

**PLANNING AND ZONING COMMISSION MINUTES
CITY OF PEORIA, ARIZONA
COUNCIL CHAMBERS
NOVEMBER 7, 2019**

A Meeting of the Planning and Zoning Commission of the City of Peoria, Arizona, convened at 8401 W. Monroe Street, Peoria, AZ in open and public session at 6:30 p.m.

Members Present: Vice-Chair Jay Otlewski, Commissioner Clay Allsop, Commissioner Linda Grice, Commissioner Joanna Conde, Commissioner Shawn Hutchinson and Alternate Commissioner Tony Feiter

Members Absent: Chair Jeff Nelson and Secretary Bryan Patterson

Others Present: Lorie Dever – Planning Manager, Cody Gleason – Principal Planner, Chris Lemka – City Traffic Engineer, Amanda Beck – Planner and Della Ernest – Executive Assistant

Opening Statement: The Opening Statement was read by Vice-Chair Jay Otlewski.

Call for speaker request forms.

Audience: 2

Note: The order in which items appear in the minutes is not necessarily the order in which they were discussed in the meeting.

CONSENT AGENDA

All items listed with a “C” are considered to be routine by the Planning and Zoning Commission, and were enacted by one motion.

1C **Disposition of Absence**

Discussion and possible action to approve/excuse the absences of Commissioners Shawn Hutchinson and Joanna Conde from the Planning and Zoning Commission meeting held on October 17, 2019.

2C **Minutes**

Discussion and possible action to approve the minutes of the Planning and Zoning Commission meeting held on October 17, 2019.

3C **Washington Event Center: Conditional Use Permit (CU19-10)**

A request to obtain a conditional use permit to allow a wedding and reception center within the existing building at 8291 W. Washington Street.

COMMISSION ACTION: Commissioner Allsop moved to approve the Consent Agenda as presented. The motion was seconded by Commissioner Hutchinson and upon vote, passed 5-0.

REGULAR AGENDA

NEW BUSINESS

4R Project Update

Staff will provide an update on ongoing efforts, and upcoming projects and events within the City, which include; strategic planning, zoning code amendments, process improvements, and scheduled annual events. This item is for discussion only, no action will be taken at this time.

Ms. Lorie Dever presented to the Commission, the following topics:

- Strategic Planning – Ms. Dever identified next steps regarding placing the General Plan onto the upcoming 2020 ballot. Ms. Dever also provided background information regarding the formation and utilization of the Peoria Design Review Manual, along with outlined anticipated updates expected to be brought forward for the Design Review Board's consideration. Given the impact on development, staff identified they will regularly update the Commission with regard to the proposed changes.
- Zoning Code Amendments – Ms. Dever identified several upcoming Zoning Ordinance text amendments that staff is anticipating bringing forward for Commission consideration including accessory structures, group homes, mobile food vendors, non-residential standards, small cell sites and miscellaneous clarifications throughout the document.
- Process Improvements – Ms. Dever identified staff will be updating the Planning Department's webpage for easier navigation and accessibility.
- Scheduled Events – The Arizona Planning Association is holding the next state conference at the Wigwam on September 9th through the 11th. Planners and commissioners can learn more about the trends and issues impacting communities.

COMMISSION COMMENTS:

Commissioner Allsop asked what the text amendment for small cell sites would accomplish.

Mr. Cody Gleason stated the text amendment would bring the Zoning Ordinance in compliance with new FCC regulations with respect to small cell sites which are essentially, sized down versions of the large cell towers. In the meantime, staff issued a policy memo that identified the changes that would be made in order to ensure compliance with the FCC order.

Commissioner Hutchinson commented that he would like to see the city look into policy that encourages the use of apprentices in the construction in our community.

Commissioner Feiter asked if the existing Design Review Manual is on the website.

Ms. Dever confirmed it is and will send the Commission a link to the manual as well as the link for the policy memo related to the FCC order that Mr. Gleason mentioned.

Vice-Chair Otlewski commented that he is happy to hear the website will be updated.

CALL TO THE PUBLIC ON NON-AGENDA ITEMS: None

5R **Reports from Staff**

A. **Upcoming Commission Meeting Dates**

No meeting November 21st. The next meeting will be a special meeting on December 12th in Council Chambers. There is no meeting December 5th and 19th.

PLANNING AND ZONING COMMISSION UPDATES AND REPORT OF CURRENT EVENTS:

None

ADJOURNMENT: There being no further business to come before the Planning and Zoning Commission, the meeting adjourned at 7:06pm.

Jeff Nelson, Chair

Submitted by Della Ernest

Date

Date