

# DRAFT



## MINUTES

**PLANNING COMMISSION  
CIVIC CENTER  
5750 W. GLENN DRIVE  
GLENDALE, ARIZONA 85301**

**NOVEMBER 9, 2023  
6:00 P.M.**

**1. CALL TO ORDER**

Chairperson Crow called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

Present: Vern Crow, Chair  
Edwin Nyberg, Vice Chair  
Tom Cole, Commissioner  
John Geurs, Commissioner  
Martin Nowakowski, Commissioner  
Bryan Hooper, Commissioner

Absent: John Crow, Commissioner

Also Present: Tabitha Perry, Deputy Director, Development Services  
James Gruber, Deputy City Attorney  
Tawanda Walker-Hall, Recording Secretary

**3. APPROVAL OF THE MINUTES**

Chairperson Crow called for a motion to approve the Planning Commission Workshop minutes of October 16, 2023, and Planning Commission Meeting minutes of October 26, 2023.

Vice Chair Nyberg motioned to approve the minutes for the Planning Commission Workshop of October 16, 2023, and the Planning Commission Meeting minutes of October 26, 2023.

Commissioner Cole seconded the motion.

All the Commissioners voted AYE, motion passed.

#### **4. WITHDRAWALS AND CONTINUANCES**

Chairperson Crow called for withdrawals and continuances.  
Deputy Director Perry, requested continuance of CUP23-22 to the December 14th public hearing.

#### **5. PUBLIC HEARING ITEMS**

1. ZTA23-02 Proposal to adopt the Unified Development Code (UDC) as the official zoning regulations replacement of the 1993 Zoning Ordinance.  
Presented By: Tabitha Perry, Development Services, Deputy Director  
Matthew Klyszeiko, Michael Baker International

Chairperson Crow called for a public hearing item.  
Deputy Director Perry provided background on ZTA23-02. Consultant Matthew Klyszeiko presented the case.  
Chairperson Crow called for comments and discussion.  
Commissioner Cole, Nowakowski and Hooper shared concerns about Accessory Dwelling Units (ADU), childcare not classified as an education center, and smoke and vape shops not being defined in their own category.  
Chairperson Crow closed the public hearing for ZTA23-02.  
Commissioner Cole motioned to approve ZTA23-02 as written.  
Commissioner Guers seconded the motion.  
Chairperson Crow called for a vote.  
All Commissioners voted, AYE, motion passed.  
Deputy Attorney Gruber indicated recommendations would be forwarded to City Council for final action.

#### **6. OTHER BUSINESS**

Chairperson Crow called for a motion and vote for the 2024 Chair and Vice Chair.  
Commissioner Geurs motioned to retain Chairperson Crow as Chair.  
Commissioner Cole seconded the motion.  
Chairperson Crow called for a vote.  
All Commissioners vote AYE, motion passed.  
Commissioner Cole motioned to retain Vice Chair Nyberg as Vice Chair.  
Chairperson Crow and Commissioner Geurs seconded the motion.  
Chairperson Crow called for a vote.  
All Commissioners vote AYE, motion passed.

Chairperson Crow called for a motion and vote for the 2024 Planning Commission Public Hearing meeting schedule.  
Staff and Chair noted that the entire month of July, November 28th and December 26th were vacated.  
Vice Chair Nyberg motioned to approve the Planning Commission meeting schedule as presented.  
Commissioner Hooper seconded the motion.  
All Commissioners vote AYE, the motion passes.

#### **7. PLANNING STAFF REPORT**

- a. Deputy Director Perry acknowledged the comments raised by Commissioners and noted potential revisions may be made through text amendments in the future.

**8. COMMISSION COMMENTS AND SUGGESTIONS**

Chairperson Crow asked the Commission for comments and suggestions.  
Commissioner Cole congratulated the city staff and the consultant on success in completing the UDC.

**9. CITIZEN COMMENTS**

Chairperson Crow called for citizen comments.  
Chairperson Crow received 1 yellow speaker from a resident who expressed concern about language changes for Accessory Dwelling Units (ADU).  
The Consultant Matthew Klyszeiko explained ADUs were addressed in the technical advisory discussions for the City, and the consensus was to be mindful when evaluating ADUs and where they are allowed. Therefore, the UDC language was revised to be based on the zoning district, not the size of the lot.

**10. NEXT MEETING**

The next regular meeting of the Planning Commission is scheduled for December 14, 2023, at 6:00 p.m., at the Glendale Civic Center located at 5750 W. Glenn Dr., Glendale, Arizona, 85301.

**11. ADJOURNMENT**

Chairperson Crow called for a motion to adjourn.  
Vice Chair Nyberg motioned to adjourn.  
Commissioner Cole seconded the motion.  
All Commissioners vote AYE, motion passes.  
Chairperson Crow adjourned the meeting at 7:10 p.m.

The Planning Commission meeting minutes of \_\_\_\_\_, 2023 were submitted and approved this \_\_\_\_ day of \_\_\_\_\_, 2023.

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Tawanda Walker-Hall  
Recording Secretary