

Meeting Minutes

Planning and Zoning Commission

Work Session

September 17, 2025 | 4:00 p.m.
Chandler City Council Conference Room
88 E. Chicago St., Chandler, AZ



Call to Order

The meeting was called to order by Chair Heumann at 4:00 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

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.

Discussion

The following items were for discussion only. There was no vote taken at this work session.

PLH25-0024 Middle Housing Overlay

DARCY SMITH, CITY PLANNER presented PLH25-0024 Middle Housing Overlay, noting this presentation is based on requirements for the city to follow starting 01/01/2026 per Arizona State Statute. MS. SMITH continued to explain this would allow the city to provide flexibility with options for housing, such as duplexes, triplexes, fourplex and townhomes in lots zoned single family residential within a mile of the municipal central business district.

MS. SMITH reviewed the areas that are excluded from middle housing construction, including areas that are not incorporated, areas that lack sufficient urban services as determined by the city and public works department, areas that are not serviced by water or sewer services, areas that are not zoned for residential uses, and any land within the territory of the public airport.

CHAIR HEUMANN asked for clarification directly from KEVIN MAYO, PLANNING ADMINISTRATOR, about areas that lack sufficient urban services as determined by the city, such as if there was not enough water in the downtown area to accommodate what an applicant is wanting to build.

MR. MAYO reports that a project cannot be "forced" if something, such as the sewer, cannot handle it. Mr. Mayo reports the applicant could wait until a Capital Improvement Project was completed for that specific area, or the applicant could pay for updates themselves. MR. MAYO notes that water supply is not necessarily an issue for this specific area that has been identified.

CHAIR HEUMANN asked if this applied to multi-family housing, where developers would be building complexes with hundreds of units. MR. MAYO reports that something as large as a fourplex could be built and it is noted that would be considered "multi-family" per the zoning and building code, but that with this new implemented standard, it cannot be required to have things like a sprinkler system or a parking ratio per bedroom count.

COMMISSIONER QUINN inquired about the parking spaces per unit, as it was specified that there would only need to be one parking space per unit.

CHAIR HEUMANN reports this could run into an issue with parking, noting that with things being expensive, two people may choose to live in a one-bedroom unit and they would have two vehicles.

MR. MAYO reports this will likely not be an issue but emphasized the State has provided the minimum requirements. If developers want to more parking spaces then that would be at their discretion.

MS. SMITH discussed setbacks, height requirements and parking regulations, noting that parking is required to be covered in this instance.

CHAIR HEUMANN asked if anything fell into the Airpark Area Plan, south of McQueen Rd. and the 202. MS. SMITH reports that there does appear to be a small section that would fall into that area.

COMMISSIONER BILSTEN inquired about the setbacks and yards, asking if the garage would need to be recessed.

MS. SMITH reports this item will come before the Planning and Zoning Commission in October and then to City Council in November, with an effective date in December to meet the required deadlines.

CHAIR HEUMANN asked about a specific parcel in the San Marcos area, asked about the ability to add fourplexes. It is noted that on a lot they would be able to add one four-plex, not multiple.

MS. SMITH reports that with the Objective Design Standards, PLATs will no longer come to Planning and Zoning Commission. This will be a way to give a way to expedite housing and it will be reviewed administratively.

MR. MAYO reports this is only applying to things that are zoned single-family today.

CHAIR HEUMANN referenced a previous case that came before council as a duplex, and asked about the zoning of that area. It is reportedly Multi-Family 2 (MF2) or Multi-Family 3 (MF3) MR. MAYO reports the city had very segregated categories in the current zoning code.

DAVID DE LA TORRE, PLANNING SUPERVISOR, noted that the case the Chair was referring to also discussed the lot coverage and setbacks.

COMMISSIONER BILSTEN asked about the language relating to the 10 contiguous acres. MR. MAYO elaborated on the wording, noting it is not a requirement, but an option for developers. MS. SMITH reports the wording is "opt in" so that people are aware of the option.

There were no further questions or comments.

PLH25-0025 Objective Design Standards

DARSY SMITH, CITY PLANNER presented PLH25-0025 Objective Design Standards, noting this presentation is based on requirements for the city to follow as of 12/31/2025 per Arizona state statute.

MS. SMITH shared that the goals staff had in mind were to maintain high level of design through the use of objective design standards and create predictability for developers and the community.

MS. SMITH showed the comparisons from the current subjective design standards to the proposed objective standards for single family housing, providing examples such as front elevations not being side by side or exactly across the street from another. It is noted this is already a policy that staff follow, but that this would codify that as standard.

VICE CHAIR KOSHIOL asked about clarification on some of the bullet points provided in the presentation, specifically about 25% of the length of each side of the building footprint. The Commissioners asked for clarification on the language in regards to this.

MR. MAYO reports that previously different planners may have allowed different things, but that with this standard it will be measurable yet still maintain a high level of design.

CHAIR HEUMANN reports he has seen that has been a problem over the years with different planners reviewing things and having differing opinions.

MS. SMITH reviewed the requirements for multi-family design. Multi-family must have a clearly designed style and must incorporate at least four of the provided features. CHAIR HEUMANN asked about if the builder put one little ornamental “iron thing or an arch” and would that count. MS. SMITH reports that was not the intent. CHAIR HEUMANN asked about “tightening up” the language for these listed design features and what the expectation would be for developers.

COMMISSIONER BILSTEN commented that the city does not want to make this design standard so cost prohibitive that developers cannot build these items but that they also need to have a standards to look nice and have a design style. KOLSHOL how many architecture styles are people expected to have? For multi- one style, for single family it is a sliding scale, dependent on the amount of lots that are in the sub-division.

MR. MAYO highlighted that other cities have looked to the League for best practices and direction on Objective Design Standards, but that ultimately Staff did this “in house” and without

consultants to be sure it was something that fit Chandler and met the deadline imposed. This is not considered “one and done” but that staff can start using this and come back to amend as needed.

COMMISSIONER BILSTEN asked about the amendment process, inquiring that if something were flawed or not working, how it could be changed. It is reportedly the same as how things are amended through the Planning and Zoning Commission now.

Commercial design standards were explained, with examples, including the building features being limited to one accent color or material that is not found within the larger.

MS. SMITH shared how the planners shared how they have been tracking this with a grid method to show how much of a color or material is used overall in the building, in order to calculate the percentages that will meet the standards set.

MR. MAYO highlighted TAYLOR MANEMANN, CITY PLANNER for her work and coming up with a way to quantify these percentages for the buildings.

COMMISSIONER BILSTEN reports that this is great because it gives parameters for builders right away and provides them with a blueprint to follow to best meet the standards.

MS. SMITH finished the presentation of slides and opened to the commissioners for questions or comments.

COMMISSIONER BILSTEN thought it could be helpful to have a checklist or something that could get these standards to developers so they would have the information of the expectations. MS. SMITH notes there is a development checklist, but it does need to be updated to reflect the incoming changes.

CHAIR HEUMANN notes this would eliminate the need for design review meetings in the future.

VICE CHAIR KOSHIOL complimented the design of industrial spaces in Chandler compared to other places.

COMMISSIONER BILSTEN stated that he believes the Objective Design Standards will be well received.

MR. MAYO concluded the presentation with noting that the Objective Design Standards provide a predictable path for developers and builders to utilize and that overall, it will be “less heartache” because people will know the rules and the minimums required, which in turn will be less work for staff to manage.

VICE CHAIR KOSHIOL agreed stating that predictability and time "are what you really want."

There were no other questions or comments.

Calendar

The next meeting for a Work Session will be held as needed.

Adjourn

The meeting was adjourned at 4:46 p.m.



Kevin Mayo, Secretary

Rick Heumann, Chairman