

SIERRA VISTA PLANNING AND ZONING COMMISSION

November 15, 2022

CITY COUNCIL CHAMBERS

Meeting Minutes

A work session of the Sierra Vista Planning and Zoning Commission was called to order at 5:00 p.m. in the City Council Chambers.

Members Present: Bradley Snyder, Chair
Daniel Coxworth, Vice-Chair
Leslie Thomas
Daman Malone

Members Absent: None

Staff Present: Matt McLachlan, Director, Department of Community Development
Jeff Pregler, Senior Planner

Council Present: Councilmember Umphrey
Councilmember Messmer

Others Present: None

ACCEPTANCE OF THE AGENDA:

Mr. Coxworth made the motion to accept the agenda. The motion was seconded by Mr. Malone.

VOTE: Approved by a vote of 3-0.

ACCEPTANCE OF THE MINUTES:

1. Mr. Coxworth made the motion to accept the June 28, 2022 minutes. Mr. Malone seconded the motion.

VOTE: Approved by a vote of 4-0. (Ms. Thomas arrived prior to the vote of the minutes)

CHAIR COMMENTS

Mr. Snyder had no comments.

CALL TO THE PUBLIC

No public - None.

OLD BUSINESS:

None.

NEW BUSINESS

2. Discussion Items Only

Proposed Development Code Amendments:

Staff Presentation by Jeff Pregler. He presented a power point presentation which included the following:

Unattended Donation Boxes, Section 151.02.004; Section 151.06.012; and Section 151.22.006

Mr. Pregler show's photos that depict unsightly conditions associated with donation boxes. He outlined the purposed rules in obtaining a permit and how they would need to be managed.

Mr. Snyder questioned if this was in line with what other jurisdictions in Arizona are doing. Mr. Pregler responded in the affirmative.

Discussion of the expense and logistics of cameras and/or lighting ensued.

Mr. Coxworth presented concern about the number of rules and requirements being presented for these donation boxes which may not solve the unsightly conditions problem.

Mr. Malone requested clarification on the proposal as a means to enforce the donation boxes. Mr. Pregler stated that creating standards does make enforcement easier. Mr. Malone also asked if the City would consider the idea of setting up an area to allow the donation boxes. Mr. Pregler stated that he would discuss with others in the City and provide comment at the next meeting.

Ms. Thomas stated that this won't stop illegal dumping, but this is a step in the right direction.

Site Plan Review Processes, Article 151.18

Mr. Pregler stated that the Development Code currently has two formal site plan review processes, the administrative site plan and the formal full site plan. Administrative is for minor projects, are an expedited review and handled administratively. The formal review goes through Development Review Committee and requires an extensive plan process. Even with these 2 processes there is still grey area and that is what this proposal is for. Three tiers – Level 1 Plot Plan at the Administrative level with the building review plan. Level 2 – similar to the current administrative site plan. Level 3 – similar to the current formal process. The tier proposal would allow previously approved site plans to be considered in plan submittals. Mr. Pregler gave an example of Culver's parking lot expansion that would fall under the Tier 2 because the site plan was previously reviewed and approved. He further explained that one of the amendments considers the total amount of allowable alterations of total gross floor area conducted/permitted on a particular property in accordance with subsections (b) and (c) of this section and will compute it on a cumulative basis for five (5) year periods of time. The initial five (5) year period shall start on February 1, 2023. At the end of each five (5) year period occurring thereafter, the cumulative total of allowable alterations that may be made to the gross square footage of buildings or structures located on a particular site shall reset to zero. The new cumulative total gross square footage at the end of a five (5) year period shall comprise the base gross square footage applicable to any site improvements conducted within the subsequent five (5) year period. For tier 1 the proposed increase to the impervious surface resulting from site improvements shall not exceed ten (10) percent unless a previously approved drainage master plan accommodates the increase. For tier 2 the proposed increase to the impervious surface resulting from site improvements above the Level 1 threshold shall not exceed 20 percent unless a previously approved drainage master plan accommodates the increase. For tier 3 the proposed increase to the impervious surface resulting from site improvements is greater than 20 percent unless a previously approved drainage master plan accommodates the increase.

Mr. Coxworth recommended simplification and pamphlets to assist the business owners in understanding how this process will work.

Lot Coverage and Reduced Setbacks, Section 151.22.009; 151.22.010; 151.22.011

Mr. Pregler said that the purpose of this amendment is to provide for additional latitude for structure placement and is an easier calculation. Currently, the district regulations establish a uniform maximum yard coverage, which calculates the percentage of rear yard that is occupied by accessory structures. However, based on an analysis from other jurisdictions, staff recommends the standard be changed from yard coverage to lot coverage. The amendment will provide additional latitude for the placement of structures and make the lot coverage area easier to calculate and enforce because the percentage is based on the entirety of the lot and not just the rear yard area. The maximum lot coverage areas recommended in the are the product of research from other communities and GIS analysis that includes principal structure lot coverage areas.

The second amendment would reduce setbacks in residential zoning districts to allow for more building flexibility. Per a recommendation by the P&Z Commission, a uniform rear yard building setback is being proposed. The interior side yard setbacks would be reduced to accommodate 3-car garages. Finally, there will be reduced setbacks for apartments within the Urban Infill Incentive Overlay District.

FUTURE DISCUSSION ITEMS, COMMISSION REQUESTS, AND ANNOUNCEMENTS

None

INFORMATION

Mr. Pregler and Mr. McLachlan provided an update on the following projects:

Taco Bell has had their DRC meeting on November 4th and was approved. This will be a drive-thru or pick-up only restaurant.

Circle K will be located at the corner of Moonglow and SR 90. Staff has completed their first review and is awaiting the developer's resubmittal and response comments.

Dollar General proposed to be located at the corner of Avenida Del Sol and SR 90. The City has had preliminary discussions, but no formal site plan submittal.

Tropical Smoothie to be located just north of the Culver's property on SR 92. Staff has completed their first review and is awaiting the developer's resubmittal and response comments.

Freddy Frozen Custard to be located on one of the vacant pads in front of Walmart. DRC approved the project. Developer is still looking for a general contractor. Estimated opening 2023.

Annexation of 66 acres of property to include a Circle K, U-Haul, Auto Zone and Veritas School.

Dunkin Donuts to be located at Walmart. All inspections are completed. However, the owner is waiting for additional kitchen equipment to be delivered.

Sierra Vista Surgical Center to be located at the corner of Coronado Drive and Wilcox Drive. This development is currently under construction.

SEABHS will have a ribbon cutting ceremony November 16th.

Schneider Electric Project. The City issued the building permit for the project. Demolition has started along with the installation of the field lighting. The running track will be installed and upgraded with this project. There will be a pedestrian connection from the track to the multi-use path on Martin Luther King Jr.

Boulevard. In addition to this project, there are solar projects, and the Cove will be upgraded. All projects are expected to be completed by the end of 2023.

CITY COUNCIL LIASION COMMENTS

Council member Umphrey provided an update on the following items:

The Upper San Pedro Partnership and the Cochise County Recharge Network are moving forward with implementing the Bella Vista wash project

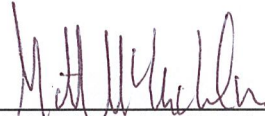
The City Council is considering a restructure of the City Commissions. The City Council will once again be involved with the Commissions.

ADJOURNMENT

The meeting was adjourned at approximately 6:00 pm.



BRADLEY SNYDER
Chairperson
Planning & Zoning Commission



MATT MCLACHLAN, AICP
Executive Secretary
Planning & Zoning Commission



Jeff Pregler, AICP
Recording Secretary