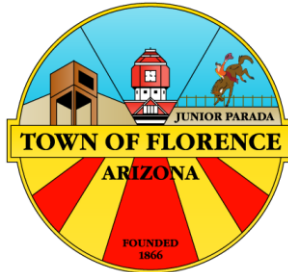


TOWN OF FLORENCE PLANNING AND ZONING COMMISSION REGULAR MEETING AGENDA

Chairman Gary Pranzo
Vice-Chair Lonnie Frost
Commissioner Robert Smidt
Commissioner Andrew Simmonds
Commissioner Duane Proulx



Florence Town Hall
775 N. Main Street
Florence, AZ 85132
(520) 868-7575
www.florenceaz.gov
Meets 1st and 3rd Thursdays

Thursday July 18, 2019

6:00 PM

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the Town of Florence Planning and Zoning Commission and to the general public that a Regular Meeting of the Florence Planning and Zoning Commission will be held on Thursday, July 18, 2019, at 6:00 p.m., in the Florence Town Council Chambers, located at 775 N. Main Street, Florence, Arizona.

1. CALL TO ORDER

2. ROLL CALL: Chairman Pranzo___, Vice-Chair Frost___, Commissioner Smidt___, Commissioner Simmonds___, Commissioner Proulx___.

3. PLEDGE OF ALLEGIANCE

4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the regular meetings conducted on June 6, 2019 and June 20, 2019.

5. PUBLIC HEARINGS

A. PZ-19-18 / Development Code §150.071: Florence Gardens Units A-F Overlay

Florence Gardens Manufactured Home Association (FGMHA) has requested to increase the front yard fence height from three feet to four feet and to allow up to 18-foot-high for golf course screen/protection fences to protect property from golf balls from the Three Parks Fairways golf course. The Planning and Zoning Commission may recommend Approval/Approval with Conditions/Denial of the request.

6. PRESENTATIONS

A. FUTURE AGENDA ITEMS/INFORMATION ONLY

Staff will inform the Commission of upcoming agenda items.

7. CALL TO THE PUBLIC/COMMISSION RESPONSE:

Planning and Zoning Commission
Regular Meeting Agenda
July 18, 2019
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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

POSTED ON July 12, 2019 BY MARIA HERNANDEZ, DEPUTY TOWN CLERK, AT 775 NORTH MAIN STREET, FLORENCE, ARIZONA, AND AT WWW.FLORENCEAZ.GOV.

***** PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT (ADA), THE TOWN OF FLORENCE DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY REGARDING ADMISSION TO PUBLIC MEETINGS. PERSONS WITH A DISABILITY MAY REQUEST REASONABLE ACCOMMODATIONS BY CONTACTING TOWN OF FLORENCE ADA COORDINATOR, AT (520) 868-7574 OR (520) 868-7502 TDD. REQUESTS SHOULD BE MADE AS EARLY AS POSSIBLE TO ALLOW TIME TO ARRANGE THE ACCOMMODATION.**

**TOWN OF FLORENCE
PLANNING AND ZONING COMMISSION**

REGULAR MEETING MINUTES

**MINUTES OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE
REGULAR MEETING HELD ON THURSDAY, JUNE 6, 2019, AT 6:00 P.M., IN THE TOWN
COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.**

1. CALL TO ORDER

Chairman Pranzo called the meeting to order at 6:00 pm

2. ROLL CALL:

Chairman Pranzo	Present
Vice-Chair Frost	Present
Commissioner Smidt	Present
Commissioner Simmonds	Absent
Commissioner Proulx	Absent

3. PLEDGE OF ALLEGIANCE

4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the regular meetings conducted on March 7, 2019 and May 16, 2019.

On motion by Commissioner Smidt, seconded by Vice-Chair Frost, and carried by a 3-0 vote, to approve with changes the March 7, 2019 and May 16, 2019.

5. NEW BUSINESS

- A. PZID-19-01** A request by the Cindy Sills, representing the property owner, to utilize the Town Core Infill Incentive Plan to approve limited deviations from development standards on property located at 155 West 11th Street, Pinal County Assessor Parcel Number 200-44-069. The Planning and Zoning Commission may recommend Approval/Approval with Conditions/Denial of the request.

Community Development Director Larry Harmer summarized the Core Infill Incentive District. He stated that the properties at 155 West 11th Street and 110 Willow Street sit side by side, but the property line for 155 West 11th Street overlaps into the building at 110 Willow Street by at least eight feet. The proposal is to shift the property line, the owner at 155 West 11th Street would deed over and combine the land to 110 Willow Street.

110 Willow Street has been for sale, but one of the major issues is the property line overlap. With the new property line, 155 West 11th would have a reduced lot width from 75 ft. to 57.67 ft. based on a survey. Mr. Harmer said this is an opportune time to make the parcel a conforming property for future additions by reducing the front yard setback and parcel size. The 110 Willow property

will be on its own property with the new property line, but Staff asked for a reduced six-foot side setback for the building instead of the full twelve-foot setback. This means the owner would need fire protection along the stairwell for that side if the stairwell is kept.

Mr. Harmer showed an image of the properties with the new property lines. He summarized the proposal and explained the next step with the Council. Commissioner Smidt asked about the building on the west side of the lot at 110 Willow Street. Mr. Harmer said the building was a cottage and would be in conformance with the new property line. Commissioner Smidt asked if the new property line will be where the existing fence line is between the properties. Mr. Harmer said yes, and a representative of the property was there for questions.

Vice-Chair Frost stated that this was not the only place with this issue. He asked if Staff was going to do a sweeping fix or continue going case by case. Mr. Harmer said the task would take a lot of research to find each parcel and complete an inventory. He said it was possible, but Staff could not currently address the issue, but a summer intern may help search and make a list of properties. Vice-Chair Frost asked if this was eligible for CBG. Mr. Harmer said no.

Chairman Pranzo asked if SCT Investment Property wanted the property line moved and if they had any present representatives. Mr. Harmer said no because they were out of Town. He said Staff got correspondence that they were in full support, and the applicant can speak on their behalf. Chairman Pranzo stated the building at 110 Willow Street had architectural significance and what concerned him was the condition of the property. He explained the land was overgrown, full of garbage, and takes away value from the surrounding properties. He stated the owner of the property at 110 Willow Street needs to take responsibility for their property's condition.

On motion by Chairman Pranzo, amended by Commissioner Smidt, seconded by Vice-Chair Frost and carried by a 3-0 vote, to recommend approval to case PZID-19-01 with the condition that the property 110 N. Willow be void of trash, garbage, weeds, etc. and brought into compliance with the Town's property maintenance requirements before presented to Town Council.

6. PRESENTATIONS

A. FUTURE AGENDA ITEMS/INFORMATION ONLY

7. Staff will inform the Commission of upcoming agenda items.

Mr. Harmer said the next meeting will be on June 20th and there will be two cases. One will be for a rezoning for property that fronts on 79B and south of the intersection. The second case is an item from Caliente Del Sol that has been formalized and coming for recommendation.

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 motion by Commissioner Smidt, seconded by Vice-Chair Frost, and carried by a 3-0 vote, to adjourn the meeting at 6:18 pm.

Gary Pranzo, Chairman

Date

**TOWN OF FLORENCE
PLANNING AND ZONING COMMISSION**

REGULAR MEETING MINUTES

**MINUTES OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE
REGULAR MEETING HELD ON THURSDAY, JUNE 20, 2019, AT 6:00 P.M., IN THE TOWN
COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.**

1. CALL TO ORDER

Chairman Pranzo called the meeting to order at 6:00 pm

2. ROLL CALL:

Chairman Pranzo	Present
Vice-Chair Frost	Present
Commissioner Smidt	Absent
Commissioner Simmonds	Present
Commissioner Proulx	Present

3. PLEDGE OF ALLEGIANCE

**4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the regular meetings
conducted on June 6, 2019.**

**On motion by Chairman Pranzo, seconded by Commissioner Proulx, and carried by a 4-0
vote, to table the regular meeting minutes from June 6, 2019 until the changes in the
motion have been included.**

5. PUBLIC HEARINGS

- A. PLZ-19-19:** Sandie Young, Maree Young and Sallie Means request approval of a re-zoning for property located in Florence, Arizona. They are represented by Real Estate Agent Allen Briggs. The item requested for this rezoning is as follows: A Rezoning of Assessor Parcel Number 202-04-0530 from a Single Family Residential (R1-6) classification to a Downtown and Highway Business zoning (B-2). The Planning and Zoning Commission may recommend Approval/Approval with Conditions/Denial of the request.

Town Planner Maricella Benitez gave a PowerPoint and discussed the request for a rezoning at Parcel Number 202-04-0530. She stated Mr. Allen Briggs from Briggs Real Estate was in the audience to represent the landowners and answer questions. Chairman Pranzo asked why the property owners wished for a B-2 zoning instead of B-1. Mr. Allen Briggs explained the owners wish to get the best use out of the property. Chairman Pranzo asked what kind of use they were looking at. Mr. Briggs said they did not intend to develop the property themselves, but they wanted a more attractive zoning. Chairman Pranzo opened and closed the Public Hearing.

On motion by Vice-Chair Frost, seconded by Commissioner Simmonds, and carried by a 4-0 vote, to recommend approval of PLZ-19-19 to the Town Council.

- B. PZ-19-17:** Caliente Del Sol Units I, II, III, and IV has requested a modification to §150-068 setbacks and age restrictions of park model units specific to Caliente Del Sol Units I, II, III, and IV in an effort to accommodate upgrades to individual parcels and the recreational vehicle park. The Planning and Zoning Commission may recommend Approval/Approval with Conditions/Denial of the request.

Community Development Director Larry Harmer discussed the history of Caliente and the problems that arose from previous and current setback requirements. He presented the three recommended amendments to best mitigate the conflicts. Staff included drawings of possible placements with the new setbacks for new and replacement units. Several representatives from Caliente were in attendance.

Chairman Pranzo asked about the rest of the language in §150-068. Mr. Harmer stated that he has drafted a separate ordinance pertaining to Caliente Del Sol only. Anyone developing an RV Park still has to follow the requirements in §150-068. Commissioner Proulx asked if Southwest Gas was the current gas provider for Caliente. Staff stated Caliente currently uses propane tanks. Chairman Pranzo asked if propane tanks were to be eliminated. Mr. Harmer said anything new or replacement must be electric. Chairman Pranzo asked about existing units. Mr. Harmer said they can stay but are encouraged to change. One representative stated the use of gas from Southwest is limited to the front office, the club house, and barbeque areas.

Chairman Pranzo stated that he thought the Fire Department was phasing out propane tanks in current units. One representative said they are working with Fire to find grant money to help pay for the switch from propane to electric. However, any new unit or new replacement unit must be electric. Chairman Pranzo asked if this will be written up in the new ordinance and asked if it needs to come before the Commission. Mr. Harmer stated the document as seen is the ordinance, but the formal ordinance will be written by the Attorney. He asked if Caliente's HOA will be part of the approval. Mr. Harmer agreed.

Mr. Bruce Long, 204 East Cholla, said his concern is for no allowance of propane. He stated temporary RV's will have propane tanks. Chairman Pranzo asked for the wordsmithing to be hammered out before a final reading and Staff and representatives agreed. Vice-Chair Frost asked about the replacement of ancillary units. Mr. Harmer said once an ancillary unit is removed, it must conform with new setback requirements. Vice-Chair Frost asked if an electrician has determined if lines will handle the new electric load. Mr. Harmer stated that Staff and local utilities inspect the electrical load. Council Liaison Anderson expressed his appreciation toward everyone for their cooperation. Mr. Harmer recognized James Allen for his instrumental work in the matter.

On motion by Vice-Chair Frost, seconded by Commissioner Proulx and carried by a 4-0 vote, to recommend approval with conditions of PZ-19-17 to the Town Council.

6. PRESENTATIONS

A. Future Agenda Items/Information Only

Mr. Harmer stated there will not be a meeting on the Fourth of July and the next meeting will be on the 18th of July. One item will be a public hearing and action for Florence Gardens. The item will deal with fence heights and golf ball fences.

7. CALL TO THE PUBLIC/COMMISSION RESPONSE:

8. CALL TO THE COMMISSION- CURRENT EVENTS ONLY.

Vice-Chair Frost asked about the comments on Module One for the Code update. Mr. Harmer said the update has been postponed. Vice-Chair Frost asked for an update on the Anthem Hospital. Mr. Harmer said the owners are waiting on their licensing from the State, but they still plan to move forward and open soon.

9. ADJOURNMENT

On motion by Commissioner Simmonds, seconded by Commissioner Proulx, and carried by a 4-0 vote, to adjourn the meeting at 6:36 pm.

Gary Pranzo, Chairman

Date



**Planning and Zoning Commission
Staff Report**

June 20, 2019
Agenda Item (5A)

Project Name: PZ-19-18 / Florence Gardens Units A-F Overlay

Prepared By: Larry Harmer
Community Development Director

APPLICANT:

Town of Florence
Community Development Department
224 W. 20th Street
Florence, AZ 85132

OVERVIEW:

Community Development staff has been working with the Florence Gardens Manufactured Home Association (FGMHA) regarding a request to increase the front yard fence height from three feet to four feet and to allow up to 18 foot height for golf course screen/protection fences to protect property from golf balls from the Three Parks Fairways golf course. The overlay would apply to Units A-F. The complete draft overlay is attached to this staff report.

BACKGROUND/ANALYSIS:

Several residents in Florence Gardens have erected front yard fences in the required front yard that exceed the allowable three-foot height in the Town of Florence Development Code. The primary reason has been to allow a larger roaming area for family pets. The FGMHA regulations mirror the Town code. Staff was contacted by the Park Manager to discuss the possibility of amending the code. We met with the manager and later with the FGMHA Board of Directors and agreed that a zoning overlay would be the best solution and, if approved, would allow the FGMHA to amend their standards to accommodate the change.

Staff has drafted overlay language to accommodate the request that has been reviewed by FGHMA. Their Board formally approved the overlay earlier this year. Excerpts from the draft that addresses the specifics of fence height are:

- The maximum height of any fence in a required front yard shall be four feet, with no greater than two feet being opaque. The fence may be constructed of non-slatted chain link, split rail, wrought iron, or pickets. Natural or synthetic materials may be used. In rear and side yards, the maximum height shall be four feet. If chain link is used for the front, side and rear property lines, slats are not permitted.
- The maximum height of a golf course screen fence for an interior side yard or rear yard is eighteen feet (18') and may be constructed of chain link or nursery screen material. If chain link is used, slats are not permitted. A Building Permit must be obtained from the Town of Florence prior to installation. A Building Permit application must be accompanied by appropriate engineering documentation.

Additional criteria can be found in the attached draft.

PUBLIC PARTICIPATION:

Town Staff has complied with all applicable Town requirements and Arizona Revised Statutes regarding public notification and public participation. A notice for the Planning and Zoning Commission Public Hearing was advertised in the local Town paper and the Town’s website. Meetings and public outreach for this overlay were conducted with the cooperation of the Florence Gardens Manufactured Home Association.

The tentative Planning and Zoning Commission/Town Council meeting schedule for this application is as follows:

July 18, 2019	Planning and Zoning Public Hearing
August 5, 2019	Town Council Public Hearing and 1 st Reading
August 19, 2019	Town Council and 2 nd Reading/Action

All meetings will be held at Town Hall Council Chambers – 775 North Main Street, Florence, Arizona 85132.

STAFF RECOMMENDATION:

Staff recommends that the Planning and Zoning Commission recommend adoption of PZ-19-18 subject to the following conditions:

1. Any conditions deemed appropriate by the Planning and Zoning Commission.

ATTACHMENTS:

Exhibit A – Draft §150.071 Overlay District; Florence Gardens

§ 150.071 Overlay District; Florence Gardens

(A) Purpose

- (1) To promote and protect the health, safety and welfare of the residents of Florence Gardens while recognizing the uniqueness of the community. This overlay provides for modification of development criteria contained within the Town of Florence Development Code that recognizes that uniqueness. Where not specifically addressed in this overlay, the Town of Florence Development Code prevails.

(B) Applicability

- (1) This Overlay applies to all common areas and privately held properties contained within the development known as “Florence Gardens, Units A, B, C, D, E and F” within the Town of Florence, Arizona, and recorded as such with Pinal County, Arizona.

(C) Definitions

- (1) The definitions contained herein are in addition to those contained in the Town of Florence Development Code and apply specifically to the Florence Gardens Mobile Home Association.

Corner Lot. A lot adjoining two or more streets at their intersections. No walls, buildings or other obstructions to view, more than two feet in height, shall be placed on any corner lot within a triangular area formed by the street right-of-way lines and a line connecting them at points 25 feet from the intersection of the street right-of-way lines.

Front Yard Setback. (also, Required Front Yard) Minimum required unoccupied setback distance as measured from the Street Right-of-way to the closest point of the foundation or any supporting post or pillar of any building or structure related thereto of the building envelop for the Mobil or Manufactured Home and extends the full-width of the lot. In the case of Florence Gardens, that distance is ten feet (10’).

Golf Course Screen Fence. Screen fencing that protects private property from errant golf balls for lots that back onto, or are immediately adjacent to, the Three Parks Fairways Golf Course. A Golf Course Screen Fence can be located on the privately-owned lots or on the Three Parks Fairways Golf Course.

(D) Approval Requirements

- (1) With the adoption of this overlay zone, the Community Development Director, or designee, may administratively approve, or approve with conditions, any request that complies with the overlay criteria. Should the Community Development Director, or designee, not approve a request, or if the applicant does not agree with conditions of

approval, the applicant has the right to appeal the decision to the Planning & Zoning Commission in writing with 15 calendar days of that denial or conditional approval.

(E) Development Criteria

- (1) A Town of Florence Building Permit must be obtained prior to the installation of any fence or wall that exceeds six feet in height. In the Florence Gardens Mobile Home Association, its Rules and Regulations shall control the maximum fence and wall heights which may be more restrictive than that allowed by the Town of Florence.
- (2) All fences or walls shall be permanently affixed and located entirely upon the private property of the persons, firms or corporation constructing or causing the construction of the fence unless the owner of the property adjoining agrees in writing that the fence or wall may be erected on the division line of the respective properties.
- (3) The maximum height of any fence in a required front yard shall be four feet, with no greater than two feet being opaque. The fence may be constructed of non-slatted chain link, split rail, wrought iron, or pickets. Natural or synthetic materials may be used. In rear and side yards, the maximum height shall be four feet. If chain link is used for the front, side and rear property lines, slats are not permitted.
- (4) The barriers to clear, unobstructed vision at corner lots of intersecting streets shall be limited to a height of not over two feet above the established elevation of the nearest street line, for a distance of twenty-five feet (25') along both the front and side lot lines, measured from the point of intersection of the property lines. Within the triangle, in cases where yards are terraced, the ground elevation of the front yards shall not exceed two feet above the established street line elevation at the intersecting streets. Landscaping within the triangle must be kept trimmed by the property owner. In the case of shrubs or ground covers, no higher than 2' and in the case of trees, no lower than 7'.
- (5) The maximum height of a golf course screen fence for an interior side yard or rear yard is eighteen feet (18') and may be constructed of chain link or nursery screen material. If chain link is used, slats are not permitted. A Building Permit must be obtained from the Town of Florence prior to installation. A Building Permit application must be accompanied by appropriate engineering documentation.
- (6) Height of walls and fences in residential districts shall be measured from the lowest adjacent grade, except when adjacent to street right-of-way which has a higher grade than the adjacent site, then the height shall be measured from the top of the crown of road (if no curb). Height of screening devices shall be measured from the highest adjacent grade.
- (7) It shall be unlawful for any person to erect or maintain any electric fence or any fence constructed in whole or in part of barbed wire.