

**TOWN OF PAYSON  
PLANNING AND ZONING COMMISSION  
MINUTES OF THE PUBLIC MEETING  
September 9, 2013**

**Chairman Loyd called the duly posted public meeting of the Planning and Zoning Commission to order at 3:00 p.m. in the Town Council Chambers.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT:** John Swenson, James Scheidt, Lori Meyers, Clark Jones, Jeff Loyd, Mark Waldrop, and Dan Jaeger.

**ABSENT:** None

**STAFF PRESENT:** Sheila DeSchaaf, Zoning Administrator, LaRon Garrett, Assistant Town Manager, Doni Wilbanks, Planning Technician, Kyle Mann, Town Prosecutor, Tim Wright, Town Attorney, and Chris Floyd, Executive Assistant.

**A. APPROVAL OF MINUTES**

1. Public Meeting 8-12-13 Pages 1-4

The minutes were approved as submitted.

- B. PUBLIC COMMENTS - Comments concerning items not on the agenda. Note: Those wishing to address the Planning and Zoning Commission during this time need not request permission in advance. Action taken as a result of public questions and comments shall be limited to directing staff to study the matter or rescheduling the matter and decision at a later date. There shall be no discussion regarding any issues presented.**

There were no public comments.

**C. SCHEDULED HEARING(S)**

1. S13-001 Subdivision Request  
Filed by: Payson Community Christian School, property owner; Verde Engineering Group, PLLC applicant  
Location: 404 South Bassett Lane and 500 South Mud Springs Road  
Purpose: To subdivide 5.8 acres of land into 19 single family residential lots in a R1-10-MH zoning district.

Ralph Bossert, Verde Engineering, gave a brief overview of the proposed Forest Ridge Phase II 19 lot subdivision. He stated that there were several

concerns noted during the citizens meeting that will be addressed in the deed restrictions.

Sheila DeSchaaf, Zoning Administrator, stated that staff recommends approval of the proposed subdivision with the following recommendations:

1. The final plat shall be in substantial conformance with the preliminary plat submitted, sealed 8-27-13 (cover sealed 8-13-13) and shall not exceed a total of 19 lots.
2. A final plat shall be submitted within 12 months of Planning and Zoning Commission approval of this preliminary plat.
3. Adequate sanitary facilities shall be designed in accordance with Northern Gila County Sanitary District standards prior to submittal of the Final Plat.
4. Storm water detention/retention shall be provided in accordance with the Town of Payson Requirements.
5. If a subdivision sign is planned, a sign easement shall be created on the lot where the subdivision sign will be placed.
6. A landscape plan/tree preservation plan shall be submitted with the final plat improvement plan.
7. All other provisions of the Unified Development Code shall be met.

Chairman Loyd opened the public hearing.

A member of the audience had a concern with a well located on proposed lot 16 which was addressed by Tim Wright, Town Attorney.

Chairman Loyd closed the public hearing.

Commissioner Meyers questioned how the detention basin would be drained. Ralph Bossert, Verde Engineering, replied that the intent was for a gravity fed basin and metered out into existing washes.

Commissioner Scheidt questioned what would happen to the well on the one lot. The replied was that the well would be abandoned as part of the development.

Motion: Recommend to the Town Council approval of S13-001, a preliminary plat request for a 19 lot single family residential subdivision on 5.8 acres at 404 South Bassett Lane and 500 South Mud Springs Road

subject to the conditions listed in the staff report.  
Moved by James Scheidt, seconded by John Swenson.

Vote: Motion carried 7 - 0

Yes: John Swenson, James Scheidt, Lori Meyers, Clark Jones, Jeff Loyd, Mark Waldrop, and Dan Jaeger.

2. P13-002 Town of Payson General Plan update  
Filed by: Town of Payson  
Location: Could affect all of Payson  
Purpose: To update the Town of Payson General Plan.

Chairman Loyd stated that the first review of the General Plan draft was done at the previous meeting and changes have been made based on comments received.

Sheila DeSchaaf, Zoning Administrator, gave an overview regarding the process that has taken place to gather the information for the draft. If the plan is approved by the Commission then it would be forwarded to the Town Council for their adoption and then it would go to the voters for ratification at the next election which is August 2014.

She then read a summary of the revisions incorporated into the latest draft as provided below:

1. Additional language explaining what a General Plan is and how it is utilized was added to the beginning of Section One under Planning Framework to provide clarity.
2. Information about the Tonto Apache Tribe has been added to the Land Use Element. The Tonto Apache Reservation is depicted on the Land Use Map. However, the Tonto Apache Reservation is exempt from Town of Payson land use and other regulations. But the Town's relationship with the Tribe has a profound impact on the community.
3. Floor area ratios and residential density calculations caused confusion during previous drafts of the plan, therefore the layout was reworked to try and clarify that floor area ratios are only for commercial or non-residential uses.
4. The Rural Density Residential category has been reintroduced into land uses and at a lesser intensity of development than in the 2003 General Plan. This mainly encompasses the northeast corner of Town which is most of Payson Three Unit I subdivision and also Chaparral Ranch subdivision.
5. The discussion on Critical Issues in Section 6.5 of the Land Use Element

was amended to add sufficient market demand as a determining factor in the consideration of any rezoning application.

6. A few of the areas designated on the land use map as civic have been updated to reflect surrounding land uses ( Industrial, Mixed Use, or Commercial) rather than limiting the future use of those parcels based on their current use/ownership.

7. The land use designation for Open Space was amended to allow future development to arrange open space uses in a more meaningful way (ie. to promote preservation of sensitive areas, facilitate interconnected open space areas, or encourage the placement of active recreation uses within the interior of a development).

8. The Implementation Plan section was augmented to include specific details about the outreach and community engagement, including a table outlining the various facilitated workshops and public hearing dates.

Chairman Loyd opened the public hearing.

There was discussion regarding the density classification, buffer zones, growth areas, and it was noted how people were notified during the General Plan process to try and get participation for the plan update.

It was also noted that a lot of the concerns mentioned could be handled during a rezoning request for a specific parcel.

Chairman Loyd closed the public hearing.

Several Commissioners had further comments regarding traffic/roundabouts, zoning in a particular area off of Granite Dells, and classification of the proposed college site.

Sheila DeSchaaf, Zoning Administrator, stated that during the process you could see that viewpoints and priorities varied. The question now is whether or not this is an improvement over the existing plan. If the update is not approved and ratified by the voters then we stay with the existing document. Minor changes can be made to the document and amendments can and should be done throughout the next 10 years. The plan is intended to be a living document.

Commissioner Jones thanked the staff and all the citizens that participated in the process. He noted that it is a General Plan and should be used for planned growth.

Motion: Recommend to the Town Council adoption, of the September 2013 draft of the Town of Payson 2014-2024 General Plan Update as attached hereto as Exhibit A.

Moved by Clark Jones, seconded by James Scheidt.

Vote: Motion carried 7 - 0

Yes: John Swenson, James Scheidt, Lori Meyers, Clark Jones, Jeff Loyd, Mark Waldrop, and Dan Jaeger.

Chairman Loyd stated now the General Plan document moves forward to the Council for adoption by resolution.

**D. SCHEDULED DISCUSSION/POSSIBLE ACTION**

1. There are no items for this section.

**E. REQUESTS TO STAFF FOR THE PLACEMENT OF ITEMS ON FUTURE PLANNING & ZONING COMMISSION AGENDAS**

Chairman Loyd stated that he would like to consider buffer zones and the multi-family areas.

**F. INFORMATION TO COMMISSION (Not for Discussion)**

Sheila DeSchaaf, Zoning Administrator, commented that there would be a meeting in October.

Adjournment - 5:02 p.m.

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Jeff Loyd, Chairman

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Approved

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Chris Floyd, Executive Assistant