

MINUTES

PLANNING & ZONING COMMISSION
WEDNESDAY
AUGUST 13, 2025

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
4:00 P.M.

1. CALL TO ORDER

- Chair Mandino called the meeting to order at 4:01 p.m.

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Commission and to the general public that, at this meeting, the Commission may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the Commission's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

2. ROLL CALL

NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.

PRESENT:
CAROLE MANDINO, CHAIR
JOSHUA MAHER-Virtual
CHRISTINE SHEEHY
CJ LUCKE-Virtual

MARY NORTON, VICE CHAIR
IAN SHARP
MEGAN WELLER

3. PUBLIC COMMENT

- None.

At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

4. APPROVAL OF MINUTES

- Approve the minutes from the regular meeting on July 23, 2025.

Moved by Christine Sheehy, seconded by Ian Sharp to approve the minutes from the regular meeting held on July 23, 2025, and to add that the additional conditions stated under Item 5.A, Public Hearing PZ-22-00109-04, resulted from assurances and clarifications provided by the applicant, as requested by staff.

Vote: 7 - 0 - Unanimously

5. PUBLIC HEARING

- A. Public Hearing:** PZ-25-00122, A Conditional Use Permit request from Charity Lee on behalf of Abbott-Rhoton Investments LLC to allow a High Occupancy Housing Development, Single-Family in the Rural Residential (RR) Zone at 3426 S Breton Dr in The Wedge subdivision (Woody Mountain Estates). The proposal is for a 3,655 square foot new-build single-family residence with 5 bedrooms, 5.5 bathrooms and a 966 square foot attached garage on approximately 0.46 acres.

STAFF RECOMMENDED ACTION:

In accordance with the findings presented in this report, Staff recommends approval of PZ-25-00122 with conditions.

1). The development of the site shall substantially conform to the plans as presented with the Conditional Use Permit application.

- Dustin Stiffler, Associate Planner, gave a PowerPoint presentation and responded to questions from the commissioners.
- Charity Lee, speaking on behalf of Abbott-Rhoton Investments LLC, provided comments and responded to questions from the commissioners'.

Moved by Mary Norton, seconded by Ian Sharp to approve the conditional use permit, PZ-20-00122, in accordance with the findings and conditions presented in the staff report.

Vote: 7 - 0 - Unanimously

6. GENERAL BUSINESS

- A. PZ-25-00028: High Occupancy Housing Update**

STAFF RECOMMENDED ACTION:

The work session with the Planning and Zoning Commission is required as a "Citizen Review Session" in compliance with Section 10-20.50.040 (Procedures) of the Zoning Code and applicable state law. The purpose of the work session is for staff to present an overview of the proposed amendments, to allow interested residents to provide their ideas, suggestions, and concerns, and for the Commission to ask questions, seek clarification, and discuss the amendments, as well as offer alternate suggestions and ideas. The Commission will take no action at this work session. After the work session, staff will revise the proposed amendments as necessary. The amendments will then be presented to the Commission at a public hearing for consideration and action. Once a recommendation is received, a public hearing will be scheduled with the City Council. The anticipated timeline for the amendments is as follows:

- August 13, 2025 -- Planning and Zoning Commission Work Session
- August 27, 2025 -- Potential Planning and Zoning Commission Public Hearing
- September 16, 2025 -- Potential City Council Public Hearing (1Reading of Ordinance)
- October 7, 2025 -- Potential City Council Public Hearing (2Reading of Ordinance/Adoption)

- Tiffany Antol, Zoning Code Manager, gave a PowerPoint presentation and responded to questions from the commissioners.
- Public comment was provided by Alicia Fleurquin. Clarifications and additional responses were given by Alexandra Pucciarelli, Current Planning Manager.

- B. A request for Preliminary Block Plat approval for Canyon del Rio Phase 2 located at 3200 E Butler Avenue within the Single-family Residential (R1) zone and the Medium Density Residential (MR) zone.

Staff recommends the Planning and Zoning Commission, in accordance with the findings presented in this report, forward the Preliminary Block Plat for Canyon del Rio Phase 2 to the City Council with a recommendation of approval with the following conditions:

1. The final plats for each phase shall be in substantial conformance with the preliminary plat including the phasing plan and map (sheets PH01 and PH02) of the preliminary Block Plat of Canyon del Rio Phase 2. Each phase and parcel of the Canyon del Rio plat must meet all requirements independently.
2. The Final Plat for Canyon del Rio Phase 2 must meet the conditions of approval in the IDS approval comment letter dated June 5, 2025, as well as the conditions in the Traffic Impact Analysis Approval Memo dated July 10, 2025 (staff and the applicant are continuing to discuss the proportional share contribution for improvements at the Whetstone and Fourth Street Intersection, as well as responsibility for payment of that proportional share; the conditions related to improvements at the Whetstone and Fourth Street Intersection may be revised or removed depending on the outcome of those discussions).
 - Alaxandra Pucciarelli gave a PowerPoint presentation. A discussion followed, with questions answered by Alaxandra Pucciarelli; Steph Santana, Transportation Engineer Senior Lead; and David Millis from Development Engineering.
 - Charity Lee, with Capstone Homes, presented and responded to the commissioners' questions.

Moved by Ian Sharp, seconded by CJ Lucke that the Planning & Zoning Commission, in accordance with the findings presented today in this report, forward the preliminary block plat for Canyon Del Rio Phase 2 to the City Council with the recommendations of approval with conditions.

Vote: 7 - 0 - Unanimously

7. OTHER BUSINESS

- None.

8. MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS

- None.

9. ADJOURNMENT

- The meeting was adjourned at 5:53 p.m.

SIGNATURE LINE

CHAIRPERSON