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, May 17, 2018, 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 Shoppell	**Present**

Council Liaison Hawkins Present

A quorum of Commissioners is present

3. PLEDGE OF ALLEGIANCE

4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the regular meeting conducted on April 19, 2018.

On a motion by Commissioner Shoppell, seconded by Vice-Chair Frost and carried to approve the April 19, 2018 meeting minutes.

5. NEW BUSINESS

A. Discussion and motion to proceed with Development Code Amendments

PRESENTATION/APPROVAL/DISAPPROVAL – Request by the Town of Florence, as the applicant, to initiate Development Code Text Amendments to various sections of the Development Code of the Town of Florence, for modifying applicable sections, to address changes in technology, legal mandates and contemporary land use standards.

Planning Manager Harmer Made a Power Point presentation that outlined the need for amending the Development Code. The general needs were described as:

- Addressing new legislation – enacted and attempted

- Address recent Court rulings
- Addressing ambiguous and inconstant development criteria
- Improve cross-referencing throughout the code
- Evaluate and address current development issues

Each of these topics were discussed and a list of priorities was presented.

- 1st Priority:
    - Signs – temporary and permanent
    - Parking – temporary and permanent
    - Permitted Land Use Tables
    - Definitions
    - Administrative Procedures
    - Small Cell Wireless Facilities

- 2nd Priority
    - General Provisions
        - Outdoor Lighting
        - Landscaping
        - Walls and Fences
        - Swimming Pools
        - Height and Area Regulations

- 3rd Priority
    - General Development Standards for each Land Use category
        - Update for consistency for increasingly intensive land uses
            - Provide more detail
            - Improve Cross-referencing
            - Update development standards as appropriate

The presentation was followed by a general discussion. Commissioner Frost ask about public involvement in the adoption process. Mr. harmer responded that the Current Development Code has specific requirements regarding public participation and that staff will meet and exceed those requirements.

Chairman Pranzo inquired about the Sign Code update and noted that the Commission had spent considerable time working on that update a few years ago. Mr. Harmer explained that previous staff had produced a draft update that has been posted on the Town's website, but it was never adopted. Current staff is reviewing that draft for compliance with more recent court findings and will be bringing it to the Commission for evaluation. Once the Commission has reviewed, it will move forward through the public review and adoption process.

On a motion by Chairman Pranzo, seconded by Commissioner Shoppell and carried to approve initiation of Development Code Text Amendments to various sections of the Development Code of the Town of Florence, for modifying

applicable sections, to address changes in technology, legal mandates and contemporary land use standards.

6. PRESENTATION BY DEVELOPMENT SERVICES

A. Overlay Zone Status

Mr. Harmer told the Commission that an overlay zone has been initiated with the Florence Gardens Mobile Home Association that will address issues of general concern to the residents of the Association; specifically, fence heights. A rough draft is currently being reviewed by the Documents Committee of the Association.

B. 2030 General Plan Update Status

Mr. Harmer briefly explained that, according to State Statutes, the Town of Florence 2020 general Plan must be updated every 10 years. Since the 2020 Plan was adopted by Town Council and approved by a vote of the residents of Florence in 2010, an update must be approved in 2020. The process of contracting with a consultant team to produce an update is currently underway and that a draft Request for Qualifications is being reviewed by internal staff. It is anticipated that a consultant team can be selected early in Fiscal Year 2018-19.

C. 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.

D. CALL TO THE COMMISSION-CURRENT EVENTS ONLY

E. ADJOURMENT

On a motion of Vice-Chair Frost, seconded by Commissioner Shoppell and carried to adjourn the meeting at 6:45 pm.

Gary Pranzo, Chairman

June 7, 2018
Date