



MINUTES OF THE NEIGHBORHOOD ADVISORY COMMITTEE OF THE CITY OF CHANDLER, ARIZONA, held on Tuesday, December 13, 2022, at 6:00 p.m., Neighborhood Resources Office, 235 S Arizona Ave., Chandler, Arizona.

Members Present

Peter Cwik Committee Chair, Robin Jackson Committee Member, Eshé Pickett Committee Member, Amber Hutchinson Committee Member, Brian Fox Committee Member, Vernon Stewart Committee Member (arrived after the vote to approve meeting minutes from last month)

Members Absent

Jen Felker Vice Chair (Excused)

Staff Present

Leah Powell Neighborhood Resources Director, Guy Jaques Neighborhood Preservation Manager, Priscilla Quintana Neighborhood Programs Administrator, Phillip Hubbard Neighborhood Services Supervisor, Jayme Richins Code Enforcement Supervisor, Luis Martinez Code Inspector, Tawna Mower Neighborhood Enhancement Coordinator

1. CALL TO ORDER / ROLL CALL

Quorum was established, and the meeting was called to order at 6:04 p.m.

2. APPROVAL OF MINUTES

a. Minutes of August 9, 2022

Motion made by **Committee Member Pickett** to approve the Neighborhood Advisory Committee (NAC) minutes of November 8, 2022. Motion seconded by **Committee Chair Cwik**.

Motion approved (5-0)

3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC

(Members of the audience may address any item not on the agenda. State Statute prohibits the NAC from discussing an item, not on the agenda, but the NAC does listen to your concerns and has staff to follow up on any questions you raise.)

Introduction of new staff-Guy Jaques introduced Erica Barba, Senior Management Analyst, and Leticia Urrea, Senior Administrative Assistant.

Mrs. Barba shared that she has worked for the City of Chandler in the City Clerk's Office for 18 years and recently decided she would like to learn more about community services, which prompted her transition into Neighborhood Resources.

She shared that she is very happy to be here in her new role. Mrs. Barba thanked the NAC for their work as a commission.

Ms. Urrea shared that she has been with the City of Chandler for three years in Neighborhood Resources Client Services and is excited to be in her new position of Senior Administrative Assistant for Neighborhood Preservation.

4. ACTION AGENDA

Approval of Neighborhood Advisory Committee 2023 Meeting Schedule – Mrs. Quintana reminded the committee that, as always, there could be changes in this schedule in the future and that if we are having an event, we will attend the event in lieu of the meeting that month (Mayor’s HOA Roundtable, etc.). Motion made by **Committee Chair Cwik** to approve the Neighborhood Advisory Committee 2023 Meeting Schedule. Motion seconded by **Committee Member Fox**.

Motion approved (6-0)

5. DISCUSSION

a. Neighborhood Preservation Updates – Mr. Jaques, Neighborhood Preservation Manager, shared that City Council has passed the new chicken ordinance, which will be in effect starting on January 5, 2023. This new ordinance states that there can be up to five chickens on a residential lot, regardless of zoning, precluding HOA limitations. A chicken coop is required with a minimum 5ft setback and must be in the rear of the property, adding that the Chapter 14 Animal Ordinance has been amended to include chicken enforcement complaints and language has been added. The Zoning Ordinance has had the definition of a chicken coop. Mr. Jaques mentioned that the biggest challenge will be how to view the chickens if there is a complaint, as Code Enforcement is unable to go into backyards at this time. Council is aware of this issue.

Mr. Jaques also stated that there are updates coming regarding the short-term rental info in Chapter 22 of the City Code. The state is now requiring a license, whereas the City of Chandler only requires registration. If City Council votes to make changes, a license could now be required at roughly a \$250.00 fee. To qualify for the license, the property owner would be required to acquire permission from all adjacent property owners. Additionally, rental owner information must be posted conspicuously on the property.

Committee Member Pickett asks if by “adjacent” Mr. Jaques is referring to sides, front and rear properties? Mr. Jaques answered, yes, and that they are still working on the details regarding how the “notification” to the neighboring properties and that we are still in the early planning stages, with more to follow.

Mr. Jaques relayed that the biggest impact to Code Enforcement will be enforcing if there are issues, whether the property is properly licensed through the City of Chandler, as well as the state. Up until now, this has been done only by Chandler PD. Complaints will most likely continue to come through PD and, after they verify that the rental property is not properly licensed, they will refer to Code Enforcement staff.

Committee Chair Cwik asked if the database of the short-term rental properties will be available to the public? Mr. Jaques responded that as of now this will be available to city staff only, not public, and that he is not sure if/when would be publicly available. Inquiries will most likely need to be addressed through a records request.

Committee Chair Cwik also asked if we know what the license fee will be? Mr. Jaques reiterate that while we do not know the specific fee yet, it has been proposed to be \$250.00. However, this must still go through City Council for a vote and the earliest adoption would be sometime this spring.

Committee Member Fox asked if the “rental owner information” is required to be the actual owner of the rental property or if they can list a property management company’s information? Mr. Jaques responded that this is still to be determined. Mr. Phillip Hubbard, Neighborhood Services Supervisor, stated that there has been some discussion that the contact information must, however, be for someone local.

Mr. Jaques went on to share that after three violations, or findings of the rental owner being responsible for issues, there will be a revocation of the short-term rental license through the City of Chandler. One of the city’s concerns is the number of complaints/issues that PD receives, only to find out that they are not even registered through the city as having a short-term rental. More information to come at subsequent meetings.

Mr. Jaques also shared that he and Mr. Hubbard recently spoke at a Veteran’s Commission Meeting, regarding code capabilities for veterans, the elderly and those with disabilities. Operation Shockwave has been involved in a couple of code cases, as far as providing assistance to residents with code violations.

Mr. Jaques asked if anyone has any Neighborhood Preservation or Code related questions.

Committee Member Pickett stated that she has seen signs, not related to an election, specifically against low-income housing, and thought that these types of signs are against the city code.

Committee Member Fox responded that they must take those signs down, they are not allowed in the public right of way, and that businesses can take them down if on their property.

Mr. Jaques answered that if they are in the city's public right of way, they are not allowed and are subject to removal.

Committee Member Fox asked if they can be removed by anybody, or who can remove?

Mr. Jaques stated that we do not encourage people to remove them on their own but to let Code Enforcement know and we will send staff out to remove them in a safe manner, as we go out in pairs and have light bars on our trucks, etc.

Committee Member Fox asked what if they are on a business property?

Mr. Jaques answered that each situation would need to be looked at, as far as property lines, etc. Code Enforcement can assist in determining and removing them legally. Also, Code Enforcement is unable to discriminate based on content during election periods. Mr. Hubbard added that Code Enforcement did complete a sign pull day, last week, city-wide, and removed over 800 signs now that the election period is over. Mr. Hubbard also shared that Code Inspectors are now removing signs in their assigned area on a regular basis, if not during an election period.

Committee Member Pickett asked if, when reporting a Code Enforcement issue online, is there an option in the drop-down area for sign issues? Mr. Jaques and Mr. Hubbard both answered that they do not believe so and that it would have to be put in as a general issue and information added that it is specifically a sign issue.

b. Neighborhood Resources Updates – No updates currently.

c. Neighborhood Programs Update – Priscilla Quintana, Neighborhood Programs Administrator, shared updates as follows:

Golden Neighbors: Mrs. Quintana invited the committee to attend the Holiday Celebration event this Thursday, December 15, 2022, from 9-11 a.m. and shared

that city staff will be serving a hot breakfast and there will also be a raffle, gifts, etc. for the senior citizens.

GAIN: Have at least one neighborhood that has rescheduled, Dobson Place.
Committee Chair Cwik shared that their event will be on Saturday, January 14, from 12-3 p.m.

Good Neighbor 101: Neighborhood Programs is preparing for the 2nd annual event and registration will open soon. The goal is to educate residents on the different resources that the City of Chandler departments offer. Neighborhood Programs provides the platform and other departments come to present.
Committee Chair Cwik asked if those departments have been determined? Mrs. Quintana responded that, yes, Neighborhood Programs and Code Enforcement will present during the first class, followed by the Community Navigators and Community Development for the 2nd class, Parks & Recreation combined with the Chandler Museum for the 3rd class and Water Conservation will present during the 4th and final class, as this is still a very hot topic. Mrs. Quintana stated that dates and times will be shared with the committee, as soon as possible.

d. Member Comments/Announcements

Committee Member Pickett stated that her NAC Tenure will be up in May, however with her maternity leave beginning soon, January will be her last NAC meeting.

Calendar: Mrs. Quintana shared that due to the low response from vendors/resources, the Pet Event, originally scheduled for January 10, 2023, has been postponed until a later date, possibly February. The hope is to bring pet resources to the Galveston residents. Updated date information will be shared as soon as we have it.

The next Neighborhood Advisory Committee meeting will be held on January 10, 2023, Housing Conference Room, 235 S Arizona Avenue, Chandler, AZ 85225, at 6:00 p.m.

e. ADJOURNMENT

Meeting adjourned at 6:32 p.m.