

# Planning and Zoning Commission Study Session

June 18, 2025 | 5:00 p.m.

Chandler City Council Chambers  
88 E. Chicago St., Chandler AZ



## Commission Members

Chair Rick Heumann  
Commissioner Charlotte Golla  
Commissioner Tom Bilsten  
Commissioner Sherri Koshiol  
Commissioner Mike Quinn  
Commissioner Ryan Schwarzer  
Commissioner Kyle Barichello

Pursuant to Resolution No. 4464 of the City of Chandler and to A.R.S. § 38-431.02, notice is hereby given to the members of the Planning and Zoning Commission and to the general public that the Planning and Zoning Commission will hold a STUDY SESSION open to the public on Wednesday, June 18, 2025, at 5:00 p.m., at City Council Chambers, 88 E. Chicago Street, Chandler, AZ. One or more members of the Commission may attend this meeting by telephone.

Persons with disabilities may request a reasonable modification or communication aids and services by contacting the City Clerk's office at 480-782-2181 (711 via AZRS). Please make requests in advance as it affords the City time to accommodate the request.

Agendas are available in the Office of the City Clerk, 175 S. Arizona Avenue.

# Planning and Zoning Commission

## Study Session Agenda - June 18, 2025

### Call to Order/Roll Call

### Unscheduled Public Appearances

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

### Consent Agenda

Items listed on the Consent Agenda may be enacted by one motion and one vote. If a discussion is required by members of the Board or Commission, the item will be removed from the Consent Agenda for discussion and determination will be made if the item will be considered separately.

1. **June 4, 2025 Planning and Zoning Commission Meeting Minutes**  
Move Planning and Zoning Commission approve the meeting minutes of the Study Session and Regular Meeting held June 4, 2025.
2. **Area Plan Update, PLH25-0030 Downtown Region Area Plan, generally bounded by Ray Road, McQueen Road, Santan 202 Freeway, and Alma School Road.**  
Move Planning and Zoning Commission withdraw this request for the purpose of re-advertising at a later date. The request is to adopt the Downtown Region Area Plan establishing future land uses, conceptual design guidelines and other goals and policies to replace the Downtown-South Arizona Corridor Area Plan, which consists of the Redevelopment Area Plan and the South Arizona Avenue Entry Corridor Study, and the South Arizona Avenue Design Guidelines.
3. **Sign Code Text Amendment, PLH25-0013 Temporary Signs in the Right-of-Way**  
Move Planning and Zoning Commission recommend approval of PLH25-0013 Temporary Signs in the Right-of-Way authorizing the removal of illegal temporary signs in the public right-of-way and requiring them to be marked with the name and telephone number of the person or entity responsible for erecting the sign.

### Member Comments/Announcements

## Calendar

4. The next Regular Meeting will be held on July 2nd, 2025, in the Chandler City Council Chambers, 88 East Chicago Street, Chandler, Arizona.

## Information Items

## Adjourn



**Planning & Zoning Commission      Development Services      Memo No.**

**Date:** 06/18/2025  
**To:** Planning and Zoning Commission  
**Thru:** Kevin Mayo, Planning Administrator  
**From:** Danielle Smee, Management Assistant  
**Subject:** June 4. 2025 Planning and Zoning Commission Meeting Minutes

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**Proposed Motion:**

Move Planning and Zoning Commission approve the meeting minutes of the Study Session and Regular Meeting held June 4, 2025.

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**Attachments**

Planning and Zoning Commission Study Session Minutes  
Planning and Zoning Commission Hearing Minutes

# Meeting Minutes

## Planning and Zoning Commission

### Study Session

June 4, 2025 | 5:00 p.m.  
Chandler City Council Chambers  
88 E. Chicago St., Chandler, AZ



### Call to Order

The meeting was called to order by Chairman Heumann at 5:01 p.m.

### Roll Call

#### Commission Attendance

Chairman Rick Heumann  
Vice Chairman Sherri Koshiol  
Commissioner Charlotte Golla  
Commissioner Ryan Schwarzer  
Commissioner Tom Bilsten

#### Staff Attendance

David de la Torre, Planning Manager  
Darsy Smith, City Planner  
Taylor Manemann, City Planner  
Thomas Allen, Assistant City Attorney  
Taylor Kosareff, Clerk  
Danielle Smee, Clerk

#### Absent

Commissioner Kyle Barichello  
Commissioner Michael Quinn

### Scheduled/Unscheduled Public Appearances

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

### Consent Agenda and Discussion

#### 1. May 21, 2025, Planning and Zoning Commission Meeting Minutes

Move Planning and Zoning Commission approve the meeting minutes of the Study Session and Regular Meeting held on May 21, 2025

CHAIR HEUMANN confirmed there were no questions or comments from Commission members.

**2. Entertainment Use Permit, PLH25-0002 Black Sheep Wine Bar, 98 5 San Marcos Pl, generally located ¼ mile south of the southwest corner of Arizona Avenue and Chandler Boulevard**

Move Planning and Zoning Commission recommend approval of PLH25-0002 Black Sheep Wine Bar for an Entertainment Use Permit for live indoor entertainment, including live acoustical music performances and outdoor speakers for ambient music, subject to the conditions as recommended by Planning staff.

DARBY SMITH, CITY PLANNER, presented details regarding the request Use Permit approval for Black Sheep Wine Bar in the Downtown Chandler area. There have been no police reports for noise at this business since 2021. Ms. Smith reviewed hours of operation as well as the hours that live entertainment would be occurring, noting the music was going to generally be acoustic solo or duo acts or ambient music styles.

A neighborhood meeting was held April 22, 2025. There was a reported neighboring business owner that wanted to attend the neighborhood meeting but was unable to do so. Upon speaking with the planner further and receiving clarification on the hours of entertainment that were going to be permitted, there were no further concerns.

CHAIR HEUMANN stated he was glad to see that the Black Sheep Wine Bar was able to develop their patio area further since COVID-19 when they first set up an outdoor space.

There were no further questions or comments.

**3. Zoning Code Amendment, PLH25-0007 Medical Marijuana Code Amendment**

Move Planning and Zoning Commission recommend approval of a Zoning Code amendment to Chapter 35 - Section 2213 Medical marijuana facility, medical marijuana cultivation site, and infusion food establishment by replacing the one (1) year time condition for medical marijuana facilities approved through a Use Permit with any period of time approved by the City Council.

TAYLOR MANEMANN, CITY PLANNER presented details regarding the proposed zoning code amendment for medical marijuana. Ms. Manemann presented the background history on regulating medical marijuana as well as recreational marijuana in the City of Chandler, including the Use Permit length for current facilities. Ms. Manemann shared that this amendment would allow greater flexibility for facilities that have shown continuous conformance with their approval stipulations and aligns with other Use Permits in the city which already allow for a period of time as approved by City Council, rather than just one year. Staff reports they have received no opposition to this amendment at this time.

CHAIR HEUMANN inquired about clarity on if this amendment was for any facility or for existing or new facilities only. Ms. Manemann clarified that it was a code amendment for all locations, not just existing locations and offered the example of Series 6 licenses increments for permits.

CHAIR HEUMANN inquired if staff had set permit time frames.

DAVID DE LA TORRE, PLANNING MANAGER, clarified that it could be any time set for the business and that it would be up to the City Council in how they wanted to set that up, noting it could be one year permits several times if a business was non-compliant or had concerns brought to attention.

There are believed to be no additional risks created to the community with this amendment as reported by Chair Heumann.

COMMISSIONER SCHWARZER asked if this was only applicable for medical marijuana facilities. Ms. Manemann clarified it applied to medical facilities or dual license facilities that sold both medical or recreational marijuana.

COMMISSIONER GOLLA asked for clarification if facilities or businesses would have to come back to council each time they needed to renew their Use Permit.

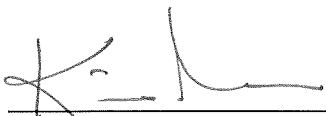
CHAIR HEUMANN elaborated that this amendment gives the businesses the opportunity for a longer permit extension so they would not have to come back each year to re-new their Use Permit.

## **Calendar**

The next Study Session will be held before the Regular Meeting on Wednesday, June 18, 2025, in the Chandler City Council Chambers, 88 E. Chicago Street.

## **Adjourn**

The meeting was adjourned at 5:13 p.m.



Kevin Mayo, Secretary

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Rick Heumann, Chairman

# **Meeting Minutes**

## **Planning and Zoning Commission**

### **Regular Meeting**

June 4, 2025 | 5:30 p.m.  
Chandler City Council Chambers  
88 E. Chicago St., Chandler, AZ



### **Call to Order**

The meeting was called to order by Chairman Heumann at 5:30 p.m.

### **Roll Call**

#### **Commission Attendance**

Chairman Rick Heumann  
Vice Chairman Sherri Kohshiol  
Commissioner Charlotte Golla  
Commissioner Ryan Schwarzer  
Commissioner Tom Bilsten

#### **Staff Attendance**

David de la Torre, Planning Manager  
Darsy Smith, City Planner  
Taylor Manemann, City Planner  
Thomas Allen, Assistant City Attorney  
Taylor Kosareff, Clerk  
Danielle Smee, Clerk

#### **Absent**

Commissioner Kyle Barichello  
Commissioner Michael Quinn- Excused

### **Pledge of Allegiance**

The Pledge of Allegiance was led by Commissioner Golla.

### **Scheduled and Unscheduled Public Appearances**

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

### **Consent Agenda and Discussion**



**1. May 21, 2025, Planning and Zoning Commission Meeting Minutes**

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## **Consent Agenda Motion and Vote**

Vice Chairman Kolshiol moved to approve the Consent Agenda of the June 4, 2025, Regular Planning and Zoning Commission Meeting, Seconded by Commissioner Golla.

Motion carried unanimously (5-0).

## **Discussion**

## **Briefing**

## **Member Comments/Announcements**

None.

## **Calendar**

The next regular meeting will be held on Wednesday, June 18, 2025, in the Chandler City Council Chambers, 88 E. Chicago Street.

## **Informational Items**

## Adjourn

The meeting was adjourned at 5:33 p.m.



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Kevin Mayo, Secretary

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Rick Heumann, Chairman

**Planning & Zoning Commission      Development Services      Memo No. 05-017**

**Date:** 06/18/2025  
**To:** Planning and Zoning Commission  
**Thru:** Kevin Mayo, Planning Administrator  
**From:** David De La Torre, Planning Manager  
**Subject:** PLH25-0030 Downtown Region Area Plan Update

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**Proposed Motion:**

Move Planning and Zoning Commission withdraw this request for the purpose of re-advertising at a later date. The request is to adopt the Downtown Region Area Plan establishing future land uses, conceptual design guidelines and other goals and policies to replace the Downtown-South Arizona Corridor Area Plan, which consists of the Redevelopment Area Plan and the South Arizona Avenue Entry Corridor Study, and the South Arizona Avenue Design Guidelines.

**Background/Discussion**

On January 25, 2024, the City Council approved a contract with Logan Simpson Design Inc. to update the area plans for the downtown region (i.e., the Redevelopment Area Plan, the South Arizona Avenue Entry Corridor Study, and the South Arizona Avenue Design Guidelines. Since that time, 2 questionnaires, 2 virtual workshops, and 8 public events including an immersive experience lab have been held to gather input from the community. A draft was prepared based on the input received from these public outreach opportunities, as well as from city staff from various departments and from a few touchpoints with the City Council and the Planning and Zoning Commission along the way.

Recently, the governor signed House Bill 2447 that requiring cities to authorize staff to review and approve development plans based on objective standards without a public hearing, which may run in conflict with the design standards in the draft plan. As such, additional time is needed to review the drafted design standards to ensure compliance with state law.

Further, as the Planning and Zoning Commission may be aware, the City is concurrently in the process of preparing a Comprehensive Housing Plan and updating the General Plan. As a part of this effort, staff has recently reviewed preliminary findings with the housing needs analysis indicating there is a deficiency in housing units citywide. Staff believes that it would be prudent for the area plan to wait for the comprehensive housing plan to be completed so that corresponding housing goals and policies can be included in the downtown region area plan.

Staff from various city departments can also take advantage of this time to work on strategies to address infrastructure improvements that may be necessary to accompany the goals to attract additional housing to the downtown area in the form of redevelopment and infill projects.

For these reasons, staff is requesting that this item be withdrawn to allow additional time to work on the plan. Staff anticipates bringing back a revised draft plan for review and approval later this year, potentially late summer or early fall.

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**Planning & Zoning Commission      Development Services      Memo No. 25-016**

**Date:** 06/18/2025  
**To:** Planning and Zoning Commission  
**Thru:** Kevin Mayo, Planning Administrator  
**From:** David De La Torre, Planning Manager  
**Subject:** PLH25-0013 Temporary Signs in the Right-of-Way

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**Proposed Motion:**

Move Planning and Zoning Commission recommend approval of PLH25-0013 Temporary Signs in the Right-of-Way authorizing the removal of illegal temporary signs in the public right-of-way and requiring them to be marked with the name and telephone number of the person or entity responsible for erecting the sign.

**Background/Discussion**

The intent behind the proposed text amendment is to ensure that the people or entities that post temporary signs in the public right-of-way are held responsible for their signs. More specifically, the proposed text amendment to the Sign Code would explicitly authorize the Zoning Administrator or designee, who in this case would be a Code Enforcement officer, to remove illegal temporary signs from the public right-of-way and require all temporary signs to be marked with the name and telephone number of the person or entity responsible for erecting the sign.

In all instances, the City will continue to comply with Arizona Revised Statutes §16-1019 that prohibits cities from removing political signs in a public right-of-way during the period commencing 71 days before an election and ending 15 days after the election, except for signs for candidates in a primary election who advance to the general election, for which the period is extended to end 15 days after the general election.

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**Attachments**

Draft Ordinance No. 5133



## ORDINANCE NO. 5133

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CHANDLER, ARIZONA, AMENDING THE CODE OF THE CITY OF CHANDLER, CHAPTER 39 SIGN CODE, BY AMENDING SECTION 39-6 RELATING TO ENFORCEMENT, SECTION 39-7.8(E) RELATING TO SIGNS IN PUBLIC RIGHT-OF-WAY, AND SECTION 39-7.11 RELATING TO IDENTIFICATION; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING FOR SEVERABILITY.

WHEREAS, the City of Chandler prohibits the posting of temporary signs in the public right-of-way except for those expressly authorized by city code or state law; and

WHEREAS, enforcement of the city's sign code requires that city staff be able to contact the person or entity responsible for posting a temporary sign in compliance with city code or state law or, if no identification is provided, that staff be authorized to remove noncompliant signs;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Chandler, Arizona, as follows:

Section 1. That the Chandler City Code, Chapter 39 Sign Code, Section 39-6 Enforcement, is hereby amended to read as follows (additions in ALL CAPS, deletions in ~~strikeout~~):

*39-6.4 Removal of signs.* The Zoning Administrator is hereby authorized to require the removal of any illegal sign as defined by this chapter.

A. Before bringing action to require the removal of any illegal sign, except as noted hereafter, the Zoning Administrator OR DESIGNEE shall give written notice to the owner of the sign or the owner of the premises on which the sign is located. The notice shall state the reasons for removal, listing the deficiencies or defects in the sign with reasonable definiteness, and the violations charged. The notice shall include what repairs if any will make such an installation conform to the requirements of this chapter. The notice shall specify that the sign must be removed or made to conform with the provisions of this chapter within the time period listed below. Service of the notice shall be by any of the following methods:

1. Delivery in person to the owner, occupant, manager or agent of the premises where the violation has occurred, or to the person responsible for the violation;
2. Posting on or about the entrance of the premises where the violation occurred;
3. By first class mail, postage prepaid, addressed to the owner, occupant, agent, manager or responsible person at the last known address. Service by mail is deemed complete upon deposit in the U.S. mail;
4. By Certified mail;

5. BY E-MAIL, IF AN E-MAIL ADDRESS OF THE PERSON RESPONSIBLE FOR ERECTING AND MAINTAINING THE SIGN HAS BEEN AFFIXED TO THE SIGN;

~~56.~~ By publication; or

~~67.~~ By serving the owner, occupant, manager, agent, or responsible person in the same manner as provided by the Arizona Rules of Civil Procedure.

B. The Zoning Administrator OR DESIGNEE shall not be required to give written notice before removing or bringing action to require the removal of any illegal yard sign or illegal temporary sign LOCATED IN THE PUBLIC RIGHT-OF-WAY OR attached to any public facility such as government signs and supporting poles, utility poles, street lights, light poles, and trees on public property.

C. The period of notice for permanent ~~sign~~ SIGNS as defined by this chapter shall be thirty (30) days. The period of notice for temporary signs as defined by this chapter shall be three (3) working days.

D. The re-erection of any sign or substantially similar sign on the same premises after a removal notice has been issued shall be deemed a continuance of the original violation.

E. If the owner or lessee of the premises where the sign is located has not complied with this chapter by the end of the notice period, the Zoning Administrator OR DESIGNEE may pursue enforcement as authorized by this chapter.

Section 2. That the Chandler City Code, Chapter 39 Sign Code, Section 39-7.8(E), Signs in public right-of-way, is hereby amended to read as follows (additions in ALL CAPS, deletions in ~~strikeout~~):

E. *Signs in public right-of-way.* The City of Chandler finds that a proliferation of signs in the public right-of-way creates aesthetic blight and visual clutter, which obstructs views, distracts the traveling public and threatens the public health, safety and welfare. The intent herein is to allow a limited number of signs in the public right-of-way in order to maintain safe visibility and protect the aesthetic beauty of the City's built environment. As such, no sign shall be erected or maintained in the public right-of-way except for:

1. Official bus stop advertising signs;
2. Permanent signs installed or displayed by a business or nonresidential use that occupies a building that fronts onto and abuts the public right-of-way as provided for in Sections 39-9.13 Blade Signs and 39-9.18 City Center District;
3. Temporary signs expressly provided for in Section 39-10;
4. Official signs posted by the State of Arizona, the City of Chandler, or other public authorities;
5. The posting of notices required by law; and
6. Signs ~~protected by~~ POSTED IN COMPLIANCE WITH Arizona Revised Statutes SECTION 16-1019(C) AND THIS CHAPTER.



Section 3. That the Chandler City Code, Chapter 39 Sign Code, Section 39-7.11, Identification, is hereby amended to read as follows (additions in ALL CAPS, deletions in ~~strikeout~~):

*39-7.11 Identification.*

A. All permanent signs regulated by this chapter shall be marked with the maker's name and the person or firm erecting such sign, the date of installation, and the permit number. This identification shall be permanently attached to the exterior surface of the sign in a location where the information will be readily visible, legible, and accessible after installation of the sign.

B. Temporary signs, except for those not requiring a permit under Section 39-10, shall be marked to show permit number and expiration date.

C. TEMPORARY SIGNS POSTED IN THE PUBLIC RIGHT-OF-WAY SHALL BE MARKED TO SHOW THE NAME AND TELEPHONE NUMBER OF THE PERSON RESPONSIBLE FOR ERECTING AND MAINTAINING THE SIGN. SUCH PERSON SHALL BE REACHABLE BY TELEPHONE MONDAY THROUGH FRIDAY 8 A.M. TO 5 P.M. FOR PURPOSES OF RECEIVING THE NOTICE DESCRIBED IN SECTION 39-6.4(C). THE PERSON RESPONSIBLE FOR ERECTING AND MAINTAINING THE SIGN MAY ALSO PROVIDE AN E-MAIL ADDRESS FOR THE PURPOSE OF RECEIPT OF NOTICE UNDER THIS CHAPTER.

Section 4. Providing for Repeal of Conflicting Ordinances.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance, or any parts hereof, are hereby repealed.

Section 5. Providing for Severability.

If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

INTRODUCED AND TENTATIVELY APPROVED by the City Council of the City of Chandler, Arizona, this \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR

PASSED AND ADOPTED by the City Council of the City of Chandler, Arizona, this \_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR

CERTIFICATION

I HEREBY CERTIFY that the above and foregoing Ordinance No. 5133 was duly passed and adopted by the City Council of the City of Chandler, Arizona, at a regular meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2025, and that a quorum was present thereat.

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

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