



**TOWN OF CAREFREE
PLANNING AND ZONING COMMISSION
MEETING MINUTES**

WHEN: MONDAY, APRIL 11, 2022

WHERE: CAREFREE TOWN COUNCIL CHAMBERS
33 EASY STREET, CAREFREE, AZ 85377

LIVESTREAM: [HTTPS://ZOOM.US/](https://zoom.us/)
MEETING ID 322 972 9660
PASSCODE 12345

TIME: 5:00 P.M.

CALL TO ORDER

ROLL CALL

Members of the Planning and Zoning Commission may participate by technological means or methods pursuant to A.R.S. §38-431(4).

BOARD MEMBERS PRESENT:

Chairperson Tom Cross
Vice Chairperson Lyn Hitchon-via telephone
Commissioner Heather Burgett-via telephone
Commissioner Peter Burns
Commissioner Dan Davee
Commissioner Ralph Ferro

ABSENT:

Commissioner Phil Corso

STAFF PRESENT:

Planning Director, Stacey Bridge-Denzak; Economic Development Director, Steve Prokopek;
Planning Clerk, Samantha Gesell; Communications Coordinator, Erica Schumaker;

PLEDGE OF ALLEGIANCE

**ITEM #1 APPROVAL OF THE PLANNING AND ZONING MEETING MINUTES DATED
MARCH 28, 2022.**

Commissioner Ferro **MOVED TO APPROVE** the Planning and Zoning meeting minutes dated March 28, 2022. **SECONDED** by Commissioner Davee. **CARRIED**, 6-0.

ITEM #2 A PRESENTATION AND DISCUSSION WITH REBECA FIELD OF KIMLEY-HORN, CONSULTANT FOR THE *COMPREHENSIVE SIGN AND CIRCULATION PLAN*, UPDATING THE PLANNING AND ZONING COMMISSION ON THE PLAN'S TECH MEMOS A AND B WHICH INCLUDE A SUMMARY OF EXISTING CONDITIONS AND INITIAL SIGNAGE AND CIRCULATION STRATEGIES. THIS IS FOR INFORMATIONAL PURPOSES ONLY. NO ACTION WILL BE TAKEN. COMMENTS FROM THE PUBLIC WILL BE TAKEN.

Planning and Zoning Director, Stacey Bridge-Denzak opened agenda item #2 and introduced Kimley-Horn Consultant, Rebeca Field who facilitated the discussion.

Ms. Field presented via PowerPoint status updates to the Carefree *Town Center Signage and Circulation Plan*. Beginning with *Tech Memo A* which outlined the existing conditions within Town Center. Referencing *Tech Memo A*, Ms. Field shared observations to how people circulate throughout Town Center currently, via foot, bicycle, and automobile. Ensuring all modes of transportation were carefully looked at before getting into the design of the wayfinding strategies. Identifying roadway, intersection, and crosswalk challenges and provided details of existing pedestrian and bicycle circulation and parking conditions within Town Center. Moving forward, looking at both Tom Darlington Drive and Cave Creek Road and how to better maximize those roadway conditions from pedestrian, vehicular and bicycle standpoints. Ms. Field presented a map identifying existing signage throughout Town Center. Noting that there are conditions where signage can be better utilized and designed.

Ms. Field outlined the Stakeholder's survey results pertaining to:

- Issues with current signage
- Challenges for customers visiting Town Center businesses
- Points of confusion
- Popular walking destinations within Town Center
- Parking and circulation issues

Commissioner Davee asked how the Hampton Inn will interact with parking. Planning and Zoning Director, Stacey Bridge-Denzak confirmed based on zoning, the Hampton Inn does meet the Town's parking requirements.

Commissioner Burgett asked how the new forms of transportation mobility are being planned out for all the generations down the road whose behaviors and mindsets may be very different? Such as drop off and pick up points for Ride Share, Uber etc. along with plug ins for new vehicles. Ms. Field assured that Kimley-Horn is particularly focused on the transportation industry side, looking at those trends very carefully. Noting that due to the different forms of transportation, in the future there may be a lesser demand for surface parking. Looking at ways to help lessen the reliance of the vehicle, making it better for pedestrians, bicyclists and better for alternate transit modes as well.

Ms. Field presented a map of the Carefree Town Center *DRAFT CONCEPT* plan displaying:

- Pedestrian gateway feature
- Vehicular gateway feature
- Decorative paving/enhanced landscape
- Gateway street enhancements with parking

- Designated Town Center pedestrian route
- Pedestrian corridor closed to through traffic
- Potential event area
- Carefree Town Center welcome feature
- Potential redevelopment area

The group discussed the pros and cons of the proposed plan regarding traffic circulation, parking, and pedestrian connectivity.

Ms. Field presented Tech Memo B, providing a summary of wayfinding strategies.

- Development of a Town Center Parking/Destination map
- Creation or purchase of a Mobile Application platform

Displaying a map of Town Center existing wayfinding signs and a map of the locations of proposed wayfinding signs, Ms. Field identified existing signage to remain in place, signage to be removed and new integrated signs. Ms. Field displayed options of proposed wayfinding sign concepts. Commissioner Burgett suggested that the Town designate a design expert to oversee and ensure the look and tone of the Town of Carefree is well captured and expressed in this new signage, with each decision along the way, and not make any design decisions without an end vision in mind of what we are working toward. Planning Director Stacey Bridge-Denzak reminded that this is what Kimley-Horn is to the Town of Carefree, our consultant who has those experts onboard.

Ms. Field concluded her presentation, while informing the group where the design philosophy is coming from, explaining, Kimley-Horn is looking to tie in with historic designs, when possible, while enhancing and making better for the future.

ITEM #3 ANNOUNCEMENTS

There were no announcements.

ITEM #4 ADJOURNMENT

Commissioner Ferro **MOVED TO ADJOURN.** **SECONDED** by Commissioner Davee. **CARRIED,** unanimously.

The meeting was adjourned at 6:57 p.m.

DATED this 6th day of April 2022.

TOWN OF CAREFREE

Samantha J. Gesell

Samantha Gesell, Planning Clerk

Tom Cross
Chairperson, Tom Cross