



## PLANNING AND ZONING COMMISSION MEETING

LIBRARY PROGRAM ROOM  
808 S 7<sup>th</sup> AVENUE, SAFFORD, ARIZONA  
MONDAY, JULY 20, 2020  
5:30 PM

### MINUTE RECORD

**COMMISSIONERS PRESENT:** Ed Ragland, Vice-Chair; Jerry Hancock, Commissioner; James F. Moser, Commissioner; Lee Patterson, Commissioner

**COMMISSIONERS PRESENT BY PHONE:** Tracey O'Donnal, Chairperson; John Q. Figueroa, Commissioner

**COMMISSIONERS ABSENT:** E.C. "Buff" Cunningham III, Commissioner

**STAFF PRESENT:** Susan Anderson, Planning & Community Development Director; Amber Hogle, Administrative Events Liaison; Matt Platt, IT Specialist

**OTHERS PRESENT:** None

- WELCOME AND CALL TO ORDER:** The meeting was called to order at 5:30 p.m. Chairperson O'Donnal welcomed Lee Patterson to the Commission.
- ROLL CALL:** Commissioners Patterson, Ragland, Hancock and Moser were in attendance in person. Chairperson O'Donnal and Commissioner Figueroa joined the meeting via conference call. Commissioner Cunningham was absent.
- PUBLIC COMMENT ON AGENDA:** None
- MINUTES:** It was motioned by Commissioner Ragland, seconded by Commissioner Hancock and carried unanimously to approve minutes of the June 18, 2020 Planning and Zoning Commission Meeting. **MOTION ADOPTED**
- SELECTION OF VICE CHAIRPERSON:** It was motioned by Commissioner Hancock, seconded by Commissioner Moser and carried unanimously to appoint Ed Ragland as Vice-Chair of the Planning & Zoning Commission. **MOTION ADOPTED**
- STAFF PRESENTATION:** Ms. Anderson stated this item is a continuation from the Commission's last meeting, where the Commission had concerns over fencing heights and types of fencing and elected to continue the public hearing at the next meeting. Ms. Anderson proposed the following text amendment to Zoning Ordinance 17.12.090:

No **SOLID, SIGHT-OBSCURING** fence or **FREESTANDING** wall ~~shall be constructed~~ higher than three (3) feet above grade, **AND NO METAL, PICKET, CHAIN LINK OR SIMILAR OPEN, NON SIGHT-OBSCURING FENCE HIGHER THAN FOUR (4) FEET ABOVE GRADE SHALL BE CONSTRUCTED** in any required front **YARD**, ~~or~~ side yard that fronts on a street, **OR INTERIOR SIDE YARD**; provided, however, that fences constructed in the side yards that fronts on a street, **OR INTERIOR SIDE YARD** may be constructed to a height of six (6) feet when located behind the forward most part of the main building. **NO FENCE OR WALL SHALL BE CONSTRUCTED HIGHER THAN SIX FEET ALONG THE REAR PROPERTY LINE. FENCE HEIGHT SHALL BE MEASURED AS THE VERTICAL DISTANCE BETWEEN THE FINISHED GRADE AT THE BASE OF THE FENCE AND THE TOP EDGE OF THE FENCE MATERIAL.**

Commissioner Hancock asked if someone already has a fence that is over 3 or 4 feet, or 6 feet in rear, are they grandfathered in? Yes, grandfathered or considered non-conforming.

Vice-Chair Ragland mentioned at the last meeting Commissioner Moser commented that 3 feet in height fences were so that you could see backing out into the road. He feels the safety issue of being able to see is being addressed.

Commissioner Patterson inquired if finished at grade, means inside fence? The City goes by whatever side is shortest.

There was discussion on adding an additional change that would use the typical 20 foot front setback instead of “behind the forward most part of the main building” to determine when the fence height could be increased to 6 feet by Chairperson O’Donnal. Commissioner Hancock and Commissioner Moser also provided comments related to 6 foot fencing. Ms. Anderson stated it comes down to whether the Commission wants to see 6 foot fences extend to the front setback of a property?

Commissioner Patterson wished to clarify that if it changed to the forward most part, would that supersede the 20 feet setback? Yes, for properties that have buildings that were built prior to the 20 foot setback requirement, those buildings may be closer than 20 feet to the front property line. Chairperson O’Donnal agrees to do lesser of the two so that those who are less than 20 feet are accommodated for fencing.

Commissioner Moser added most homes have 20-25 foot setbacks, so the rule won’t come up very often.

Commissioner Hancock feels it is good to allow 6 foot fences on the side of properties, especially those who are located next to busy roads as they allow privacy from pedestrian and vehicle traffic.

Chairperson O’Donnal polled the Commission to see if they were in favor of changing the 6 foot fence front yard setback to 20 feet, or behind the forward most part of the building, whichever is the lesser. All were in favor.

7. **CONTINUATION OF PUBLIC HEARING:** Chairperson O’Donnal closed the regular meeting and opened a public hearing for the purpose of taking public comments relating to a text amendment of Chapter 17.12 Supplementary Requirements and Procedures, Section 17.12.090 Maximum Height of Fences.

7.1 **PUBLIC COMMENTS:** None

7.2 **CLOSE PUBLIC HEARING:** It was motioned by Vice-Chair Ragland, seconded by Commissioner Hancock, and carried unanimously to close the public hearing and enter into regular session. **MOTION ADOPTED**

8. **TEXT AMENDMENT DISCUSSION AND ACTION BY THE PLANNING AND ZONING COMMISSION:** Vice-Chair Ragland motioned, seconded by Commissioner Hancock, and carried unanimously to recommend to City Council the text amendment as proposed above with the setback change, citing Goal #7 of the Citywide Land Use Goals and Policies of the General Plan. **MOTION ADOPTED**

Ms. Anderson asked if there was a consensus of the Commission to allow staff to add language to the text amendment to address their concern and take this item to Council instead of bringing it back to the Commission for review? Yes

9. **PROJECT UPDATES AND ANNOUNCEMENTS:**

- Petition of exception for Owens Manor approved by Council and plat approved.
- Assisted living facility review complete; waiting on permit application and selection of contractor, with anticipated start date around Labor Day.
- Mt. Graham Medical Office is working on completing the roof and installing windows.
- Jack in the Box is now moving forward after being on hold due to Covid.
- Council approved with current budget continuing the Building Permit Fee Waiver Program for new single-family homes, along with a 50% reimbursement to the customer for water meter and water capacity fees.

10. **CALL TO THE PUBLIC – NON-AGENDA ITEMS:** None

11. **NEXT SCHEDULED MEETING:** TBD

12. **ADJOURN:** It was motioned by Vice-Chair Ragland, seconded by Commissioner Hancock and carried unanimously to adjourn the meeting at 5:58 p.m. **MOTION ADOPTED**

APPROVED:

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Tracey O'Donnal, Chairperson  
Planning & Zoning Commission

ATTEST:

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Amber Hogle, CMC, Administrative Events Liaison  
Planning & Community Development

STATE OF ARIZONA     )  
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County of Graham     )

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the Meeting of the Safford Planning & Zoning Commission, located in Safford, Graham County, Arizona, held Monday, July 20, 2020, and approved at a Planning & Zoning Commission Meeting on October 19, 2020. I further certify the meeting was duly called, held and that a quorum was present.

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Date

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Amber Hogle, CMC, Administrative Events Liaison