



MEMO

TO: Planning and Zoning Commission
FROM: Doni Wilbanks
Planning Specialist
DATE: June 1, 2015
SUBJECT: **Conditional Use Permit Request**
307 S. Beeline Highway; Animal Grooming

CUP15-006

Background

This is a request by Payson Plaza LLC, property owners; Loraine Ellis, applicant; Alana Holley, agent, to allow a Conditional Use Permit for animal grooming use in a fully enclosed building in a C-2 zoning district at 307G S. Beeline Highway parcel number 304-03-063G. The properties to the north, south, and west are all C-2 zoned properties and used for commercial purposes. The property to the rear (east), across S. Ponderosa Street is zoned C-1 (Commercial). The property to the southeast, across E. Bonita Street is zoned R3-MH and is a vacant commercial building.

Analysis

The proposed animal grooming use will be within a fully enclosed building. Animal grooming in a fully enclosed building may be allowed in C-2 zoning districts through the conditional use permit process with four (4) or fewer animals. The keeping of five (5) or more animals on a lot or premises is considered a kennel; kennels are not a permitted use in C-2 zoning districts. Certain aspects of animal grooming, such as potential noise disturbance from barking dogs, exterior animal use areas, and the risk of contaminants from bathing of animals and animal waste precipitate the need for conditional use permit approval.

The building is within an existing commercial center with adequate parking facilities for this use. No exterior changes to the building have been proposed. This property is within the Northern Gila County Sanitary District (NGCSD). Public water and sanitary facilities are required and currently in use. The applicant's proposal has been through the Development Services Committee and there were no concerns from other departments.

Staff Recommendation

Staff recommends: **Approval** of CUP15-006 with the conditions listed below.

1. Site shall comply with all Town of Payson development regulations, including design review requirements for commercially zoned property.
2. No more than four (4) dogs or other animals shall be kept, maintained, trained, boarded, or offered for sale on the premises at any one time
3. All business activity must be conducted within the enclosed building.
4. That the length of this Conditional Use Permit shall run concurrent with the use of this property. That is, as long as the animal grooming use at 307G S. Beeline Highway conforms to the above

conditions, this CUP is valid. Change in uses or additional uses shall require approval through the CUP process.

Suggested Motion to Approve:

“I move the Planning & Zoning Commission approve CUP15-006, a request to allow an animal grooming use in a fully enclosed building in a C-2 zoning district at 307G S. Beeline Highway with the conditions listed in the staff report.”

A Citizens’ Participation meeting was held on May 21, 2015. The Citizens’ Participation Report and related materials are attached for review.

**TOWN OF PAYSON
PLANNING AND ZONING APPLICATION**

The undersigned Applicant(s) hereby applies for:

- | | | |
|--|---|---|
| <input type="checkbox"/> Abandonment Request | <input type="checkbox"/> Devel. Agreement, PAD & SPD | <input type="checkbox"/> Preliminary Subdivision Plat |
| <input type="checkbox"/> ADU | <input type="checkbox"/> Development Master Plan | <input type="checkbox"/> P & Z Commission Appeal |
| <input type="checkbox"/> Administrative Appeal | <input type="checkbox"/> Final Subdivision Plat | <input type="checkbox"/> Temporary Use Permit |
| <input type="checkbox"/> Administrative Relief | <input type="checkbox"/> General Plan/Land Use Plan Amendment | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Guest Quarters | <input type="checkbox"/> Zone Change |
| <input type="checkbox"/> Code Amendment | <input type="checkbox"/> Minor Land Division | |
| <input checked="" type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Mobile Storage | |

Jul, 2014

Project Address: 307 S Beeline Highway Tax Parcel Number: 30403063G10
 Subdivision: _____ Lot Number: 86185
 Name of Applicant(s): LORRAINE ELLIS Phone #: 928-970-2484
 Mailing Address: 601 N. PONDOSA Town: PAYSON St: AZ Zip: 85541
 Name of Property Owner(s): PAYSON PLAZA LLC
 Mailing Address: PO Box 51266 Town: PHOENIX St: AZ Zip: 85076
 Contact Person: Alana Holley Phone #: (480) 361-2706 #: 888-425-7149
 Payson Business License # _____ Sales Tax # _____

Detailed Description of Request:

DOG GROOMING - ONE OWNER OPERATOR

(Note: Additional Description area can be included in an attachment)

Certification: I hereby certify that the data submitted on or with this application is true and correct, that I am the owner of the property at this address, or that for the purpose of obtaining this approval I am an authorized agent in his/her behalf.

Alana Holley
Print Name

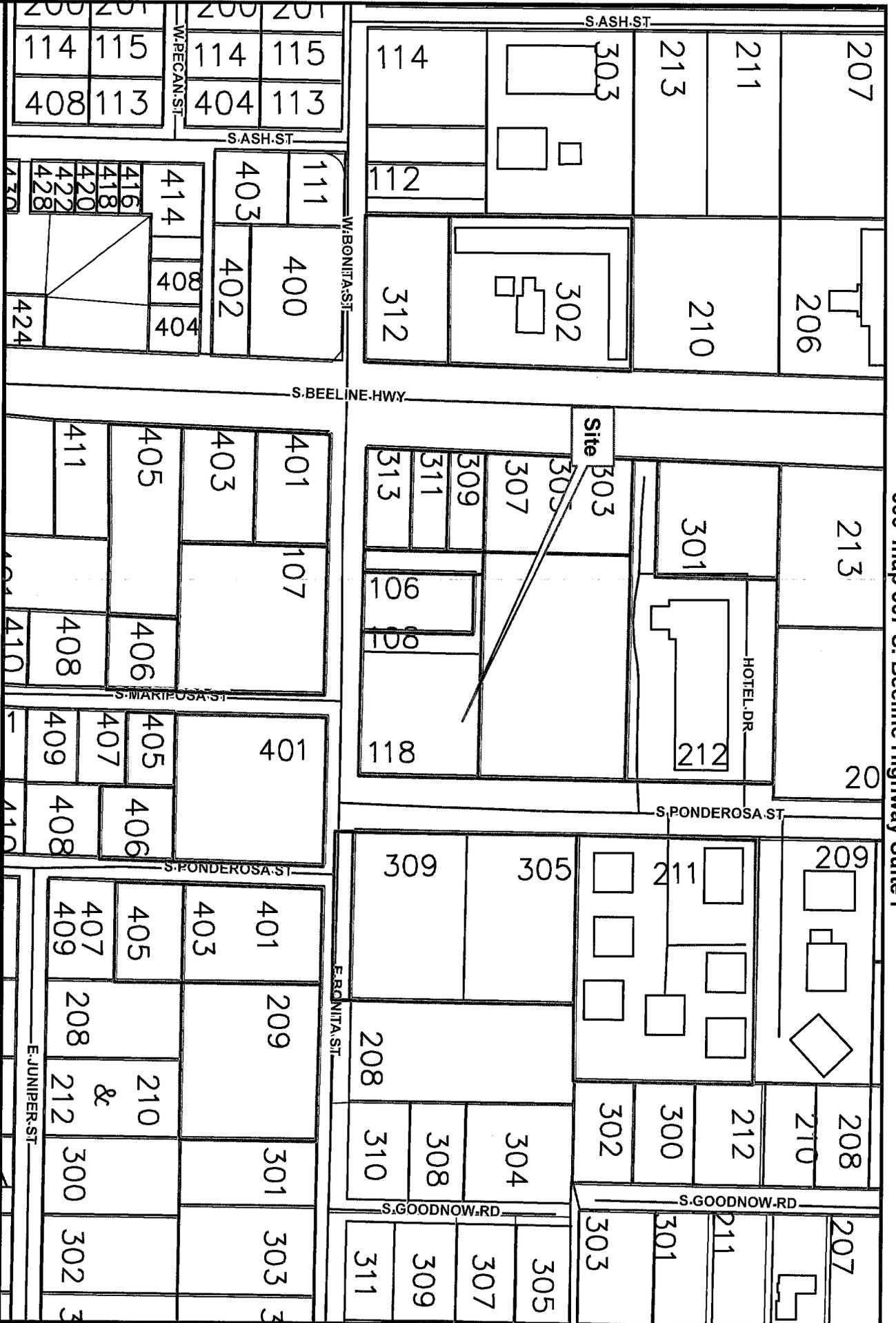
Alana C. Holley
Signature

4/14/15
Date

STAFF USE ONLY - PERTINENT DATA			
APPLICATION	DATE	INITIALS	APPLICATION FEE:
DATE FILED	5/11/15	DW	\$500 Paid - cash
COMPLETED APPLICATION	5/21/15	SLD	
NEWSPAPER PUBLICATION	5/15/15	DW	
300' NOTIFICATION MAILOUT	5/20/15	SLD	
POSTING DATE	5/20/15	SLD	
			CHECK NUMBER: _____ DATE: 5/11/15

RECOMMENDATION		DECISIONS	
By: _____	Date: _____	By: _____	Date: _____

300' map 307 S. Beeline Highway Suite F



303 North Beeline Highway
 Payson, Arizona 85541
 (928) 474-5242 www.ci.payson.az.us
 GIS/PaysonGIS_Master.mxd 11/28/2007

This map has been provided for informational purposes only and is not accurate for engineering design. Every effort has been made to ensure this map is as accurate as possible. The Town of Payson shall assume no liability for the base information contained in this map.



EBONIA ST

MARIPOSA ST

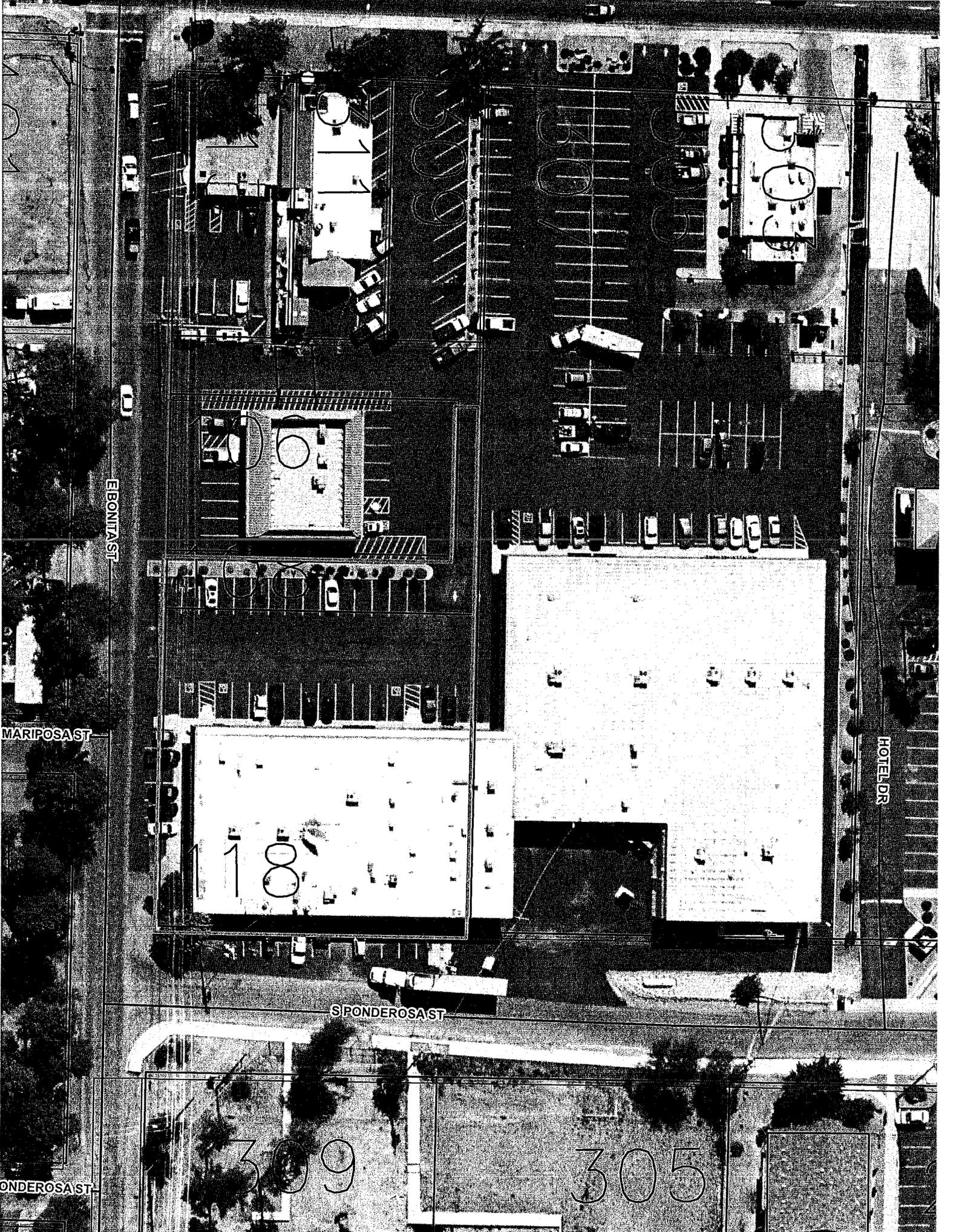
HOTEL DR

SPONDEROSA ST

ONDEROSA ST

309

305



CITIZENS'
PARTICIPATION
MATERIAL



May 21, 2015

To: Town of Payson – Community Development Department
From: Alana Holley – Property Manager for Payson Plaza
Subject: Lorraine Ellis – Dog Grooming 307 S Beeline Highway, Ste. G
Citizen Participation Report, Conditional Use Permit

The Citizens Participation Meeting was held Thursday, May 21, 2015 from 6:30pm until 7:00pm at 307 S Beeline Highway, Ste. G, Payson, AZ.

There were no responses or phone calls regarding the notifications that were sent out. We received “return to sender”, 6 of the mailings to the “Current Resident” and 1 to Mr. Hernandez Manuel De Jesus Fuentes Or from the 2 lists of mailing addresses obtained from the Town of Payson.

There were no attendees at this meeting from the public.

Sincerely,

A handwritten signature in black ink that reads "Alana C. Holley". The signature is written in a cursive, flowing style.

Alana Holley
Designated Broker
Senior Property Manager
Alana@preservepm.com



May 6, 2015

Dear Property Owner:

I manage Payson Plaza located at 307 S Beeline Highway and we are excited to have Lorraine Ellis as a tenant. Lorraine has been in the Payson community for many years and she has been grooming dogs for 40 years.

Lorraine will be operating a small grooming shop in our center. She will not have any dogs in the premises without supervision and she will only be working on one dog at a time, therefore, there will be no kenneling of dogs at the premises.

On behalf of Lorraine Ellis, you are invited to attend our Citizen Participation Meeting regarding a request to approve a conditional use permit to allow Lorraine to open her grooming shop. This meeting will be held on Thursday, May 21, 2015 at 6:30 p.m. at 307 S Beeline Highway, Ste. G, Payson, AZ. The purpose of this meeting is to provide information to property owners and residents that are adjacent to the subject property regarding the grooming shop. This will be your opportunity to ask questions or provide comments regarding this use.

If you are unable to attend the meeting and have questions regarding this use, please call Alana Holley, 480-361-2706. I look forward to hearing from you or meeting you at our property in Payson, AZ.

Sincerely,

Alana Holley
Designated Broker
Senior Property Manager
Alana@preservepm.com