



Town of Paradise Valley

6401 E Lincoln Dr
Paradise Valley, AZ 85253

Minutes - Draft

Planning Commission

Tuesday, October 15, 2019

6:00 PM

Council Chambers

1. CALL TO ORDER

STAFF MEMBERS PRESENT

Town Attorney Andrew M. Miller
Community Development Director Jeremy Knapp
Senior Planner Paul Michaud

2. ROLL CALL

Present 5 - Commissioner Jonathan Wainwright
Commissioner Charles Covington
Commissioner Pamela Georgelos
Commissioner Orme Lewis
Commissioner Daran Wastchak

Absent 2 - Commissioner James Anton
Commissioner Thomas G. Campbell

3. EXECUTIVE SESSION

None

4. STUDY SESSION ITEMS

- A.** 19-355 Discussion of Upcoming Planning Commission Annual Update to Town Council
- Jeremy Knapp, the Community Development Director, stated that the Planning Commission annual update to the Town Council will be either in November or the first meeting of December. He told the Commissioners that this presentation allows the Planning Commission opportunity to provide any questions or concerns. Mr. Knapp asked Vice Mayor Moore if he had anything he wanted to add.
- Vice Mayor Moore replied that the Town Council wanted to know if the Planning Commission had any issues throughout the year or any problems that could be fixed regarding communication. If they had any issues with policies, he would bring those back to the Town Council for further discussion.

Chairman Wainwright asked if it is an appropriate time for them to address issues that they wanted to discuss in the future.

Vice Mayor Moore replied that it would be an appropriate time to address such issues.

Chairman Wainwright stated that he had interest in legal nonconforming lots. He gave the example of a 10,000 square-foot lot, noting house size and setback challenges.

Vice Mayor Moore replied that this specific example is more of a legal matter.

Andrew Miller, Town Attorney, gave an example of land zoned R-43 and sized around 32,000 to 34,000 square feet. He stated the Town could look at different zoning categories or modification of standards.

Commissioner Georgelos suggested this topic may be best reviewed as part of the General Plan update.

Mr. Miller replied that the General Plan would be where to start when talking about this issue. He also brought up the possibility of future lot splits should undersized properties be rezoned a different zoning district. Mr. Miller further spoke on the history of the R-175 rezoning process.

Vice Mayor Moore replied that there have been many people who have built to the Town standards, and so the specific builder for these undersized lots should be able to conform to the standards in place today.

Commissioner Lewis stated that there might be future homeowners confused about their zoning, because their builders never explained their setbacks for their lot. This would give the homeowners a false sense that they could change their lot however they pleased.

Commissioner Georgelos, on the issue of lot splits and subdivisions, noted that the Planning Commission gets comments from residents against these matters even though the proposal meets Town requirements. She thought an underlying issue relates to how the Town wishes to grow and housing sizes. If the houses are not the desired size, then there can be discussion on what requirements are needed to be put into place to create the type of houses desired for the Town's growth.

Mr. Miller described a prior Town issue with panhandle/flag lots. The Town stopped most of these lots in 1999 and 2000 by putting in codes that the private roads must be the same dimensions as a public road.

Vice Mayor Moore agreed with Mr. Miller. He added that drainage is a major issue near McDonald Drive, which makes it difficult for lot owners to meet requirements; reducing the setbacks could help.

Commissioner Lewis replied that there are still families who want smaller houses.

Chairman Wainwright asked Vice Mayor Moore if there was anything specifically that the Town Council wanted them to address or if he had any suggestions.

Vice Mayor Moore stated that the Planning Commission rules and procedures that had never be completed were going to be looked at and moved forward. This is a point for the upcoming presentation.

Vice Mayor Moore stated that the Planning Commission update to the Town Council is set for December 5, 2019.

Chairman Wainwright asked the Vice Mayor if he wanted each Commissioner to make their own presentation or if they just wanted one presentation.

Vice Mayor Moore replied that they were not looking too extend the presentation time, but more than one person could speak on the single presentation.

Mr. Knapp added that the 1,500-foot noticing radius is a topic Planning Commissioner Campbell frequently notes as being excessive, particularly noticing into adjoining communities.

Chairman Wainwright commented that noticing is a good topic.

Vice Mayor Moore stated that these are all good work study topics and topics to bring to the Town Council retreat, but these may not be appropriate topics for the upcoming Planning Commission presentation.

Commissioner Wastchak asked if Chairman Wainwright had any issues that would fall under what Vice Mayor Moore wanted for the presentation.

Chairman Wainwright explained that at a previous meeting, they had voiced frustration about the Hillside Committee rotation of the Commissioners. The present rotation results in creating some issues with the Commissioners not having seen a previous presentation on the same request. He stated that having the Planning Commissioners be on the committee works well, but he didn't think it was appropriate to constantly rotate them. He thought a good possibility was having two Commissioners and three permanent citizen members. It would be a good opportunity for more citizens to become involved.

Commissioner Wastchak agreed with Chairman Wainwright in making three citizens permanent and having two Commissioners rotate on and off the committee.

Commissioner Covington commented that there should be continuity with the Hillside Committee chairperson.

Chairman Wainwright agreed that the Hillside Committee chairman is best a permanent citizen member.

Vice Mayor Moore replied that this is a good topic, but not for discussion at the Town Council presentation. The Town Council would take this issue back to the Town Council retreat. He then introduced Mayor Bien-Willner into the discussion.

Mayor Bien-Willner stated that the permanent citizen member was a good idea. The Town Council meeting would be good to present anything that could be improved. The presentation is mostly about suggesting ways the Town Council could improve things and presenting a bit about what the Planning Commission was working on.

Chairman Wainwright replied that there was not a strong desire for changes.

Mayor Bien-Willner thanked the Planning Commission for volunteering their time to serve the people of the Town. He suggested the Planning Commission can provide any requested items for the Town Council retreat to the Vice Mayor.

Chairman Wainwright asked when the date was for the Town Council retreat.

Mayor Bien-Willner replied that it was to be determined.

Chairman Wainwright commented that he would get discussion items to Vice Mayor Moore. He complimented Mayor Bien-Willner at appointing a good team of diverse people who worked well together on the Commission and Council.

Mayor Bien-Willner thanked the Commission again and stated that he had to leave.

Vice Mayor Moore commented that the Town Attorney does a good job of relaying information from the Planning Commission meetings to the Town Council.

Commissioner Wastchak asked if the Town Council could share the Town Council retreat agenda with the Planning Commission. He suggested there may be discussion on the Statement of Direction (SOD) process and how information moves back and forth between Commission and Council.

Vice Mayor Moore replied that the Town Council could talk about the SOD process and any other topics on how they could improve.

Commissioner Wastchak believed that the SOD process worked well and is an effective way in communicating between the Commission and the Council. He believed there was still room to make it a smoother process.

Vice Mayor Moore replied that communication is vital and helps the Council to know what the Planning Commission looks at in depth.

Commissioner Georgelos commented that they had a lot of community involvement with the Planning Commission this past year. She wondered how they could address citizens that had concerns regarding projects. She wanted to make sure the Town was meeting the needs of not only the applicants, but also the neighbors.

Vice Mayor Moore commented that the Planning Commission was doing a good job addressing citizens' concerns. The Town Council is working on improving communication with the community.

Commissioner Georgelos replied that many applicants do a good job in spreading information. She finds that the applicants of the Town always felt heard when they meet with the Planning Commission. She added that staff does a good job in sharing information, but the Town could always improve communication with residents.

Vice Mayor Moore thought that communication with the citizens was key. The Town has major upcoming projects that would affect them in design and during the construction process. Most people do not get involved until it directly affects them. He wants to make sure the community is involved.

Commissioner Covington found it frustrating that many citizens did not become involved until something directly affected them. He did not know how to get them involved more.

Mr. Knapp commented that it is a matter of timing and citizens could be notified earlier before the hearing.

Commissioner Wastchak agreed with Mr. Knapp.

Mr. Knapp thought it is possible to create a planning website that gets updated regularly and other suggestions such as a property posting earlier in the process. It was noted that larger signs might be necessary.

Commissioner Wainwright stated people get familiar with seeing the signage that they usually did not even read the information it relays.

Vice Mayor Moore commented that the Town needs to notify the citizens about Town hearings long before they occur. The citizens also needed to keep one another informed on projects they know are occurring.

Commissioner Lewis thought that many applicants hated the hoops they had to jump through, but in the long run, it is better because everyone is more informed.

Chairman Wainwright asked if anyone had anything else to add. He told everyone to remember the Planning Commission update to the Town Council will occur on December 5, 2019.

No Reportable Action

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

None

7. CONSENT AGENDA

A. 19-337 Approval of August 20, 2019 Planning Commission Minutes

A motion was made by Commissioner Wastchak, seconded by Commissioner Georgelos, to approve the August 20, 2019 minutes. The motion carried by the following vote:

Aye: 5 - Commissioner Wainwright, Commissioner Covington, Commissioner Georgelos, Commissioner Lewis and Commissioner Wastchak

Absent: 2 - Commissioner Anton and Commissioner Campbell

8. STAFF REPORTS**9. PUBLIC BODY REPORTS****10. FUTURE AGENDA ITEMS**

Mr. Knapp reviewed possible items for the next meeting.

Commissioner Wastchak stated he will not be in attendance at the November 5th meeting.

Chairman Wainwright asked the Commissioners to think about what they wanted to present to the Town Council on December 5th.

11. ADJOURNMENT

A motion was made by Commissioner Wastchak at 6:47 p.m., seconded by Commissioner Georgelos, to adjourn the meeting. The motion carried by the following vote:

Aye: 5 - Commissioner Wainwright, Commissioner Covington, Commissioner Georgelos, Commissioner Lewis and Commissioner Wastchak

Absent: 2 - Commissioner Anton and Commissioner Campbell

Paradise Valley Planning Commission

By: _____
Jeremy Knapp, Secretary