



# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Minutes - Draft

### Planning Commission

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Tuesday, May 17, 2016

6:00 PM

Council Chambers

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#### 1. CALL TO ORDER

Chairman Strom called the meeting to order at 6:00 p.m.

#### 2. ROLL CALL

Commissioner Wincel attended the meeting by phone.

**Present** 5 - Chairperson Dolf Strom, Commissioner Thomas G. Campbell, Commissioner Scott Moore, Commissioner Daran Wastchak and Commissioner Jeff Wincel

**Absent** 2 - Commissioner Richard K. Mahrle and Commissioner Jonathan Wainwright

#### STAFF MEMBERS PRESENT

Town Attorney Andrew M. Miller  
Community Development Director Eva Cutro  
Senior Planner Paul Michaud  
Planner George Burton

#### 3. EXECUTIVE SESSION

None

#### 4. STUDY SESSION ITEMS

- A. 16-153** Discussion of "The Villas at Mountain Shadows - Amended - Condominiums"  
Final Condominium Plat Map (FP 16-02)  
Southwest Corner Lincoln Drive and 56th Street

Paul Michaud presented per the Planning Commission packet. TNHC Mountain Shadows, L.L.C. is requesting approval of the final condominium plat map application for the "The Villas at Mountain Shadows - Amended - Condominiums." This map consists of a total of 12 condominiums located on approximately one acre near the southwest corner of Lincoln Drive and 56th Street. These condominiums will be in several separate two-story structures on Tracts C and E of the approved final re-plat of "The Villas at Mountain Shadows - Amended." This is the last platting step for this phase. Development will be pursuant to the approved Special Use Permit - Resort

zoning on the subject property for resort residential development.

There was discussion of limited common elements. Fred Fleet, applicant's engineer, provided further explanation. The limited common elements include balconies and patios. There was a question regarding what "LBE" means. LBE is Lower Boundary Elevation. There was then discussion of UBE (Upper Boundary Elevation) and LBE calculations.

Doug Jorden, attorney for the applicant, requested the removal of stipulation 2. It reads:

2. Prior to recordation of the Final Condominium Plat Map, the applicant shall provide to the Town Attorney a copy of the CC&R's, declaration, bylaws, or other documents for review to insure that all terms required under the SUP or other recorded agreements are part of these documents, including provision for maintenance of any drainage easements dedicated on the plat.

The Town has received the CC&Rs so it was agreed this stipulation is no longer necessary.

There was discussion of the language on the plat regarding 110 year assured water supply. It was noted that the provider shall be listed as "EPCOR-Paradise Valley,"

**No Reportable Action**

**B. 16-154**

Discussion of "The Villas at Mountain Shadows II - Condominiums"  
Final Condominium Plat Map (FP 16-03)  
SWC Lincoln Dr & 56th St

Paul Michaud presented per the Planning Commission packet. TNHC Mountain Shadows, L.L.C. is requesting approval of the final condominium plat map application for the "The Villas at Mountain Shadows II - Condominiums." This plat map consists of a total of 40 condominiums located on approximately 5.17 acres near the southwest corner of Lincoln Drive and 56th Street. These condominiums will be in several separate two-story structures on Tract E of the approved Final Plat of "The Villas at Mountain Shadows II." This is the last platting step for this phase. Development will be pursuant to the approved Special Use Permit - Resort zoning on the subject property for resort residential development.

There was discussion of the language on the plat regarding 110 year assured water supply. It was noted that the provider shall be listed as "EPCOR-Paradise Valley,"

No Reportable Action

C. 16-173 Discussion on Quality of Life Initiatives

Eva Cutro reviewed the current Town Code sections that deal with Blight. Ms. Cutro also noted that the RFP for the Visually Significant Corridors Study has been revised and is almost complete.

No Reportable Action

5. PUBLIC HEARINGS

6. ACTION ITEMS

A. 16-171 Camelback Lands 3 Lot Split (LS-16-3)  
5112 N. Casa Blanca Drive (APN: 173-20-012)

George Burton presented per the packet. The applicant, Sage and Wendy Lentz, is requesting approval of a lot split to divide a 2.26-acre parcel into two lots. Lot 1 is 49,236 square feet in size (1.13 acres) and Lot 2 is 49,236 square feet in size (1.13 acres). The subject property is located at 5112 N. Casa Blanca Drive.

There was discussion of Stipulation 2. Chairman Strom requested the language be changed from:

- 2. Due to the low flow rate in this area, a separate water storage tank and pump or equivalent alternative, that is compliant with the National Fire Protection Association (NFPA) 13D and deemed appropriate by the Town Fire Marshall, may be required for the fire sprinkler system prior to the issuance of a Certificate of Occupancy for a new single family residence.

To:

- 2. Prior to issuance of Certificate of Occupancy, the fire sprinkler system shall demonstrate compliance to the National Fire Protection Association standard 13D or current equivalent code requirement.

No one from the public spoke on this item.

**A motion was made by Commissioner Campbell, seconded by Commissioner Wastchak, to recommend that Town Council approve the lot split, subject to the following stipualtions:**

- E. 16-155** Recommendation of “The Villas at Mountain Shadows - Amended - Condominiums”  
 Final Condominium Plat Map (FP 16-02)  
 SWC Lincoln Dr & 56th St
- There was no additional discussion beyond that discussed at the earlier work study session.

No one from the public spoke on this item.

A motion was made by Commissioner Moore, seconded by Commissioner Wastchak, to recommend approval of the final condominium plat subject to the following stipulations:

1. Development shall be in substantial compliance with the Final Condominium Plat Map, “The Villas at Mountain Shadows – Amended - Condominiums,” Sheets 1-6, prepared by Coe & Van Loo Consultants, Inc. dated May 5, 2016.
2. The final improvements shall be in substantial compliance with improvement plans approved by the Town Engineer and Community Development Department that address items such as sewer, water, grading, drainage, paving, landscaping, and irrigation. Prior to the recordation of the Final Condominium Plat Map, the applicant shall provide, subject to Town approval and consistent with the requirements set forth in the SUP and Development Agreement, all assurances necessary to guarantee completion of any improvements in the public right-of-way. The Town Engineer shall approve said final improvement plans prior to the issuance of any building permit for a residential unit in said Final Condominium Plat Map.
3. Within 60 days of approval of the Final Condominium Plat Map, the applicant shall submit to the Town Mylars of the approved plans and an electronic version of these plans in a pdf format for the Town’s permanent record.
4. The Final Plat shall not be recorded until the 100 Year Assured Water Supply note on the final condominium plat is re-worded to read “The area platted hereon lies within the domestic water service area of EPCOR Water Arizona Inc. - Paradise Valley, which has been designated as having an assured water supply pursuant to ..... certificate number ..... dated March 16, 2016.”

The motion carried by the following vote:

- Aye:** 5 - Chairperson Strom, Commissioner Campbell, Commissioner Moore, Commissioner Wastchak and Commissioner Wincel
- Absent:** 2 - Commissioner Mahrle and Commissioner Wainwright

- F. 16-156** Recommendation of “The Villas at Mountain Shadows II - Condominiums”  
 Final Condominium Plat Map (FP 16-03)  
 SWC Lincoln Dr & 56th St

There was no additional discussion beyond that discussed at the earlier work study session.

No one from the public spoke on this item.

**A motion was made by Commissioner Moore, seconded by Commissioner Wincel, to recommend that the Town Council approve the final condominium plat subject to the following stipulations:**

- 1. Development shall be in substantial compliance with the Final Condominium Plat Map, "The Villas at Mountain Shadows II - Condominiums," Sheets 1-11, prepared by Coe & Van Loo Consultants, Inc. dated May 5, 2016.**
  
- 2. The final improvements shall be in substantial compliance with improvement plans approved by the Town Engineer and Community Development Department that address items such as sewer, water, grading, drainage, paving, landscaping, and irrigation. Prior to the recordation of the Final Condominium Plat Map, the applicant shall provide, subject to Town approval and consistent with the requirements set forth in the SUP and Development Agreement, all assurances necessary to guarantee completion of any improvements in the public right-of-way. The Town Engineer shall approve said final improvement plans prior to the issuance of any building permit for a residential unit in said Final Condominium Plat Map.**
  
- 3. Within 60 days of approval of the Final Condominium Plat Map, the applicant shall submit to the Town Mylars of the approved plans and an electronic version of these plans in a pdf format for the Town's permanent record.**
  
- 4. The Final Plat shall not be recorded until the 100 Year Assured Water Supply note on the final condominium plat is re-worded to read "The area platted hereon lies within the domestic water service area of EPCOR Water Arizona Inc. - Paradise Valley, which has been designated as having an assured water supply pursuant to ..... certificate number ..... dated March 16, 2016."**

**The motion carried by the following vote:**

**Aye:** 5 - Chairperson Strom, Commissioner Campbell, Commissioner Moore, Commissioner Wastchak and Commissioner Wincel

**Absent:** 2 - Commissioner Mahrle and Commissioner Wainwright

## **7. CONSENT AGENDA**

### **A. 16-174 Approval of May 3, 2016 Planning Commission Minutes**

**A motion was made by Commissioner Wastchak, seconded by Commissioner Campbell, to approve the May 3, 2016 Planning Commission minutes. The motion carried by the following vote:**

**Aye:** 5 - Chairperson Strom, Commissioner Campbell, Commissioner Moore, Commissioner Wastchak and Commissioner Wincel

**Absent:** 2 - Commissioner Mahrle and Commissioner Wainwright

**TOWN**  
*Of*  
**PARADISE VALLEY**



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TOWN COUNCIL MEETING  
6401 E. LINCOLN DRIVE  
PARADISE VALLEY, ARIZONA 85253  
MINUTES  
Thursday, March 24, 2016

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**1. CALL TO ORDER / ROLL CALL**

Mayor Collins called to order the Town Council Meeting for Thursday, March 10, 2016 at 4:00 p.m. in the Town Hall Boardroom.

**COUNCIL MEMBERS PRESENT**

Mayor Michael Collins  
Vice Mayor David Sherf  
Council Member Paul Dembow  
Council Member Mary Hamway  
Council Member Mark Stanton  
Council Member Maria Syms

Council Member Jerry Bien-Willner was not present

**STAFF MEMBERS PRESENT**

Town Manager Kevin Burke  
Town Attorney Andrew M. Miller  
Town Clerk Duncan Miller  
Police Chief Peter Wingert  
Community Development Director Eva Cutro  
Senior Planner Paul Michaud  
Director of Administration and Government Affairs Dawn Marie Buckland  
Public Works Director / Town Engineer James P. Shano  
Engineering Services Analyst Jeremy Knapp

**2. STUDY SESSION ITEMS**

**16-091 Kiva Elementary School Art Exhibit**

Mayor Collins, the Town Council, and the Paradise Valley Arts Advisory Committee

hosted "A celebration of creativity and self-exploration through the arts" in the Community Room. The event was organized by the Art Advisory Committee and featured art work from Kiva Elementary School Students under the instruction of Anne Warfel. Committee Chair Elaine "Bunny" Gordon stated that this would become an annual event to showcase art submissions from the various local schools. The show was open to the public from March 24 – April 18, 2016.

**16-079 Discussion of "The Villas at Mountain Shadows Amended" Re-Plat**

**16-081 Discussion of "The Villas at Mountain Shadows II - Amended" Re-Plat**

**16-084 Discussion of "Mountain Shadows Resort - Condominium Hotel" Final Condominium Plat Map**

Senior Planner Paul Michaud summarized the three Mountain Shadows applications. He explained the plat review process and timeline for the entire development project. He said the re-plats and final condominium plat map were in conformance with the approved special use permit and development agreement for the property. He noted that the Planning Commission unanimously recommended approval of all three with stipulations.

**16-096 Discussion of Sustainability Task Force Scope of Work**

Town Manager Kevin Burke stated that one of the Town Council's Quality of Life initiatives called for the creation of a Sustainability Task Force. He stated that the proposed task force would be advisory to the Town Manager and is made up of Warren Gorowitz, Vice-President of Sustainability, Ewing Irrigation and Landscape Supply, John Martinson, Co-Founder, Chinamist Tea, Dawn Olsen, CEO, Focus Family Capital LLC and is staffed by ASU MPA student Blaise Caudill.

Mr. Caudill summarized the Task Force's scope of work which would focus on four targeted elements in the General Plan: regeneration/trash and recycling, public outreach/public education, greenhouse gas emissions inventory, and sustainable water.

There was Council consensus to authorize the Town Manager to form the Task Force based on the scope of work presented. Mr. Burke stated that he would provide periodic updates in his weekly reports and may schedule study session presentations to report on milestones events.

## 12. ACTION ITEMS

### 16-080 Approval of "The Villas at Mountain Shadows Amended" Re-Plat

Senior Planner Paul Michaud summarized the three Mountain Shadows plats.

The applicant did not make a presentation and there were no public comments.

**A motion was made by Council Member Hamway, seconded by Council Member Dembow, to approve the Re-Plat of the Final Plat, "The Villas at Mountain Shadows - Amended (RP 16-01), subject to the following stipulations:**

1. This subdivision shall be in substantial compliance with the re-plat, "The Villas at Mountain Shadows Amended", Sheets 1-2, prepared by Coe & Van Loo Consultants, Inc. dated March 14, 2016.
2. Prior to recordation of the re-plat for said subdivision, the applicant shall provide to the Town Attorney a copy of the CC&R's or other documents for review to insure that all CC&R terms required under the SUP or other recorded agreements are part of the CC&Rs or other documents, including provision for maintenance of any drainage easements dedicated on the plat.
3. The final subdivision improvements shall be in substantial compliance with subdivision improvement plans approved by the Town Engineer and Community Development Department that address items such as sewer, water, grading, drainage, paving, landscaping, and irrigation. Prior to the recordation of the re-plat, the applicant shall provide, subject to Town approval and consistent with the requirements set forth in the SUP and Development Agreement, all assurances necessary to guarantee completion of any improvements in the public right-of-way. The Town Engineer shall approve said final subdivision improvement plans prior to the issuance of any building permit for a residential unit in said subdivision.
4. Within 60 days of approval of the re-plat, the applicant shall submit to the Town Mylars of the approved plans and an electronic version of these plans in a pdf format for the Town's permanent record.

**The motion carried by the following vote:**

**Aye:** 6 - Mayor Collins, Vice Mayor Sherf, Council Member Dembow, Council Member Hamway, Council Member Stanton, and Council Member Syms

**Absent:** 1 - Council Member Bien-Willner





# Town of Paradise Valley

## Minutes – Final

### Planning Commission

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Tuesday, February 16, 2016

6:00 PM

Council Chambers

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#### 1. CALL TO ORDER

The meeting of the Town of Paradise Valley Planning Commission was called to order by Chair Strom at 6:00 p.m.

#### 2. ROLL CALL

Chairman Strom called the roll, noting there was a quorum.

Present	6 - Chairperson Dolf Strom, Commissioner Thomas Campbell, Commissioner Jonathan Wainwright, Commissioner Scott Moore, Commissioner Richard Mahrle, Commissioner Jeff Wincel
Absent	1 - Commissioner Daran Wastchak

Staff Present	Andrew Miller, Town Attorney Eva Cutro, Community Development Director Paul Michaud, Senior Planner
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#### 3. EXECUTIVE SESSION

There was no executive session called.

#### 4. STUDY SESSION ITEMS

##### A. 16-041 Discussion of the Re-Plat to "The Villas at Mountain Shadows Amended" (RP-16-01) (SWC Lincoln Dr & 56th St)

Paul Michaud presented the Re-Plat in accordance with the Planning Commission packet and described changes presented.

In summation, the following changes were made to the plans:

- Modified 20 villa home lots into seven villa home lots and two tracts for 12 condominiums
- Increased the cart access path to eight feet throughout

## 6. ACTION ITEMS

**A. 16-042 Consideration of the Re-Plat to “The Villas at Mountain Shadows Amended” (RP-16-01)  
[APPROVED, WITH STIPULATIONS]**

Chairman Strom opened the public meeting. No one from the public spoke on this item. There was no further discussion from the Planning Commission.

A motion was made by Commissioner Moore, seconded by Commissioner Wincel, to approve the Re-Plat of “The Villas at Mountain Shadows Amended” subject to the stipulations below:

1. This subdivision shall be in substantial compliance with the re-plat, “The Villas at Mountain Shadows Amended”, Sheets 1-2, prepared by Coe & Van Loo Consultants, Inc. dated February 4, 2016
2. Prior to recordation of the re-plat for said subdivision, the applicant shall provide to the Town Attorney a copy of the CC&R's or other documents for review to insure that all CC&R terms required under the SUP or other recorded agreements are part of the CC&Rs or other documents, including provision for maintenance of any drainage easements dedicated on the plat.
3. The final subdivision improvements shall be in substantial compliance with subdivision improvement plans approved by the Town Engineer and Community Development Department that address items such as sewer, water, grading, drainage, paving, landscaping, and irrigation. Prior to the 2 recordation of the re-plat, the applicant shall provide, subject to Town approval and consistent with the requirements set forth in the SUP and Development Agreement, all assurances necessary to guarantee completion of any improvements in the public right-of-way. The Town Engineer shall approve said final subdivision improvement plans prior to the issuance of any building permit for a residential unit in said subdivision.
4. Within 60 days of approval of the re-plat, the applicant shall submit to the Town Mylars of the approved plans and an electronic version of these plans in a pdf format for the Town's permanent record.

**The motion carried by the following vote:**

**Aye: 6 - Chairperson Dolf Strom, Commissioner Thomas Campbell, Commissioner Jonathan Wainwright, Commissioner Scott Moore, Commissioner Richard Mahrle, Commissioner Jeff Wincel**

**Absent: 1 - Commissioner Daran Wastchak**

**TOWN**  
*Of*  
**PARADISE VALLEY**



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TOWN COUNCIL MEETING  
6401 E. LINCOLN DRIVE  
PARADISE VALLEY, ARIZONA 85253  
MINUTES  
Thursday, February 11, 2016

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**1. CALL TO ORDER / ROLL CALL**

Mayor Collins called to order the Town Council Meeting for Thursday, February 11, 2016 at 4:00 p.m. in the Town Hall Boardroom.

**COUNCIL MEMBERS PRESENT**

Mayor Michael Collins  
Vice Mayor David Sherf  
Council Member Jerry Bien-Willner  
Council Member Paul Dembow  
Council Member Mary Hamway  
Council Member Mark Stanton  
Council Member Maria Syms

**STAFF MEMBERS PRESENT**

Town Manager Kevin Burke  
Town Attorney Andrew M. Miller  
Town Clerk Duncan Miller  
Police Chief Peter Wingert  
Community Development Director Eva Cutro  
Director of Administration and Government Affairs Dawn Marie Buckland  
Public Works Director / Town Engineer James P. Shano  
Senior Planner Paul Michaud

**2. STUDY SESSION ITEMS**

**16-035 Discussion of "The Villas at Mountain Shadows - Amended - Condominiums" Preliminary Condominium Plat Map**

Senior Planner Paul Michaud presented a request by TNHC Mountain Shadows, L.L.C. for approval of a preliminary condominium plat map application for the "The Villas at

Mountain Shadows - Amended - Condominiums.” This map consisted of a total of 12 condominiums located on approximately one acre near the southwest corner of Lincoln Drive and 56th Street. He said the development would be in accordance with the approved Special Use Permit for a resort residential development. He reported that the Planning Commission voted 5 to 0 to recommend approval, subject to 5 stipulations.

He explained that if the Council approves the request, the applicant would file the final condominium plat map that would describe the detailed boundaries of the condominium units. This final condominium plat map would require recommendation by the Planning Commission and approval by the Town Council. This re-plat application was scheduled for recommendation at the February 16, 2016 Planning Commission meeting and tentatively scheduled for the March 24, 2016 Town Council meeting. Pursuant to the Special Use Permit, the Town Council must take action within 40 calendar days of the Planning Commission action

#### **16-045 Discussion of Expenditure Limitation Rule and Permanent Base Adjustment**

Town Manager Kevin Burke stated that the Town Council discussed the state expenditure limitation law at its fall retreat and agreed to pursue a permanent base adjustment election in November 2016. He said the next step was for the Council to determine the appropriate adjustment amount.

There was general Council consensus to plan for a 10 year period. The Council asked for a revenue and expenditure projection model for fiscal years 2017 through 2026. In particular, the Council asked for details on amortization of the public safety pension debt retirement and the projected financial impact of CIP projects over the next 10 years.

#### **16-049 Update on the Police Department Strategic Plan**

Police Chief Peter Wingert presented the Paradise Valley Police Department Strategic Plan. He stated that the creation of a 5-year strategic plan resulted from a recommendation by the Mayor’s Task Force on Public Safety in 2013. The Task Force’s goal was for the plan to monitor service levels and quality of service; and provide a blueprint for sustainment of human resources, capital, and technology.

He summarized the drafting and review process which lasted approximately 3 years and included multiple drafts and revisions.

He explained the 5 strategic plan goals, the initiatives supporting those goals, and the performance measures that would be used to determine success. The goals were:

- **Goal 1:** Reduce Crime and the Fear of Crime
- **Goal 2:** Encourage Community Empowerment
- **Goal 3:** Develop and Empower Department Personnel
- **Goal 4:** Incorporate Technology into the Department

## **9. CALL TO THE PUBLIC**

Resident and Scottsdale Unified School District Board Member Pam Kirby reported the results of the AZ Merit Test. She stated that Phoenix Business Journal released the top 15 scoring elementary schools across metro Phoenix based on fifth grade results. Out of the hundreds of elementary schools in the Valley, both elementary schools in Paradise Valley ranked in the top 15. She introduced Kiva Elementary School Principal Nick Noonan. She stated the Cherokee Elementary School ranked number 2. She introduced Cherokee School Principal Walt Chantler.

## **10. CONSENT AGENDA**

Mr. Burke summarized the items on the consent agenda.

**16-039 Minutes of Town Council Meeting January 14, 2016**

**16-040 Minutes of Town Council Meeting January 28, 2016**

**16-050 Receive and File the IT Strategic Plan**

**A motion was made by Council Member Hamway, seconded by Vice Mayor Sherf, to approve the Consent Agenda as submitted. The motion carried by the following vote:**

**Aye:** 7 - Mayor Collins, Vice Mayor Dembow, Council Member Bien-Willner, Council Member Hamway, Council Member Sherf, Council Member Stanton, and Council Member Syms

## **11. PUBLIC HEARINGS**

There were no public hearings.

## **12. ACTION ITEMS**

**16-036 Consideration of "The Villas at Mountain Shadows - Amended - Condominiums" Preliminary Condominium Plat Map**

Senior Planner Paul Michaud presented the request by TNHC Mountain Shadows, L.L.C. for approval of a preliminary condominium plat map application for the "The Villas at Mountain Shadows - Amended - Condominiums." He explained the various steps in the plat and map approval process for the entire property. He noted that the request is in conformance with the approved SUP and plat. He responded a question from

Council regarding the area and lot coverage of the resort.

Applicant Pat Moroney, President of New Home Company, introduced himself and thanked Council for its consideration.

There were no public comments.

**A motion was made by Council Member Hamway, seconded by Council Member Dembow, to approve the Preliminary Plat Map, "The Villas at Mountain Shadows – Amended - Condominiums" (PP 16-01), subject to the following stipulations:**

1. The Final Plat Map shall be in substantial compliance with the Preliminary Plat Map, "The Villas at Mountain Shadows – Amended - Condominiums," Sheets 1-5, prepared by Coe & Van Loo Consultants, Inc. dated February 3, 2016.
2. Prior to recordation of the Final Plat Map, the applicant shall provide to the Town Attorney a copy of the CC&R's, declaration, bylaws, or other documents for review to insure that all terms required under the SUP or other recorded agreements are part of these documents, including provision for maintenance of any drainage easements dedicated on the plat.
3. The final improvements shall be in substantial compliance with improvement plans approved by the Town Engineer and Community Development Department that address items such as sewer, water, grading, drainage, paving, landscaping, and irrigation. Prior to the recordation of the Final Map, the applicant shall provide, subject to Town approval and consistent with the requirements set forth in the SUP and Development Agreement, all assurances necessary to guarantee completion of any improvements in the public right-of-way. The Town Engineer shall approve said final improvement plans prior to the issuance of any building permit for a residential unit in said Final Plat Map.
4. Within 60 days of approval of the Final Map, the applicant shall submit to the Town mylars of the approved plans and an electronic version of these plans in a pdf format for the Town's permanent record.
5. The Final Plat Map and/or declaration shall include any and all necessary easements, including:
  - a. Easements for drainage that are consistent to the overall grading and drainage plans for the entire Special Use Permit (SUP) site west of 56<sup>th</sup> Street, which shall be depicted on the Final Map prior to recordation of said plat,
  - b. Easements for utilities, with said easements to be in the locations and widths as prescribed by the respective utility provider, with

correspondence from said utility providers given to the Town prior to Town Council approval of the Final Plat Map, and

- c. Easements for access, parking, refuse collection, and other similar easements.

**The motion carried by the following vote:**

**Aye: 7** - Mayor Collins, Vice Mayor Sherf, Council Member Bien-Willner, Council Member Hamway, Council Member Dembow, and Council Member Stanton, Council Member Syms

### **13. REQUESTS FOR FUTURE AGENDA ITEMS**

#### **16-027 Consideration of Requests for Future Agenda Items**

Mr. Burke summarized the future agenda topic list. He reminded the Council that the next two meetings on February 25 and March 10 would start at 2:00 PM.

### **14. MAYOR / COUNCIL / MANAGER COMMENTS**

Council Member Dembow reported that the Historical Advisory Committee has withdrawn its request to hold a 55<sup>th</sup> Anniversary celebration and instead plan for a 60<sup>th</sup> Anniversary.

Council Member Syms provided reminder that the Public Safety Fair would be held on February 20<sup>th</sup> from 8:00 a.m. to 12:00 p.m.

### **15. ADJOURN**

**A motion was made by Council Member Hamway, seconded by Council Member Bien-Willner, to adjourn which passed by the following vote:**

**Aye: 7** - Mayor Collins, Vice Mayor Sherf, Council Member Bien-Willner, Council Member Hamway, Council Member Dembow, and Council Member Stanton, Council Member Syms

Mayor Collins adjourned the meeting at 6:25 p.m.



# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Minutes - Final

### Planning Commission

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Tuesday, January 19, 2016

6:00 PM

Council Chambers

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#### 1. CALL TO ORDER

Chairman Strom called the meeting to order at 6:00 p.m.

#### 2. ROLL CALL

- Present** 5 - Chairperson Dolf Strom, Commissioner Thomas G. Campbell, Commissioner Richard K. Mahrle, Commissioner Scott Moore and Commissioner Daran Wastchak
- Absent** 2 - Commissioner Jonathan Wainwright and Commissioner Jeff Wincel

#### 3. EXECUTIVE SESSION

None

#### 4. STUDY SESSION ITEMS

- A. 16-002** Discussion of "The Villas at Mountain Shadows - Amended - Condominiums"  
Preliminary Condominium Plat Map (PP 16-01)  
SWC Lincoln Dr & 56th St

Paul Michaud presented the material in the action report.

Chairman Strom asked about the scope of the request and timing of the related applications. Mr. Michaud replied that there is no requirement to process the applications all at the same time.

Commissioner Moore asked about the change in square footage. Mr. Michaud clarified.

Commissioner Wastchak asked about the changes to the plat. Mr. Michaud explained the changes.

Commissioner Campbell asked about density. Mr. Michaud explained that the number of units will be reduced from 20 to 19 homes.

Commissioner Moore asked about the change from one-story to two-story. Doug Jorden, representing the owner, explained why the change was made.



1. All improvements to the property shall be in substantial compliance with the following:
  - a. Project Narrative;
  - b. Sheet 1, Aerial/Vicinity Map/Sheet Index, prepared by Leo J. Miller Architect and dated January 3, 2106;
  - c. Sheet 2, Revised Site and Use Plan, prepared by Leo J. Miller Architect and dated January 3, 2106;
  - d. Sheet 3, Elevation Plan, prepared by Leo J. Miller Architect and dated January 3, 2106; and
  - e. Sheet 4, Parking Lot Lighting Diagram, prepared by Leo J. Miller Architect and dated January 3, 2106.
  
2. All existing Special Use Permit stipulations shall remain in full force and effect, unless changed or modified by the Minor Amendment SUP-15-5.

The motion carried by the following vote:

**Aye:** 5 - Chairperson Strom, Commissioner Campbell, Commissioner Mahrle, Commissioner Moore and Commissioner Wastchak

**Absent:** 2 - Commissioner Wainwright and Commissioner Wincel

## 6. ACTION ITEMS

- A. 16-003** Consideration of "The Villas at Mountain Shadows - Amended - Condominiums"  
 Preliminary Condominium Plat Map (PP 16-01)  
 SWC Lincoln Dr & 56th St

There was no additional information provided by staff or the Planning Commission, as this was discussed at the study session this evening. Chairman Strom opened the meeting to the public. No one asked to speak on this item. Chairman Strom closed the public comment. With no Commissioner requesting to discuss this item further, Chairman Strom asked for a motion.

A motion was made by Commissioner Moore, seconded by Commissioner Wastchak, to forward a recommendation of approval of the Preliminary Plat Map application, subject to the following stipulations:

1. The Final Plat Map shall be in substantial compliance with the Preliminary Plat Map, "The Villas at Mountain Shadows – Amended - Condominiums," Sheets 1-5, prepared by Coe & Van Loo Consultants, Inc. dated December 23, 2015.
  
2. Prior to recordation of the Final Plat Map, the applicant shall provide to the Town Attorney a copy of the CC&R's, declaration, bylaws, or other documents for review to insure that all terms required under the SUP or other recorded agreements are part of these documents, including provision for maintenance of any drainage easements dedicated on the plat.
  
3. The final improvements shall be in substantial compliance with improvement plans approved by the Town Engineer and Community Development Department that address items such as sewer, water, grading, drainage, paving, landscaping,

and irrigation. Prior to the recordation of the Final Map, the applicant shall provide, subject to Town approval and consistent with the requirements set forth in the SUP and Development Agreement, all assurances necessary to guarantee completion of any improvements in the public right-of-way. The Town Engineer shall approve said final improvement plans prior to the issuance of any building permit for a residential unit in said Final Plat Map.

4. Within 60 days of approval of the Final Map, the applicant shall submit to the Town mylars of the approved plans and an electronic version of these plans in a pdf format for the Town's permanent record.

5. The Final Plat Map and/or declaration shall include any and all necessary easements, including:

a. Easements for drainage that are consistent to the overall grading and drainage plans for the entire Special Use Permit (SUP) site west of 56th Street, which shall be depicted on the Final Map prior to recordation of said plat,

b. Easements for utilities, with said easements to be in the locations and widths as prescribed by the respective utility provider, with correspondence from said utility providers given to the Town prior to Town Council approval of the Final Plat Map, and

c. Easements for access, parking, refuse collection, and other similar easements.

The motion carried by the following vote:

**Aye:** 5 - Chairperson Strom, Commissioner Campbell, Commissioner Mahrle, Commissioner Moore and Commissioner Wastchak

**Absent:** 2 - Commissioner Wainwright and Commissioner Wincel

## 7. STUDY SESSION ITEMS (Continued)

### A. 16-015 Discussion of Lighting Code

Chairman Strom explained he asked staff to add this to the agenda for the Planning Commission to consider lighting code changes that would remove the term "watts" and replace the term with "lumens" where appropriate. He described the loop hole of a recent application.

Commissioner Mahrle suggested the Town solicit input from experts on lighting to make sure any changes do not create any unintended circumstances to meet code. Commissioner Campbell raised the point that "watts" may still come into play as people can still buy an incandescent fixture and these fixtures typically include a lumen conversion.

Commissioner Wastchak asked about sustainability, whether it might be possible to comply with the lumens and still use a lot of wattage.

Eva Cutro noted that the Town Council will be reviewing staff and Planning

all assurances necessary to guarantee completion in public ROW; and Town Engineer shall approve final improvement plans prior to issuance of building permit for a residential unit

5. Within 30 days of approval of the Final Plat, the applicant shall submit to the Town mylars and plans in a pdf format

**The motion carried by the following vote:**

**Aye:** 6 - Mayor Collins, Dembow, Council Member Bien-Willner, Council Member Hamway, Council Member Sherf, and Council Member Syms

**Absent:** 1 - Council Member Stanton

**15-176 Consideration of "The Villas at Mountain Shadows" Final Plat (FP 15-01) Southwest corner of Lincoln Drive and 56th Street (Assessor No. 169-30-103)**

Mr. Michaud presented the The Villas at Mountain Shadows Final Plat, a 20-lot final plat for resort residential at Mountain Shadows Resort. He stated that on July 21, 2015, the Planning Commission voted 6-1 to recommend approval. He reported that the developer is obtaining an updated certificate of assured water supply. The Commission's recommendation was for approval subject to five stipulations.

**A motion was made by Council Member Hamway, seconded by Council Member Sherf, to Approve the Final Plat, "The Villas at Mountain Shadows" (FP-15-01), subject to the following stipulations:**

1. This subdivision shall be in substantial compliance with the Final Plat, The Villas at Mountain Shadows, Sheets 1-2, prepared by Coe & Van Loo Consultants, Inc. dated August 26, 2015.
2. Prior to recordation of the Final Plat for said subdivision, the applicant shall provide to the Town Attorney a copy of the CC&R's or other documents for review to insure that all CC&R terms required under the SUP or other recorded agreements are part of the CC&Rs or other documents, including provision for maintenance of any drainage easements dedicated on the plat.
3. The final subdivision improvements shall be in substantial compliance with subdivision improvement plans approved by the Town Engineer and Community Development Department that address items such as sewer, water, grading, drainage, paving, landscaping, and irrigation. Prior to the recordation of the Final Plat, the applicant shall provide, subject to Town approval and consistent with the requirements set forth in the SUP and Development Agreement, all assurances necessary to guarantee completion of any improvements in the public right-of-way. The Town

Engineer shall approve said final subdivision improvement plans prior to the issuance of any building permit for a residential unit in said subdivision.

4. Within 30 days of approval of the Final Plat, the applicant shall submit to the Town mylars of the approved plans and an electronic version of these plans in a pdf format for the Town's permanent record.

5. The Final Plat shall not be recorded until the Town receives the appropriate information for the State of Arizona Department of Water Resources Certificate of Assured Water Supply, with the certificate number and date to be duly noted on the Final Plat.

**The motion carried by the following vote:**

**Aye:** 6 - Mayor Collins, Dembow, Council Member Bien-Willner, Council Member Hamway, Council Member Sherf, and Council Member Syms

**Absent:** 1 - Council Member Stanton

### **15-181 Acquisition of an Easement for the Public Safety Communications Antenna and Equipment**

Mr. Burke withdrew this item from the agenda.

## **13. REQUESTS FOR FUTURE AGENDA ITEMS**

### **15-189 Consideration of Requests for Future Agenda Items**

Mr. Burke summarized the items on the future agenda list. There were no additions to the schedule.

## **14. MAYOR / COUNCIL / MANAGER COMMENTS**

Mr. Burke announced that the 56th Street dedication and Community Festival would be held on Saturday, September 26 from 7:00 a.m. to 10:00 a.m. He announced that Dr. John Nalbandian from the University of Kansas will meet with the Council on October 22 to follow up on the discussion from the Council retreat on high performing local governments.

Council Member Syms updated the Council on the Advisory Committee on Public Safety. She stated that the committee met on June 25 and August 20. Their focus has been on improving communications and community outreach. The next meeting will be held on October 1. She also announced that she went on a ride along with a police officer and encouraged other Council Members to do the same.

**TOWN**  
*Of*  
**PARADISE VALLEY**



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**TOWN COUNCIL MEETING**  
**6401 E. LINCOLN DRIVE**  
**PARADISE VALLEY, ARIZONA 85253**  
**MINUTES**  
**Thursday, September 10, 2015**

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**1. CALL TO ORDER / ROLL CALL**

Mayor Collins called to order the Town Council Meeting for Thursday, September 10, 2015 at 4:00 p.m. in the Town Hall Council Chambers.

**COUNCIL MEMBERS PRESENT**

Mayor Michael Collins  
Council Member Jerry Bien-Willner  
Council Member Mary Hamway  
Council Member David Sherf  
Council Member Mark Stanton  
Council Member Maria Syms

Vice Mayor Paul Dembow was not present

**STAFF MEMBERS PRESENT**

Town Manager Kevin Burke  
Town Attorney Andrew M. Miller  
Town Clerk Duncan Miller  
Police Chief Peter Wingert  
Public Works Director/Town Engineer James P. Shano  
Community Development Director Eva Cutro  
Director of Administration and Government Affairs Dawn Marie Buckland  
Presiding Judge Tyrrell Taber

**2. STUDY SESSION ITEMS**

**Discussion of Municipal Court Appointment Process**

Town Manager Kevin Burke stated that the Mayor and Town Council are responsible for appointing the Town Manager, Town Attorney, Presiding Municipal Court Judge and the Associate Judges. He said the Council appoints and reappoints judges in September of odd numbered years.

Presiding Judge Tyrrell Taber described the history of Paradise Valley's all-volunteer bench. He explained the qualifications, selection, and review process for the judges who serve in the Town's Court.

**Discussion of "The Villas at Mountain Shadows II" Preliminary Plat located at the Southwest Corner Lincoln Drive and 56th Street**

Senior Planner Paul Michaud presented the Preliminary Plat for The Villas at Mountain Shadows II. The plat, located near Lincoln Drive and 56th Street, concerns 8 lots and one tract. The property will be used for resort residential at the Mountain Shadows Resort. He explained that the proposed preliminary plat was in conformance with the approved special use permit. He noted that there is no legislative discretion in the plat approval process. He said the Planning Commission voted 7-1 to recommend approval of the preliminary plat with five stipulations.

**Discussion of The Villas at Mountain Shadows Final Plat located at the Southwest Corner Lincoln Drive and 56th Street**

Mr. Michaud presented the Final Plat for The Villas at Mountain Shadows. He stated that this item concerns a 20-lot final plat for resort residential at the Mountain Shadows Resort. He reported that the final plat is in conformance with the approved Special Use Permit. He said the Planning Commission voted 6-1 to recommend approval of the final plat.

**3. EXECUTIVE SESSION**

**Council Member Hamway moved to go into Executive Session at 4:56 p.m.  
Council Member Bien-Willner seconded the motion which passed 6 – 0.**

Discussion and consultation with the Town Attorney to consider the Town's position and instruct the attorney regarding potential amendments to the Development Agreement with MTS Land LLC and MTS Golf, LLC regarding the Mountain Shadows Resort as authorized by A.R.S. §38-431.A.4 and legal advice regarding Special Use Permits as authorized by A.R.S. §38-431.A.3.

Discussion and consultation with Town Attorney to consider the Town Council's position and instruct the attorney regarding a potential development agreement with Five Star Development and / or an intergovernmental agreement with the City of Scottsdale for annexation / de-annexation of property as authorized by A.R.S. §38-431.A.4; and discussion or consultation for legal advice with the Town Attorney as authorized by A.R.S. §38-431.A.3.



# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Minutes - Final Planning Commission

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Tuesday, July 21, 2015

6:00 PM

Council Chambers

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### 1. CALL TO ORDER

Chairman Strom called the meeting to order at 6:00 p.m

### 2. ROLL CALL

**Present** 7 - Chairperson Dolf Strom, Commissioner Thomas G. Campbell, Commissioner Richard K. Mahrle, Commissioner Scott Moore, Commissioner Jonathan Wainwright, Commissioner Daran Wastchak and Commissioner Jeff Wincel

Staff Present:

Susan Goodwin, Acting Town Attorney  
Eva Cutro, Community Development Director  
Paul Michaud, Senior Planner  
George Burton, Planner

### 3. EXECUTIVE SESSION

There was no executive session called.

### 4. STUDY SESSION ITEMS

#### A. 15-118

Discussion of The Villas at Mountain Shadows Final Plat (FP 15-01)  
Southwest Corner Lincoln Drive and 56th Street

Paul Michaud gave a presentation covering the points in the action report.

Comments from the Planning Commission included the following:

- Commissioner Moore asked if the Town received an updated sewer capacity letter from the City of Phoenix. Mr. Michaud confirmed in the affirmative.
- Chairman Strom asked for clarification on the two fire flow letters from EPCOR. He stated one letter states there is sufficient flow and the other letter states EPCOR does not guarantee the adequacy of its water capacity for fire protection. Fred Fleet, engineer for the applicant, said his firm did the calculations and project will have adequate fire flow capacity. Commissioner Campbell suggested a stipulation to have the applicant explain the discrepancy between the two letters. Commissioner Wincel asked if the guarantee for fire flow is necessary for approval. It was stated

yes since the Town Code has minimum fire flow standards. Susan Goodwin stated that the Planning Commission can make a recommendation in approval that fire flow is clarified or demonstrated.

- Chairman Strom suggested adding a stipulation to add the word "only" to Note 9 on the plat to read, "Those portions of Tract B and Tract C which will be drivable surfaces to be utilized only by emergency vehicles shall be constructed with materials to be approved by the Fire Marshal."
- Commissioner Wainwright asked a question regarding process for stipulations and changes from when the Planning Commission makes its recommendation to when staff presents the application to Town Council.

## 5. ACTION ITEMS

### A. 15-119

Consideration of The Villas at Mountain Shadows Final Plat (FP 15-01) Southwest corner of Lincoln Drive and 56th Street

Chairman Strom opened the meeting for public comment at 6:25 p.m. Being none, public comment was closed.

**A motion was made by Commissioner Wastchak, seconded by Commissioner Mahrle, to forward to the Town Council a recommendation of approval for the Final Plat of The Villas at Mountain Shadows (FP-15-01), subject to the five stipulations in the action report and two additional stipulations. Stipulation 6 is to add the word "only" to Note 9 on the plat to read, "Those portions of Tract B and Tract C which will be drivable surfaces to be utilized only by emergency vehicles shall be constructed with materials to be approved by the Fire Marshal." Stipulation 7, regarding the will-serve letter from EPCOR to provide adequate water service for potable and fire flow, requires that "The applicant shall clarify with EPCOR its statement it does not guarantee the adequacy of its water capacity for fire protection." The motion carried by the following vote:**

**Aye:** 6 - Chairperson Strom, Commissioner Campbell, Commissioner Mahrle, Commissioner Moore, Commissioner Wainwright and Commissioner Wastchak

**Nay:** 1 - Commissioner Wincel

## 6. PUBLIC HEARINGS

There were no public hearing items.



**TOWN**  
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**TOWN COUNCIL MEETING  
6401 E. LINCOLN DRIVE  
PARADISE VALLEY, ARIZONA 85253  
SUMMARY MINUTES  
Thursday, May 14, 2015**

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**1. CALL TO ORDER / ROLL CALL**

Mayor Collins called to order the Town Council Meeting for Thursday, May 14, 2015 at 1:10 p.m. in the Town Hall Boardroom.

**COUNCIL MEMBERS PRESENT**

Mayor Michael Collins  
Council Member Bien-Willner  
Council Member Mary Hamway  
Council Member David A. Sherf  
Council Member Stanton  
Council Member Syms attended by telephone conference call.

**ABSENT**

Vice Mayor Paul E. Dembow

**STAFF MEMBERS PRESENT**

Town Manager Kevin Burke  
Town Attorney Andrew M. Miller  
Town Clerk Duncan Miller  
Interim Public Safety Director Larry Ratcliff  
Public Works Director/Town Engineer James P. Shano  
Community Development Director Eva Cutro  
Municipal Court Director Jeanette Wiesenhofer  
Interim Finance Director Kent Brooksby  
Information Technology Analyst Robert Kornovich  
Senior Financial Analyst Christine Covell-Granberg  
Senior Planner Paul Michaud  
Engineering Services Analyst Jeremy Knapp

**2. STUDY SESSION ITEMS**

**a. Discussion of Fiscal Year 2016 Budget**

Town Manager Kevin Burke continued the presentation of his recommended budget.

The following departments and programs were discussed: Town Attorney, Municipal Court, Finance & Information Technology, Capital Projects Program and health insurance. (Attached)

**b. Discussion of Mountain Shadows Preliminary Plat**

Senior Planner Paul Michaud presented the Preliminary Plat for The Villas at Mountain Shadows. Rick Carpinelli, Crown Development representing the owner, responded to questions from the Council. Planning Commissioner Jonathan Wainwright responded to questions from the Council regarding the 4-2 vote to recommend approval of the preliminary plat.

**Motion – Council Member Bien-Willner moved to enter Executive Session at 3:55 p.m. Council Member Hamway seconded the motion. Passed For: 6; Against: 0; Abstain: 0; Absent: 1**

**c. Advisory Committee on Public Safety Interviews**

*Staff Contact:* Mayor Michael Collins

Mayor Collins reconvened the Study Session at 4:10 p.m.

Council Member Syms arrived at 4:19 p.m.

The Mayor and Council interviewed the following residents who submitted applications to serve on the Advisory Committee on Public Safety:

Victoria Bellomo-Rosacci  
Richard Coulston  
Larry Fink  
Charlie Herf  
Paul Moore  
Jay Ozer  
Richard Post  
Jennifer Schwarz

Mayor Collins recessed the meeting at 5:23 pm.

Mayor Collins reconvened the meeting at 5:35 p.m.

**Continued Discussion of the FY 2016 Budget**

The Council gave the following direction on items added to the add/delete list:

- Police APX radios – keep in the budget
- Police tablet charging stations – keep in budget
- Community Development chroma meter – keep in budget
- Security improvements to the Council dais – do not include in budget

that Council Member Syms would chair the committee.

Council Member Syms stated that the committee will be a valuable tool in serving as a liaison between the police department and the community and continue the momentum started by the Public Safety Task Force.

**Motion - Mayor Collins moved to make the following appointments to the Advisory Committee on Public Safety:**

**Council Member Maria Syms, Chair**

**Victoria Bellomo-Rosacci**

**Larry Fink**

**Paul Moore**

**Jay Ozer**

**Richard Post**

**Jennifer Schwarz**

**Council Member Sherf seconded the motion.**

**Passed For: 6; Against: 0; Abstain: 0; Absent: 1**

**b. Approval of Mountain Shadows Preliminary Plat**

*Recommendation:* Approve the Villas at Mountain Shadows Preliminary Plat subject to the stipulations in the Action Report.

Council Member Syms left the meeting at 6:14 p.m.

Senior Planner Paul Michaud presented the preliminary plat for The Villas at Mountain Shadows.

Rick Carpinelli representing the applicant stated that the plat is in conformance with the approved SUP and Development Agreement. He reported that he met with the Mountain Shadows West neighbors and came to an agreement about items related to the golf cart path and corner vision. He stated that the developer would comply with the Council's decision regarding the fire access points recommended by the Fire Marshal but not recommended by the Planning Commission.

Resident Lyn Odin spoke in opposition to the fire access gate.

Mr. Carpinelli stated that if a fire access gate was required, the developer's design team would attempt to make the gate aesthetically appealing.

Resident Pat Dickinson stated that Mountain Shadows HOA resort committee reached an agreement on the developer regarding the width of the cart paths and landscaping.

**Motion - Council Member Hamway moved to approve the Villas at Mountain Shadows Preliminary Plat subject to the stipulations in the following stipulations:**

1. The Final Plat for The Villas at Mountain Shadows shall be in substantial compliance with the Preliminary Plat, Sheets 1-3, prepared by Coe & Van Loo Consultants, Inc. dated April 28, 2015.

2. The Final Plat for The Villas at Mountain Shadows shall include any and all necessary easements and/or tracts, including:
  - a. Easements and/or tracts for drainage within said plat that are consistent to the overall grading and drainage plans for the entire Special Use Permit (SUP) site, which shall be depicted on the Final Plat prior to recordation of said plat,
  - b. Easements and/or tracts for utilities, with said easements to be in the locations and widths as prescribed by the respective utility provider, with correspondence from said utility providers indicating that the identification of the final locations and widths of such easement(s) are in process given to the Town prior to Planning Commission recommendation of the Final Plat, and
  - c. The utility and driveway easements across Lots 129 and 131 of Mountain Shadow Resort Unit 2 – Amended VI as recorded in Docket 20140826758, M.C.R. that shall be duly recorded prior to Town Council approval of said Final Plat.
3. Prior to recordation of the Final Plat for said subdivision, the applicant shall provide to the Town Attorney a copy of the CC&R's or other documents for review to insure that all CC&R terms required under the SUP or other recorded agreements are part of the CC&Rs or other documents, including provision for maintenance of any drainage easements dedicated on the plat.
4. The final subdivision improvements shall be in substantial compliance with subdivision improvement plans approved by the Town Engineer and Community Development Department that address items such as sewer, water, grading, drainage, paving, landscaping, and irrigation. Prior to the recordation of the Final Plat, the applicant shall provide, subject to Town approval and consistent with the requirements set forth in the SUP and Development Agreement, all assurances necessary to guarantee completion of any improvements in the public right-of-way. The Town Engineer shall approve final subdivision improvement plans prior to the issuance of any building permit for a residential unit in said subdivision.
5. Within 30 days of approval of the Final Plat, the applicant shall submit to the Town mylars of the approved plans and an electronic version of these plans in a pdf format for the Town's permanent record.
6. The Map of "Mountain Shadow Resort Unit 2 – Amended VII" shall be approved by the Town and recorded prior to recordation of the Final Plat.

**Council Member Mark Stanton seconded the motion.**

**Passed For: 5; Against: 0; Abstain: 0; Absent: 2 (Dembow, Syms)**

**TOWN**  
*Of*  
**PARADISE VALLEY**



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**PLANNING COMMISSION MEETING**  
**6401 E. LINCOLN DRIVE**  
**PARADISE VALLEY, ARIZONA 85253**  
**SUMMARY MINUTES**  
**April 21, 2015**

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**1. CALL TO ORDER**

The meeting of the Town of Paradise Valley Planning Commission was called to order by Chair Strom at 6:00 p.m. He explained that the primary item this evening will be The Villas at Mountain Shadows Preliminary Plat. He stated that the order of the agenda will be an executive session, followed by the study session and public meeting on said plat, then the public meeting on the hillside rotation.

**2. ROLL CALL**

George Burton called the roll, noting there was a quorum.

*COMMISSIONERS PRESENT*

Dolf Strom, Chairman  
Thomas Campbell, Commissioner  
Jonathan Wainwright, Commissioner  
Scott Moore, Commissioner  
Daran Wastchak, Commissioner  
Jeff Wincel, Commissioner

*COMMISSIONERS ABSENT*

Richard Mahrle, Commissioner

*STAFF PRESENT*

Paul Michaud, Senior Planner  
George Burton, Planner  
Susan Goodwin, Acting Town Attorney  
Duncan Miller, Town Clerk

**3. EXECUTIVE SESSION**

At 6:02 p.m., Commissioner Wastchak moved the Planning Commission go into executive session to discuss legal matters regarding the Villas at Mountain Shadows Preliminary Plat agenda item. Commissioner Wainwright seconded the motion and it passed unanimously. The regular meeting resumed at 6:15 p.m.

#### 4. WORK STUDY SESSION

##### A. Discussion of The Villas at Mountain Shadows Preliminary Plat

Paul Michaud presented the topic per the Action Report. He focused on the three points raised at the April 7, 2015 Planning Commission meeting. These points were the corner vision at the southeast corner of Lot 12 adjoining the private roadway tract of Mountain Shadows West, the golf cart path on the subject property adjoining said private roadway tract and the 20-foot by 20-foot wide Emergency Access Easement (E.A.E) located on Tract C between Lots 12 and 13 of the Preliminary Plat.

During the course of the study session the applicant, Rick Carpinelli, and Scott McPherson, representative of the Resort Committee for the Mountain Shadows West Homeowners Association, spoke to clarify points.

**Corner Vision:** All parties' present expressed that they found the proposed 30-foot by 30-foot corner vision acceptable.

**Golf Cart Path:** It was noted that the Special Use Permit and Development Agreement do not require or specify any golf cart path locations. Also, these documents do not provide any design standards necessary to evaluate compliance to a proposed golf cart path. The plat itself will only show a tract(s) that includes golf cart usage along with the perimeter dimensions of said tract(s). Westroc (the resort owner), MTS Land LLC (the applicant for the Villas at Mountain Shadows) and the Mountain Shadows West Homeowners Association are working together on the final design of said path. Some concerns noted included the potential conflicts with golf cart drivers heading the opposite direction due to the one-way flow and potential conflicts with vehicles as the golf cart path adjoins the private roadway of Mountain Shadows West. The applicant noted that the newly proposed eight-foot setback wall staggers on the rear property lines along Lots 7-12 of the Preliminary Plat was a compromise.

**Emergency Access:** The Commissioners discussed the Town Fire Marshal's letter describing his reasoning for the access easement, along with prior conversations between the Fire Marshal and certain Commissioners. Said emergency access easement is not supported by the Mountain Shadows West Homeowners Association, claiming possible inverse condemnation and imposing new standards on an existing development. Discussion included that the Fire Marshal stated that the plat accommodates emergency access without said easement, said easement allows for another alternative emergency access point that builds in redundancy, the width of the private roadway of Mountain Shadows West and possible parked vehicles could limit turning movement and the actual use of said emergency access would likely be a rarity.

#### 5. ACTION ITEMS

##### A. Consideration of The Villas at Mountain Shadows Preliminary Plat

**Recommendation:** Forwarded a recommendation of APPROVAL with stipulations.

Directly following the study session discussion, the Planning Commission went into the public meeting. Scott McPherson reviewed the three points discussed during the study session.

**Motion – There were three motions. The first two motions failed. The first motion was the same motion as the third motion that was approved. The first motion failed by a vote of 2 – 4 (Commissioners Strom, Campbell, Wincel and Wastchak dissenting). The second motion removed the stipulation to delete the Emergency Access Easement. This motion failed by a vote of 2 – 4 (Commissioners Campbell, Wainwright, Wincel and Moore dissenting). A third motion passed whereby Commissioner Wastchak moved to recommend approval of the preliminary plat subject to the following stipulations. Commissioner Wainwright seconded the motion and it passed by a vote of 4 - 2 (Commissioners Strom and Campbell dissenting).**

1. The Final Plat for The Villas at Mountain Shadows shall be in substantial compliance with the Preliminary Plat, Sheets 1-3, prepared by Coe & Van Loo Consultants, Inc. dated April 9, 2015.
2. The Final Plat for The Villas at Mountain Shadows shall include any and all necessary easements and/or tracts, including:
  - a. Easements and/or tracts for drainage within said plat that are consistent to the overall grading and drainage plans for the entire Special Use Permit (SUP) site, which shall be depicted on the Final Plat prior to recordation of said plat,
  - b. Easements and/or tracts for utilities, with said easements to be in the locations and widths as prescribed by the respective utility provider, with correspondence from said utility providers indicating that the identification of the final locations and widths of such easement(s) are in process given to the Town prior to Planning Commission recommendation of the Final Plat, and
  - c. The utility and driveway easements across Lots 129 and 131 of Mountain Shadow Resort Unit 2 – Amended VI as recorded in Docket 20140826758, M.C.R. that shall be duly recorded prior to Town Council approval of said Final Plat.
3. Prior to recordation of the Final Plat for said subdivision, the applicant shall provide to the Town Attorney a copy of the CC&R's or other documents for review to insure that all CC&R terms required under the SUP or other recorded agreements are part of the CC&Rs or other documents, including provision for maintenance of any drainage easements dedicated on the plat.
4. The final subdivision improvements shall be in substantial compliance with subdivision improvement plans approved by the Town Engineer and Community Development Department that address items such as sewer, water, grading, drainage, paving, landscaping, and irrigation. Prior to the recordation of the Final Plat, the applicant shall provide, subject to Town approval and consistent with the requirements set forth in the SUP and Development Agreement, all assurances necessary to guarantee completion of any improvements in the

public right-of-way. The Town Engineer shall approve final subdivision improvement plans prior to the issuance of any building permit for a residential unit in said subdivision.

5. Within 30 days of approval of the Final Plat, the applicant shall submit to the Town mylars of the approved plans and an electronic version of these plans in a pdf format for the Town's permanent record.
6. The applicant shall delete from the Preliminary Plat the 20-foot by 20-foot wide Emergency Access Easement (E.A.E) located on Tract C between Lots 12 and 13 of the Preliminary Plat.
7. The applicant shall revise Tract C to include the 8-foot setback wall staggers on the rear property lines along Lots 7-12 of the Preliminary Plat as shown on Sheet LH002, Preliminary Hardscape Plans, prepared by CVL Consultants dated April 21, 2015.
8. The applicant shall correct the southern perimeter lot dimension of Lot 15 of the Preliminary Plat.

**Passed**

**For: 4; Against: 2; Abstain: 0; Absent: 1**

**B. Consideration of Hillside Building Committee Rotation Schedule.**

There was no discussion or public comment made.

**Motion –Commissioner Campbell moved to recommend approval of the changes to Section 2-5-6, Hillside Building Committee, of the Town Code with the following stipulations. Commissioner Wincel seconded the motion and it passed unanimously.**

- A. Hillside Building Committee (HIBCO) established to review applications for building permits in a Hillside Development Area.
- B. Committee shall consist of three (3) members of Planning Commission and two citizens, all of whom shall be appointed by the Mayor and confirmed by the Town Council. Citizen members must be Town residents but may not be members of the Planning Commission or Town staff.
- C. Term of citizen members shall be two (2) years. The first appointees shall serve individual terms of one year and two years. The terms of the members of the Planning Commission shall coincide with their terms of office, however such members shall serve on the Committee ~~via for six month staggered intervals according to a bi-annual rotation schedule proposed by the Mayor and confirmed by the Town Council. The rotation schedule shall also designate the member who shall serve as Chair.~~
- D. **The Hillside Building Committee members shall select the Hillside Committee Chair.**