



Yearly Update and Orientation

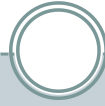
PLANNING & ZONING BOARD

Agenda



- Planning Division Functions
- Land Use Review Process
- Tools for Land Use Review
- Zoning Basics and Land Use Regulations
- Planning and Zoning Board Functions
- Meetings
- Open Meeting Law

Planning Division Functions



Long-Range Planning



Current Planning



Historic Preservation

Land Use Review Process



Land Use Application Review

Staff Review
(iterative)
Recommendation

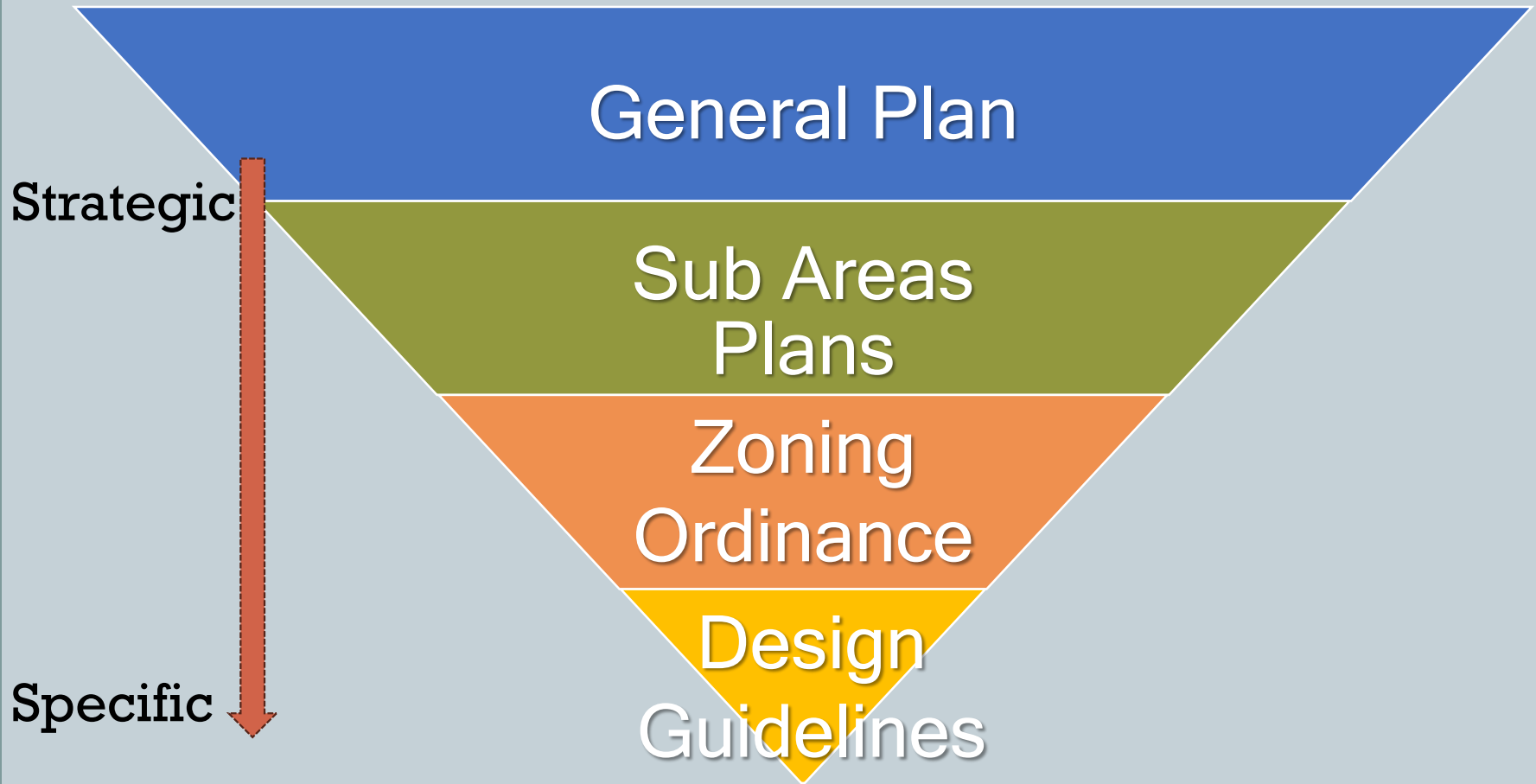
Public Meetings

Public Notice
Staff Report

Entitlements

Approval from
Planning
Director, BOA,
P&Z, or CC

Tools for Land Use Review

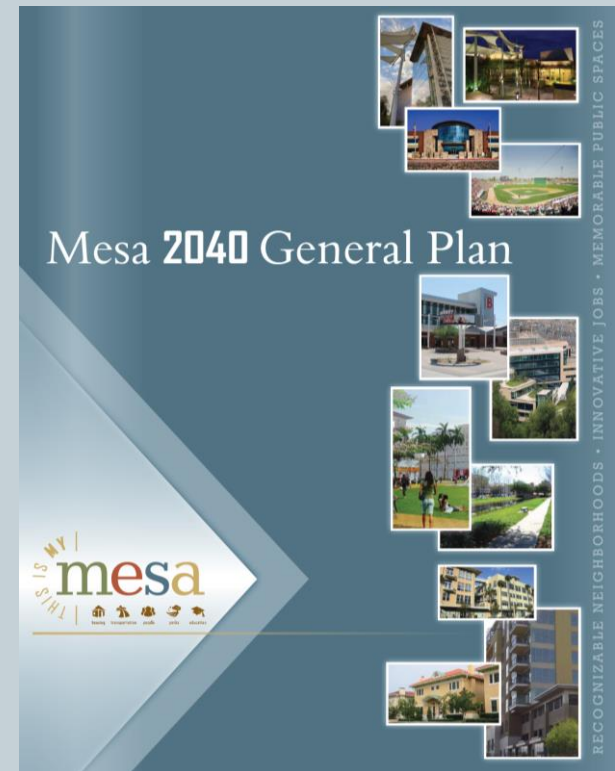


Tools for Land Use Review



GENERAL PLAN

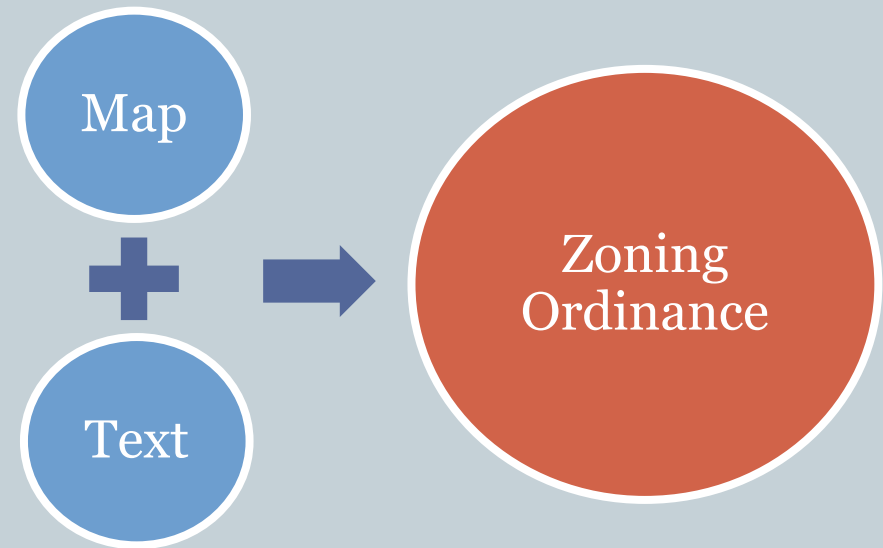
- Official policy guide to achieve desired physical development
- Expression of resident's values and aspirations
- Guide future plans, programs, investments, and other government activities
- Reference point for decision making - helps provide continuity over time



Zoning Basics



- Implement the future land uses and built environment defined in the General Plan
- Division of land into districts or zones
- Regulate land uses
- Identify specific development standards (i.e., setbacks, building heights, and lot coverage)



Land Use Regulations



WHY ARE THEY NEEDED?

Ordinances/Laws that:

- Direct growth
- Ensure quality development
- Enhance health, safety, morals, and welfare of the City

Without Them:

- Conflicts in land use (e.g. - industrial near residential)
- Impacts on quality of life
- Increased cost of development - no certainty
- Impacts to natural resources
- Impacts on land values - loss of investment

P&Z Board Functions



- 7 Member Board
- Review and make recommendations to City Council:
 - General Plan Amendments
 - Rezoning, including overlay zones (e.g., PAD, BIZ)
 - Text Amendments
 - Council Use Permits

P&Z Board Functions



- Act on:
 - Special Use Permits to confirm compatibility with adjacent properties
 - Site Plans and ensure adherence with development standards
 - Preliminary Plats for accordance with Subdivision Regulations

Special Use Permit - Review



- Conformance with Special Use Permit approval criteria Section 11-70-5(E)
- Consistency with General Plan and Specific Plan policies
- Consistency with the purpose of the zoning district
- Impacts to the surrounding areas
- Adequate public services, public facilities, and public infrastructure are available to serve the proposed project
- Additional approval criteria for some uses and request such as parking reductions, automobile washing, service stations, etc.

Site Plan - Review



- Conformance with Site Plan Review approval criteria Section 11-69-5
- Consistency with General Plan and Sub-area Plans policies
- Consistency with applicable development standards
- Consistency with applicable design guidelines
- The site plan is appropriate to the function of the proposed project
- Cannot evaluate the use of the site

Preliminary Plat - Review



- Conformance with the Subdivision Design Principles and standards Section 9-6-3
- Conformance with the base zoning districts development standards
- Conformance with Lots and Subdivisions standards of Section 11-30-6

Meetings



- Quorum - At least 4 members of the Board must be present
- The Chair, or in the Chair's absence, the Vice Chair, shall
 - Lead the meeting
 - Maintain order
 - Be the final decision maker for meeting management questions
- If both the Chair and Vice Chair are absent the Board will elect a presiding officer for the meeting

Meetings



- The Board can only discuss or take action on items adequately described on the agenda
- Agenda must be posted 24 hours in advance
- A concurring vote of a majority of the Board is required to pass a motion
- Meetings of the Board must be open to the public
- Minutes of proceedings kept and filed with the Planning Division as a public record

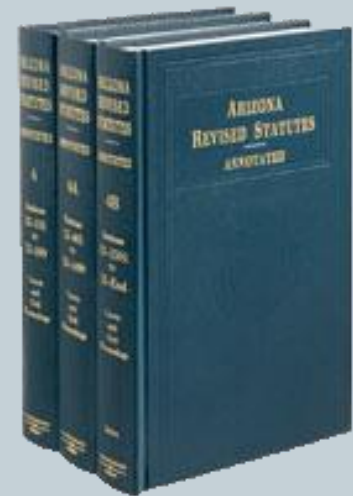
Open Meeting Law



ARIZONA OPEN MEETING LAW ARIZONA REVISED STATUTES TITLE 38, CHAPTER 3, ARTICLE 3.1

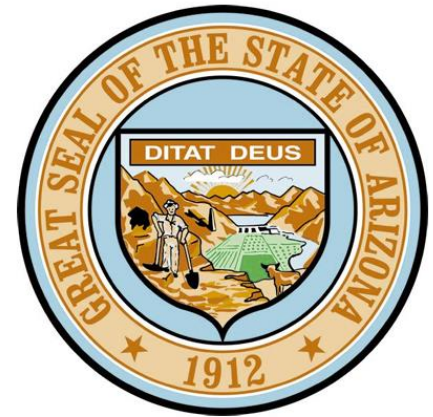
“It is the public policy of this state that meetings of public bodies be conducted openly, and that notices and agendas be provided for such meetings which contain such information as is reasonably necessary to inform the public of the matters to be discussed or decided.”

A.R.S. § 38-431.09



Definition of a Public Body

Public body: means the legislature, all boards and commissions of this state or political subdivisions including all quasi-judicial bodies and all standing, special or advisory committees or subcommittees of, or appointed by, the public body.



ARIZONA
OPEN MEETING LAW

Definition of A Meeting



Meeting: The gathering, in person or through technological devices, of a quorum of members of a public body at which they discuss, propose or take legal action, including any deliberations by a quorum with respect to that action.

Serial Meeting: The gathering, in person or through technological devices, of less than a quorum of the public body at which they discuss, propose or take legal action, and later the same discussion is had with other members of the public body which constitutes a quorum.

Traditional Meeting



Electronic Meeting



Social Events and Social Media

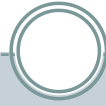


- If a quorum is present at a social event - the board members cannot discuss any item that may come before the Board
- Do not discuss business or items that may come before the Board with other members outside of a formal, noticed, and agendaized meeting
- Can express an opinion or discuss an issue with the public at a venue other than a meeting, through the media, other public broadcast communications or technological means if:
 - The opinion or discussion is not principally directed at or directly given to another member of the public body
 - There is no concerted plan to engage in collective deliberation to take legal action

Violations



- Actions taken by the Public Body are null and void
- Attorney General or County Attorney may investigate
- Potential Penalties:
 - Civil penalties
 - Removal of an individual member if the court makes a finding of intent
 - Assess the individual member with all costs awarded to the plaintiff
 - May not spend public monies for legal counsel



Questions?