

**MINUTES OF THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION HELD ON FEBRUARY 27, 2018 AT 7:00 PM IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA**

**1. CALL TO ORDER**

Chairman Johnson called the meeting to order at 7:00 PM.

**2. ROLL CALL**

COMMISSION MEMBERS PRESENT: Chairman Bill Johnson, Vice Chairwoman Debbie Robertson, Commissioner Eric Bishop, Commissioner Kathleen Behrends, Commissioner Brandt Clark and Commissioner Jon Adams

COMMISSION MEMBERS ABSENT: Commissioner James "Don" Berry

STAFF MEMBERS PRESENT: Justen Tregaskes, Planning and Zoning Director; Morgan Brown, City Attorney; Katie Fechtelkotter, Planner and Kim Seales, Administrative Assistant

GUESTS: Sylvia and Larry Koppen, and Travis Douglas

**3. INVOCATION**

Chairman Johnson gave the invocation.

**4. PLEDGE OF ALLEGIANCE**

Vice Chairwoman Robertson led the Commission and audience in the Pledge of Allegiance.

**5. OLD BUSINESS**

None

**6. NEW BUSINESS**

- A. Consideration of Conditional Use Permit 602-04-207 submitted by All Mountain RV Service & Supply LLC to allow for RV sales, service and storage on property located at 3701 S. White Mountain Road, that being A.P.N. 210-33-022.

A Conditional Use Permit (CUP) application has been submitted by All Mountain RV Service & Supply LLC to allow for RV sales, service and storage on property located at 3701 S. White Mountain Road, that being A.P.N. 210-33-022

The subject property was previously utilized by American Fence Co. All Mountain RV Service & Supply LLC has recently purchased the subject property and relocated from its previous location in Lakeside. Recreational vehicle sales, service and storage is allowed within the C-2 (General Commercial) zone through a CUP.

As shown on the submitted site plan, the applicant has indicated that all RV repair and service will be done within the covered area of the existing building. RVs that are for sale will be displayed near the front of the property and RV storage will be located to the rear of the property. The applicant also stated that they already have arrangements in place to properly dispose of any hazardous materials.

The current zoning of the surrounding properties includes:

North: C-2 (General Commercial)  
South: PUD (Planned Unit Development)  
East: AR-43 (Agricultural-residential, forty thousand square feet)  
West: C-R (Commercial-Residential) County

The current land uses of the surrounding properties include:

North: Vacant Commercial  
South: Tractor Supply  
East: Rancho Mobile Home Park  
West: Vacant commercial

Transmittal memos were sent to all affected agencies. Applicable comments received include:

- Arizona Department of Transportation (ADOT)- Stated that due to the change of owner/occupants a new encroachment permit for the driveway shall be submitted to ADOT.
- Timber Mesa Fire and Medical District (TMFMD)- Stated that proper access will be required for navigation in RV parking storage areas. Any change in intended use of current occupancy or change to use of a fire area within the occupancy is to comply with 2015 IFC and appropriate building codes.

The property was posted and letters were sent to all property owners within three hundred (300) feet of the subject property. No comments have been received.

## STAFF RECOMMENDATIONS

After reviewing the Standards for Review, the Zoning Ordinance, discussions with the applicant, and because the request is consistent with the City of Show Low General Plan, staff recommends that the Planning and Zoning Commission approve Conditional Use Permit 602-04-206 submitted by All Mountain RV Service & Supply LLC to allow for RV sales, service and storage on property located at 3701 S. White Mountain Road, that being A.P.N. 210-33-022, subject to the following conditions:

1. All development shall comply with all applicable federal, state and local requirements, including building permit, fire code and ADOT requirements.
2. Landscaping meeting the requirements of City Code Section 15-1-60(D)(7) shall be installed and maintained.
3. The surfacing of all access ways, interior driveways, and parking areas, shall be surfaced in accordance with City Code.
4. All signage shall meet the requirements of Section 15-1-45 of City Code.
5. Any outdoor lighting shall meet all requirements of City Code.
6. All vehicle repair and service shall take place inside the building.
7. All vehicles parked/stored outside shall appear useable in condition
8. As indicated on the submitted site plan vehicles for sale shall be located towards the front of the property and storage of vehicles shall be located to the rear of the property.

Chairman Johnson opened the floor for questions.

The applicant, Larry Koppen, approached the podium.

Vice Chairwoman Robertson asked the hours of operation. Mr. Koppen said they would be open in the summer from 8:00 AM to 5:00 PM Monday through Friday. In the winter, the hours would be 9:00 AM – 5:00 PM. They will be open on Saturdays from 9:00 AM – 3:00 PM during the summer and half day during the winter.

Commissioner Clark asked if this was a new business or if they had moved from another location. Mr. Koppen said they had moved the business from Wagon Wheel. Commissioner Adams asked how long the business had been in operation. Mr. Koppen said the RV store had been operating under a different owner for over 20 years.

Chairman Johnson opened the floor for public comment. There were no comments.

Vice Chairwoman Robertson asked if there had been any comments from the letters since the staff summary had been prepared. Mr. Tregaskes said there had been no communication regarding this CUP.

Mr. Koppen said that the building would be repainted and the new sign had been finished. They will also be putting in a concrete front and gutters will be installed this week.

***Vice Chairwoman Robertson made a motion to approve CUP 602-04-207 submitted by All Mountain RV Service & Supply LLC to allow for RV sales, service and storage on property located at 3701 S. White Mountain Road, that being A.P.N. 210-33-022, subject to staff recommendations. Commissioner Clark seconded the motion. Motion passed unanimously.***

Commissioner Clark said he thought it was great that they were repurposing the building.

Mr. Tregaskes said as with any conditional use permit, there is a seven day appeal period. If no appeal has been received by the City Clerk within the seven days, this conditional use permit will become effective.

- 7. CALL TO THE PUBLIC** Any citizen desiring to speak on a matter that is within the jurisdiction of the Planning and Zoning Commission may do so at this time. Comments may be limited to three minutes per person and shall be addressed to the Planning and Zoning Commission as a whole, and not to any individual member. Issues raised shall be limited to those within the jurisdiction of the Planning and Zoning Commission. Pursuant to the Arizona Open Meeting Law, the Planning and Zoning Commission cannot discuss or act on items presented at this time. At the conclusion of the call to the public, individual Planning and Zoning Commission members may (1) respond to criticism made by those who have spoken, (2) ask staff to review a matter, and (3) ask that a matter be put on a future agenda.

No comments.

## **8. APPROVAL OF MINUTES**

- A. Planning and Zoning Commission Regular Meeting of February 13, 2017

**Commissioner Behrends moved to approve the Planning and Zoning Commission Regular Meeting Minutes of February 13, 2018. Commissioner Clark seconded the motion. Motion passed unanimously.**

## **9. SUMMARY OF CURRENT EVENTS**

### **A. Commission Members**

- Commissioner Adams reminded everyone to be careful with open flames and fire. Although we are getting some moisture, there is still a danger with fire season coming up.
- Commissioner Clark invited the commissioners to attend the Arizona Planning Association's annual conference from November 7-9 in Flagstaff. It is a great opportunity to get together to talk with other commissioners and other Planning & Zoning staff. This year's theme is Creating Common Ground and it will be held at the High Country Conference Center.
- Vice Chairwoman Roberson said our prayers are with Florida and the school shooting. She also said our library has a tremendous number of audio books available. Check it out.
- Chairman Johnson took the opportunity to say thank you and goodbye to Kim Seales.

### **B. Planning and Zoning Director**

- Mr. Tregaskes echoed Chairman Johnson's comments regarding Kim and wished her well in her future endeavors. He also stated that we do not have any agenda items for the first meeting in March, so that meeting will be cancelled. Finally, snow is in the forecast for this evening, so be careful in the morning as it will be slick.

## **10. ADJOURNMENT**

There being no further business to be brought before the Planning and Zoning Commission, CHAIRMAN JOHNSON ADJOURNED THE REGULAR MEETING OF THE SHOW LOW PLANNING AND ZONING COMMISSION OF FEBRUARY 27, 2018 AT 7:39 PM.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Justen Tregaskes  
Planning and Zoning Director

\_\_\_\_\_  
William Johnson  
Chairman

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the **REGULAR MEETING** of the Planning and Zoning Commission of Show Low held on \_\_\_\_\_. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Kim Seales  
Administrative Assistant