

Meeting Minutes

Planning and Zoning Commission

Study Session

September 17, 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 Chair Heumann at 5:02 p.m.

Roll Call

Commission Attendance

Chair Rick Heumann
Vice Chair Sherri Koshiol
Commissioner Michael Quinn
Commissioner Tom Bilsten*
Commissioner Ryan Schwarzer

Staff Attendance

Kevin Mayo, Planning Administrator
David De La Torre, Planning Manager
Lauren Schumann, Principal Planner
Taylor Manemann, Planner
Thomas Allen, Assistant City Attorney
Taylor Kosareff, Clerk
Danielle Smee, Clerk

***= Attendance was virtual**

Absent

Commissioner Charlotte Golla- Excused
Commissioner Kyle Barichello- Excused

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.

Briefing

CHAIR HEUMANN announced the study session will start with a briefing on the upcoming bond election.

MATTHEW DUNBAR, BUDGET AND POLICY DIRECTOR, briefed commission members about the upcoming bond election, including information on projects that are funded with the bond monies and how and where people can go to see more information on the election process. Mr. Dunbar played a video further explaining bonds. Mr. Dunbar reports there will be two propositions on the ballot related to charter changes. There is one proposition for amending or changing the term limits for council members and mayor, further clarifying the existing language for eligibility to hold office, and another proposition regarding the provisions for the negotiations of the city manager's contract terms and severance. It is noted this election is a mail in only election.

CHAIR HEUMANN commented that he has participated in the master bond committee previously and notes that he feels the committee looks at the needs of Chandler and not just the wants.

COMMISSIONER QUINN asked for elaboration about the property values and property taxes increasing. Chair Heumann elaborated about the escalator that is set with property taxes. Mr. Dunbar explained the process of how those numbers are calculated and the timelines that they follow for increases. Mr. Dunbar reports Chandler is currently below the State maximum of 7%.

Consent Agenda and Discussion

1. September 3, 2025, Planning and Zoning Commission Meeting Minutes

Move Planning and Zoning Commission approve the meeting minutes of the Study Session and Regular Meeting held September 3, 2025

CHAIR HEUMANN confirmed there were no questions or comments regarding the meeting minutes for September 3, 2025 from Commission members.

2. Use Permit, PLH25-0019 Ponderosa, 318 S. Bracken Lane, generally located 1/2 mile south of Chandler Boulevard and 1/4 mile east of Price Road

Move Planning and Zoning Commission recommend approval of Use Permit PLH25-0019 Ponderosa, to continue to allow the co-location of an ancillary Medical Marijuana Facility in conjunction with its affiliated onsite Medical Marijuana Cultivation Site and Medical Marijuana Infusion Food Establishment, subject to the conditions as recommended by Planning staff.

TAYLOR MANEMANN, CITY PLANNER presented details for the recommendation to approve a continued Use Permit for PLH25-0019. Ms. Manemann reviewed the business location and operations, as well as current zoning for the property. Ms. Manemann reports a virtual neighborhood meeting was held with one public participant in attendance with no questions or comments, and that there have been no opposition or concerns reported to staff at this time. Approval from staff was recommended with stipulations, noting there are no time limits set per the recently approved Marijuana Code Amendment.

CHAIR HEUMANN inquired about if the business were to violate their use permit then applicants would have to return to Planning and Zoning Commission for their use permits. Ms. Manemann reported that to be accurate.

3. Preliminary Development Plan, PLH25-0011 CRMC Medical Office Building, located on the Chandler Regional Medical Center campus, at the southeast corner of Frye Road and Dobson Road

Move Planning and Zoning Commission recommend approval of Preliminary Development Plan PLH25-0011 CRMC Medical Office Building, for the site layout and building architecture for a new Medical Office Building, subject to the conditions as recommended by Planning staff.

TAYLOR MANEMANN, CITY PLANNER, reviewed the current zoning of the hospital as well as the current layout of the campus. The proposal is to construct a new building on the property with the demolition of an existing building, called "The Morrison Building." Ms. Manemann provided information on the new building, including size, elevations and general appearance and building materials, as well as the landscape plan for the property. Additionally, there was an addendum presented to the Commission, including an email in opposition and a stipulation relating to the timeframes for the newly constructed building to be occupied as well as the demolition of the Morrison Building.

There is a reduction in parking requested by the applicants, which has been supported by a parking analysis that the applicant provided. There is also a proposed contingency plan, considering the demolition and vacating of the Morrison Building. Once the Morrison Building is vacated, the campus will be able to provide the required parking of 1 per 150, if it is found that the actual demand exceeds what is being provided on site.

There was a neighborhood meeting held with only applicants and staff in attendance. It is reported there was a letter of opposition that has been received by staff, which has been responded to by the applicant, attached in the addendum.

Staff recommends approval with stipulations, including the stipulation that the Morrison Building shall be vacated within 18 months of certificate of occupancy of the new medical office building and the Morrison Building shall be demolished within 36 months. The intent of this additional stipulation is to confirm that at no time there the newly constructed medical office building and

the Morrison Building will not be in operation at the same time as it would not meet parking requirements if both buildings were in operation.

COMMISSIONER QUINN inquired about the 18-month time frame to complete the move.

MS. MANEMANN reports that the applicant is present and could provide more reasoning on their timeframe request.

CHAIR HEUMANN stated that there would likely be a parking problem and wanted to know why 36 months was the time frame provided.

COMMISSIONER QUINN agreed, stating that he has spent time at that hospital and has seen the challenges of the parking problems that the hospital already faces.

CHAIR HEUMANN requested Ms. Manemann speak with the applicants about this, stating that he would like to see something like a 12-month time frame.

JOSH MULHALL, APPLICANT, elaborated on the moving process and services, including moving tenants to the new medical building. There are few phases of moving, building and permitting everything before the demolition of the Morrison Building.

CHAIR HEUMANN inquired about leaving the 18 months and doing demolition no more than 24 months after the building is vacated. Mr. Mulhall reports there was no issue with timelines moving up.

Calendar

The next Study Session will be held before the Regular Meeting of the Planning and Zoning Commission on October 15, 2025 in the City Council Chambers, 88 E. Chicago Street, Chandler.

Adjourn

The meeting was adjourned at 5:28 p.m.



Kevin Mayo, Secretary

Rick Heumann, Chairman