

**DESIGN REVIEW BOARD MINUTES
CITY OF PEORIA, ARIZONA
POINT OF VIEW CONFERENCE ROOM
MARCH 27, 2019**

A Meeting of the Planning and Zoning Commission of the City of Peoria, Arizona, convened at 9875 N. 85th Avenue, Peoria, AZ in open and public session at 6:31 p.m.

Members Present: Board Member Adam Hawkins, Board Member Mike Heath, Board Member Charles Hoskins, Board Member Jim Schulz, and Board Member David Gordon

Members Absent: Board Member Glenn Bonita

Others Present: Chris Jacques – Planning Director, Lorie Dever – Principal Planner, David Benton – Assistant City Attorney, Katie Gregory – Deputy City Manager, Cody Gleason – Senior Planner, Matthew Gunderson – Planner, Amanda Beck – Planner and Della Ernest – Executive Assistant

Opening Statement: The Opening Statement was dispensed with by Mr. Chris Jacques.

Mr. Jacques introduced himself to the Board along with staff: Ms. Lorie Dever, Ms. Katie Gregory, Mr. Cody Gleason, Mr. Matthew Gunderson, Ms. Della Ernest and Mr. David Benton.

At roll call, Mr. Jacques asked each Board Member to provide some background to the other Board Members and staff.

Call for speaker request forms.

Audience: none

Note: The order in which items appear in the minutes is not necessarily the order in which they were discussed in the meeting.

CONSENT AGENDA

All items listed with a “C” are considered to be routine by the Planning and Zoning Commission, and were enacted by one motion.

1C Disposition of Absence

Discussion and possible action to approve the absence of Design Standards Advisory Board member(s) John Chappelle from the Design Standards Advisory Board meeting held on June 11, 2008, and Mike Lloyd and Scott Phillips from the Design Review Appeals Board.

2C **Minutes**

Discussion and possible action to approve the minutes of the Design Standards Advisory Board meeting held on June 11, 2008 and the Design Review Appeals Board meeting held on May 28, 2008.

COMMISSION ACTION: Board Member Schulz moved to approve the Consent Agenda as presented. The motion was seconded by Board Member Heath and upon vote, passed 4-0.

REGULAR AGENDA

3R **Rules for Procedure**

Discussion and possible action to consider adopting Rules for Procedure for the Design Review Board.

COMMISSION ACTION: Board Member Schulz moved to adopt/approve the proposed Rules for Procedure. The motion was seconded by Board Member Heath and upon vote, passed 4-0.

4R **Election of Officers**

Discussion and possible action to elect Design Review Board officers for 2019.

COMMISSION ACTION: Board Member Schulz moved to nominate Board Member Heath as Chair. Board Member Heath accepted the nomination and seconded the motion and upon vote, passed 4-0.

Board Member Hawkins moved to fill the Vice-Chair position. The motion was seconded by Board Member Schulz and upon vote, passed 4-0.

5R **Design Review Board Study Session**

Staff will provide an update on ongoing efforts and upcoming projects within the City. This information will be for discussion purposes and may result in possible suggestions for staff to bring forth possible future work items.

Information on the following items were presented by Mr. Chris Jacques and Ms. Lorie Dever:

Introduction to Department

- Introduction and role of Planning Department
- Community Growth profile

General Plan Rewrite – 2019 Major General Plan Cycle

- What is the General Plan

- Key Facts
- 2019 General Plan Update
 - Key Tasks:
 - Reorganization of Document
 - Refinement of Land Use Categories
 - Community Outreach:
 - Open House Meetings – *April 29 & 30, 2019*
 - 60-Day Review – *Summer 2019*
 - Public Hearing Schedule:
 - P & Z Commission Meetings – *October 2019*
 - City Council – *November 2019*
- Document Organization: Overview of themes

Livability Initiative

- Renewed interest in advancing community distinction and facilitating “placemaking” experiences citywide:
 - Alignment with Council Goals and General Plan themes
 - Move away from “bedroom community”
 - Recognition that retail and societal landscape is evolving
 - Desire for destination-oriented experiences
 - Integration of art and culture
- Build upon core areas of the City
 - Old Town, P83, Four Corners etc.

Zoning Code Amendments

Sign Code

- Comprehensive Rewrite Adopted - ***March 6, 2018***
- New Code Effective Date - ***April 12, 2018***
- Observation Period - ***Ongoing***
- Next Steps: Refinements - ***Summer / Fall 2019***

Non-Residential Standards

- Modernize Commercial / Employment Portion of Zoning Ordinance
- Areas of Focus
 - Section 500 Non-Residential Standards and 800 Parking Code

Old Town Update – Projects Within and Near

Old Town Revitalization Plan:

- Inception in 1998; Updated in 2009
- Restore vitality of historic city center
- Standards promote activation, pedestrian-scale and “main-street” urban form
- Promote “Critical Mass” of destination uses
- Opportunity Sites

Old Town Mixed Use Zoning District (2004):

- OTMU adopted in 2004 to replace former C-3 Zoning District
- Created CCM (Core Commercial) and CRM (Core Residential) Subareas
- Land use table and standards responsive to policy guidance

Placemaking Efforts in Old Town

- Outdoor Seating Area –
- Osuna Park
- Artistic Pottery
- Intersection Improvements (Pilot)
- Commercial Façade Update
- Old Town Transit Center
- Edwards Hotel
- Payroll Geeks
- Peoria Place

Design Review Manual – Commercial Standards

Review of table of contents:

- Administration
- Non-Residential
- Single Family
- Multi-Family
- Supplementary

Upcoming tasks:

- Refresh format, photos, and graphics
- Review and refine principles and guidelines
- Review and refine Administration regulations

COMMISSION COMMENTS:

Board Member Schulz asked if the last update to the General Plan was in 2010.

Mr. Jacques stated yes; however, adjustments have occurred through the years.

Board Member Heath asked if staff is taking into consideration the consultants recommendations on the General Plan updates.

Ms. Dever stated yes, and those recommendations would be brought to the Board for consideration and input.

Board Member Schulz commented that there were 22 land use categories now, but how many are proposed in the updates to the General Plan.

Mr. Jacques stated the current number of land use categories will be approximately 17.

6R Design Review Board Meeting Schedule

Discussion and possible action to adopt a schedule for Design Review Board meetings for 2019.

Mr. Jacques asked the Board if the last Wednesday of the month and 6:30pm meeting time works for everyone's schedule. All Board Members were in favor of this meeting day and time.

Mr. Jacques asked the Board if the meeting location in Development and Community Services Building Point of View conference room worked for everyone. All Board Members were in favor of maintaining the same meeting location.

Ms. Dever presented the following proposed meeting dates:

- April 24th
- June 26th
- August 28th
- October 23rd
- December 18th

COMMISSION ACTION: Board Member Heath moved to approve the schedule as presented. The motion was seconded by Board Member Schulz and upon vote, passed 4-0.

CALL TO THE PUBLIC ON NON-AGENDA ITEMS: None

UPDATES FROM STAFF:

Mr. Jacques notified the Board of the next meeting on April 24th.

Mr. Jacques also mentioned to the Board the importance of being transparent and the appearance of impropriety. Mr. Jacques offered that the Board should whenever possible, refrain from using their tablet/laptop or cell phone during the meeting.

Ms. Dever mentioned that if any of the Board plans to attend the General Plan open house, please notify Ms. Della Ernest so the appropriate possible quorum notice can be posted through the city clerk's office.

UPDATES AND REPORTS FROM THE DESIGN REVIEW BOARD: None

ADJOURNMENT: There being no further business to come before the Design Review Board, the meeting adjourned at 7:51 p.m.

_____, Chair
Date 08/28/2019


Submitted by Della Ernest
Date 8-28-19