



Town of Paradise Valley

6401 E Lincoln Dr
Paradise Valley, AZ 85253

Minutes - Draft

Planning Commission

Tuesday, July 21, 2020

6:00 PM

Council Chambers

**IN-PERSON ATTENDANCE AT PUBLIC MEETINGS HAS BEEN SUSPENDED UNTIL
FURTHER NOTICE. WATCH LIVE STREAMED MEETINGS AT:
<https://paradisevalleyaz.legistar.com/Calendar.aspx>**

1. CALL TO ORDER

Chairman Wainwright called the meeting to order at 6:05 p.m. allowing time for all Commissioners to enter remotely to the meeting.

STAFF MEMBERS PRESENT

Town Attorney Andrew M. Miller attended remotely
Planning Manager Paul Michaud
Senior Planner George Burton
Town Engineer Paul Mood attended remotely

2. ROLL CALL

Present 7 - Commissioner Jonathan Wainwright
Commissioner Charles Covington
Commissioner Pamela Georgelos
Commissioner Daran Wastchak
Commissioner Orme Lewis
Commissioner Thomas G. Campbell
Commissioner James Rose

3. EXECUTIVE SESSION

None

4. STUDY SESSION ITEMS

- A. [20-312](#) Continued Discussion of a Major Special Use Permit Amendment (SUP-18-05) - 7101 E Lincoln Drive - Smoke Tree Resort
- Paul Gilbert, project representative, highlighted some of the changes they have made as a result of comments from the last Planning Commission meeting including changes to the landscape plan. He assured the Commission that a roof top bar was not included in their plans. He explained, the third-floor amenities consisted of self-serve snacks for guests only, work space, seating

areas, restroom, exercise space, and hotel storage. He clarified that there will be no outdoor speakers or after hours access.

Mr. Gilbert reviewed the Statement of Direction (SOD) standards and addressed how the resort complied with each standard. He shared that it met the use requirement since the properties primary function was as a resort and with accessory uses including a restaurant and coffee shop which are primarily intended for hotel guests. He shared that the resort met the setback standards under the SOD and pointed out how they have altered their plans to reduce any potential noise issues including placement of amenities and balconies.

Mr. Gilbert commented that the applicant team is working to finalize an acoustical study, and indicated this study is in compliance with the SOD. He addressed the traffic, access, and circulation SOD standards and efforts done to comply. He pointed out that the applicant wanted to further discuss what the Town wants versus what the Town needs for the dedication on Lincoln Drive since the requested 65 feet of dedication would kill their project.

Paul Michaud, Planning Manager, provided an overview of the project including a project summary. He noted that no new comments had been made since the last meeting and two citizens expressed concerns with density at the last meeting. He then pointed out a list of things that had and had not been provided by the applicant as requested by the Commission at the last meeting.

Mr. Michaud reviewed some of the efforts made to lower the resorts impact to adjacent uses, including no balconies on the exterior side of the resort, three-foot-tall parking lot screen walls, and designated loading area located away from nearby residence and resorts. He pointed out that other potential impacts to adjacent properties would need to be more fully discussed including noise, light, and traffic.

Mr. Michaud presented further details on the proposed and requested setback standards for principle and accessory structures. He indicated that they met the setback requirements. He presented a brief overview of the landscape and parking setbacks which currently did not meet the guidelines but would be discussed further at the August 4, 2020 meeting.

Mr. Michaud continued his presentation addressing information provided in the traffic study which included sight and visibility, access, and parking. He noted that there was a need to secure more appropriate cross access easements and that there was a discrepancy on the amount of parking and valet spaces between studies. He shared that the Town was working on a sidewalk project along Lincoln Drive which the property owner was coordinating with the Town. He shared several other details concerning other sidewalks and walkways along and inside the site.

Mr. Michaud provided further detail regarding the right-of-way. He noted that the General Plan called for a 65 foot right-of-way from the centerline, but the applicant was proposing 45 feet and 6 inches. He pointed out that the current right-of-way was 33 feet and that a 65 foot right-of-way would impact parking as well as building design plans.

Chairman Wainwright opened up the meeting for public comment on the item. No public comments were offered.

Commissioner Rose asked why the parking study projected 50% of the parking for the event lawn and pavilion would come from the resort.

Mr. Gilbert explained that the parking discussion is set for the August 4, 2020 meeting and the applicant team will work through those numbers more before then.

Taylor Robinson, property owner, stated with the nature of the resort and the resources on site that if an event for 100 people would be booked on the event lawn they would require a portion of the attendees to book a block of rooms and that occupancy numbers would not create an issue with the parking numbers.

Commissioner Rose stated that he did not have concerns with the third-floor amenities.

Commissioner Wastchak asked if the plan is to use the Lincoln Plaza Medical Center parking lot for overflow parking. He noted that may alleviate some of the parking issues for evening events.

Paul Mood, Town Engineer, responded that the applicant provided a shared parking agreement with the medical center for 25 spaces. He added that the agreement indicated the spaces could not be used by employees and that they would be available from 5:30 p.m. to 7:00 a.m. He noted that it was a month to month agreement.

Commissioner Rose expressed concern that it was limited to only 25 spaces and that it was quite a distance for valet parkers to get the cars to that area.

Mr. Mood indicated he could address these details further at their next meeting.

Commissioner Wastchak expressed that he hoped the project would include no amplified music in their stipulations.

Mr. Gilbert replied that his client is willing to accept that stipulation.

Commissioner Campbell commented that he appreciated the change in tree type and layout to improve the screening on the south side. He added that as long as the applicant can accomplish what the Town wants to do he was fine being somewhat flexible with the width of the right of way dedication. He added that he was grateful for the further detail on the third-floor space and the decision to not allow any amplified music.

Commissioner Georgelos stated she valued the changes made in response to the Commissioners' previous comments. She indicated that she would still prefer having some of the changes made to the third-floor amenities included in the stipulations to ensure what the use of the space will be. She indicated that she still had concerns with parking for the site. She added that she is

concerned about the future growth of Lincoln Drive and was not comfortable with the proposed smaller dedication.

Commissioner Wastchak pointed out that Commissioner Georgelos comments about needing to plan for the future growth on Lincoln Drive were valid. He asked Mr. Mood if he felt the Town were really losing concerning future needs and capacity by allowing for the smaller right-of-way.

Mr. Mood explained that Lincoln Plaza Medical Center has dedicated 40 feet of right-of-way next to a sidewalk and utility easement that ranges from approximately 8 feet to 17. He clarified that theoretically meant that the Town would not be able to widen the roadway in front of Lincoln Plaza Medical Center. He shared that other areas along Lincoln Drive ranged from 40 feet to 65 feet, which would require the Town to acquire additional land to add in a third lane. He remarked that the proposed 45 feet and 6 inches gave the Town enough room for two lanes of traffic in both directions in addition to a right turn deceleration lane and sidewalk along the road.

Mr. Mood stated that the reduced width may not allow for future drainage or utility improvements in the right-of-way. He explained that the current Lincoln Drive Improvement Project storm drains were already covered and that utility companies would need to work with Lincoln Plaza Medical Center and Smoke Tree Resort to relocate utilities within the 45 feet.

Commissioner Wastchak asked if there was anything more to do as far as traffic was concerned if additional lanes could not be added.

Mr. Mood shared some of the improvements the Town is making with the Lincoln Drive Improvement Project including changes to optimize traffic signal timing and turning lane additions.

Commissioner Georgelos inquired why staff recommended the 65-foot dedication.

Mr. Mood stated that per the General Plan staff asks for the 65 feet, but the SUP process allows for negotiations.

Andrew Miller, Town Attorney, clarified staff always asks for 65 feet, but on some projects have taken less or in different formats through a negotiation process and depending on the individual situation of each property. He pointed out that requiring the 65 feet would put a hardship on the applicant in regard to their site plan and parking.

Commissioner Georgelos expressed that she would take into consideration the comments that had been made, but still felt uncomfortable that the reduced width decreased flexibility for future improvements.

Commissioner Covington inquired on the exact numbers.

Mr. Michaud replied the proposal was for a 45-foot and 6-inch dedication with no additional easement.

Mr. Miller pointed out that with many of the other developments there was a 40-foot right-of-way with an additional 25-foot easement which allowed for more possible future flexibility.

Commissioner Georgelos suggested that if the Town does not require the full 65 feet for the right-of-way dedication that the Planning Commission might consider a larger additional dedicated easement.

Commissioner Covington commented that the change from a lounge room to an exercise room was a big improvement on the third floor amenity.

Commissioner Lewis stated he believed the third floor was going to be for socializing and not for exercise.

Mr. Robinson replied that the Commission suggested some additional uses, including a fitness facility, that would make the site more of a resort than a hotel which they felt was an appropriate use on the third floor.

Commissioner Lewis remarked that he would prefer the development being limited to two stories.

Mr. Robinson pointed out that in the traffic study done for Lincoln Plaza Medical Center there was five times as many cars that would visit that site then the resort. He commented that the proposed traffic light timing changes were recommended to happen regardless of what development does or does not happen at the Smoke Tree Resort site.

Commissioner Georgelos noted that in general she is not in favor of the third-floor heights, but noted the project meets the 36-foot height requirement. She shared that she still felt it was a very dense development which is driving some of the issues.

Chairman Wainwright stated that he was comfortable with the reduced right-of-way as long as the Town was comfortable that what it needed for dedication. He shared that he is enthusiastic about the third-floor element since it will create some architectural interest as well as a nice gathering space.

Mr. Michaud asked for further information from the Commission regarding timing of public meetings.

Chairman Wainwright indicated he would like to see the public meetings take place at the earliest date possible.

Commissioner Georgelos recommended giving themselves some more time since there are still several issues that need to be addressed.

Mr. Gilbert stated they were flexible and willing to accommodate anything that needs to be done.

Further discussion was made on a tentative schedule moving forward.

Commissioner Rose inquired how Mr. Robinson arrived at the density of 122 guest rooms.

Mr. Robinson explained that they had to consider what number of rooms it would require to justify resort operations without relying on the prevalence of accessory uses that would otherwise bridge the gap.

Commissioner Rose asked who their competitors were for this project.

Mr. Robinson replied the resort will be in the four-star category and is most like the Montelucia resort.

Commissioner Rose commented that the project lacks many of the resort amenities and was concerned about the density. He inquired if the pavilion space was included in the traffic study.

Mr. Robinson responded he did not know, but would look into that and respond as soon as possible. He shared that the traffic engineer will be present at the August 4, 2020 meeting as well.

Mr. Robinson provided an explanation on why it was currently a month to month contract including restrictions on the medical center site. He noted that hopefully by the August 4, 2020 meeting there will be consensus on what the peak parking demand will be and if this project can meet that requirement on their own without the additional parking agreement with Lincoln Plaza Medical Center.

Chairman Wainwright suggested they move forward with scheduling the public meetings as soon as possible.

Mr. Michaud clarified that they would move forward with having the applicant send out a notice for a neighborhood meeting in mid-August, a Planning Commission Citizen Review on September 1, 2020, and a hearing date on September 15, 2020. He noted that if dates changed the applicant would be required to send out new noticing.

No Reportable Action

B. [20-313](#)

Discussion of Changes to Rules of Procedure for the Planning Commission

Mr. Miller provided background information on the item. He pointed out some of the major issues the Town had, which included late submittals of materials by applicants and general public, clarity on the allotted speaking times, and timing requirements and agenda setting requirements for motions to reconsider a motion or action taken at a prior meeting. He indicated that all the changes had been highlighted in the document.

Mr. Miller pointed out some additional changes, one of which was additional clarification on the application requirements. He noted that the Town will no

longer consider an application complete until all the documentation has been received. He noted that application material needed to be submitted five days prior to the date and time that the agenda packets are distributed to the Commission. He shared additional changes to submittal deadlines including earlier submission of any digital presentations from applicants among others.

Mr. Miller shared that speaking times were often limited to three minutes, but a spokesperson for a group may be allotted more time to speak by the chair, but not in excess of 15 minutes. He pointed out some specific changes made to the procedures for motions to reconsider. He clarified that an item that has received a passing motion to be reconsidered will be discussed at the meeting in which it received the motion to be reconsidered. He encouraged members of the Commission to read over the changes and contact him with any further questions. He suggested that the Planning Commission could discuss the item further at a study session.

Commissioner Wastchak asked if the training manual that was also provided to them was cited in the resolution document they reviewed.

Mr. Miller replied that it did not.

Commissioner Wastchak commented that their copies of the document did not have the changes highlighted which made it more difficult to identify what language had been changed.

Mr. Miller indicated that he could send them the redline version as well.

Commissioner Georgelos stated that it might be helpful to have a redline version in their packets for future discussions, so they can make comparisons to the previous version.

No Reportable Action

5. PUBLIC HEARINGS

None

6. ACTION ITEMS

None

7. CONSENT AGENDA

None

8. STAFF REPORTS

Mr. Michaud announced that the Town recently hired a part time Special Projects planner named Loras Rauch who will be starting next week. He indicated the position was temporary and that she would be assisting the Planning Department while the Community Development Director position

remained vacant.

Commissioner Wastchak inquired what the plan was for the Community Development Director position.

Mr. Michaud stated his understanding is that the Town was not looking to fill the position immediately. He added that he was unsure of the timeline but did not believe they would be seeking out a new director for the remainder of this year.

Commissioner Wastchak expressed concern that they were going through a General Plan Amendment without a director.

Mr. Michaud noted that one of the roles of the temporary position was to help manage the General Plan.

9. PUBLIC BODY REPORTS

Commissioner Wastchak pointed out that the recent newsletter did not include plans for a pull in/drop-off area for the La Cholla trailhead and was concerned that traffic and safety would be a problem if it happened on Invergordon Road. He inquired if anyone had brought the topic up with the City of Phoenix.

Mr. Michaud indicated that issue was discussed in a recent staff meeting and that a staff member was supposed to reach out to the City of Phoenix about it.

Commissioner Wastchak requested that they gather further information on that issue.

Mr. Miller stated that it was his assumption that wherever the location of the new trail head will become the unofficial drop-off area and that the Town Manager was talking with the City of Phoenix to get more information on where that will be and how a drop-off will work.

10. FUTURE AGENDA ITEMS

Mr. Michaud announced that the next meeting was scheduled for August 4, 2020. He shared that there was only one agenda item which was the continued discussion of Smoke Tree. He shared that they will likely have additional items on their agendas as they get into September.

11. ADJOURNMENT

A motion was made by Commissioner Wastchak at 8:48 p.m., seconded by Commissioner Campbell, to adjourn the meeting. The motion carried by the following vote:

Aye: 7 - Commissioner Wainwright, Commissioner Covington, Commissioner Georgelos, Commissioner Wastchak, Commissioner Lewis, Commissioner Campbell and Commissioner Rose

Paradise Valley Planning Commission

By: _____
Paul Michaud, Secretary