

**CITY OF KINGMAN
 REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION
 Council Chambers
 310 N. 4th Street
 Kingman, Arizona**

6:00 P.M.

Minutes

Tuesday August 11, 2015

Members Present:	Staff Present:	Visitors Signing In:
Allen Mossberg, Commission Chair	Gary Jeppson, Development Services Director	See attached list
Mike Blair, Commission Vice-Chair	Rich Ruggles, Principal Planner	
Tyler Angle, Commission Member	Sandi Fellows, Recording Secretary	
Gene Kirkham, Commission Member		
Vickie Kress, Commission Member		
Dustin Lewis, Commission Member		
Mark Wimpee, Jr., Commission Member		
Council Liaison Present:		
Mark Abram		

REGULAR MEETING MINUTES

CALL TO ORDER & ROLL CALL

Chair Mossberg called the meeting to order at 6:00 P.M. and the Recording Secretary called the roll. All Commission Members were present. The Pledge of Allegiance was led by Commissioner Kirkham and recited in unison.

1. APPROVAL OF MINUTES: The Regular Meeting Minutes of July 14, 2015.

Vice-Chair Blair made a MOTION to APPROVE the Regular Meeting Minutes of July 14, 2015 as written. The MOTION was SECONDED by Commissioner Lewis and the MOTION CARRIED with UNANIMOUS (7-0) APPROVAL to the affirmative.

2. CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC:

There were no comments.

3. PAST COUNCIL ACTION:

A. ABANDONMENT CASE AB15-001: A request from Steven Paul Latoski, applicant and adjoining property owner, for approval of the vacation (abandonment) of a portion of Vermont Street located between Sunset Boulevard and Arlington Street. The applicant requested a 42-foot wide by 107.13 foot long portion of the public right-of-way to be vacated which is abutting property which is owned by the applicant. The subject property is described as Lots 1-3, Block

7, Kingman Metropolitan Addition, No. 2 (APN 311-17-122). The city will consider abandoning the full length of Vermont Street which is 50 feet wide by 214.26 feet long located between Sunset Boulevard and Arlington Street.

Development Services Director Gary Jeppson reported that the City Council approved the Abandonment Case as recommended by the Planning and Zoning Commission.

- B. ZONING ORDINANCE TEXT AMENDMENT CASE ZO15-001:** A city-initiated request to consider a text amendment to Section 10.000: Landscaping of the City of Kingman Zoning Ordinance. The proposed text change would revise this section by repealing the appeal process, repealing the 2:1 credit for landscaping in the right-of-way, adding an updated recommended plant list, adding parking lot landscaping standards, requiring an area equivalent to five-percent of the development area to be landscaped for remodels and expansions of existing development, clarifying plan submittal requirements, updating design elements including the irrigation standards and permitting some artificial turf as a landscape element, changing the time frame for replacement of dead plant material from 90 days to 45 days, and providing an exemption from the landscaping requirements for remodeled properties on sites that are over 95% developed.

Mr. Jeppson reported the City Council approved the Landscape Ordinance Text Amendment.

- C. Consideration of the City Council Initiating a C-3 Planned Development District Zoning for the 151-Acres of City Owned Property in the Kingman Crossing Area that is Designated “Regional Commercial”** With the adoption of Resolution #4949 on May 5, 2015, the 151.32-acres of the Kingman Crossing area owned by the City is designated “Regional Commercial” on the Projected Land Use Map of the Kingman General Plan Update 2030. The property can be rezoned to a zoning district that is in conformance with the General Plan. A compatible zoning district for a Regional Commercial designated area is Commercial: Service Business (C-3). However, as was discussed in the General Plan Amendment public meetings and other discussions with Council and the land owner on the north side of the future Kingman Crossing Traffic Interchange, some uses permitted in the C-3 Zoning District are not desirable. Therefore, a Planned Development District, which permits a change in the permitted uses, conditionally permitted uses, and minimum development standards, can be adopted to establish a desirable zoning district.

Gary Jeppson reported that the City Council had initiated a zoning change for Kingman Crossing. Mr. Jeppson noted that there would be a Town Hall meeting on August 25, 2015, the Planning and Zoning Commission would hold a Public Hearing on September 8, 2015, and the City Council would hold their Public Hearing on October 20, 2015.

4. NEW BUSINESS:

- A. PUBLIC HEARING AND CONSIDERATION OF A RECOMMENDATION TO THE CITY COUNCIL ON A ZONING ORDINANCE TEXT AMENDMENT CASE ZO15-002:** Consideration of a request from Hugh P. & Moira J. Gallagher, applicants, for a text amendment

to Section 5.000: Residential Manufactured Home and Subsection 26.900: Recreational Vehicle Parks. The requested text amendment would allow recreational vehicles to be allowed by Conditional Use Permit within an established manufactured home park located in an R-MH zoning district. The use of recreational vehicles would be subject to the conditions of the existing recreational vehicle park development standards. Additional text language may be recommended by staff with regard to the development standards.

Principal Planner Rich Ruggles addressed the Commission stating that this was a request to amend Section 5.000: RESIDENTIAL MANUFACTURED HOME and Subsection 26.900: RECREATIONAL VEHICLE PARKS. If approved, the proposed text amendment would permit recreational vehicles to be allowed by Conditional Use Permit within established manufactured home parks located in an R-MH zoning district. Mr. Ruggles went on to state that if the Planning and Zoning Commission wishes to recommend approval of this request, staff would recommend including proposed language.

Mr. Ruggles acknowledged that currently, a manufactured home park may be developed in conjunction with a recreational vehicle park in the City of Kingman. However, an RV park or RV spaces are not currently permitted to be developed in conjunction with an established manufactured home park in any district of the City.

Mr. Ruggles stated that the Kingman Mobile Home Park is located at 1100 Topeka Avenue, zoned R-MH-6 and is between 50 to 60 years old. The park has approximately 70 spaces with 30 manufactured homes and pre-HUD mobile homes, and about seven units that would be defined as recreational vehicles under the Zoning Ordinance. Approximately 33 park spaces are vacant at this time.

Hugh Gallagher, applicant and current owner of the park, indicated that he originally purchased the mobile home park in April 1997, and there were recreational vehicles in the park at the time of purchase.

According to the e-mail to staff from Mr. Gallagher, between 1999 and 2013 there were a number of improvements made to the park. The upgrades included new gas lines, new sewer and water lines and a new electrical system. Many of the pre-HUD mobile units have been removed from the park in recent years, and the older units are allowed to remain occupied as long as they are in the park and in livable conditions. Once the older units are removed, they can only be replaced with manufactured homes.

On June 16, 2015, a building permit application was received by the City for an electrical pedestal for space # 1157 within the Kingman Mobile Home Park, to provide electrical service for a recreational vehicle to occupy a vacant park space. The application was denied on the basis that the intended purpose was to allow a recreational vehicle within the space, which is not permitted within the R-MH-6 zoning district. After discussing the situation with planning staff and considering the options, Mr. Gallagher elected to apply for a Zoning

Ordinance text amendment to allow recreational vehicles by Conditional Use Permit within the manufactured home park, in order to be able to rent spaces in his park to RV's.

Mr. Ruggles stated that if a text amendment is approved to allow recreational vehicles to be permitted by Conditional Use Permit in a manufactured home park, this will open up the possibility of RV's in all existing and possible future manufactured home parks in Kingman. If the text amendment is approved, a manufactured home park would need to apply for a Conditional Use Permit before any RV's could be established in a park.

Mr. Ruggles went on to state that there are currently eight manufactured home parks in Kingman and these parks contain a number of pre-HUD mobile homes and may include some RV's. Staff has not conducted a survey to determine to what degree these parks meet the current development requirements for manufactured home parks and RV parks in terms of space sizes, street improvements and utilities. It is not certain how much it would take to bring these parks up to current development standards should they seek a CUP to allow RV's. Mr. Ruggles noted that standards differ for manufactured home and RV spaces, and he acknowledged that some of these current standards should be reviewed as part of a future text amendment.

Rich Ruggles noted that the option of rezoning the Kingman Mobile Home Park to C-2 to allow the RV's to be permitted by CUP was considered, but would require an amendment to the General Plan. Staff also was not comfortable that C-2 would be an appropriate zoning designation for the area.

Planning staff recommends that if the Planning and Zoning Commission wish to recommend approval of the proposed text amendment that the following text changes to the Zoning Ordinance be considered:

1. In *Subsection 5.210 Permitted Uses* it should be clarified that Manufactured Home Parks are permitted in the R-MH-6 zoning district as regulated by *Subsection 5.400: Manufactured Home Park*. This fact is already implied by the presence of Subsection 5.400; however, it is not clearly stated as such in the ordinance.
2. Add a provision under *Subsection 5.230 Uses Which May be Permitted by Conditional Use Permit* that RV's within a manufactured home park may be permitted by CUP and as regulated by *Subsection 26.900: Recreational Vehicle Parks*.
3. Add text within *Subsection 5.400 Manufactured Home Park* regarding the allowance of RV's by CUP subject to the RV development standards. No more than 40 percent of the park spaces may be designated for RVs, and their locations must be shown on an approved site plan. Manufactured homes are not permitted in RV spaces that do not meet the manufactured home space size requirements.

4. Add clarification within *Subsection 5.400 Manufactured Home Park* that campers and RVs that are unoccupied may be parked and stored in a park. Also, the minimum number of improvement plan copies is boosted from two to five as this is the normal requirement for plan reviews.
5. In *Subsection 26.930(7) Recreational Vehicle Parks, Permitted Uses* it should be clarified that a manufactured home park may be developed in conjunction with an RV Park in a C-2 or C-3 district provided the standards of *Subsection 5.400 Manufactured Home Park* are applied. This is already allowed, however, the C-2 and C-3 zoning districts are not specifically mentioned in the existing text.
6. Add *Subsection 26.930(8) Recreational Vehicle Parks, Permitted Uses* which states that RVs may be permitted by CUP within a manufactured home park in an R-MH-6 zoning district, provided the standards of *Subsection 26.940: Park Development Standards* are applied to the RV spaces.
7. Within *Subsection 26.940 Park Development Standards* it is clarified that the minimum size of two acres for an RV park is applied only to parks in the C-2 or C-3 zoning districts. No more than 40 percent of the park spaces may be designated for RVs, and their locations must be shown on an approved site plan. Manufactured homes are not permitted in RV spaces that do not meet the manufactured home space size requirements.
8. Also within *Subsection 26.940 Park Development Standards*, the term RV “lot” is recommended to be replaced with the term “RV space” as the word “lot” would connote that the property is individually owned rather than a space that is leased. It is clarified that RV parking spaces for rigs and vehicles should be side by side or non-tandem. Finally, the minimum number of improvement plan copies is boosted from two to five as this is the normal requirement for plan reviews.

Staff is recommending that the current ordinance not be changed, at least in regards to the placement of recreational vehicles in manufactured home parks. However, staff would support approval of the clarifying language in the proposed text amendment, specifically numbers 1, 4, 5 and 8.

Commissioner Kirkham acknowledged that a recreational vehicle can be hooked up to water and sewer like a mobile home, and can be made permanent if placed up on jacks. Commissioner Kirkham went on to state that he was surprised that the City did not allow RVs in all mobile home parks as it might be a feasible alternative for people on a limited income.

Commissioner Kress asked if staff had received any response from the public either for or against the proposal. Mr. Ruggles clarified that if this proposal was approved and Mr.

Gallagher applied for a conditional use permit for his park, public notices would be sent at that time, but public notices generally were not sent for text amendments, just the notification of the public hearing on the item in the paper. Mr. Ruggles further stated that there had not been any comments received from the public, regarding this proposal.

Applicant and owner of Kingman Mobile Home Park, Hugh Gallagher, addressed the Commission, stating that they have replaced the gas, sewer and water lines as well as the entire electrical system for the park. The original electric to the park was on a master meter system, which required just a sub-meter for each space, and the space could be rented out. The new electrical system individually metered each space, and each tenant was required to sign up with UniSource to obtain their electricity. Mr. Gallagher acknowledged that he just wanted to rent out his spaces to mobile homes and recreational vehicles. He said that all of the spaces had water, sewer, and gas and were basically the same size. Mr. Gallagher noted that only the spaces that were occupied were connected to electric, and that is why he is here now. He got a permit for electric to a pedestal for an RV space.

Commissioner Wimpee, Jr asked if Mr. Gallagher understood what the City was requiring him to do. Mr. Gallagher stated that he wasn't certain, and sometimes the regulations did not seem to make sense. Commissioner Wimpee clarified that if Mr. Gallagher could rent some of his thirty unoccupied spaces to RVs that were traveling through town, it would help him get the business and the park back on track. Mr. Gallagher said that would help, but it would be more of a permanent deal, because each tenant was required to sign up for their electricity with UniSource.

Commissioner Lewis noted that some of the parks that allowed RVs tended to be quite transient and were high crime areas. Commissioner Lewis asked if the parks may be better suited in a commercial rather than residential area. Mr. Ruggles acknowledged that the park could not be a majority RV park in a residential neighborhood.

Vice-Chair Blair made a MOTION to DENY the Text Amendment as proposed. Commissioner Lewis SECONDED the MOTION. The MOTION CARRIED with a vote of (5-2) with Commissioners Kirkham and Wimpee, Jr. casting the opposing votes.

- B. 2015 APA ARIZONA CONFERENCE:** The American Planning Association Arizona Chapter is hosting the 2015 annual conference November 4-6 at the Marriott University Hotel in Tucson, Arizona.

Commissioners discussed who may be able to attend the Conference in November. No motions were made.

5. COMMISSIONERS COMMENTS:

Commissioner Kirkham stated that he would like to make a MOTION to ADJOURN the meeting in the name of William Bill Johnson Junior, a 31 year veteran fireman who lost his life last week. The MOTION was SECONDED by Vice-Chair Blair and CARRIED UNANIMOUSLY (7-0). Chair Mossberg declared the meeting adjourned at 6:30:43 PM.

6. ADJOURNMENT 6:30:43 PM

ATTEST:

APPROVED:

Sandi Fellows
Recording Secretary

Gary Jeppson
Development Services Director

STATE OF ARIZONA)
COUNTY OF MOHAVE)ss:
CITY OF KINGMAN)

CERTIFICATE OF PLANNING AND ZONING COMMISSION MINUTES:

I, Sandi Fellows, Planning and Zoning Administrative Assistant and Recording Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Minutes of the Regular Meeting of the Planning and Zoning Commission of the City of Kingman held on August 11, 2015.

Dated September 8, 2015