

MINUTES OF THE WORK SESSION OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA HELD TUESDAY, DECEMBER 1, 2009 AT 6:15 P.M. IN THE COUNCIL CHAMBERS.

Chairman Coble called the Work Session to order at 6:15 p.m. Roll call was taken, and a quorum was present.

	Present	Absent
Chairman Mark Coble	<u>X</u>	_____
Vice Chairman John Jarchow	<u>X</u>	_____
Brian Gilbert	<u>X</u>	_____
Jim Snitzer	<u>X</u>	_____
Robert Ingels	<u>X</u>	_____
James Maloney	<u>X</u>	_____
Ken Haught	<u>X</u>	_____

STAFF PRESENT:

Paul Esparza, Community Development Director; Brian McCabe, Town Planner; and Lisa Figueroa, Community Development Secretary.

ITEM 3, CONSIDERATION AND APPROVAL OF THE MINUTES OF THE WORK SESSION AND REGULAR MEETING HELD NOVEMBER 17, 2009:

Vice Chairman Jarchow noted page two of the Work Session Minutes should read, “Mr. Esparza said there are no other projects at this time.” He said line three of page two of the Regular Meeting should read, “Vice Chairman Jarchow said the Commission had a retreat and decided they would like to review and make recommendations to the Economic Development Element.” He suggested line ten read as, “...and is a driving...” He suggested the sentence, “Mr. McCabe said a Floating Overlay District would have to adhere to the underlying district.” be omitted from the minutes because it would cause confusion. He said they clarified that issue in a previous meeting. He stated the issue has been debated before. He said they need to be cautious about the implications of underlying districts.

STAFF REPORTS:

Paul Esparza said he met with Doug Riggins, the Project Manager for Navopache Electric, to discuss the comments made by the Commission. He said one of the buildings exceeded the height allowed by the Town, and said they are considering applying for a height variance. He said they also decided to use natural building materials. He said he provided them with a copy of the Design Theme Standards. He said it was a productive meeting, and stated they plan to comeback in January as an agenda item. He said the warehouse and storage buildings would be constructed in the first phase and the administration building would be included in the second

phase. Chairman Coble asked if the fence would be screened so the storage yard is not visible from the road. Mr. Esparza said he is not sure, but said he would ask them about it. He said there may be an extension of the fence so people cannot access the property. Commissioner Ingels said there may be some screening requirements if the fence is located along the perimeter of the property. He said he is concerned with the residential areas behind the Commerce Park and indicated the R-Low Zoning requirements would dictate the screening that would be required. The Commission discussed whether the property extends back towards Billy Creek.

Chairman Coble asked if there are any action items to consider on December 15. Mr. Esparza said not at this time, and suggested they forego the meeting. Mr. Esparza said he recently discovered that the Show Low Planning & Zoning Commission has not met since July. Commissioner Ingels said he would prefer the Commission meet regularly even if only to consider one item for discussion. He suggested they review the Mixed Use, Overlay, and Planned Unit Development Districts. Mr. Esparza said staff is working to bring forward those items for review however, he indicated they are not ready to discuss the items Commissioner Ingels suggested. Commissioner Maloney agreed they should meet if there are items to consider, but said he is not in favor of creating items just to meet. Mr. Esparza said they would meet if staff were prepared to make presentations to the Commission.

THE WORK SESSION WAS ADJOURNED AT 6:30 P.M.

Dated this 10th day of December, 2009.

PINETOP-LAKESIDE PLANNING & ZONING COMMISSION

/s/ Lisa Figueroa, Community Development Secretary

MINUTES OF THE REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA HELD TUESDAY, DECEMBER 1, 2009 AT 6:30 P.M. IN THE COUNCIL CHAMBERS.

ITEM NO. 1, CALL TO ORDER, AND ASCERTAIN QUORUM:

Chairman Coble called the Regular Meeting to order at 6:30 p.m. Roll call was taken and a quorum was present.

		Present	Absent
Chairman	Mark Coble	<u> X </u>	<u> </u>
Vice Chairman	John Jarchow	<u> X </u>	<u> </u>
	Brian Gilbert	<u> X </u>	<u> </u>
	Jim Snitzer	<u> X </u>	<u> </u>
	Robert Ingels	<u> X </u>	<u> </u>

James Maloney X _____
Ken Haught X _____

STAFF PRESENT:

Paul Esparza, Community Development Director; Brian McCabe, Town Planner; Mary French-Jones, Grant Coordinator; and Lisa Figueroa, Community Development Secretary.

ITEM NO. 2, PLEDGE OF ALLEGIANCE:

Chairman Coble led the Pledge of Allegiance.

ITEM NO. 3, CONSIDERATION AND APPROVAL OF THE MINUTES OF THE WORK SESSION AND MEETING HELD NOVEMBER 17, 2009:

Vice Chairman Jarchow reiterated his concern about the statement regarding underlying zoning. He clarified allowing for lot line development in regard to underlying zoning, and stated without that clarification, it is impossible to achieve the Nodes. Brian McCabe asked if they could fix the sentence. Vice Chairman Jarchow said he does not believe they could fix it discreetly and suggested they strike it from the minutes. Commissioner Ingels disagreed and said it should not be removed from the minutes.

COMMISSIONER INGELS MOVED TO APPROVE THE MINUTES OF THE WORK SESSION AND REGULAR MEETING HELD NOVEMBER 17, 2009 WITH PAGE TWO LINE TWO OF THE WORK SESSION TO READ, "Mr. Esparza said there are no other projects at this time."; LINE TWO, PAGE TWO, OF THE REGULAR MEETING TO READ, "Vice Chairman Jarchow said the Commission had a retreat and decided they would like to review and make recommendations to the Economic Development Element." COMMISSIONER SNITZER SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.

ITEM NO. 4, PUBLIC PARTICIPATION:

There was no public participation.

ITEM NO. 5, GENERAL PLAN VISION STATEMENT:

Mr. McCabe said the General Plan Advisory Committee, (GPAC) met two weeks ago and discussed including a Vision statement in the General Plan. He showed the original vision statement from 1996. He said the GPAC requested the Vision statement be short, concise, and no more than four sentences. He said a survey was distributed and the consultant met with the Commission on November 17 to report the results. He suggested they focus on concepts and ideas; not get involved in catch phrases. He said he broke down the Vision statement into four sentences. He noted the first sentence would identify a goal or purpose. He read the sentence, "The residents of Pinetop-Lakeside are committed to preserving the Town's mountain heritage

and protecting the region's unique environmental attributes so future generations can also experience the White Mountains of Northeastern Arizona. He said the second sentence would identify Pinetop-Lakeside's characteristics. He read, "Everything from outdoor living, recreational variety, wildlife, natural beauty, and the friendly, small town atmosphere, to the nearby lakes, creeks, meadows, and Ponderosa Pine forests are some of the many reasons why people choose to live, work and vacation here." He said they should address the issue(s) facing the community. The third sentence states, "Pivotal to the Town's success is economic development; therefore, the Town will encourage economic development through smart, balanced growth and promoting employment opportunities for all individuals and/or families to be able to make a living and enjoy life on the "Mountain." which focuses on central issues. He said the final sentence ties it back to the 1996 Vision statement. Commissioner Gilbert said he can't think of anything he would disagree with. Commissioner Ingels disagreed with the statement regarding employment opportunities because he said the community is not capable of promoting those opportunities for all individuals. He said he liked the word community instead of residents. Vice Chairman Jarchow asked Commissioner Ingels to recommend an amendment to the statement he disagrees with. Commissioner Ingels suggested the sentence end after "promoting employment opportunities." Commissioner Snitzer said he tried to create a Vision statement based on the information Mr. McCabe included in the packet and shared it with the Commission. He read, "The General Plan will guide future decisions on planning, land development and policy to encourage economic development that is sustainable and balanced. The overall objective is to provide a growing and diverse economy with ample employment opportunities while providing for a unique and exceptional quality of life for our heritage, friendly small town atmosphere and our environmental attributes for future generations to share and enjoy – including opportunities for outdoor activities, interacting with wildlife, and enjoying the natural beauty of our lakes, creeks, meadows, and forests." The Commission liked Commissioner Snitzer's Vision statement.

Jim Beck said he attended the GPAC meeting, and made the suggestion to define the word, "sustainable" for Pinetop-Lakeside. He said a definition could direct the Town's growth.

ITEM NO. 6, WORKFORCE HOUSING ASSESSMENT:

Mr. McCabe said the Drachman Institute, from the University of Arizona, held a presentation on November 23. He said they started their research and analysis in August and completed a survey to assess the need for workforce housing. He noted the information is broken down into blocks. Vice Chairman Jarchow asked if the information includes full time residents. Mr. McCabe said the information includes the 2000 Census and would have to include full time only because when they get into vacancy rates, he said most people were not here. He said the blocks identify age ranges. He stated more than 50% are less than 45 years of age. He said a majority of the households are married with children and more than 50% of the residents of Pinetop-Lakeside travel elsewhere to work. He said the median household income in Lakeside is \$35,000. He reviewed other information including education status and home ownership versus those who rent. Mr. McCabe said 75% of the Pinetop County Club area was vacant at the time of the census. Vice Chairman Jarchow noted many of those owners are not full time residents. He said the school is shown as a resident, and said the information is not entirely accurate. Mr. McCabe said as of November 2009, there were 469 units available that fall within the \$0 to \$300,000. He

said only 10% or 49 units are priced at \$125,000 or less, which is considered affordable. He said 44% of renters are paying more than 30% of their income for rent. He said transportation costs and costs of owning a vehicle were factored in. He said 89% of those surveyed believed there is a need for workforce housing. Mr. McCabe said it's about implementing policies to encourage people to live and work in Town. He said their quality of life would increase. The Commission asked for copies of the presentation. Mary French-Jones said this document is not a final copy.

ITEM NO. 7, STAFF REPORTS:

THE MEETING WAS ADJOURNED AT 7:18 P.M.

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the Minutes of the Regular Meeting of the Planning & Zoning Commission of the Town of Pinetop-Lakeside, Arizona, held on the 1st day of December 2009. I further certify that the meeting was duly called and held and a quorum was present.

Dated this 10th day of December 2009.

PINETOP-LAKESIDE PLANNING & ZONING COMMISSION

/s/ Lisa Figueroa, Community Development Secretary