

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 June 20, 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, June 20, 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.

5. PUBLIC HEARINGS

A. PLZ-19-19: Sandie Young, Maree Young and Sallie Means request approval of a rezoning 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.

B. PZ-19-16: 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.

6. PRESENTATIONS

A. FUTURE AGENDA ITEMS/INFORMATION ONLY

Staff will inform the Commission of upcoming agenda items.

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

POSTED ON JUNE 13, 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.

On motion by Chairman Pranzo, amended by Commissioner Smidt, seconded by Vice-Chair Frost and carried by a 3-0 vote, to recommend approval with one condition to case PZID-19-01.

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 with one condition to case PZID-19-01.

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



**Planning and Zoning Commission
Staff Report**

June 20, 2019
Agenda Item 5A

Project Name: Zone Change for APN 202-04-0530
PLZ-19-19

Prepared By: Maricella Benitez
Town Planner I

REQUEST:

A Zone Change request by Property Owners Maree Young, Sandie Young, and Sallie Means, represented by Allen Briggs, to change the zoning on approximately 2.09 acres, located at Assessor Parcel Number 202-04-0530 in Florence, Arizona, from Single Family Residential (R1-6) to Highway Business Commercial Zoning District (B-2).

BACKGROUND:

The property owners are desirous of establishing zoning on their property that is better suited to the 'business route' designation of Highway 79/South Main Street. There are no existing structures on the parcel.

The Town 2020 General Plan shows Land Use categories as non-site specific, allowing flexibility of underlying zoning. The subject parcel is generally designated as Community Commercial (CC) in the General Plan Figure 2-5. The CC designation is primarily located around intersections of arterial roadways and along the future north-south freeway corridor. The land uses are meant to provide a wide variety of goods and services to the community, enhance local sales tax revenues and buffer traffic noise to prevent it from reaching surrounding neighborhoods. The land use assists with the revitalization of older areas and to provide for a mix of highway-oriented retail goods and commercial services for commuters, workers and residents.

ANALYSIS:

The proposed rezoning site consists of one 2.6-acre parcel. It is situated fronting Highway 79B/ South Main Street, also known as Business Loop State Route 79. The lot is currently zoned Single Family Residential (R1-6). The properties immediately adjacent to the subject parcel are zoned as follows:

- North East across Highway 79B – Highway Business Commercial (B-2)

APN 202-04-0530 Rezoning
PLZ-19-19
June 20, 2019

- East across Highway 79B – Multiple Family Residential (MFR)
- South – Pinal County Jurisdiction
- West across Canal Road – Single-Family Residential (R1-6)
- Right-of-Way east parcel is owned by ADOT



FINDINGS:

Staff offers the following findings for the consideration of the Planning and Zoning Commission and Town Council:

1. The proposed zoning is consistent with the Town of Florence 2020 General Plan, specifically the Community Commercial (CC) designation.
2. The proposed zoning and development of the site should facilitate ongoing revitalization and redevelopment efforts along South Main Street and Business Loop State Route 79 Corridor.

PUBLIC PARTICIPATION:

A notice for the Planning and Zoning Commission public hearing was mailed to all property owners within one hundred (150) feet of the site. Property posting for notice of public hearings was posted on site and advertisements in the local paper per Town requirements. Under Arizona Revised Statutes, Title 9, Section-462.04 and Town of Florence Development Code, a public hearing is required for a Zone Change.

A Citizen Participation meeting was held on June 11th at the Town of Florence Community Development Building at 224 West 20th Street.

Staff notes that as of this writing, no public comments have been received.

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

June 20, 2019	Planning and Zoning Public Hearing
July 15, 2019	Town Council Public Hearing and 1 st Reading
August 5, 2019	Town Council and 2 nd Reading/Action

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

STAFF RECOMMENDATION:

Staff finds that the proposed Zone Change for APN (202-04-0530) is in compliance with the Town’s 2020 General Plan and therefore recommends that the Planning and Zoning Commission forward to the Town Council a favorable recommendation for this Zone Change, subject to the following conditions:

1. The development of the subject site shall be in conformance to any applicable Town Codes and Ordinances.
2. Property owners agree to waive claims for diminution in value pursuant to Proposition 207 [A.R.S. 12-1134] pursuant to the blank waiver attached hereto as Exhibit B.
3. Any additional conditions deemed necessary by the Planning and Zoning Commission.



**Planning and Zoning Commission
Staff Report**

June 20, 2018
Agenda Item 5B

Project Name: PZ-19-17 / Caliente Setback Amendment

Prepared By: Larry Harmer
Community Development Director

APPLICANT:

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

OVERVIEW:

The development known as Caliente Del Sol Units I, II, III, and IV has recognized the need to modify §150-068 “Recreational Vehicle Parks and/or Subdivisions” in an effort to accommodate recent changes. Community Development staff has been working with the Caliente Del Sol Property Owners Association (CPOA) regarding a request to change setbacks for new units, replacement units, and auxiliary buildings. The changes would apply to Caliente Del Sol Units I, II, III, and IV. Images of the changes are attached to the report.

BACKGROUND/ANALYSIS:

Caliente Del Sol was established in 1972 within Pinal County jurisdiction. The Town of Florence annexed the property in 1999 and all of the laws and setbacks changed to fit Town requirements. The original setbacks were misinterpreted and allowed for a one-foot setback from the property line on the livable side and two-foot setback on the carport side from the property line. In 2017, it was brought to the Town’s attention that these setbacks were a not code compliant with the 2006 Building Code. The Town responded by placing a five-foot setback on the side of the lots for all new and replacement units. This made it difficult for new construction or development to take place because the updated requirements did not allow enough parking per HOA standards and there was limited accessibility for new models.



In 2018, several issues were brought to the attention of the Town Council. Staff contacted other municipalities and researched best practices for similar communities with the same problem. Building Safety staff, along with representatives of the Fire Department, met with residents and board members of Caliente. The Building Code allowed for modifications to the setbacks as long as health, life safety and fire, accessibility, and structural requirements were all met. Three requirements were made by the Town:

- propane and gas were to be removed from all new and replaced units;
- replacement units have an age requirement of no older than five years;
- and all new and replaced units have carbon monoxide detectors.

Town Staff went to Town Council twice with the issue and the proposal. Staff went to the Caliente Board meeting for the final approval from the residents, Town, and Staff. A final condition of the amendment was that only new park model sets must have a five-foot rear setback to accommodate existing utilities easements. The new standards have been ratified by the CPOA in February of 2019.

FINDINGS:

Staff offers the following findings for the consideration of the Planning and Zoning Commission and Town Council:

1. The proposed amendments are consistent with the needs of the community and the Town.
2. The proposed amendments of the site should facilitate ongoing development and replacement efforts of the local residents.

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, posted at the Town’s posting location. Meetings and public outreach for these proposed amendments are as follows:

The CPOA held a meeting in February 2019 at the Caliente Del Sol Club House to approve the amendment to the Declaration of Restrictions.

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

June 20, 2019	Planning and Zoning Public Hearing
July 15, 2019	Town Council Public Hearing and 1 st Reading
August 5, 2019	Town Council and 2 nd Reading/Action

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

STAFF RECOMMENDATION:

Staff finds that the proposed text amendment for Caliente Del Sol Unit I, II, II, IV is in compliance with the Town’s Development Code and other applicable codes, therefore, recommends that the Planning and Zoning Commission forward to the Town Council a favorable recommendation for this text amendment subject to the following conditions:

1. Any additional conditions deemed necessary by the Planning and Zoning Commission.

Attachments:

- Exhibit “A”

EFFECTIVE 10/01/2018

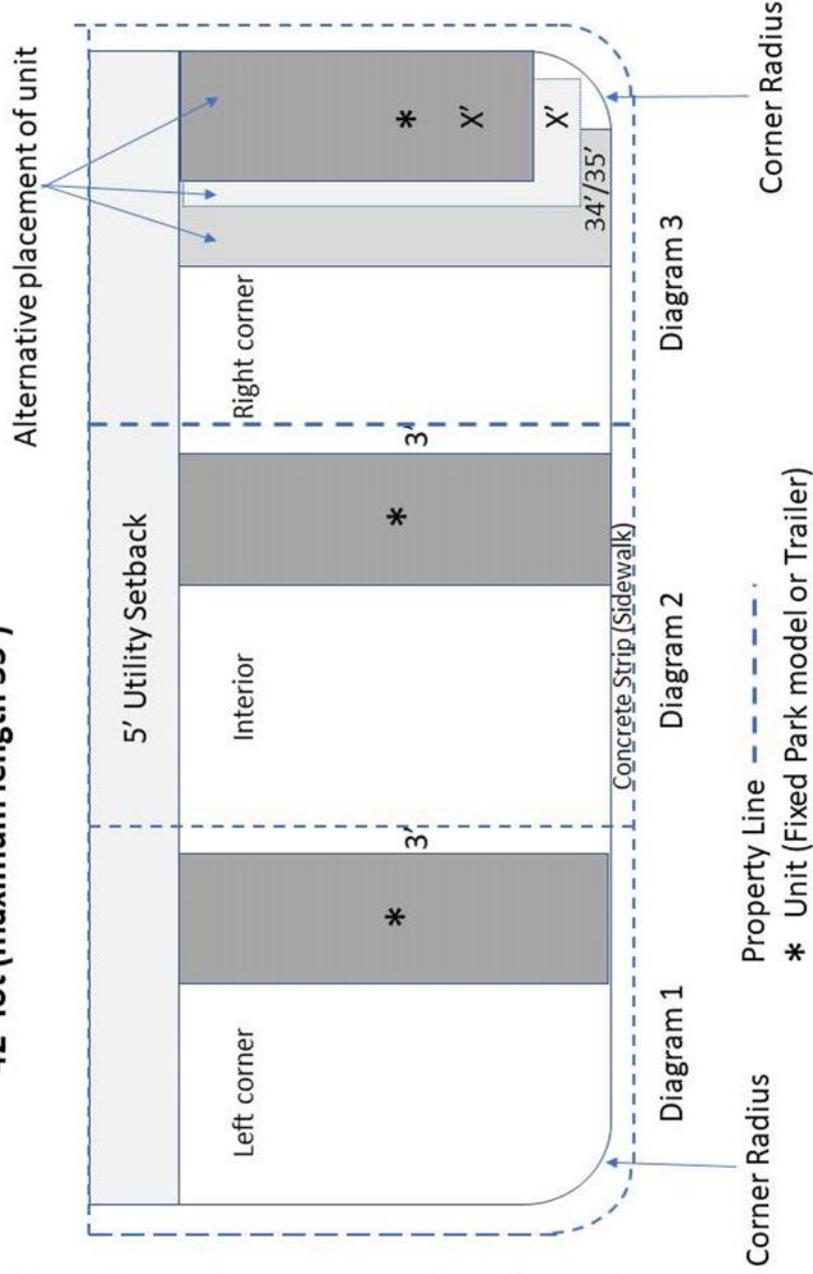
Must be permitted by both Caliente and the Town of Florence. No unit can be placed larger than 400 sq. ft. Unit must be totally electric, and less than 5 years in age. Unit measurement is outside end to end. It must be secured with approved tie-down.

Any unit that is added must conform with the following setbacks, no closer than 3' from side property lines, except when placed on a corner lot with the roadway on its right, then the right setback can be no closer than 2' from the property line. It cannot infringe on the utility setback or the corner radius.

Placement of new unit

41' lot (maximum length 34')

42' lot (maximum length 35')

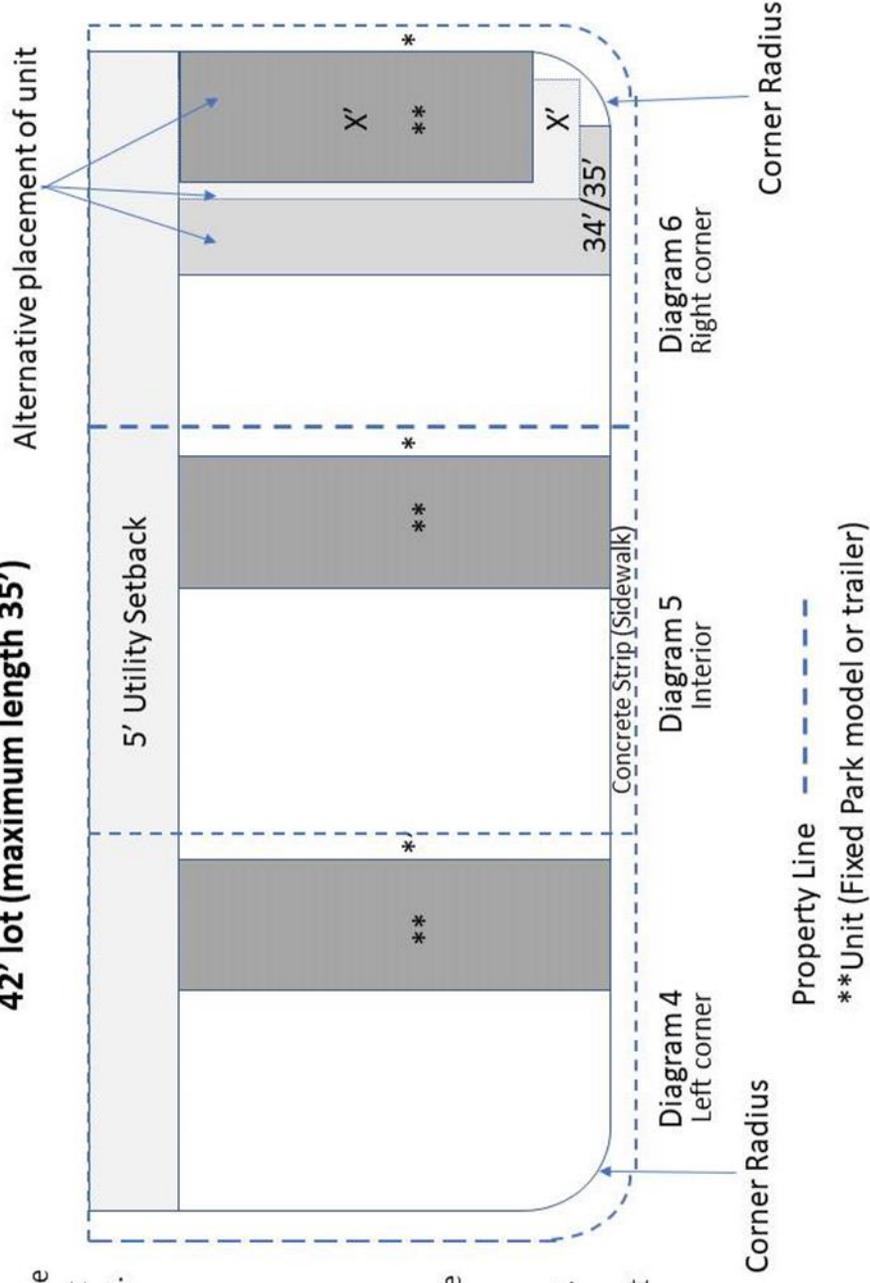


EFFECTIVE 10/01/2018

Must be permitted by both Caliente and the Town of Florence. No unit can be placed larger than 400 sq ft. Unit must be totally electric, and less than 5 years in age. Unit measurement is outside end to end. It must be secured with approved tie-down.

* Any replacement unit must conform with the following setbacks, no closer than 1' from the right side property line or the current setback of the unit being replaced, whichever ever is the greater. If placed on a corner lot with the roadway on its right, then the right setback can be no closer than 2' from the property line. It cannot infringe on utility setback or the corner radius.

Replacement of old unit
41' lot (maximum length 34')
42' lot (maximum length 35')



EFFECTIVE 10/01/2018

Auxiliary buildings include sheds, additions to the main living unit and Arizona rooms.

Auxiliary buildings have a left setback of 3' on internal and right corner lots and 2' on left corner lots. All lots will at least have a setback of 5' from the rear property line and 2' for the front property line.

On each lot there must be a 18' deep and 9' wide mandatory parking area starting at inside of the concrete strip, this area may not contain any structure or violate the concrete strip. If the lot is a corner lot with a street on left the parking area can be dedicated three ways as shown in diagram 7

Placement of auxiliary buildings

