

**TOWN OF FLORENCE
PLANNING AND ZONING COMMISSION**

REGULAR MEETING ACTION MINUTES

MINUTES OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE MEETING HELD ON THURSDAY, AUGUST 16, 2018, AT 6:00 P.M., IN THE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.

1. CALL TO ORDER

Vice-Chairman Frost called the meeting to order at 6:00pm

2. ROLL CALL:

Vice-Chair Frost	Present
Commissioner Smidt	Present
Commissioner Shoppell	Present
Chairman Pranzo	Absent

Council Liaison Hawkins Present

3. PLEDGE OF ALLEGIANCE

4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the regular meeting conducted on June 21, 2018 and July 19, 2018 and the minutes of the Special Joint Work Session of August 2, 2018, 2018.

On a motion by Vice-Chair Frost, seconded by Commissioner Shoppell, and carried by a 3-0 vote to approve the June 21, 2018 Regular Meeting minutes.

On a motion by Vice-Chair Frost, seconded by Commissioner Shoppell, and carried by a 3-0 vote to approve the July 19, 2018 Regular Meeting minutes.

On a motion by Vice-Chair Frost, seconded by Commissioner Shoppell, and carried by a 3-0 vote to approve the August 2, 2018 Special Joint Work Session minutes with corrections.

5. NEW BUSINESS

A. Anthem at Merrill Ranch Preliminary Plat Applications Unit 31 (PZ-18-24 PP), Unit 33 (PZ-18-25 PP), Unit 35A (PZ-18-26 PP) and Unit 35B (PZ-18-27 PP)

PRESENTATION/APPROVAL/DISAPPROVAL of expired Preliminary Plats for Anthem at Merrill Ranch Units 31, 33, 35A and 35B submitted by Southwest Value Partners and located west of Hunt Highway, Florence, AZ.

Planning Manager Larry Harmer introduced the Preliminary Plats for Anthem at Merrill Ranch Units 31, 33, 35A, and 35B. He summarized each unit's location, number of single-family lots, and overall design.

Commissioner Shoppell asked if the recreational facilities at Park Side will be available to these future residents. The representative of D.R. Horton, Patrick Brown, 20410 N. 19th Avenue, Phoenix, AZ, clarified that the new residents will have access to the Park Side recreation facilities, but the community will not have access to Sun City facilities.

Vice Chair Frost enquired why Unit 33 included two retention basins instead of one large basin. Mr. Harmer presumed the retention basins were based on the flow of the water, but the question would be better directed toward engineering and would be reviewed as part of the Final Plat submittal. Vice-Chair Frost mentioned it would be harder to put amenities in for future residents.

Vice-Chair Frost directed staff to the General Notes for 35A. He mentioned number eight referred to sheet eight and there was no page eight. The comment instead referenced something on sheet number two. Mr. Harmer referenced the omission statement in the notes and stated the final plat will address the problem.

Vice-Chair Frost noted that in previous Preliminary Plats, there were marked or delineated flood zones. He stated Units 35A and 35B did not mention flood plain impacts on the title sheet. Mr. Harmer said that staff would pass on the comment to the Town Engineer.

Vice-Chair Frost Unit discussed that Unit 35B's County right-of-way abandonment did not reference anything in the plat. Mr. Harmer said a letter would accompany the final plat.

Vice-Chair Frost was concerned lots 36, 37, 38, 39, 42, and 43 in Unit 35B would not be visible to law enforcement from the rear or back of the streets. Mr. Harmer noted that these changes will be called to the attention of the Police Chief during final review.

On a motion by Commissioner Smidt, seconded by Commissioner Shoppell, and carried by a 3-0 vote to approve the Preliminary Plats for Anthem at Merrill Ranch Units 31, 33, 35A and 35B (PZ-18-24 PP, PZ-18-25 PP, PZ-18-26 PP and PZ-18-27PP).

B. The Windmill Winery Inn (PZ-16-71 DR)

PRESENTATION/APPROVAL/DISAPPROVAL of expired Design Review for the Windmill Winery Inn submitted by Harold Christ and located south of Butte Avenue directly across from The Windmill Winery (Southeast Corner of Butte Avenue and Plant Road).

Mr. Harmer stated that this presentation was a re-approval of the Windmill Winery Inn, which was part of the Territory Square PUD and the Winery's future phases of development. The original design approval included the Inn, the Bridal Cottage, and a Cotton Gin Event Center. Mr. Harmer noted that the previous design review approval expired, and now, the owner wishes for approval of the inn only, at this time. He stated this phase will include the inn, a storm water retention basin, and parking with ADA spaces.

Harold Christ, 525 E. Butte Avenue, Florence, AZ, explained the proposal only includes the inn because of increased costs in materials, labor, and steel.

Commissioner Shoppell asked if Mr. Christ intended to construct the Cotton Gin Event Center. Mr. Christ confirmed it will be built in the future. Vice-Chair Frost complimented Mr. Christ for including all the materials and textures.

Mr. Harmer ended the presentation by stating the inn would be a great addition to the Town.

On a motion by Commissioner Shoppell, seconded by Commissioner Smidt, and carried by a 3-0 vote to approve the Design Review application for the Windmill Winery Inn (PZ-16-71 DR).

6. PRESENTATIONS

A. HB 2065 OPEN MEETING LAW TRAINING

Staff will present recent changes in the Open Meeting as a result of the recent legislative session HB 2065 that went into effect August 3, 2018.

The Town Attorney, Clifford Mattice, explained that the changes made by the State Legislature requires business be done in public meetings. He stated the updated definition of "meeting" now includes electronic engagement; thus, one commissioner is not allowed to email the rest of the commission on a meeting action. In addition, one-way communication from one member to another without a response can be a violation.

Mr. Mattice emphasized the best approach is to communicate through the staff liaison. He mentioned the Attorney General can investigate individuals on a commission or council and that the individual person can be pursued with civil penalties.

Mr. Harmer included that the public body may not pay for any civil penalties brought against an individual. He also mentioned that those who reported ongoing violations of this law can avoid a civil fine because they reported the incident.

B. FUTURE AGENDA ITEMS/INFORMATION ONLY

- Mr. Harmer discussed a possible work session for the September 6th meeting on the Parking Code draft.
- Mr. Harmer noted another possible work session on September 20th for the sign code update.

Commissioner Shoppell wanted to know if there were any applicants for the Planning and Zoning Commission. Mr. Harmer confirmed there are candidates.

7. CALL TO THE PUBLIC/COMMISSION RESPONSE:

Call to the Public for public comment on issues within the jurisdiction of the Planning and Zoning Commission. Individual Commission members may respond to criticisms made, may ask staff to review a matter raised or may ask that a matter be put on a future agenda. However, members of the Commission shall not discuss or take action on any matter during an open call to the public unless the matters are properly noticed for discussion and legal action.

8. CALL TO THE COMMISSION-CURRENT EVENTS ONLY

9. ADJOURNMENT

On a motion of Commissioner Smidt, seconded by Commissioner Shoppell, and carried by a 3-0 vote to adjourn the meeting at 6:33 pm.



Gary Pranzo, Chairman



Date