING ON BEHALF OF SUN LAKES CASA GRANDE DEVELOPMENT, LLC FOR A PRELIMINARY PLAT FOR AN 81-LOT RESIDENTIAL SUBDIVISION ON APPROXIMATELY 19.17 ± ACRES OF LAND. SUBJECT PROPERTY IS BOUNDED BY TOLTEC ROAD TO THE EAST AND CHERRY OAKS DRIVE TO THE WEST ON ASSESSOR'S PARCEL NUMBER: 402-28-001K LOCATED ON A PORTION OF SECTION 16, TOWNSHIP 7 SOUTH, RANGE 7 EAST OF THE GILA & SALT RIVER BASE & MERIDIAN, PINAL COUNTY, ARIZONA (PROJECT NAME: ROBSON RANCH-ARIZONA UNIT TWENTY "C" PRELIMINARY PLAT).**

Chairperson Schuh opened the Public Hearing. Mr. Vlaming gave a brief introduction of the Preliminary Plat request by B & R Engineering on behalf of Sun Lakes Casa Grande Development, LLC, which is proposing an 81-lot residential subdivision on approximately 19.17 acres. This plat is just north of the proposed Preliminary Plat-Robson Ranch Unit 25 adjacent to Toltec Road. The request is in conformance with the Eloy General Plan and the Zoning Map and the overall density in the area. It provides two forms of access from Cherry Oaks Drive and Toltec Road. Mr. Vlaming noted that in fact, that was the object of discussion with the Eloy Fire District and they are now satisfied with the solution as indicated with the preliminary plat that is included in the Commission meeting packets. Mr. Vlaming stated Staff did not have any comments other than this secondary access will reduce response time for emergency personnel from the Fire District- to not only serve those future residents within this proposed preliminary plat but those in the general area too. With that overview, Mr. Vlaming concluded his comments. Chairperson Schuh asked if the Commissioners had any comments. Commissioner Peterson and Commissioner Paulson stated they had no comments. Mr. Vlaming introduced the B&R Engineering representative for Robson Ranch and asked if they had any comments of him. Chairperson Schuh stated she would like to hear from the applicant. Commissioner Peterson said he had a question with regards to the entrance from Toltec Road- how would that entrance be handled for security reasons? He also asked if it will be gated and/or locked. Mr. Jeff Uhrick with B&R Engineering,

representing Robson Communities, introduced himself and mentioned there have been multiple discussions and a letter has been issued with the understanding that there will be a fire access with a gate, with a lock that will allow the Fire District to come in as needed. Chairperson Schuh asked, that if there was a fire, the Fire District would have to get off the truck to unlock the gate? She asked Mr. Vlaming if the proposal for the gate to be locked was normal. To her, it seemed kind of contrary to an emergency entrance. Mr. Vlaming responded and commented that there were concerns from the applicant relative to internal security through the property. He noted that Robson Ranch and the Fire Department both believe that the gate and lock are a mutually beneficial solution. He added there would be a lock box on the gate and the Fire District will certainly have a key. He noted that there would be a benefit in that there will be a reduced response time for the units dispatched from the Fire Station located along Toltec Road. Chairperson Schuh added if the Fire District is happy and Robson Ranch is happy, she is happy. Commissioner Peterson asked if the access road would be paved. Mr. Uhrick responded it will be gravel at this time. Hearing no other questions or comments, Chairperson Schuh closed the public hearing.

**F. CONSIDERATION, DISCUSSION, AND RECOMMENDATION TO THE ELOY CITY COUNCIL FOR APPROVAL, DISAPPROVAL OR OTHER ACTION ON CASE NO.: PP17-008 (PROJECT NAME: ROBSON RANCH-ARIZONA UNIT TWENTY "C" PRELIMINARY PLAT).**

Chairperson Schuh asked for a motion for approval, disapproval or other action. Commissioner Peterson made a motion to approve Case No.: PP17-008. Commissioner Paulson seconded the motion. The motion was approved with a vote of 3-0.

**VII. INFORMATIONAL ITEM:**

**A. ELOY ZONING ORDINANCE AND SUBDIVISION REGULATIONS UPDATE. THE CITY WILL BE UNDERTAKING A SUBSTANTIAL UPDATE OF ITS ZONING ORDINANCE AND SUBDIVISION REGULATIONS TO INCREASE ITS TECHNICAL ACCURACY, UPDATE INFORMATION TO RESPOND TO DEVELOPMENT/ECONOMIC DEVELOPMENT OBJECTIVES, AND TO MAKE THEM CONSISTENT WITH THE CITY'S ADOPTED GENERAL PLAN. THIS UPDATE IS EXPECTED TO REQUIRE A 10-MONTH PLANNING PROCESS AND WILL ADDRESS EVERY ONE OF THE 18 ARTICLES THAT ARE A PART OF CHAPTER 21-ZONING AND CHAPTER 15-SUBDIVISION OF THE ELOY CITY CODE. FOR THIS MEETING, THE FOLLOWING COMPONENTS WILL BE REVIEWED AND DISCUSSED: OUTDOOR LIGHTING AND ZONING DEFINITIONS.**

Mr. Vlaming introduced this agenda item and commented that it has been on going with the update of the Zoning Ordinance and the Subdivision Ordinance updates. The topic

for this meeting are the Outdoor Lighting and Zoning Definitions. He then introduced Kevin Kugler with Michael Baker International who has a PowerPoint presentation that will lead to discussion and questions and answers (Q&A) that would include: Outdoor Lighting and Zoning Definitions. He added the Outdoor Lighting Ordinance is very important to the Community and that the Zoning Definitions have been augmented substantially in hopes the Commission finds them more comprehensive as they have been previously provided. Mr. Kugler introduced himself and thanked the Commission for the opportunity to present Work Session #7. He identified and described the two main topics of discussion: Outdoor Lighting and Zoning Definitions. He added he wanted to thank the University of Arizona (U of A) for their contribution and being part of the process assisting the City, as they provided some guidance from their astronomical perspectives and the importance that it is to U of A and the State as whole.

“Where will our efforts be focused?” he asked, they will be to:

- Ensure a user friendly, logical and understandable flow, process and product
- Build consistency and predictability into the process to minimize political strife
- Listen, draft, test, review
- Obtain community/stakeholder credibility and confidence in the team.
- Represent City well.

He commented that they are in the process of drafting the last module and this would be Module #5 of 6 this evening. He pointed out that #6 will be coming forward with the Subdivision Ordinance to be reviewed on February 21st, followed by two Community Open House meetings. Mr. Kugler then reviewed the Zoning Ordinance Update Process: Module#1-Zoning Districts and Map Established, Zoning Districts, Single Residence Districts, Multiple Residence Districts, Commercial Zoning Districts, Industrial Zoning Districts, Open Space Zoning Districts and Overlay Zoning Districts. Module#2-Supplemental Use Standards, and Parking Provisions. Module#3-Wireless Communications, Nonconforming Uses and Signage Provisions. Module#4-Title Purpose and Scope, Administration, Zoning Procedures and Landscape Standards. He then noted that tonight’s topic of discussion is Module#5-Zoning Definitions and Outdoor Lighting. Mr. Kugler commented that Module#6-Subdivision Regulations would be brought before the Commissioners next month (February 2018). Mr. Kugler briefly reviewed the Project Schedule and commented that the next meeting in February is to review the Subdivision Ordinance and following that, two Community Open House meetings were scheduled, with one being held in the Phoenix area (for those property owners who reside in the Phoenix area for convenience to them) and the other here in the community of Eloy. A Planning and Zoning Commission meeting would be conducted in March to review the two documents and then final adoption by the Eloy City Council in April.

Mr. Kugler then presented the draft Outdoor Lighting module. He noted that this topic was not identified by the City to be in need of significant change or experiencing challenges to administer. The existing Ordinance already had some key elements; prohibiting mercury vapor and quartz halogen lights and requiring that all light fixtures be fully shielded. The proposed Ordinance includes responsible and practical elements of a “dark sky ordinance” but not as rigid or regulatory as an “official” dark sky ordinance. These include: Preferred Light Sources-low pressure sodium and narrow spectrum amber LED lamps; purpose and intent statement acknowledging the desire to minimize interference with astronomical observations, embracing a rural lifestyle and enjoyment of private property; Total Outdoor Light Output standards that are progressive, consistent with University of Arizona guidance, but not overly restrictive; establishing maximum Color Correlated Temperature (CCT) levels for individual light sources. Expanded prohibited lighting types: laser lights, searchlights, bottom mounted signage lighting. Lighting for special events-part of Special Event Permit. Non-Residential Lighting: 20-foot max height, no light trespass onto adjacent properties (full shielding), curfew at 10:00 PM or one hour after business close, and Parking Lot lighting-20-foot max pole height; 16-foot at perimeter. Lighting of recreational/athletic fields is exempt, but must abide by nationally recognized specifications. Includes architectural and landscape lighting provisions. Commissioner Peterson asked what happens when individuals start adding additional light fixtures once they move in. Mr. Kugler pointed out that it was a good question and that it has been addressed under the Administrative Procedures subsection.

Stephen Larson, Senior Staff Scientist at the University of Arizona introduced himself. He commented that the proposed Outdoor Lighting Code is very good, robust and detailed. He indicated that they appreciate the opportunity to provide input and added it will help a lot for southern Arizona and also set a tone to keep our skies dark. He mentioned he had a few comments to make and will be forwarding them to Staff and Mr. Kugler.

Mr. Kugler then presented the Definitions. The existing Ordinance has definitions scattered throughout the Ordinance – difficult for user and staff to administer. The newly suggested Ordinance combines and unifies all definitions into one location for ease of use and administration. The existing Ordinance contains approximately 170 defined terms. The newly suggested Ordinance contains approximately 760 defined terms; a 350 percent increase over the existing Ordinance. Suggested definitions have been expanded to define terms that were previously undefined in the existing Ordinance, plus many new terms are now defined that reflect new additions to the Ordinance. Establishing a robust and thorough set of definitions minimizes interpretation by the applicant and staff, fostering clarity and predictability to allow for timely administrative and/legislative decisions.

Mr. Kugler explained the Next Steps. The next step is to incorporate Planning & Zoning Commission comments into the Module# 5 draft. This draft will then be distributed for

stakeholder review and comment. The consultant will then prepare the draft of Module #6 – Subdivision Regulations. Then a total of two (2) Open House Meetings will be scheduled. Looking ahead: Module #6 – Subdivision Ordinance (Chapter 15) will be transmitted to the Commission around February 12, 2018; the next Planning and Zoning Worksession #8 will occur on February 21, 2018; and then Two Community Open House Meetings will occur in late February/early March-dates to be determined; if all goes well, then the Planning and Zoning Commission Hearing would occur on March 21, 2018 and City Council Public Hearing would occur on April 11, 2018.

**VIII. OLD BUSINESS: POSSIBLE DISCUSSION AND/OR ACTION ON THE FOLLOWING:**

A. NONE.

**IX. COMMUNICATIONS:**

Chairperson Schuh asked Mr. Vlaming if he could give an update for the agenda items listed under communications.

**A. ELOY TRANSIT FEASIBILITY STUDY** – Mr. Vlaming explained that a qualified firm has been retained by the Sun Corridor MPO to provide consulting services for the preparation of the Eloy Transit Feasibility Study that will help evaluate and assess City of Eloy’s transit needs and alternatives for a viable transit system. He mentioned there would be more information to come.

**B. SAVE THE DATE: ULI TRENDS DAY: FEBRUARY 23, 2018** - Mr. Vlaming mentioned that the ULI Arizona Trends Day is a one-day event bringing together over twenty five top industry experts to discuss the most current state and national real estate trends, with a focus on what to expect in the future, where the best opportunities can be found, and how these components affect both public and private sector partners. The event will be held in Phoenix and that if a Commissioner member is interested to let Staff know. He also mentioned that Chairperson Schuh had attended a previous event.

**C. SAVE THE DATE: BOARDS AND COMMISSION TRAINING: APRIL 6, 2018** – Mr. Vlaming mentioned about the Boards and Commission Training is coming up in April and asked if any of the Commission was interested and would like to attend to let Staff know. He indicated that the City would underwrite the cost of doing that, but they would have to be committed to go. It would be on a Friday in the downtown of Phoenix. Chairperson Schuh commented that she would be more than happy to carpool.

**D. CITY COUNCIL UPDATE-EX OFFICIO MEMBER REPORT-Ex-Officio Snyder** was not present due to a conflict with another meeting.

**X. MOTION TO ADJOURN.**

Chairperson Schuh asked for a motion to adjourn. Commissioner Peterson made a motion to adjourn and was seconded by Commissioner Paulson. The adjournment passed 3-0 and the meeting adjourned at 6:53 p.m.