

Minutes
TUSAYAN PLANNING AND ZONING COMMISSION MEETING
PURSUANT TO A.R.S. § 38-431.02 & §38-431.03
Tuesday, March 27th, 2018 at 4 pm
TUSAYAN TOWN HALL BUILDING
845 Mustang Drive, Tusayan Arizona

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Tusayan Planning and Zoning Commission, the Tusayan Town Council, and to the general public that the commission will hold a meeting open to the public on March 27, 2018 at the Tusayan Town Hall Building. The commission may change, in its discussion, the order in which any agenda items are discussed during the course of the meeting.

Persons with a disability may request a reasonable accommodation by contacting the Town Manager (928) 638-9909 as soon as possible.

As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you silence it at this time to minimize disruption of today's meeting.

PLANNING AND ZONING COMMISSION SUMMARIZED MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Robert Gossard called to the meeting to order at 4:05 p.m. and led the Pledge of Allegiance.

2. ROLL CALL

Upon roll call, the following were present:

CHAIR ROBERT GOSSARD
VICE CHAIR JANET ROSENER
COMMISSIONER CLAYANN COOK
COMMISSIONER ANAVON HARRIS

Also Present were:

Bruce Northern, Town Clerk
Zijun Liang, Administrative Assistant
Lawrence Tomasello, Town Engineer

3. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA

Members of the public may address the Commission on items not on the printed agenda. The Commission may not discuss, consider or act upon any matter raised during public comment. Comments will be limited to three minutes per person.

4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

Discussion about Planning and Zoning Commissioner Vacancy. Commission then commenced lengthy discussion on the process moving forward and assuring that we had all comments from the public, as well as comments and corrections brought forward by Attorney Oberholtzer.

5. CONSENT AGENDA

Approval of the Minutes of the Meeting held on 02/27/18

Vice Chair Rosener made a motion to approve the Consent Agenda. Commissioner Cook seconded the motion and it passed on unanimous vote, 4-0.

6. DISCUSSION ITEMS

A. Review of proposed changes to Sec. 14 (Special Uses and Conditions) and Sec. 15 (Off-Street Parking) per discussion at 2/27/18 meeting.

Town clerk Northern read a letter from Attorney Oberholtzer with commentary on the review from the previous meeting. Engineer Tomasello explained how those changes had been implemented and offered lengthy commentary on the process.

B. Discussion of proposed changes to Sec. 13 (Special Purpose Zones)

Commissioner Cook asked for some clarification on the difference between 13.1 and 13.11. Engineer Tomasello explained the minor differences between the sections. He explained that he'd made minor changes to the sections to remove unnecessary verbiage. Also, he stated most of the changes in the following sections were assuring that relevant provisions were all included in the table rather than having some in and some out.

The Oberholtzer letter mention that design review was only required for additions to existing structures that were more than 50% increase in the structure- that the percentage was too large, suggesting that 5 or 10% would be a reasonable threshold.

Clarinda Vail, Red Feather, rose and stated that the town had worked hard to enact Dark Sky and DRO, and had always wanted to maintain safety and aesthetic considerations in our building inventory. She felt that this percentage was too high and didn't continue with the towns previous positions. She also noted that this did not support the town's General Plan.

The commissioners engaged in discussion about this threshold amount and decided that any size addition to an existing structure should require design review.

The Oberholtzer letter addressed the proposed change requiring CC&R be reviewed by the town prior to final approval. The commission engaged many questions about when this would be necessary as the towns code would be the controlling factor is the CC&R was less restrictive.

After protracted questioning of Engineer Tomasello the commission decided that a copy of any CC&Rs would be included in the review but the town had no compelling need to mandate approval of property owner regulations.

The Oberholtzer letter also asked why condos had regulations in Section 14 when there was a separate section specifically for condos and asked for clarifications of some language in the section. Engineer Tomasello explained that this error was due to the piecemeal nature of the process and explained that the would be removed to the proper section. In addition, the letter asked for clarification of the process for variance in fence heights above the allowed 6 feet. Commissioners felt that this should go to a permit review by the zoning admin instead of a CUP. Engineer Tomasello disagreed, but the commissioners felt that it should require a permit and review and instructed staff to rewrite the section accordingly.

Commissioner Harris made a statement that due to the transient nature of the town's population, the zoning rules must be clear and concise and not based on issues of the moment- this will assure continuity and trust in the code by future decision makers and the residents.

The Oberholtzer letter also noted provisions that would possibly reduce the amount of available parking space in town and asked that the commission reconsider. Clarinda Vail mentioned that we were already looking at visitors parking on the street

