

MINUTES OF THE REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA, HELD THURSDAY, AUGUST 11, 2016, IN THE TOWN COUNCIL CHAMBERS.

Chairman Jarchow called the Regular Meeting to order at 6:00 p.m. Roll call was as follows:

ROLL CALL:	<u>Present</u>	<u>Absent</u>		<u>Present</u>	<u>Absent</u>
John Jarchow	<u>X</u>	<u> </u>	Timothy Williams	<u>X</u>	<u> </u>
James Snitzer	<u>X</u>	<u> </u>	Errol Heslop	<u>X</u>	<u> </u>
Rob Ingels	<u>X</u>	<u> </u>	Adam Staley	<u> </u>	<u>X</u>
Richard Smith	<u>X</u>	<u> </u>			

STAFF PRESENT: Cody Blake, Interim Zoning Administrator and Jill Akins, Assistant to the Town Clerk.

ITEM NO. 3, CALL TO THE PUBLIC:

There were no requests to address the Commission at this time.

ITEM NO. 4, APPROVAL OF THE REGULAR MEETING MINUTES AUGUST 11, 2016:

COMMISSIONER INGELS MOVED TO APPROVE THE REGULAR MEETING MINUTES FROM JULY 28, 2016. COMMISSIONER SMITH SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.

ITEM NO. 5, STAFF REPORTS:

Cody Blake said the joint meeting with Navajo County Planning and Zoning would be held in Holbrook on August 18, 2016 at 6:00 p.m. He said Chairman Jarchow, Vice Chairman Snitzer, Commissioner Williams, Matthew Williams and he would all be attending the meeting. He said they would meet at the Town Municipal building at 4:45 p.m. to car pool to the meeting. Chairman Jarchow said he talked to the Chairman of the Navajo County Planning and Zoning and he said Navajo County reviews projects for use and not for design. Mr. Blake said he had the following items the Commission stated they wanted to discuss; land uses adjacent to the Town, C2 uses adjacent to the Town, tiny home project in the County, and code enforcement and code compliance. Chairman Jarchow said we should listen to them, and not tell them what they should and should not be discussing. Mr. Blake said it is wanting to know the County's role regarding the items the Commission wanted to discuss. Mr. Blake said no letters of interest to participate in Planning and Zoning had been received, and he said the opening would be listed until filled. He said Mountain Mobile Auto Glass would be moving in to the old motor cycle shop. He said they also want to install similar wainscoting around the bottom of the building, and said the building would be re-stuccoed and repainted the same color scheme. He said there would also be new landscaping and a new sign installed. Commissioner Ingels asked if this was a new owner or under lease. Mr. Blake said it is a lease, and said the building owner is the same.

ITEM NO. 6, INFORMATION/DISCUSSION/LEGAL ACTION REGARDING TOWN CODE SECTION 17.116.040 SELECTION OF OFFICERS. DISCUSSION AND ACTION REGARDING SELECTION OF A CHAIRMAN AND VICE CHAIRMAN FOR THE PLANNING AND ZONING COMMISSION:

Commissioner Ingels said under the leadership of John Jarchow the Commission had done an extremely good job of moving forward.

COMMISSIONER INGLES MOVED TO NOMINATE JOHN JARCHOW FOR CHAIRMAN OF THE PLANNING AND ZONING COMMISSION. COMMISSIONER SMITH SECONDED THE MOTION AND IT CARRIED 5-0 WITH CHAIRMAN JARCHOW ABSTAINING.

Commissioner Ingels said he feels comfortable with Jim Snitzer remaining as Vice Chairman.

COMMISSIONER INGELS MOVED TO NOMINATE JIM SNITZER FOR VICE CHAIRMAN OF THE PLANNING AND ZONING COMMISSION. COMMISSIONER SMITH SECONDED THE MOTION AND IT CARRIED 5-0 with VICE CHAIRMAN SNITZER ABSTAINING.

ITEM NO. 7, INFORMATION/DISCUSSION/LEGAL ACTION REGARDING HISTORIC LAKESIDE MARKET DESIGN REVIEW FOR INSTALLATION OF METAL ROOFING MATERIAL ON THE SIDES OF THE BUILDING:

Mr. Blake said he did research on the code regarding the installation of this material, and he said the code says “Metals are an appropriate structural building material, not generally for exterior use. Metals may generally be used as an accent only on exterior surfaces.” He said the owners are using the metal as an accent around the bottom of the building and also for protection around the base of the building to help protect wood and keep it from rotting. He said it gives the building a rustic look and feel, and said he recommends the Commission approve the installation. Wayne Gardner said the big concern is the lower portion of the building where the wood meets the ground, and he said in the winter time the snow stays against the building. He said they hope by adding the metal it would protect the bottom portion of the wood building. Discussion ensued regarding the installation of the decorative corrugated steel around the base of the building. Commissioner Ingels said he appreciates a significant, historic building getting this effort added to it with appropriate material, and said he appreciates the information supplied by the applicant to the Commission. Mr. Gardner said originally the metal was to be thirty-six inches in height, but he said it was decided that thirty-two inches looked better and that is the height they would install.

COMMISSIONER INGELS MOVED TO APPROVE THE INSTALLATION OF METAL ROOFING MATERIAL AS PROVIDED AT A THIRTY-TWO INCH HEIGHT TO THE GARDNER’S HISTORIC BUILDING. COMMISSIONER SMITH SECONDED THE MOTION AND IT CARRIED UNANIMOUSLY.

ITEM NO. 8, INFORMATION/DISCUSSION REGARDING DESIGN REVIEW OF THE TACO BELL REMODEL:

Mr. Blake said the metal product is engineered to rust. He said he called Chairman Jarchow while he was at the Taco Bell, and said Chairman Jarchow said to proceed with the Certificate of Occupancy.

ITEM NO. 9, INFORMATION/DISCUSSION REGARDING REVIEW OF THE FOREST HEALTH AND FIRE PROTECTION CODE:

Chairman Jarchow said 17.96 Forest Health and Fire Protection and Resolution 16-1376 that the Town Council passed in July 2016 would be discussed. He said the Commission would need to look at 17.96 as part of the review of Title 16 and Title 17, and he said the Commissioners would need to do homework comparing for consistency 17.96 and what the Council enacted in July 2016. A long discussion ensued regarding Chapter 17.96 Forest Health and Fire Protection Code and the Updated Navajo and Apache County Sitgreaves Communities' Wildfire Protection Plan June 2016. Chairman Jarchow said 17.96 needs to be consistent with the Updated Navajo and Apache County Sitgreaves Communities' Wildfire Protection Plan June 2016. Chairman Jarchow said before the next meeting the Commissioners would do their homework and read through the document and Mr. Blake would make his specific recommendations regarding the document at the next meeting. Commissioner Heslop said he is a certified arborist and a landscape contractor, and said he some of the terminology in the document does not make sense. He said if it is hard for him to understand, it would be very hard for others to understand. Chairman Jarchow asked Commissioner Heslop to review 17.96 and advise what can be simplified and made more user friendly.

ITEM NO. 10, INFORMATION/DISCUSSION/LEGAL ACTION REGARDING REVIEW OF TOWN CODE CHAPTER 16 SUBDIVISIONS:

Chairman Jarchow said he is not eager tonight to go through Chapter 16, and he said the Commission would work on it at a future meeting.

ITEM NO. 11, FUTURE AGENDA ITEMS:

Chairman Jarchow said the next meeting would be on Thursday, August 25th. He said 17.96 would be on the agenda at the next meeting for Discussion, Information, and Legal Action. Mr. Blake said possibly the Auto Glass building would be on the next agenda. Commissioner Ingels asked for a report on the County Planning and Zoning combined meeting is given at the meeting on August 25th. Chairman Jarchow said there is a possibility the Commission may not meet on September 8, 2016. He said Mr. Blake would be on vacation and not able to attend the meeting. Mr. Blake said he spoke with Keith Johnson, Town Manager, and said Mr. Johnson would attend a future Planning and Zoning Meeting. Chairman Jarchow said he would like to know what the Town Manager has in mind for the organization of Town staff and, of most importance to the Planning and Zoning Commission, the Community Development Department.

Dated this 16th day of August 2016.

PINETOP-LAKESIDE PLANNING AND ZONING COMMISSION

Jill Akins, Assistant to the Town Clerk