

**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, SEPTEMBER 17, 2020, AT 6:00 P.M., COMMISSION MEMBERS AND STAFF WILL ATTEND TELEPHONICALLY.

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	Present
Commissioner Proulx	Present

3. PLEDGE OF ALLEGIANCE

4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the regular meeting conducted on September 3, 2020.

On motion by Vice-Chair Frost, seconded by Commissioner Proulx, and carried by a 4-0 vote, to approve with changes the minutes of the regular meeting from September 3, 2020.

Commissioner Smidt joined the meeting.

5. NEW BUSINESS

- a. PRESENTATION/APPROVAL/DISAPPROVAL** of a Design Review application (PZ-20-23) by Land Development Consultants, LLC for a new Circle K convenience store and gas station located at the northwest corner of Hunt Highway and Merrill Ranch Parkway in Florence, APN #211-020-070.

Town Planner Maricella Benitez gave a short summary of the project location and introduced the Circle K representative Jill Kaiser. Jill Kaiser gave a PowerPoint presentation on the project's site, access points, elevations, inside layout, and landscaping. Community Development Director Larry Harmer noted that the northernmost driveway is in alignment with the Safeway Plaza driveway. Commissioner Proulx asked if they had a timeline for breaking ground. Ms. Kaiser said they anticipate breaking ground at the end of February 2021 and finishing by mid-September of 2021.

Chairman Pranzo asked about the “jug handle-drive” feature. Ms. Kaiser said the handle feature is included because the site needs access points from two arterial roads, and the driveway needs to be a certain distance away from the intersection for safety reasons. The driveway also needed to be lined up with the Safeway entrance, and it is a good position for future parcel development. Chairman Pranzo asked if it could be used as a deceleration lane. Ms. Kaiser stated that this design is part of the new Circle K model and it helps traffic flow and semi-truck movement. They use the term “jug handle drive” because it looks like a milk jug handle. Chairman Pranzo asked how many gas bays were on site. Ms. Kaiser said there would be 14 gas bays.

Vice-Chair Frost asked why the site plan had double the amount of spaces required. Ms. Kaiser stated developers have found that stores in outlier areas, such as Florence, see a lot of single passenger cars, and the stores generate so much traffic that multiple stores over the last two years had to add parking. Cases in Casa Grande and Maricopa have seen the stores looking to purchase land in order to add more parking. These sites originally started with 28 parking spaces but have found they need more parking or have received complaints from neighboring parcels about people parking in the dirt lots. They found that the outlying stores need more spaces because they are used more often for quick food stops and see more traffic.

Vice-Chair Frost agreed with the reason behind the amount of parking spaces and asked about access south bound on Hunt Highway. He asked if the access point there is being set up so future development will have access or a shared driveway. Ms. Kaiser explained the development agreement will include cross-access terminology and the ingress from the street that is going to be conveyed off with the development agreement for future development. Vice-Chair Frost asked what surface they plan to use: asphalt, concrete, or a mix. Ms. Kaiser said they will use a mix. There will predominately be asphalt where the cars would be and concrete for pedestrian areas. Vice-Chair Frost said fuel tends to degrade asphalt in the fueling area, so he asked if it was going to be all concrete in the fueling area. Ms. Kaiser said there will be concrete in the fueling area and it follows ADEQ and industry standards. Vice-Chair Frost suggested that similar scenarios in the future should only use concrete.

Commissioner Smidt asked about the old Circle K buildings in Town and other places that are fenced off and growing weeds. He asked if they plan to do anything with those stores. Ms. Kaiser said Circle K is usually coming out of a lease, and the property owner does not upkeep the property after they lease is up. For property Circle K owns, they historically scrap the current building for future development. She said she could discuss the situation with the Circle K Property Management Division and get back to the Town on the properties. Mr. Harmer clarified that one store on Main Street is owned by Circle K and the other is not. Both property owners have been responsive to code compliance requests for weeds and fencing issues. In addition, Staff was able to have the old, non-conforming Circle K signs removed from both properties. Staff has received questions on the building, but nothing has ever panned out.

On motion by Commissioner Proulx, seconded by Commissioner Smidt, and carried by a 5-0 vote, to approve as is the Design Review application (PZ-20-23) by Land Development Consultants, LLC for a new Circle K convenience store and gas station.

- b. PRESENTAION/PUBLIC HEARING** for application PLZ-20-0002 to amend the Town of Florence Code of Ordinances Chapter 150: Development Code, Section 150.047 District Use Regulation Tables to include "Church" as an allowable use in the Downtown Commercial District and Section 150-059 Downtown Commercial to included "Assembly within an enclosed building" as permitted. **Application Withdrawn by Applicant**

Mr. Harmer said after receiving the application, Staff completed research, mailed out notices to property owners within the Downtown Commercial district, and posted an ad in the newspaper about the hearings. A few days after sending out the notifications, Mr. Harmer received a written email from the applicant withdrawing their application. Items 5b and 5c have officially been withdrawn, and a second letter has been sent out to the property owners letting them know the application was withdrawn.

- c. MOTION TO RECOMMEND APPROVAL/DENIAL** to the Town Council of application PLZ-20-0002 to amend the Town of Florence Code of Ordinances Chapter 150: Development Code, Section 150.047 District Use Regulation Tables to include "Church" as an allowable use in the Downtown Commercial District and Section 150-059 Downtown Commercial to included "Assembly within an enclosed building" as permitted. **Application Withdrawn by Applicant**

6. PRESENTATIONS/INFORMATION ONLY

a. General Plan Update

Staff recently met with the consultant, and Staff is looking at the end of October to post a web page on the Town website and other platforms. The web page will include background information and interactive maps. This will allow people to submit comments, questions and other suggestions on future land uses and configurations for the Town.

b. Redevelopment Plan Update

Staff recently met with the Redevelopment Plan consultants, and the draft document is close to complete. The document is also in the form of an interactive webpage. Staff has internally beta-tested the interactive page and hope to get the reviewed document back in the next couple of weeks in order to test it one more time. Staff plans to make it available to the public the first week of October. This interactive webpage will help receive comments on the draft plan. Staff is working on a way to have public meetings for the Redevelopment Plan with social distancing and other safety precautions. Chairman Pranzo asked if there will be a written document. Mr. Harmer said there would be a written document, and Staff will forward the PDF version of the plan to the Planning and Zoning Commission and the Historic District Advisory Committee for review and future approval.

c. Future Agenda Items/Information Only

The next meeting is October 1st and Staff has Mr. Salas, Town Engineer, scheduled to give his presentation on the Transportation Plan. This is the only item scheduled.

7. CALL TO THE PUBLIC/COMMISSION RESPONSE:

Town Council Liaison Vice-Mayor Anderson said there has been a recent issue on businesses in homes. He asked for Staff and the Commission to look into home occupation requirements and work to make them a little more business friendly but efficient. He would like to see a review on a future agenda. Chairman asked Staff if they could look into the matter and Mr. Harmer said the code needed to be looked over since the markets have been changing.

8. CALL TO THE COMMISSION- CURRENT EVENTS ONLY.

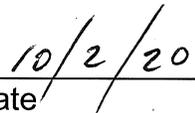
Vice-Chair Frost asked Mr. Harmer about his new title. Mr. Harmer said he is temporarily stepping back into the role of Community Development Director. He stated things have been busy, but business is up, and the department set a record for single family permits last month.

9. ADJOURNMENT

On motion by Vice-Chair Frost, seconded by Commissioner Proulx, and carried by a 5-0 vote, to adjourn the meeting at 6:37 pm.



Gary Pranzo



Date