



NOTICE OF REGULAR PLANNING AND ZONING COMMISSION MEETING

In accordance with Section 38-431.01 of the Arizona Revised Statutes of the State of Arizona, notice is hereby given to the Members of the Planning and Zoning Commission and to the general public that the Planning and Zoning Commission of the City of San Luis, Arizona will hold a Regular Planning & Zoning Commission Meeting at 7:00 p.m., Tuesday, January 12, 2016. The meeting will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349. Everyone from the public is invited to attend the open meeting.

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the City of San Luis does not discriminate on the basis of disability in the admission of or access to, or treatment of employment in its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in City programs, activities or services contact: ADA/Section 504 Coordinator, City of San Luis Human Resources Department, 1090 East Union Street, San Luis, Arizona 85349; (928) 341-8520.

Notice is hereby given that pursuant to A.R.S. §1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the City Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recordings. Parents in order to exercise their rights may either file written consent with the City Clerk to such recordings, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.

THIS NOTICE IS APPROVED BY:

Roman Pacheco, Planning Technician

AVISO DE JUNTA REGULAR DE LA COMISIÓN DE PLANEACIÓN Y ZONAMIENTO

De acuerdo a la Sección 38-431.01 de los Estatutos Revisados del Estado de Arizona, se les informa a los Miembros de la Comisión de Planeación y Zonamiento y al público en general que la Comisión de Planeación y Zonamiento de San Luis, Arizona, tendrán una junta regular a las 7:00 p.m., el día Martes, 12 de Enero del 2016. La junta se llevara a cabo en la Cámara del Consejo de la ciudad, ubicado en el 1090 East Union Street, San Luis, Arizona, 85349. El público esta cordialmente invitado.

De acuerdo con el Acta de Americanos con Discapacidades y la Sección 504 del Acta de Rehabilitación de 1973, la Ciudad de San Luis no discrimina por causa de discapacidad la admisión y acceso a sus programas, actividades, servicios o en el trato en cuanto a empleo. Para más información referente a derechos y provisiones del Acta de Americanos con Discapacidades o Sección 504, o para solicitar adaptaciones que sean razonables para la participación en programas, actividades o servicios de la ciudad, contactar a: Coordinador del Acta de Americanos con Discapacidades/Sección 504, Departamento de Recursos Humanos de la Ciudad de San Luis, 1090 Este Calle Unión, San Luis, Arizona, 85349; (928) 341-8520.

Por medio de éste aviso y de acuerdo con los Estatutos Revisados del Estado de Arizona, sujeto a ciertas excepciones reglamentarias, los padres de familia tienen el derecho de dar o no dar el consentimiento ante el Estado o alguna subdivisión política grabe a un menor de edad, ya sea en audio o video. Las juntas del Concilio se graban en audio y/o video y como resultado, el hecho de que haya menores presentes puede ser sujeto a que sean grabados. Para que los padres de familia puedan ejercer sus derechos pueden solicitar por escrito a la Secretaria de la Ciudad dicha grabación, o tomar acción personal para asegurarse que su hijo/hija menor no esté presente cuando la grabación se lleve a cabo. Si un menor de edad está presente en el momento de la grabación, la Ciudad asumirá que los padres de familia están cediendo los derechos sobre una posible grabación de acuerdo con el Estatuto Revisado del Estado de Arizona §1-602.A.9.

ESTE AVISO ES APROBADO POR:

Roman Pacheco, Técnico en Planeación



AGENDA

**PLANNING & ZONING COMMISSION
REGULAR MEETING
San Luis Council Chambers
1090 E. Union Street
San Luis, AZ 85349
Tuesday, January 12, 2016
7:00 P.M.**

MEMBERS OF THE SAN LUIS PLANNING & ZONING COMMISSION WILL ATTEND EITHER IN PERSON, TELEPHONE, OR VIDEO CONFERENCE COMMUNICATION.

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CONSENT AGENDA**

All matters are considered to be routine by the City Council and will be enacted by one motion. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.
- A. Approval of Minutes -Regular Planning & Zoning Commission Meeting held November 17, 2015**
- B. Time Extensions - None**
- C. Withdrawals by Applicant - None**
- D. Continuances - None**
- E. Approvals - None**
- 4. PUBLIC HEARINGS – the Planning & Zoning Commission will be considering a vote or action on the following cases. Any vote or action will be considered separately for each case.**
 - A.** Public Hearing followed by discussion and possible action on any and all matters regarding Conditional Use Permit Case No. 2015-0574, a request by Nicholas Ramos on behalf of Estanislao Escobosa, property owner, for approval of a Conditional Use Permit to allow the establishment of a religious institution (San Luis Kingdom Hall of Jehovah's Witnesses) to be located on the southeast corner of Avenue F and Aracely Street.
 - B.** Public Hearing followed by discussion and possible action on any and all matters regarding Text Amendment Case No. 2015-0655, This is a request by the City of San Luis for a text amendment to the San Luis City Code, Zoning Regulations §152.026(G)(3) from four (4) votes to a majority of a quorum in order for the Planning and Zoning Commission pass a motion.

- C. Public Hearing followed by discussion and possible action on any and all matters regarding Text Amendment Case No. 2015-0656. This is a request by the City of San Luis for a text amendment to the San Luis City Code, Chapter 152 Zoning Regulations §152.061, §152.075, §152.078, §152.090, §152.091, §152.092 and multiple residence zoning districts Table 4 and 5 relating to minimum lot size for single residence dwellings and eliminating single residence dwellings from the multiple residence zoning districts “R-2” and “R-3”.
5. **ITEMS REQUIRING DISCUSSION AND/OR ACTION** – the Planning & Zoning Commission will be considering a vote or action on the following cases. Any vote or action will be considered separately for each case.
- A. Discussion and possible action on any and all matters regarding Subdivision Case No. 2015-0482F, a request by Nicklaus Engineering, Inc., on behalf of San Luis Port, LLC, for Final Plat approval regarding San Luis Port Subdivision, Phase 1. This subdivision will contain approximately 27 acres and is proposed to be divided into 8 lots and 1 tract with commercial (C-2) and Industrial (L-1) zoning districts. The property is located in the northeast corner of County 24th Street and Avenue E, San Luis, Arizona. (This item was continued from December 8, 2015 regular meeting).
 - B. Election of Officers.
 - C. Discussion and possible action on any and all matters regarding scheduling Open Meeting Law refresher and training on Roberts' Rules for Planning and Zoning Commission by City Attorney. (Kay Macuil, City Attorney)
6. **INFORMATION AND DISCUSSION ITEMS** - Staff/Members of the Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to Arizona Revised Statute §38-431.01(G), action taken as a result of comment will be limited to directing staff to study the matter, or scheduling the matter for further discussion and decision at a future date.
7. **NEW ITEMS OF BUSINESS FOR FUTURE AGENDAS**
8. **CALL TO THE PUBLIC** - This is the time for the public to comment. Members of the Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to Arizona Revised Statute §38-431.01(G), action taken as a result of comment will be limited to directing staff to study the matter, or scheduling the matter for further discussion and decision at a future date. All Planning & Zoning Commission meetings are recorded.
9. **ADJOURNMENT**

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the City of San Luis does not discriminate on the basis of disability in the admission of or access to, or treatment or employment in, its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in City programs, activities, or services contact: ADA/Section 504 Coordinator, City of San Luis Human Resources Department, 1090 E. Union Street, P. O. Box 1170, San Luis, AZ 85349; (928) 341-8520.



PLANNING & ZONING AGENDA ITEM REVIEW FORM

Planning & Zoning Commission Meeting

3. A.

Meeting Date: 01/12/2016

Submitted By: Roman Pacheco, Planning Technician, Planning & Zoning/Building Safety

ITEM:

Approval of Minutes -Regular Planning & Zoning Commission Meeting held November 17, 2015

SUMMARY:

RECOMMENDED MOTION:

Attachments

Minutes November 17, 2015

MINUTES

REGULAR MEETING
PLANNING AND ZONING COMMISSION
SAN LUIS COUNCIL CHAMBERS
1090 E. UNION STREET
NOVENBER 17, 2015
7:00 PM

CALL TO THE ORDER /ROLL CALL. The meeting was called to order at approximately 7:01 PM., by Chairman Javier Barraza.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance was led by Chairman Javier Barraza.

PRESENT:

Chairman Javier Barraza
Commission Member Bill Cordova (arrived @7:07PM)
Commission Member Hugo Garcia
Commission Member Maria G. Guzman
Commission Member Guillermina Fuentes

ABSENT:

Vice Chairman Daniel Bazua
Commission Member Jahaziel Vargas

OTHER PRESENT:

John Starkey, Zoning Administrator
Jose A. Guzman, Assistant Planner
Roman Pacheco, Planning Technician
Kay Macuil, Assistant Attorney
Richard Bauermann, Fire Inspector

CONSENT AGENDA:

1. **Approval of Minutes**
 - [Special Planning & Zoning Commission Meeting held June 9, 2015.](#)
 - [Regular Planning & Zoning Commission Meeting Held October 13, 2015.](#)
2. **Withdrawals by Applicant - None**
3. **Time Extensions – None**
4. **Continuances --None**
5. **Approvals – None**

MOTION: **Maria G. Guzman / Hugo Garcia** to APPROVE the Consent Agenda as presented. Motion passed unanimously (5-0).

PUBLIC HEARINGS

AGENDA ITEM NO. 1

Public hearing followed by discussion and possible action regarding Conditional Use Permit Case No. 2015-0420 A request by Mario D. Buchanan, owner, for a Conditional Use Permit as per Chapter 7 section 7.2 – C.9 of the City of San Luis Zoning Ordinance to allow a medical marijuana dispensary located on a Community Commercial (C-2) zoned district. The subject property is located at 702 N. Mesa Street, San Luis, AZ, Assessor's Parcel No. 775-37-201.

Kay Macuil, City Attorney informed to the members of the Planning and Zoning Commission that at this point we do not have a quorum. **Macuil** explained that this is a competing request for a property that Commissioner Fuentes owns and the State can only give one CHAA. **Macuil** explained that if Commissioner Fuentes were to vote against it would give the appearance of impropriety.

Guillermina Fuentes, stated that it could be inappropriate for me to vote on this item, therefore I will declare a possible conflict of interest and I will abstain in any participation for this particular item.

Chairman Barraza informed that at this point we do not have a quorum.

Mr. Pacheco, Planning Technician informed members of the Planning and Zoning Commission that for the record Commissioner Bill Cordova arrived @ 7:07PM and he was present to participate.

Chairman Barraza, mentioned to Commissioner Cordova that the commission was ready to hear the staff report for the request of Conditional Use Permit Case No. 2015-0420.

John Starkey, Zoning Administrator stated that this is a request by Mario D. Buchanan, owner, for a Conditional Use Permit to allow a medical Marijuana dispensary on a Community Commercial zoned property is located at 702 N. Mesa Street, San Luis, Arizona. **Starkey** furthermore, summarized staff report recommending approval of Conditional Use Permit Case No. 2015-0420 to the City Council as presented by staff.

QUESTIONS FOR STAFF

Chairman Barraza, mentioned that he was looking at the site plan that was on the staff report and it was crop all over and I thought this was kind of deficient in all aspect, but now that I got the official one. I noticed that Mesa Street is actually an easement. **Starkey**, responded yes, this is a utility easement. We paved it, and it has water and sewer. Is similar to the same thing we have in the down town area to the east where it looks like we have paved alleys but those are also utilities easement. **Chairman Barraza**, mentioned that what he see on the site plan is actually one of the parking spaces is on that easement, according to the site plan. Also I did not see south set back, I believe is 10 feet on the side street. **Starkey**, responded that they are showing entrance off of Mesa Street it might be more advantageous. But like I said when we get to discussing this one, when if they

get approve from the State to have this place it may be better for them to access to site off of "C" Street than Mesa. **Barraza**, asked so they cannot built or have a parking install in the easement? **Starkey**, responded no. However people park in that area (alley). But their required parking cannot be in that area because that is for all practical purpose a public road. **Barraza** asked do you know how many employees there are going to be. **Michael Gaida** (agent) Sperry Van Ness, LLC responded 2 or 3. **Barraza** mentioned that he asked that because also in the parking requirements stated one parking space per 2 employees and doing rough calculations I think this site as proposed requires about 7 parking spaces and it is showing only 6. I personally think that the site plan provided lacks of full details.

Michael Gaida, 5136 N. 31st Place #364, Phoenix, Arizona, stated that he is a license real estate broker in Arizona my broker is Sperry Van Ness, LLC at 3200 E. Camelback Road, Ste 280 Phoenix, Arizona. **Mr. Gaida** apologized to the Commission as he stated that he did not have a presentation that he is fairly new at petitioning and standing in front and that he was embarrassed for his cut and paste regarding the plat. But he realized that something was needed to at least open the discussion regarding this request. **Mr. Gaida** explained to the commission that the Arizona Department of Human Services (AZDHS) has announced a second lottery for the deficient or nonuse dispensary within the CHAA's in the State of Arizona. While the majority of those CHAA's are on Native American land and we have approached them, is not worth our time to go after a Native American land. The CHAA's that are available are San Luis, Somerton and there is hand full of others in the state that we are also applying. So this is one of 3, possible 4 CHAA that we are going for. We have very strong backers, the gentlemen that I am working with, his name is Lazlo Nemeth, has over 30 years of cultivation experience. He is from Bulgaria and has learn his trade in Amsterdam over 25 years ago. Mr. Nemeth has two dispensaries in southern California and he is looking to do more here. I worked with him now for over 4 years. We started on the initial dispensary and we have several lined up, unfortunately we were not awarded any of the CHAA's. Lazlo and his team, they do own half of El Mirage dispensary. They do all of the cultivation for that dispensary. He also has partners with the dispensaries in Quartzsite and Lake Havasu to operate

and manage their twenty thousand square foot warehouses that are fill with cultivation. He has experiences and ties with the first and only publicly traded medical marijuana business in the country that business is out of Las Vega, Nevada. The expertise and the capital that is behind this group here is one that is going to do is right. Mr. Nemeth has done dispensaries in California for over a decade, they have not been raided. They are operating within the law. **Barraza** mentioned that there is a comment from the San Luis Fire Department that they will not support this because it looks like a house, it has a cooking facility. **Barraza** asked Mr. Gaida what you would do to fix that. **Mr. Gaida** stated that he actually went into a mobile home manufacture website and I downloaded this one from their commercial building property section. And I found a size that was big enough for this. **Mr. Gaida** furthermore stated that they will do whatever is required by the City. There are two other CHAA's that we are going for right now and they understand that the conditional use permit is going to be needed but they are waiting after the lottery happens to go the process of defining what the site plan is going to be and engineering plans. So before spending anywhere from seven to ten thousand dollars on engineering plans and another five thousand dollars in architectural plan for this. This site plan is my six grade level submission here is just merely to get a talking point, and to let you know who we are, that we are willing to work with the city on whatever is necessary if and when we actually are awarded the certificate. AZDH was supposed to do their second lottery in May. I been working on this over a year and half identify this site at the beginning of the year. But they postpone their lottery for their remaining CHAA's until the fall. We check that site daily to see if there any changes and unfortunately we got to set ourselves up with landlords, with city council and without knowing when and where this lottery is going to take place, so that is what we are trying to accomplish. If we do get awarded the certificate, we will work with the city on this property or if there are other properties that are more suitable that the City of San Luis would like us to move to, we will do that. There is a section in the medical marijuana ordinance that allows for a relocation within the same CHAA. And this is because of the time that comes to. I have Mr. Buchanan signing, he signed a document of ownership which is required by AZDHS and you have a notarized copy of that. Let just say that Mr. Buchanan

wanted to sell it and we have this agreement with him but we have not gone through the actually lottery yet. So this loop hole of being able to relocate within the CHAA it is for that same reason. We have to set up ourselves up with a land lord to either lease of purchase the property and a lot of time can go on between the time we do a deal and the lottery sets up. That is why the law allows for relocation within the CHAA. It is a matter of three-thousand dollar file fee and letting AZDHS were will be going. It is a long explanation but we want this property, if we can get this property that will be great. If once the city decides after the lottery is done there is more suitable, then we are prepare to go there as well.

OPEN PUBLIC HEARING

No Public Comment

CLOSE PUBLIC HEARING

MOTION: **Maria G. Guzman / Hugo Garcia** to CLOSE public hearing. Motion passed with 4-0.

Chairman Barraza explained to the members of the commission that he personally felt uncomfortable with the proposal as present because this is a recommendation that we are going to make to Council. As I mentioned before this lacks a few features and also the Fire Department is not supporting this as presented they reserve the right to comment upon subsequent submittals.

QUESTION FOR STAFF

Commission Member Maria G. Guzman asked that in the conditions of approval No. 2, it mentioned that he medical Marijuana Dispensary Use and the subject site shall comply with all City of San Luis regulations as well as all requirements identified under Section 14.15 of the Zoning Ordinance. So this

would cover the concern from the Fire Department, is that correct? **Starkey** responded that would be correct.

Chairman Barraza asked when a proposal comes as a conditional use, it is not site plan specific? It is just a rough idea, can be change later? Because if this goes to the Yuma County Board of Supervisors, the commission recommends based on this. **Starkey** explained to Chairman Barraza that he had to understand that this is a different situation than most conditional use permits. You are expecting them, like Mr. Gaida said, you are expecting them to invest thousands of dollars to put it together in a site plan on a chance that they might in fact win the lottery. Most conditional uses do not have to go to the state in additional to the city. So they just want to submit something to give you an idea of what they are proposing. It may not be the idea, what you (the commission) really approving is not much the site plan, what you are approving is the concept of having a medical marijuana dispensary at that location. When the state or when and if the state gives them a permit to have one there. It may not even be able to build that big of a building in order to have the number of required parking. It may have to be a smaller building. Council may not even allow them to do it in a manufacture building maybe they will required to build it in an actual wood frame building. So there could be a lot of changes, the conditional use permit basically is the use, which they want to have a medical marijuana in this location. The rest would be handle by within the city staff to make sure it meets the Fire code, Building code, Zoning ordinance, storm drainage requirements and Landscaping.

Hugo Garcia asked so basically it would be better to just present the lot size? **Starkey** responded that what you are getting a vague idea of what they are thinking about. At least it gives you something to look at. But as I stated before the final product could very well be lot different.

MOTION: **Maria G. Guzman / Hugo Garcia** to recommend APPROVAL of Condition Use Permit Case No. 2015-0420 to the City Council as presented by staff.

Chairman Barraza requested a roll call vote. The roll call vote was as follows:

Commission Member M. G. Guzman	Aye
Commission Member H. Garcia	Aye
Commission Member Bill Cordova	Nay
Chairman J. Barraza	Nay

Motion 2 to 2 votes. Motion died. (Motion is not valid according to the Zoning Ordinance Section 2.1-G.3)

Mr. Starkey, informed to Chairman Barraza that according to our zoning ordinance in order for us to proceed with this case to the next level, the City Council. We have to have 4 votes either affirmative or negative. We cannot have a 2 to 2 votes and then proceed.

Kay Macuil, City Attorney, informed that we can continued this item to see if we get everyone here to see what the vote will be with all the Planning and Zoning Commissioners.

Mr. Gaida asked the commission to please bear in mind that he did not want to spend 10 to 15 thousands on engineering and site plans. And since we do not have this yet and we kind of putting the car before the horse here. Because you are the only city doing this, and I am happy to do, go through this. But the other cities are waiting to after the lottery is awarded and then we are going to the Conditional Use Permit. So please take in mind that all we are asking is for the opportunity to get to that lottery stage. And then we will do whatever it takes to work with the city on site plans, engineering and plat maps. Furthermore, Mr. Gaida asked the commission what would you want me to do to help you out at this time? **Chairman Barraza** responded just an accurate site plan of what you are proposing, showing property lines.

MOTION: **Javier Barraza / Hugo Garcia** to CONTINUED Conditional Use Permit Case No. 2015-0420 to the regular Planning and Zoning Commission on December 8, 2015 at 7:00PM. Motion passed with unanimously (4-0).

ITEMS REQUIRING DISCUSSION AND/OR ACTION

- None

INFORMATION AND DISCUSSION ITEMS

- None

NEW ITEMS OF BUSINESS FOR FUTURE AGENDAS

John Starkey Zoning, Administrator, informed that on the next meeting there is going the following cases:

1. **Conditional Use Permit Case No. 2015-0493 / Choice Cannabis, LLC** (Medical Marijuana Dispensary on 2801 N. Main Street, San Luis, Arizona).
2. **Conditional Use Permit Case No. 2015-0435 /AZ15-030 Baja** (multi carrier 80' monopole on 690 N. 10th Avenue, San Luis, Arizona).
3. **Subdivision Case No. 2015-0482/ San Luis Port Subdivision** (Northeast corner Co. 24th Street, & Avenue E, San Luis, Arizona).

CALL TO THE PUBLIC

There were no public comments.

ADJOURNMENT

Chairman Barraza adjourned the meeting at approximately 7:46 PM.



PLANNING & ZONING AGENDA ITEM REVIEW FORM

Planning & Zoning Commission Meeting

4. A.

Meeting Date: 01/12/2016

Submitted By: Roman Pacheco, Planning Technician, Planning & Zoning/Building Safety

ITEM:

Public Hearing followed by discussion and possible action on any and all matters regarding Conditional Use Permit Case No. 2015-0574, a request by Nicholas Ramos on behalf of Estanislao Escobosa, property owner, for approval of a Conditional Use Permit to allow the establishment of a religious institution (San Luis Kingdom Hall of Jehovah's Witnesses) to be located on the southeast corner of Avenue F and Aracely Street.

BACKGROUND:

The applicant is requesting a Conditional Use Permit to allow San Luis Kingdom Hall of Jehovah's Witnesses, a religious institution, to establish in a Medium-High Density Residential (R-2) zoning district, Assessor's Parcel No. 227-10-008. The Conditional Use Permit is required as per Article 2-6 Chapter 6 Section 6.1-C.3 of the City of San Luis Zoning Ordinance.

A Conditional Use Permit was approved to allow a religious institution in this property back in October 2013. After the approval the project became on hold and since no permit was issued or construction started, the Conditional Use Permit expired after one year. Design changes were made to the project and the developer is ready to build. Since the Conditional Use Permit was expired they had to resubmit the application and go through the process again.

ANALYSIS:

The surrounding area is occupied by the Bienestar 9A and 9B Subdivisions. They are zoned as R-2 (Medium-High Density Residential). There is some commercial lots at the intersection of Avenue F and County 24th Street and at the intersection of Avenue F and County 23 ½ Street.

This project is proposed to be developed in an area of 1.19 acres part of the 2.83 acres lot. There is no immediate plan for the remainder of the parcel.

Access to the property will be provided with one driveway each on Avenue F and on Aracely Street. This will be sufficient to provide emergency access as well as provide a functional traffic pattern on the property. The Landscaping Plan for the project is attached in order to illustrate the planned layout and parking lot. As required, retention will be provided on-site and will be provided in conjunction with the required landscaped setbacks.

The proposed building is approximately 4600 sq. ft. and it is planned to have a main assembly/auditorium with fixed seating, two meeting rooms, a conference room, coat room, utility room, three restrooms, utility room and the lobby. The requirement for parking spaces is 1 per every 5 fixed seats of the main assembly and 1 space per every 300 square feet of Gross Floor Area for classrooms and other buildings. The parking lot contains 42 spaces (including 4 handicapped spaces) which meets the amount of spaces required.

CITIZEN REVIEW MEETING:

The Citizen Review Meeting was held on January 5, 2016 at City Hall Council Chambers at 6PM. The

intent of this meeting was to allow the public to learn about the project, ask questions, and express comments. There were no members of the public present.

GENERAL PLAN:

This area is designated as “Neighborhood” in the City of San Luis 2020 General Plan. The Neighborhood Land Use designation includes all types of residential development, master planned communities, neighborhood and community scale commercial development and professional offices. The property is zoned as R-2 (Medium- High Density Residential) which is one of the appropriate zoning districts in the “Neighborhood” category.

AGENCY REVIEW:

As part of the review process, all land use cases are reviewed by various City and outside agencies. We have received only one comment from the City of San Luis Fire Department (12-14-15).

As required by State Statute, staff sent notification letters to property owners within 300 feet of the proposed project (38 letters). The City has not received any other significant concerns or objections from the various review agencies or adjacent property owners.

SUMMARY:

The applicant has provided the information and materials necessary for review of the Conditional Use Permit.

The Conditional Use Permit is to allow a religious institution on property located at the southeast corner of Avenue F and Aracely Street. It will still be required to comply with all applicable regulations adopted by the City.

Staff recommends approval of Conditional Use Permit Case No. 2015-0574.

The reason for Approval is that the request meets the criteria of the City of San Luis Zoning Ordinance, is consistent with the City of San Luis 2020 General Plan.

RECOMMENDED MOTION:

I move to recommend APPROVAL of Conditional Use Permit Case No. 2015-0574 to the City Council as presented by staff.

Attachments

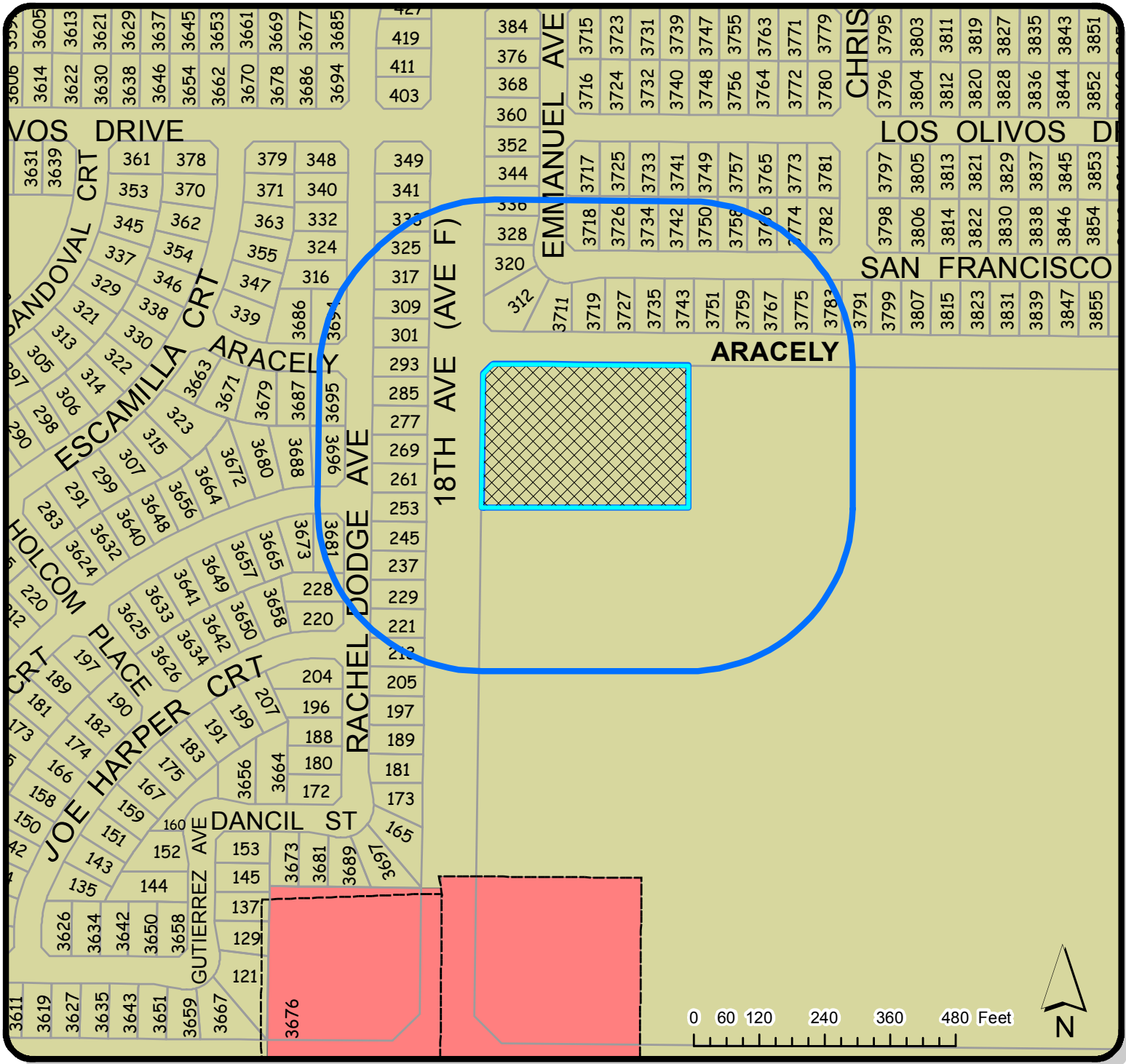
Attachment A Location Map

Attachment B Pictures of Location

Attachment C Site Plan/Floor Plan

Attachment D Letter of request

Attachment E Comment from City of San Luis Fire Department (12-14-15)



PROPOSED LOCATION

SE Corner of Avenue F and Aracely Street
PID No. 227-10-008



300ft Buffer

Location Map **CONDITIONAL USE PERMIT**

Legend

MULTIPLE RESIDENCE ZONING DISTRICTS

R2

COMMERCIAL ZONING DISTRICTS

C2

Date:

12/8/2015

Checked By:

JG



GIS DIVISION

Prepared By:

IG

APPROVED BY:

JS

Case No.

2015-0574

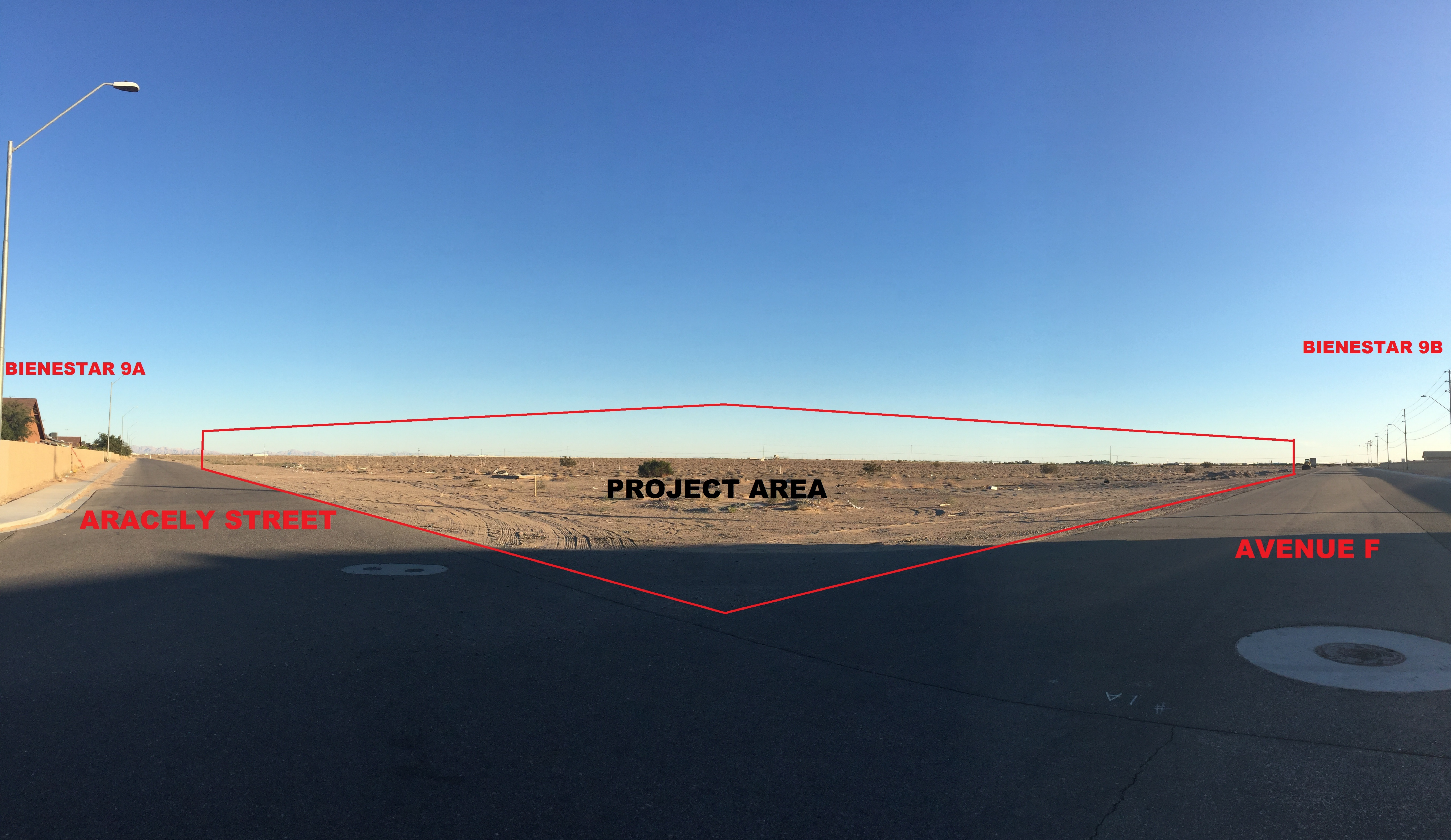
BIENESTAR 9A

BIENESTAR 9B

PROJECT AREA

ARACELY STREET

AVENUE F





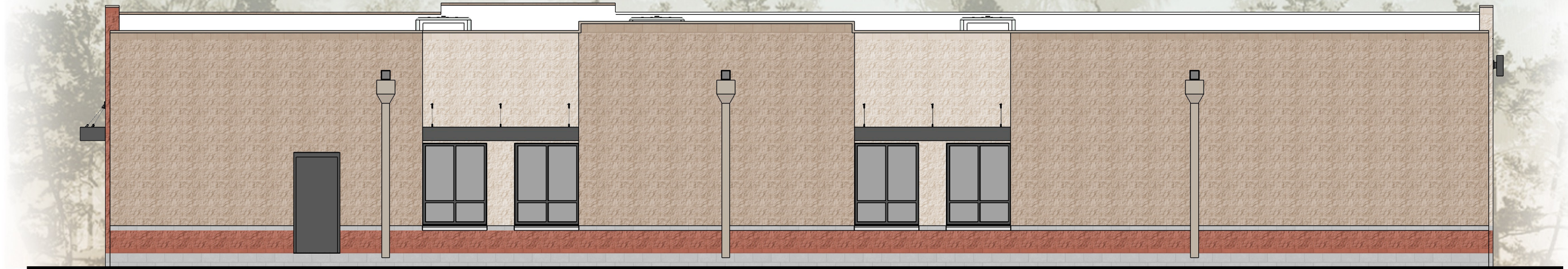


South



East

Medium Kingdom Hall



North



West

Medium Kingdom Hall

East Spanish Congregation of Jehovah's Witnesses, San Luis Arizona

18400 Hwy 95, Gadsden Arizona 85336

Date: 2015.11.27

To: Governing Municipality, City of San Luis

RE: Conditional Use Permit – Narrative

To Whom It May Concern,

Local Jehovah Witnesses are planning to build a center for Bible education and worship in the City of San Luis that will be known in the local community as a Kingdom Hall.


These structures are a gathering place for local Jehovah's Witnesses and the public. Generally, most Kingdom Halls house about 3 or 4 congregations averaging about 120 people in a congregation. Each congregation meets twice a week. One meeting will be on a weekday evening and another during the weekend. Each meeting is approximately 1 hour and 45 minutes in duration.

As The City may be well aware, this project was previously approved in October, 2013 by the City of San Luis. However, before the local congregation could finish the permitting process, the project had to come to a hold. An effort was being made to make the building more inviting and improve the learning environment of the facility. We hope these elements are evident in our new design. Now that these design changes are complete, the local congregations are ready to build once more.

Building a Kingdom Hall will serve not only the local Jehovah's witnesses, some who travel to Gadsden and Yuma to existing Kingdom Halls, but it will also serve the public who are interested in satisfying their spiritual need.

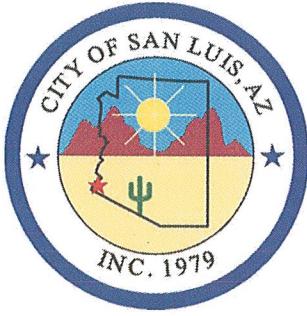
We look forward to working with the City of San Luis in making this project come to fruition.

Thank you for your consideration.



Nicholas Ramos – Agent

666 S 6th Ave
Yuma, AZ 85364
602.301.8780
ramosn15@yahoo.com



December 10, 2015

CONDITIONAL USE PERMIT CASE NUMBER: 2015-0574

CASE SUMMARY: A request by Nicholas Ramos, agent on behalf of Estanislao Escobosa, property owner, for a Conditional Use Permit as per Article 2-6 Chapter 6 Section 6.1- C.3 of the City of San Luis Zoning Ordinance to allow the establishment a religious institution (San Luis Kingdom Hall of Jehovah's Witnesses) in a Medium-High Density Residential (R-2) zoning district, Assessor's Parcel No. 227-10-008, located Southeast Corner of Avenue F and Aracely Street. San Luis, Arizona.

PUBLIC HEARING: JANUARY 12, 2015

COMMENTS DUE: DECEMBER 21, 2016

Your comments on this case will help us prepare an accurate and timely staff report. Your comments on this case will be inserted "as is" into the staff report with your name, department, and telephone number, should the applicant have any questions. Your comments are a public record and will be available to the public, media, and the applicant, in addition to the Commission hearing on this case. Please complete the section below and return via e-mail. For additional information please contact me at 341-8563, extension 2013, or at Jstarkey@cityofsanluis.org.

Thank you,

John Starkey
Zoning Administrator
Attachment: Location Map, & Site Plan

COMMENTS NO COMMENTS

Enter Comments below:

The City of San Luis Fire Department has no comments at this time, but reserves the right to comment upon subsequent submittals.

Date:

12-14-2015

Agency:

City of San Luis Fire Dept.

Phone:

928/341-8550

Return to: rpacheco@cityofsanluis.org



PLANNING & ZONING AGENDA ITEM REVIEW FORM

Planning & Zoning Commission Meeting

4. B.

Meeting Date: 01/12/2016

Submitted By: Roman Pacheco, Planning Technician, Planning & Zoning/Building Safety

ITEM:

Public Hearing followed by discussion and possible action on any and all matters regarding Text Amendment Case No. 2015-0655, This is a request by the City of San Luis for a text amendment to the San Luis City Code, Zoning Regulations §152.026(G)(3) from four (4) votes to a majority of a quorum in order for the Planning and Zoning Commission pass a motion.

BACKGROUND:

Staff is recommending that the Zoning Regulations in City Code, §152.026(G) (3), requiring four (4) affirmative votes to pass a motion be amended to require only majority of the quorum to pass a motion. The Planning and Zoning Commission is made up of seven (7) members. Applications before the Planning and Zoning Commission have been delayed under the current regulation. Because even with a quorum of four (4) present, they have been unable to pass a motion due to the requirement that all four (4) must vote the same under the current regulation.

REVIEW(S):

The Citizen Review Meeting was held on January 5, 2016 at City Hall Council Chambers at 6 PM. The intent of this meeting was to allow the public to learn about the project, ask questions, and express comments. There were no members of the public present.

SUMMARY:

Making this change will remedy the delays due to the lack of four (4) votes when there is a majority of the quorum. This change will allow three (3) votes to pass a motion with four (4) or five (5) members present.

RECOMMENDED MOTION:

I move to recommend the Text Amendment to the City of San Luis Zoning Ordinance in Case No. 2015-0655 to the City Council presented as Attachment A in the staff report for this agenda item.

Attachments

Attachment A Proposed Amendments by Staff (Proposed Ordinance No. 344)



Ordinance

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 344

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, PERTAINING TO THE PLANNING AND ZONING COMMISSION'S REQUIREMENT AS TO THE NUMBER OF VOTES TO PASS A MOTION BY AMENDING THE SAN LUIS CITY CODE §152.026(G)(3) FROM FOUR (4) VOTES TO A MAJORITY OF A QUORUM; REPEALING ANY CONFLICTING PROVISIONS; AND PROVIDING FOR SEVERABILITY.

WHEREAS, the City of San Luis desires to expedite processing of land use applications before the Planning and Zoning Commission;

WHEREAS, the current regulation of the Planning and Zoning Commission require the affirmative vote of four (4) members under §152.026(G)(3) of the San Luis City Code;

WHEREAS, Four (4) members constitute a quorum of the Planning and Zoning Commission under City Code §152.026(G)(3);

WHEREAS, applications to the Planning and Zoning Commission have been delayed because even with a quorum of four (4) present, four (4) affirmative votes on a motion were not possible and a new motion had to be presented on a later date when more members could be present;

WHEREAS, the City of San Luis desires to remedy this situation by changing the required vote to a majority of the quorum to pass a motion.

NOW THEREFORE BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SAN LUIS, ARIZONA AS FOLLOWS:

Section 1. Section 152.026(G)(3) of the San Luis City Code is hereby amended to read as follows:

Quorum. Four members of the Commission shall constitute a quorum for the transaction of business. No matter may be considered by the Commission unless there are four or more members present who are eligible/qualified to vote on the matter. ~~The affirmative vote of four members shall be required to pass a motion.~~ **The affirmative vote of the majority of the members present shall be required to pass a motion.** If a member has been present for the entire presentation of an issue that member may abstain from voting only because they have a conflict of interest. If a member has a

conflict of interest, he/she shall declare the conflict of interest prior to the presentation and shall abstain from all discussion and deliberation on the matter in question.

Section 2. In the event of a conflict between the provisions of this ordinance and any other ordinance, resolution, regulation, or policy within the City of San Luis, the conflicting provisions are hereby repealed, superseded, and replaced, and the provisions of this ordinance shall govern.

Section 3. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by the final decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance or said reference regulations.

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this _____ day of _____, 2016.

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

APPROVED AS TO FORM

Kay Marion Macuil, City Attorney



PLANNING & ZONING AGENDA ITEM REVIEW FORM

Planning & Zoning Commission Meeting

4. C.

Meeting Date: 01/12/2016

Submitted By: Roman Pacheco, Planning Technician, Planning & Zoning/Building Safety

ITEM:

Public Hearing followed by discussion and possible action on any and all matters regarding Text Amendment Case No. 2015-0656, This is a request by the City of San Luis for a text amendment to the San Luis City Code, Chapter 152 Zoning Regulations §152.061, §152.075, §152.078, §152.090, §152.091, §152.092 and multiple residence zoning districts Table 4 and 5 relating to minimum lot size for single residence dwellings and eliminating single residence dwellings from the multiple residence zoning districts "R-2" and "R-3".

BACKGROUND:

The Mayor requested this item be brought before council for consideration of changing the City's zoning code for minimum lot size of 6,000 square feet. It has been brought to his attention that there is interest in encouraging development of bigger lots from both professionals who would be interested in locating to San Luis as well as from the developers of self-help affordable housing for our current residents who are not home owners.

Staff has prepared a proposed ordinance for Council to discuss. The R1-5 Zoning District which allows single family homes on 5,000 square feet lots is eliminated from future development. R-2 and R-3 Zoning Districts which allow 10 and 20 units on 1-acre detached homes are not allowed in R-2 and R-3. In order to encourage small businesses, 4,000 square feet are allowed for commercial districts with residence involved in C-1, C-2, and Mixed Use districts.

ANALYSIS:

The majority of lots in the city are less than 6000 sq. ft. in size. The demand of bigger homes has created a problem for developers because it is hard to fit a house with more square footage in a small lot. Last year the City received more than 10 applications for variances to allow reduction of setbacks for new construction of homes. With this text amendment, future subdivision will be developed with lots at least 6000 sq. ft. which will allow a decent size home without any problem.

REVIEW(S):

The Citizen Review Meeting was held on January 5, 2016 at City Hall Council Chambers at 6 PM. The intent of this meeting was to allow the public to learn about the project, ask questions, and express comments. There were no members of the public present.

SUMMARY:

This request is generally consistent with the applicable goals and objectives of the General Plan Housing Element and will protect the health, safety, and welfare of the residents in the area.

RECOMMENDED MOTION:

I move to recommend the Text Amendment to the City of San Luis Zoning Ordinance in Case No. 2015-0656 to the City Council presented as Attachment A in the staff report for this agenda item.

Attachments

Attachment A Proposed Amendments by Staff (Proposed Ordinance No. 347)



Ordinance

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 347

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AMENDING THE SAN LUIS CITY CODE, CHAPTER 152 ZONING REGULATIONS, §152.061, §152.075, §152.078, §152.090, §152.091, AND §152.092 RELATING TO MINIMUM LOT SIZE FOR RESIDENTIAL LOTS; REPEALING ANY CONFLICTING PROVISIONS; AND PROVIDING FOR SEVERABILITY.

WHEREAS, there are currently in the City of San Luis an abundance of small residential lots;

WHEREAS, the houses built on small residential lots fill the lots up to the minimally required set-backs, which has resulted in numerous instances of improper construction within said set-backs;

WHEREAS, in Southern Yuma County the City of Somerton has set the minimum standard of 6,000 square feet for a lot for a single detached dwelling unit;

WHEREAS, maintaining an appropriate minimum size lot enhances and maintains economic value for the housing stock of the community; and

WHEREAS, it is the intent of the City Council, by this ordinance, to eliminate R1-5 zoning districts and to eliminate the creation of lots for single family detached dwellings in the multiple and high density zoning districts.

NOW THEREFORE BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF SAN LUIS, ARIZONA AS FOLLOWS:

Section 1. Section 152.061(A) of the Code of Ordinances of the City of San Luis, Arizona, is hereby amended to read as follows:

152.061 ESTABLISHMENT OF ZONING DISTRICTS.

(A) *Zoning districts.* In accordance with the requirements of the Zoning Enabling Act (A.R.S. § 9-462.01(B)) that zoning regulations be by districts, the City of San Luis, as shown on the zoning map(s) accompanying this chapter and incorporated herein by this reference, is hereby divided into the following zoning districts and overlay districts:

(1) *Single residence zoning districts:* (§§152.075 through 152.078).

(a) "RA-10" Rural Area - minimum ten acres/dwelling unit.

- (b) "SR-5" Suburban Ranch - minimum five acres/dwelling unit.
 - (c) "SR-2" Suburban Ranch - minimum two acres/dwelling unit.
 - (d) "R1-35" Low Density - minimum 35,000 square feet/dwelling unit.
 - (e) "R1-20" Low Density - minimum 20,000 square feet/dwelling unit.
 - (f) "R1-12" Medium Density - minimum 12,000 square feet/dwelling unit.
 - (g) "R1-8" Medium Density - minimum 8,000 square feet/dwelling unit.
 - (h) "R1-6" Medium Density - minimum 6,000 square feet/dwelling unit.
 - ~~(i) "R1-5" Medium Density - minimum 5,000 square feet/dwelling unit.~~
- (2) *Multiple residence zoning districts:* (§§ 152.090 through 152.092).
- (a) "R-2" Medium-High Density Residential - maximum ten dwelling units/acre. **Single detached dwelling units shall not be permitted in such district from and after March 1, 2016.**
 - (b) "R-3" High Density Residential -maximum 20 dwelling units/acre. **Single detached dwelling units shall not be permitted in such district from and after March 1, 2016.**
- (3) *Commercial zoning districts:* (§§ 152.105 through 152.108).
- (a) "C-1" Neighborhood Commercial.
 - (b) "C-2" Community Commercial.
 - (c) "MU" Mixed Use.
- (4) *Industrial zoning districts:* (§§ 152.120 through 152.122).
- (a) "L-I" Light Industrial.
 - (b) "H-I" General Industrial
- (5) "R-PUD" Residential Planned Unit Development (§§ 152.135, 152.136).
- (6) "MH" Manufactured Home Zoning District (§§ 152.150 through 152.154).
- (7) "RV" Recreational Vehicle Zoning District (§§ 152.165 through 152.168).
- (8) *Open space zoning districts:* (§§ 152.180 through 152.182).

(a) "OSC" Open Space Conservation.

(b) "OSR" Open Space Recreational.

(9) *Overlay zoning districts:* (§§ 152.195 through 152.199).

(a) "AP" Airport Overlay.

(b) "FP" Floodplain Overlay.

(c) "AO" Aesthetic Overlay.

(d) "P" Public Overlay.

(B) *Additional districts.* Additional zoning districts may be added from time to time upon the recommendation of the Planning and Zoning Commission to the City Council. Proposed changes to the zoning district regulations or the official zoning map, including the addition of new districts, may be submitted by the Planning and Zoning Commission, city staff, City Council, or any other interested party.

Section 2. Section 152.075(A) of the Code of Ordinances of the City of San Luis, Arizona, is hereby amended to read as follows:

152.075 GENERAL REQUIREMENTS - SINGLE RESIDENCE ZONING DISTRICTS.

(A) *Purpose.* The single residence districts are designed to provide for a range of single-dwelling neighborhoods. The purpose of these districts is to protect the stability of existing land uses, existing neighborhoods, and to encourage new residential developments that encompass the many lifestyles and areas of the city. It is also the intent of these districts to accommodate the needs of single residence neighborhoods by providing for associated, limited, non-residential uses. The single residence districts are further delineated in the following categories:

(1) "RA-10" Rural Area Residential;

(2) "SR-5", "SR-2" Suburban Ranch Residential;

(3) "R1-35", "R1-20" Low Density Residential; and

(4) "R1-12", "R1-8", and "R1-6", "~~R1-5~~" Medium Density Residential.
Lots of less than 6,000 square feet per dwelling unit shall not be permitted from and after March 1, 2016.

(B) *Review process.* All non-residential construction within any single residence zoning district shall require site plan review by the Zoning Administrator prior to the applicant's submittal for building or grading permits. All applications for site plan review shall comply with the submittal requirements outlined in § 152.046. The required fee shall accompany all applications.

(C) *Development standards.* The development regulations required for each specific single residence zoning districts are outlined in Table No. 3 contained herein. These standards provide certainty to property owners, developers, and neighbors about the limits of what is allowed.

(D) *Compliance with other provisions.*

- (1) *General provisions.* The general provisions in §§ 152.210 through 152.226 shall apply.
- (2) *Parking regulations.* The parking regulations in §§ 152.240 through 152.244 shall apply.
- (3) *Signs.* All signage proposed shall comply with §§ 152.255 through 152.262.
- (4) *Outdoor lighting.* All outdoor lighting shall comply with §§ 152.275 through 152.282.

Section 3. Section 152.078 of the Code of Ordinances of the City of San Luis, Arizona, is hereby amended to eliminate reference to “R1-5” zoning districts and to read as follows:

152.078 “R1-35”, “R1-20”, “R1-12”, “R1-8”, AND “R1-6” ~~AND “R1-5”~~ LOW AND MEDIUM DENSITY RESIDENTIAL ZONING DISTRICTS.

(A) *Purpose.*

- (1) *“R1-35” and “R1-20” low density residential zoning districts.* The purpose of these zoning districts is to provide for low density single residence development in areas where adequate public facilities and services are available. The intent of these districts is to encourage a large lot neighborhood environment where more amenities can be provided privately on the individual lots.
- (2) *“R1-12”, “R1-8”, and “R1-6” ~~and “R1-5”~~ medium density residential zoning districts.* The purpose of these zoning districts is to provide for detached single residence development on urban sized lots in areas where adequate public facilities and services are available. The intent of these districts is to encourage a traditional neighborhood environment where amenities and open space are provided more on a neighborhood basis rather than on the smaller individual lots. **Lots of less than 6,000 square feet per dwelling unit shall not be permitted from and after March 1, 2016.**

(B) *Permitted uses - “R1-35”, “R1-20”, “R1-12”, “R1-8” and “R1-6” ~~and “R1-5”~~ zoning districts.*

- (1) One single-dwelling unit per lot of record.
- (2) New duplex unit or an attached two unit condominium on a corner lot provided the lot and the dwelling units meet the following standards:
 - (a) The area of the corner lot is 8,000 square feet or larger in size; and
 - (b) Each dwelling unit must have its address and main entrance oriented towards a separate street frontage.
- (3) Public and private parks and playgrounds.
- (4) Public and private open space preserves.
- (5) Public and Private recreational amenities and facilities.
- (6) Public and private utility installations for gas, electric, water, wastewater or communications including booster stations and lift stations.
- (7) Child care, home-based. Home-based child care shall comply with the State of Arizona Department of Health Services regulations for licensing.
- (8) Home occupations as prescribed in §§ 152.210 through 152.226.
- (9) Assisted living facilities and group care homes for the elderly and handicapped, provided that:
 - (a) No such home is located on a lot that is within 1,200 feet of another group home for the handicapped and elderly care;
 - (b) No such home contains more than six residents;
 - (c) Such home is licensed by the State of Arizona Department of Health Services; and
 - (d) Such home is licensed with, and administratively approved by the city, as to compliance with the standards of this chapter.
- (10) Accessory buildings and accessory uses as prescribed in §§ 152.210 through 152.226.

(C) *Conditional uses - "R1-35", "R1-20", "R1-12", "R1-8" and "R1-6" and "~~R1-5~~" zoning districts.*

- (1) One accessory dwelling unit on a residential lot provided the lot and the accessory dwelling unit meets the following standards:
 - (a) The area of the lot is 8,000 square feet or larger in size;

- (b) The accessory dwelling unit may not exceed 50% of the gross square footage of the livable area of the primary dwelling unit;
 - (c) The addition of the accessory dwelling unit may not cause the lot to be split; rather the lot remains as one lot under the same ownership as that of the primary dwelling unit;
 - (d) The accessory dwelling unit shall be located in the buildable area of the lot.
 - (e) A single common driveway shall serve both the principal residence and the accessory dwelling unit; and
 - (f) The accessory dwelling unit must be connected to all of the primary structure's utilities; with the exception of phone and cable services.
 - (g) The accessory dwelling unit may not be used for any commercial or non-residential uses.
- (2) Commercial retail use provided the lot meets the following standards:
- (a) The minimum area of the lot must be 8,000 square feet or larger;
 - (b) The lot must be a corner lot with frontage onto a roadway that is designated in the San Luis General Plan – Transportation Element as an arterial or collector roadway;
 - (c) The building shall comply with all setback and development standards of the residential zoning district; and
 - (d) The building size and permitted uses shall be limited to those allowed in the "MU" Zoning District as outlined in § 152.108.
- (3) Public schools (K-12).
- (4) Private schools, including charter schools, with a curriculum substantially the same as customarily offered in public schools.
- (5) Religious institutions.
- (6) Publicly owned or operated library, museum, fire station, police station.
- (7) Amateur (ham) radio towers and antennas.
- (8) Wireless communication towers and antennas as approved in accordance with the requirements of §§ 152.315 through 152.322.

(D) *Temporary uses - "R1-35", "R1-20", "R1-12", "R1-8" and "R1-6" and ~~"R1-5"~~ zoning districts.*

- (1) Model homes or temporary sales office pertaining to the sale of homes being constructed in the immediate subdivision. In the review for a model home or sales office, the city may consider lighting, landscaping, hours of operation, signage, parking, duration, and neighborhood impact. Approval may be granted for a two year period, or until all lots in the subdivision are sold, whichever occurs first.
- (2) Temporary construction site trailer pertinent to the construction of the homes and public improvements within the immediate subdivision.
- (3) Temporary uses such as revivals, carnivals, circus, auctions, holidays or seasonal boutiques or tree lots in conjunction with appropriate dust control abatement.
- (4) Garage sales are limited to three consecutive days conducted no more frequently than three times per year per residential location. Sales of this nature occurring beyond these limits are prohibited.

(E) *Design standards - "R1-35", "R1-20", "R1-12", "R1-8" and "R1-6" and ~~"R1-5"~~ zoning districts.*

- (1) All new residential developments (subdivisions) shall be subject to all requirements set forth in the San Luis Subdivision Ordinance.
- (2) The residential structure should have a strong relationship to the neighborhood street. A walkway from the street to the front entry is strongly encouraged.
- (3) Housing should foster a sense of neighborhood among nearby residents and a sense of community through linkage with surrounding neighborhoods.
- (4) Propane tanks, water filters and similar mechanical or utility equipment shall be installed at ground level or wall mounted and shall be screened from public view and designed to appear as an integral part of the building.
- (5) The residence shall have a permanent foundation and a garage or carport the design and materials of which shall be compatible with the main structure.
- (6) Front porches and courtyards are strongly encouraged and should provide a pedestrian connection, other than the driveway, to the street.
- (7) All residential developments, at the time of subdivision development and on a subdivision basis, within the "R1-35", "R1-20", "R1-12", "R1-8"

and “R1-6” and “~~R1-5~~” zoning districts shall provide the minimum net acreage of open space as delineated in Table No. 2 herein. Net acres shall be defined as the total acres exclusive of the area required for arterial or collector street right-of-way dedications, any commercial or industrial lands, and school/public site reservations.

TABLE No. 2

Open Space Requirements – Single Residence Zoning Districts

(see Open Space definitions in § 152.013)

Zoning District	Open Space Percentage
“RA-10”	0%
“SR-5”	0%
“SR-2”	0%
“R1-35”	2%
“R1-20”	2%
“R1-12”	5%
“R1-8”	5%
“R1-6”	5%
“R1-5”	5%

TABLE No. 3

Development Standards – Single Residence Zoning Districts

Zoning District	Minimum Lot Size (ac./sq ft)	Minimum Lot Width (feet)	Maximum Bldg. Height (feet)	Minimum Yard Setback (feet)					Maximum Lot Coverage
				Front	Garage Entrance	Side	Street Side	Rear	
“RA-10”	10 acres	330	35(b)	50	40	30 & 30	50	50	10%
“SR-5”	5 acres	220	35(b)	40	40	30 & 30	40	40	15%
“SR-2”	2 acres	120	35(b)	30	30	30 & 30	30	40	20%
“R1-35”	35,000 sf	100	30	30	30	15 & 15	30	40	30%

"R1-20"	20,000 sf	100	30	25	20	10 & 10(c)	15	30(c)	40%
"R1-12"	12,000 sf	80(a)	30	20	18	7 & 7(c)	10	25(c)	45%
"R1-8"	8,000 sf	70(a)	30	20	18	7 & 7(c)	10	20(c)	50%
"R1-6"	6,000 sf	60(a)	30	20	18	7 & 7(c)	10	10(c)	50%
"R1-5"	5,000 sf	50(a)	20	15	18	5 & 5(c)	10	10(c)	50%

- (a) Lot width on corner lots shall be increased by five feet.
- (b) Accessory agricultural buildings may be permitted additional height in accordance with regulations in §§ 152.210 through 152.226.
- (c) Increased setbacks for institutional uses allowed by C.U.P. shall be increased one foot for every two foot of building height, but in no case less than 20 feet.

Section 4. Section 152.090(A) of the Code of Ordinances of the City of San Luis, Arizona, is hereby amended to read as follows:

152.090 GENERAL REQUIREMENTS – MULTIPLE RESIDENCE ZONING DISTRICTS.

(A) *Purpose.* The purpose of the multiple residence districts is to provide for a range of different types and densities of multiple residential developments in locations which are suitable and appropriate, taking into consideration existing conditions, future land use needs, and the availability of public services. It is intended that these districts accommodate a variety of dwelling types, including apartments, townhouses or patio homes, duplexes, and condominiums. **These dwelling units shall be multiple residence dwellings and no detached single dwelling units shall be permitted effective as of March 1, 2016. Reference to "R-2" and "R-3" zoning districts shall not include detached single dwelling units from and after March 1, 2016. For all lots created prior to March 1, 2016 in a multiple residence district specifically for detached single residence dwelling units, all such detached single dwelling units shall be developed to the design standards of an "R1-6" zoning district. No detached single residence dwelling unit shall be built on a lot not specifically designed for detached single dwelling units.**

The multiple residence districts are further delineated in the following categories:

- (1) "R-2" Medium-High Density Residential.
- (2) "R-3" High Density Residential

(B) *Review process.* All new development (residential and non-residential) shall require site plan review, by the Zoning Administrator, prior to the applicant's

submittal for building or grading permits. All applications for site plan review shall comply with the submittal requirements outlined in § 152.046. The required fees shall accompany all applications.

(C) *Development standards.* The development regulations for each of the multiple residence zoning districts are outlined in Table No. 5. These standards provide certainty to property owners, developers, and neighbors about the limits of what is allowed.

(D) *Compliance with other provisions.*

(1) *General provisions.* The general provisions in §§ 152.210 through 152.226 shall apply.

(2) *Parking regulations.* The parking regulations in §§ 152.240 through 152.244 shall apply.

(3) *Signs.* All signage shall comply with §§ 152.255 through 155.262.

(4) *Outdoor lighting.* All outdoor lighting shall comply with §§ 152.275 through 152.282.

(5) *Landscape regulations.* The landscaping shall comply with §§ 152.295 through 152.300.

Section 5. Sections 152.091(A) and (B) of the Code of Ordinances of the City of San Luis, Arizona, are hereby amended to read as follows:

152.091 “R-2” MEDIUM-HIGH DENSITY RESIDENTIAL ZONING DISTRICT.

(A) *Purpose.* The purpose of this zoning district is to allow for a variety of building types, including duplex, townhouses, and apartments with varied project amenities. The “R-2” shall provide a balance of housing opportunities to serve the needs of the residents of San Luis. The intent of this district is to permit higher density urban development with a mixture of uses of a similar intensity.

Dwelling units shall be a multiple residences dwelling. No detached single residence dwelling unit shall be permitted from and after March 1, 2016. For all lots created for single detached residence dwelling units prior to March 1, 2016, all such single detached dwelling units shall be developed to the design standards of an “R1-6” zoning district.

(B) *Permitted uses - “R-2” Zoning District.*

(1) Attached or detached single residence dwellings, including townhouses, provided the maximum density does not exceed ten dwelling units per acre. **No single detached residence dwelling units shall be permitted effective as of March 1, 2016. For lots for single detached residence units created prior to March 1, 2016 in a multiple residence**

zoning district, all single detached dwelling units shall be developed to the design standards of an “R1-6” zoning district.

- (2) Multiple residential developments (maximum of ten dwelling units per acre).
- (3) Public and private utility installations, but not including business offices, repair or storage facilities, wastewater treatment plants, booster stations, and generating plants.
- (4) Child care, home-based. Home-based child care shall comply with the State of Arizona Department of Health Services regulations for licensing.
- (5) Group care homes for the elderly and handicapped, provided that:
 - (a) No such home is located on a lot that is within 1,200 feet of another group home for the handicapped and elderly care;
 - (b) No such home contains more than 20 residents;
 - (c) Such home is licensed by the State of Arizona Department of Health Services; and
 - (d) Such home is licensed with, and administratively approved by the city, as to compliance with the standards of this chapter.
- (6) Home occupations as prescribed in §§152.210 through 152.226.
- (7) Accessory buildings and accessory uses as prescribed in §§152.210 through 152.226.

(C) *Conditional uses - “R-2” Zoning District.*

- (1) Public schools (K-12).
- (2) Private schools or charter schools, with a curriculum substantially the same as customarily offered in public schools.
- (3) Religious institutions.
- (4) Bed and breakfast operations provided that the following standards shall apply:
 - (a) No more than four bedrooms per residence may be used for the business;
 - (b) No more than two adult persons per room; and
 - (c) One off-street, non-tandem parking space per bedroom.

(5) Wireless communication towers and antennas in accordance with the requirements of §§ 152.315 through 152.322.

(D) *Temporary uses - "R-2" Zoning District.*

(1) Temporary sales office pertaining to the sale of dwelling units being constructed in the immediate development. In the review for a sales office, the city may consider lighting, landscaping, hours of operation, signage, parking, duration, and neighborhood impact. Approval may be granted for a two year period, or until all units in the development are sold, whichever occurs first.

(2) Temporary construction site trailer pertinent to the construction of the residential units or buildings and public improvements within the immediate development.

(3) Temporary uses such as revivals, carnivals, circus, auctions, holidays or seasonal boutiques or tree lots with appropriate dust control abatement.

(E) *Site design standards - "R-2" Zoning District.* Multiple residential developments and buildings should complement and enhance the built environment of the surrounding residential structures and neighborhood through the creative and imaginative application of architecture, landscape and site design standards.

(1) All new residential developments (subdivisions) shall be subject to all requirements set forth in the San Luis Subdivision Ordinance.

(2) Parking areas, if other than a driveway, that are adjacent to the required front yard shall be screened by a decorative wall or landscape berm or combination thereof to a height not to exceed three feet in order to adequately screen the parked vehicles.

(3) Trash and refuse collection containers shall be screened with a six foot decorative wall. Trash and refuse areas shall be located such that they are not the visual focal point of a driveway or parking area, or cannot be viewed from a public street.

(4) Mechanical equipment and similar utility devices, whether ground level or roof mounted, shall be screened from public view and designed to appear as an integral part of the building. The mechanical equipment screening shall be included in the overall building height. Mechanical

equipment shall be treated to be non-reflective. Electrical meters, service components, and SES cabinets should be screened from public view and designed to appear as an integral part of the building.

(5) All multiple residence developments having more than ten dwelling units shall include a recreational amenity for the residents use at the rate of one amenity per ten dwelling units. Examples of such amenities include, but are not limited to, swimming pool, tot lot, sport court, ramada with picnic tables and barbeque grill. The area utilized by the recreational amenity may be calculated as part of the overall open space required for the development.

(6) Every unit is encouraged to be developed with either a private patio or balcony a minimum of 150 square feet in size. If this private useable outdoor open space is provided it may be calculated as part of the overall open space required for the development.

(7) All multiple residential buildings shall provide covered parking in accordance with §§ 152.240 through 152.244. The required covered parking canopy shall provide motion sensor/detector light fixtures which are to be placed under the parking shade canopy.

(8) All multi-story buildings are encouraged to incorporate 360° architecture. A variety of massing and building heights, and stepping rooflines is strongly encouraged. Straight rooflines should be minimized by using offsets, differing heights, stepping, or different orientations to produce more variety within a development. Roof material shall not be wood shake shingles.

(9) Reflective building materials are prohibited. Mirrored surfaces or any treatment that changes ordinary glass into a mirrored surface are prohibited. Metallic surfaces, including roof materials, shall be chemically treated to be non-reflective.

(10) The building materials of a project shall be durable, require low maintenance, and be of the same or higher quality as surrounding developments. The city strongly encourages all new buildings to meet LEED (Leadership in Energy and Environmental Design) certification standards.

(F) *Open space standards - "R-2" Zoning District.*

- (1) All new multiple residential developments, including but not limited to; apartments and condominiums shall be required to provide open space, provide buffering to adjacent developments, and provide landscaping.
- (2) Open space shall be required for each development, as delineated in Table No. 4, regardless of whether it is a residential or non-residential development. Open space does not include parking areas.
- (3) Open space may be left as landscaped open space or may be developed with recreational amenities for the use and enjoyment of the residents.

Section 6. Sections 152.092 of the Code of Ordinances of the City of San Luis, Arizona, are hereby amended to read as follows:

152.092 "R-3" HIGH DENSITY RESIDENTIAL ZONING DISTRICT.

(A) *Purpose.* The purpose of this zoning district is to provide for high-density attached residential development and destination tourism uses within designated activity centers where adequate public facilities and services are available. It is intended that this district accommodate multi-story residential and tourist developments incorporating unique design and exceptional amenities. **Detached single residence dwelling units shall not be permitted from and after March 1, 2016.**

(B) *Permitted uses - "R-3" Zoning District.*

- (1) Multi-residential developments (maximum of 20 dwelling units per acre). **Detached single residence dwelling units shall not be permitted from and after March 1, 2016.**
- (2) Cemeteries, crematoriums, columbaria and mausoleums including associated on-site mortuary.
- (3) Tennis courts and golf courses including clubhouses located thereon and unlighted driving ranges but not including miniature golf courses.
- (4) Public and private utility installations, but not including business offices, repair or storage facilities, wastewater treatment plants, booster stations, and generating plants.
- (5) Child care, home-based. Home-based child care shall comply with the State of Arizona Department of Health Services regulations for licensing.
- (6) Home occupations as prescribed in §§ 152.210 through 152.226.

(7) Accessory buildings and accessory uses as prescribed in §§ 152.210 through 152.226.

(C) *Conditional uses - "R-3" Zoning District.*

(1) Public schools (K-12).

(2) Private schools, charter schools, or boarding school with a curriculum substantially the same as customarily offered in public schools.

(3) Religious institutions.

(4) Child care center, provided that:

- (a) The facility provides the required outdoor play area; and
- (b) The facility is licensed by the State of Arizona Department of Health Services.

(c) Detached single residence dwelling units shall not be permitted from and after March 1, 2016.

(5) Resorts, but not hotels or motels, provided that the following standards shall apply:

- (a) Each development shall have a minimum area of 20 acres;
- (b) Each development shall provide a restaurant on-site;
- (c) The resort shall provide outside recreational amenities, such as but not limited to, golf, horseback riding, tennis or swimming; and
- (d) The resort development may include meeting rooms or a conference center, health club and spa facilities, beauty and retail shops accessible only from within the primary resort building.

(6) Time-share developments.

(7) Assisted living facilities, nursing homes, congregate care facilities, convalescent homes and homes for the aged provided that the following standards shall apply:

- (a) A minimum of 25 square feet of useable outdoor open space shall be required per bed and may be calculated as part of the overall open space required for the development; and
- (b) The facility is licensed by the State of Arizona Department of Health Services.

(8) Wireless communication towers and antennas in accordance with the requirements of §§ 152.315 through 152.322.

(D) *Temporary uses - "R-3" Zoning District.*

(1) Temporary sales office pertaining to the sale of dwelling units being constructed in the immediate development. In the review for a sales office, the city may consider lighting, landscaping, hours of operation, signage, parking, duration, and neighborhood impact. Approval may be granted for a two year period, or until all units in the development are sold, whichever occurs first.

(2) Temporary construction site trailer pertinent to the construction of the residential units or buildings and public improvements within the immediate development.

(3) Temporary uses such as revivals, carnivals, circus, auctions, holidays or seasonal boutiques or tree lots when uses are located on property with appropriate dust control abatement.

(E) *Site design standards - "R-3" Zoning District.* Multiple residential developments and construction should complement and enhance the built environment of the surrounding residential structures and neighborhood through the creative and imaginative application of architecture, landscape and site design standards.

(1) All new residential developments (subdivisions) shall be subject to all requirements set forth in the San Luis Subdivision Ordinance.

(2) Parking areas, if other than a driveway, that are adjacent to the required front yard shall be screened by a decorative wall or landscape berm or combination thereof to a height not to exceed three feet in order to adequately screen the parked vehicles.

(3) Trash and refuse collection containers shall be screened with a six foot decorative wall. Trash and refuse areas shall be located such that they are not the visual focal point of a driveway or parking area, or cannot be viewed from a public street.

(4) All multiple residence developments having more than ten dwelling units shall include a recreational amenity for the residents use at the rate of one amenity per ten dwelling units. Examples of such amenities include, but are not limited to, swimming pool, tot lot, sport court, ramada with picnic tables and barbeque grill. The area utilized by the recreational amenity may be calculated as part of the overall open space required for the development.

(5) Every unit is encouraged to be developed with either a private patio or balcony a minimum of 150 square feet in size. If this private useable outdoor open space is provided it may be calculated as part of the overall open space required for the development.

(6) All multiple residential buildings shall provide covered parking in accordance with §§ 152.240 through 152.244. The required covered parking canopy shall provide motion sensor/detector light fixtures which are to be placed under the parking shade canopy.

(7) Mechanical equipment and similar utility devices, whether ground level or roof mounted, shall be screened from public view and designed to appear as an integral part of the building. The mechanical equipment screening shall be included in the overall building height. Mechanical equipment shall be treated to be non-reflective. Electrical meters, service components, and SES cabinets should be screened from public view and designed to appear as an integral part of the building.

(8) All multi-story buildings shall incorporate 360° architecture. A variety of massing and building heights, and stepping rooflines is strongly encouraged. Straight rooflines should be minimized by using offsets, differing heights, stepping, or different orientations to produce more variety within a development. Roof material shall not be wood shake shingles.

(9) Reflective building materials are prohibited. Mirrored surfaces or any treatment that changes ordinary glass into a mirrored surface are prohibited. Metallic surfaces, including roof materials, shall be chemically treated to be non-reflective.

(10) The building materials of a project shall be durable, require low maintenance, and be of the same or higher quality as surrounding developments. The city strongly encourages all new buildings to meet LEED (Leadership in Energy and Environmental Design) certification standards.

(G) *Open space standards – “R-3” Zoning District.*

(1) All new multiple residential developments, including but not limited to; apartments and condominiums shall be required to provide open space, provide buffering to adjacent developments, and provide landscaping.

(2) Open space shall be required for each development, as delineated in Table No. 4, regardless of whether it is a residential or non-residential development. Open space does not include parking areas.

(3) Open space may be left as landscaped open space or may be developed with recreational amenities for the use and enjoyment of the residents.

TABLE No. 4
Open Space Requirements – Multiple Residence Zoning Districts
(see Open Space definitions in § 152.013)

Zoning District	<i>Open Space Percentage</i>
“R-2”	5%
“R-3”	5%

TABLE No. 5
Development Standards – Multiple Residence Zoning Districts

Zoning District	Minimum Lot Size (Sq Ft)	Min. Area/DU Total Density	Minimum Lot Width (Feet)	Maximum Bldg. Height (Feet)	Minimum Yard Setback (Feet)					Maximum Lot Coverage
					Front	Garage Entrance	Side	Street Side	Rear	
R-2	4,000 (e)	4,000 (e) 10 du/ac	40 (a)(e)	35 (d)	20	18	7(b)(c)(f)	10	10 (b)	50%
R-3	4,000	2,000/du 20 du/ac	30 (a)	60	20	18	10 (b)(c)(f)	10 (b)	10 (b)	50%

- (du) means dwelling units.
- (ac) means acre.
- (a) Lot width on corner lots shall be increased by five feet.
- (b) Or one-half the height of the building measured at the property line, whichever is the greater (except for single residence dwellings).
- (c) Projections into required setbacks are not allowed.
- (d) **For attached S** single residence dwellings, ~~whether attached or detached~~, shall be limited to **a height of 20 feet**.
- (e) Lots for attached townhouses may be reduced to 2,500 square feet and 30 feet minimum lot width.

(f) Applies only to the perimeter units of an attached unit product.

Section 7. In the event of a conflict between the provisions of this ordinance and any other ordinance, resolution, regulation, or policy within the City of San Luis, the conflicting provisions are hereby repealed, superseded, and replaced, and the provisions of this ordinance shall govern.

Section 8. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by the final decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance or said reference regulations.

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this _____ day of _____, 2016.

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

APPROVED AS TO FORM

Kay Marion Macuil, City Attorney



PLANNING & ZONING AGENDA ITEM REVIEW FORM

Planning & Zoning Commission Meeting

5. A.

Meeting Date: 01/12/2016

Submitted By: Roman Pacheco, Planning Technician, Planning & Zoning/Building Safety

ITEM:

Discussion and possible action on any and all matters regarding Subdivision Case No. 2015-0482F, a request by Nicklaus Engineering, Inc., on behalf of San Luis Port, LLC, for Final Plat approval regarding San Luis Port Subdivision, Phase 1. This subdivision will contain approximately 27 acres and is proposed to be divided into 8 lots and 1 tract with commercial (C-2) and Industrial (L-1) zoning districts. The property is located in the northeast corner of County 24th Street and Avenue E, San Luis, Arizona. (This item was continued from December 8, 2015 regular meeting).

SUMMARY:

RECOMMENDED MOTION:

Attachments

Memo-Subdivision Case No. 2015-0482F San Luis Port, LLC



City of San Luis

Development Services

MEMORANDUM

DATE: JANUARY 7, 2016

TO: JAVIER BARRAZA, CHAIRMAN
DANIEL BAZUA, VICE-CHAIRMAN
BILL CORDOVA, COMMISSION MEMBER
HUGO GARCIA, COMMISSION MEMBER
MARIA G. GUZMAN, COMMISSION MEMBER
GUILLERMINA FUENTES, COMMISSION MEMBER

FROM: JOHN STARKEY, ZONING ADMINISTRATOR 

RE: SUBDIVISION CASE NO. 2015-0482F

Staff sent correction comments to the applicant and has not received any corrected plans. Based on the need for additional information and probable redesign of some parts, staff recommends this item to be CONTINUE to the February Agenda.

ATTACHMENT: Comments sent to applicant on December 22, 2015



City of San Luis

Development Services

December 22, 2015

Steve Gerber
Nicklaus Engineering, Inc.
1851 W. 24th Street
Yuma, AZ 85364

Re: Subdivision Case No. 2015-0482F/ San Luis Port Subdivision, Phase 1

City staff have reviewed the plans for the San Luis Port Subdivision Phase 1 and have the following comments:

Development Services:

1. Subdivision Regulations require that Commercial and Industrial Streets have 80 foot right-of-ways with 54 feet pavement width.
2. Full improvement of streets next to development is required.
3. Temporary turn-around will be required to be paved.
4. Sidewalks are require in commercial areas
5. Street lights are required, provide design.

City Engineer:

Cover and Index Sheet – No Comments.

Plat – Phase 1

1. Provide reference for existing 33' right-of-way along County 24th Street. If right-of-way is in the form of an easement, the limits of the subdivision should extend to the centerline of Co. 24th Street.
2. Provide 1' Non-Access Easements along Avenue E and County 24th Street.
3. Need a copy of the title report for the property.
4. Possible needed a 15' drainage easement needed along County 24th Street/Lots 1 and 7 for drainage from County 24th Street. (Need to see new proposed improvements)

T101 and T102 – No comments.

P101 and P102

1. Provide drainage report/drainage calculations. Ensure that the finished grade elevations of the lots are sufficiently below the adjacent roadways. (Shadle Street has to many 161.60)
2. Provide cross-sections of the street improvements.

3. Provide signing and striping plans as needed. Show turn lanes.
4. How is stormwater drainage from County 24th Street proposed to be handled?
5. Note 13, calling out for existing utilities to be relocated by others, includes the City's traffic signal conduits and junction box at the corner of Avenue E and County 24th Street. This work needs to be done by the developer's contractor. Provide a detail for how the conduits will be extended.
6. Provide grades for new curb and gutter at the County 24th and Avenue E intersection.
7. Avenue E improvements are required. Traffic Impact Study is required and possible traffic signal contribution.

WS-01 through WS-06

1. Submit ADEQ Approvals to Construct for water lines and sewer lines.
2. All water and sewer details shall be per City of Yuma standard details (Details shown on the plans are derived from the City of Yuma details – if there are any difference, please specifically note them.)
3. All C900 water mains shall be Class 235 (DR-18.)
4. All manholes shall be constructed of polymer concrete, Armorock or approved equal.
5. All sewer services shall have a cleanout at the property line – reference City of Yuma Std. 5-021.

LS-01 and LS-02

1. (Comment 4 of the Plat - Question – is there a better location for the Sewer Force Main easement than across the back of Lot 7? It will not be accessible and will be subject to improvements constructed on top of it. It would be better to place in the street r/w's even if the force main is slightly longer.)
2. Submit ADEQ Approvals to Construct for sewer lift station. Submit Engineer's Design Report.
3. Provide profile of sewer force main, especially at crossing of County 24th Street and existing water line. Provide detail for connection of new sewer force main to existing sewer force main (Note 14 calls out Detail E/D02 but this detail is simply a trench detail.) Provide sewer force main cleanouts as needed.
4. Provide electrical plans for the sewer lift station.
5. Provide details for construction of the shade structure at the sewer lift station.
6. Fencing along Richards Road is called out as Steel Tube Fencing but Detail A/D05 is for Chain Link Fencing.
7. Lift Station wet well shall be constructed of polymer concrete, Armorock or approved equal.
8. Controls for lift station shall include a float switch backup for high level alarm.
9. RTU/SCADA requirements shall meet City of San Luis requirements.
10. Lift station site plan shows wrong grade for retention basin (higher than adjacent ABC paving.)
11. Provide paved driveway from Richards Road to lift station gate.

Section 8.0 – Total Dynamic Head (Phase I)

- Calculation of the total dynamic head needs to consider the pressures that will exist in the existing 10-inch force main. These pressures should be calculated based on the overall hydraulics of the force main with the existing Co. 24th Street lift station pumps running plus any other planned or future discharges to the force main. Pump size needs to be revised accordingly.

Public Works Department:

1. A traffic impact study should be provided as part of the development plan.
2. Participation in a fund for a future traffic signal at 24th Street and Avenue E will be required.
3. More analysis of sewer force main system will be needed. This new lift station would be the third set of pumps on the same force main. Is lift station sized properly to take the additional phases of this subdivision?
4. Improvements on Avenue E and Co, 24th need to meet or exceed the minimum required in our subdivision regulations and our zoning ordinance.

Fire Department:

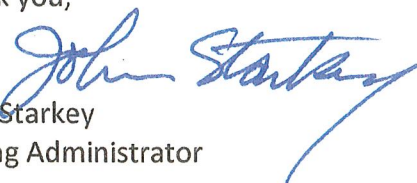
The City of San Luis Fire Department has reviewed the submitted set of plans for the proposed San Luis Port Subdivision, and a second means of ingress/egress with "Fire Department Access Road" signs, are required, for firefighting operations, per NFPA 1-2003 (18.2.2.4) (18.2.2.5.7). The City of San Luis Fire Department would require assurances of completion of the roadway to be able to withstand the loads imposed by fire apparatus, prior to any structures going vertical, above foundations (*refer to included handout "Pre-Construction Fire Code Requirements"*).

Additionally, we need to review the placement locations of fire hydrants prior to the final submittal of the site plans. All fire hydrants need to be on a continuous water supply loop, no dead-end fire hydrants. These fire hydrant locations, in our initial preliminary review, are as follows; the proposed fire hydrant located on the Southeast corner of Border Health Blvd. & Richards Rd. needs to be moved across Border Health Blvd, to the Northwest, parallel with the North side of Richards Rd. The proposed fire hydrant located on the Southeast corner of Border Health Blvd. & Packard Pkwy. needs to be moved across Border Health Blvd., to the Northwest, parallel with the North side of Packard Pkwy.

The proposed fire hydrant located on the Southwest corner of Border Health Blvd. & Shadle St. needs to be moved across Shadle St. to the Northwest corner of Shadle St. & Border Health Blvd., which is acceptable on later submittals, but must be approved prior to installation.

If you have any questions on these comments, please contact John Starkey, Zoning Administrator at 928-341-8563 or Eulogio Vera, Public Works Director at 928-341-8577.

Thank you,



John Starkey
Zoning Administrator



PLANNING & ZONING AGENDA ITEM REVIEW FORM

Planning & Zoning Commission Meeting

5. B.

Meeting Date: 01/12/2016

Submitted By: Roman Pacheco, Planning Technician, Planning & Zoning/Building Safety

ITEM:

Election of Officers.

BACKGROUND:

As per Section 2.1-G.1, "A member must have served on the Commission for a period of one (1) year prior to being eligible to serve as an officer. The Commission shall elect a chairperson and vice-chairperson from among its own members at its first meeting in January each year. The chairperson shall preside at all meetings and shall take such actions as necessary to preserve order and the integrity of all proceedings before the Commission. The vice-chairperson shall perform the duties of the chairperson in the latter's absence or disability."

SUMMARY:

At this time all acting members of the commission are eligible to act as chairperson or vice-chairperson.

RECOMMENDED MOTION:

I move to appoint _____ to serve as chairperson of the Planning and Zoning Commission.

I move to appoint _____ to serve as vice-chairperson of the Planning and Zoning Commission.



PLANNING & ZONING AGENDA ITEM REVIEW FORM

Planning & Zoning Commission Meeting

5. C.

Meeting Date: 01/12/2016

Submitted By: Roman Pacheco, Planning Technician, Planning & Zoning/Building Safety

ITEM:

Discussion and possible action on any and all matters regarding scheduling Open Meeting Law refresher and training on Roberts' Rules for Planning and Zoning Commission by City Attorney. (Kay Macuil, City Attorney)

SUMMARY:

RECOMMENDED MOTION:
