

SIERRA VISTA PLANNING AND ZONING COMMISSION
REGULAR MEETING
December 4, 2018
CITY COUNCIL CHAMBERS
Meeting Minutes

The regular meeting of the Sierra Vista Planning and Zoning Commission was called to order at 5:00 p.m. in the City Council Chambers.

Members Present: David Thompson, Chair
 Gerald Gabel, Vice-Chair
 Sharon Lake
 Bradley Snyder
 Robert Karp
 Patricia Olson

Members Absent: Chrysti Lassiter

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

Council Present: Councilmember Gray

Others Present: Councilmember-Elect Umphrey

ACCEPTANCE OF THE AGENDA:

Ms. Lake made the motion to accept the agenda. Mr. Gabel seconded.

VOTE: Approved by a vote of 6-0.

ACCEPTANCE OF THE MINUTES:

1. Mr. Gabel made the motion to accept the minutes of September 18, 2018. The motion was seconded by Ms. Olson.

VOTE: Approved by a vote of 6-0.

CHAIR COMMENTS

Mr. Thompson had no comments.

CALL TO THE PUBLIC

Mr. Thompson opened the meeting to the public. There being no response, Mr. Thompson closed the meeting to the public.

NEW BUSINESS

2. Resolution 1151
Recommendation of Commission Appointments

Mr. Snyder made the motion to recommend Sharon Lake and Chrysti Lassiter to the Commission. Ms. Olson seconded the motion.

VOTE: Unanimous to approve, 6-0.

3. **DISCUSSION ITEM**-Architectural Design Review

Mr. Pregler gave the staff presentation. He included a power point presentation to help illustrate the proposed architectural and design review code amendments. Mr. Pregler first explained that the architectural and design standards would be applicable to new commercial development and exterior facade modifications to commercial buildings. He then stated that the proposed amendments include objective standards and design flexibility that allows the developer to choose from a menu of design elements. He further clarified the specific design elements which include Building Materials, Building Color, Building Scale, Building Massing, Roof Form, Location and Orientation of Building Entrances, Windows, and Site Design. The applicant, Mr. Pregler said, would be required to meet the Building Materials and Building Color design elements plus three additional design elements of their choosing. An applicant can apply for a waiver to the standards through the Director of Community Development, who shall act as the decision making authority.

Mr. Karp, in referencing one of the waiver criteria, asked if there was definition of superior alternative and stated that this term is subjective. Mr. Pregler stated that superior alternative is a design alternative recommended by the developer that either meets or exceeds the quality and intent of the design standards.

Mr. Karp, in discussing the design standards for building color, stated that the requirement for muted colors and earth tones was limiting and did not allow for variations in color. He further stated that proposed language should consider additional colors for the West End or specific zoning districts to provide vibrancy and more attractive development. Mr. Snyder concurred with Mr. Karp's comments. Ms. Lake stated that there should be one color standard throughout the City. Mr. Gabel stated his preference that a color palette be provided to developers to clearly identify allowable colors. He also promoted the idea that additional colors should be considered within the West End and certain zoning districts.

The Commission viewed a color palette of earth tone colors at the meeting. After viewing the color palette, it was decided that there was enough color variation to allow for vibrant aesthetically pleasing buildings. The Commission also stated that should the developer want to include additional colors not defined as an earth tone, that they could make a waiver request. However, the Commission had a consensus recommendation that there be less limitations on building color within the West End to allow for additional expression. Staff will revise the language accordingly.

Mr. Snyder discussed his concerns about the language relating to the design review and waiver process. Although the Director of Community Development is the decision making authority, Mr. Snyder stated that the waiver process should include a secondary reviewer separate from the Director to act as an independent decision maker, such as the Development Review Committee. Mr. Gabel concurred with Mr. Snyder's concerns further emphasizing that an independent reviewer should conduct the waiver review to prevent potential corruption and to ensure additional transparency. Mr. Snyder asked about the process for appealing the Director's decision. Mr. Pregler stated that the applicant can appeal to a Hearing Officer. The Commission had a consensus recommendation that a secondary reviewer review and hear all waivers to the design standards. Staff will revise the language accordingly.

4. **DISCUSSION ITEM-RV Parking in the Right-of-Way**

Mr. McLachlan gave the staff presentation. He stated that the Planning and Zoning Commission recommended staff pursue the development and implementation of parking restrictions for recreational vehicles and trailers on public streets in residential districts as part of the FY 18-19 Work Program. Staff brought the draft language to the Commission at their September 18, 2018 meeting. At that meeting staff sought Commission input on the amendments, particularly how long recreational vehicles or trailers should be permitted to park on a public street. The consensus from the Commission was that 5 days should be the maximum number of days allowed for the parking of vehicles. The Commission also requested that provisions be included in the language that addresses repeat offenders and that the definition of vehicle and trailers be clearly defined. The most recent code language integrates the Commission's recommendations. Mr. McLachlan also indicated that, in addition to the language relating to RV and trailer parking, staff has also included parking restrictions taken from Arizona Revised Statutes and integrated them into the local parking regulations.

With regard to the enforcement of RV's and trailers parked in the roadway, Mr. Karp asked if the vehicle owners would be cited or the vehicles towed? He also asked if there is an additional towing fee associated with the towing of the vehicle. Mr. McLachlan stated that enforcement could be a combination of both citation and the towing of the vehicle. No additional towing fees would apply to the vehicle owner.

Mr. Snyder had a concern about a potential loophole in the proposed language. He stated that the language indicating a parking prohibition for trailers disconnected from their tow vehicles may have the effect of the vehicle owner leaving the trailer connected to a non operable or non-daily use vehicle within the roadway. Mr. McLachlan stated that the language will be revised to read RV's and trailers, while eliminating the language about trailers being disconnected from their vehicles.

FUTURE DISCUSSION ITEMS, COMMISSION REQUESTS, AND ANOUNCEMENTS

Mr. Karp asked about the Sierra Vista Metropolitan Planning Organization (SVMPO) Public Participation Plan and questioned whether the Commission should be more involved with this organization. Mr. McLachlan stated that the City, to include the Community Development Department has representation on the SVMPO's Transportation Advisory Committee and that many of the transportation issues discussed at the SVMPO need to be in conformance with the Transportation Element of the General Plan. He further stated that the Commission could be consulted and provide input during the update to the Regional Transportation Plan.

INFORMATION

Mr. Pregler stated that the Christian House Fellowship Site Plan, the Properties Plus Site plan, and the Olympic Karate studio Site plan were all recently approved. Mr. Pregler also explained that the Holiday Phase 5 preliminary plat and the Vista Montanas final plat are both currently under review.

CITY COUNCIL LIAISON COMMENTS:


Councilmember Gray asked the Commission if the Executive Reports were meeting their needs regarding project updates. The Commission indicated that the Reports were very helpful.

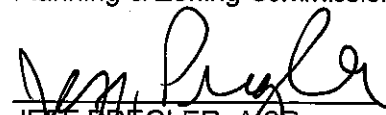
Councilmember Gray welcomed back Ms. Lake and Ms. Lassiter to the Commission and thanked Mr. Gabel for his time on the Commission. She also introduced Councilmember-elect Umphrey.

ADJOURNMENT

Mr. Gabel moved to adjourn the meeting. Ms. Olson seconded the motion. The meeting adjourned at approximately 6:15 p.m.


DAVID THOMPSON
Chair
Planning & Zoning Commission


MATT MCLACHLAN, AICP
Executive Secretary
Planning & Zoning Commission


JEFF PREGLER, AICP
Recording Secretary