



**NOTICE OF MEETING
REGULAR MEETING
PLANNING AND ZONING COMMISSION**

Chairperson Dan Kovacevic	
Vice Chairperson VACANT	Commissioner Nick Porter
Commissioner Mathew Corrigan	Commissioner Scott Schlossberg
Commissioner Peter Gray	Commissioner Phil Sveum

**TIME: 6:00 PM - REGULAR MEETING
DOORS OPEN 15 MINUTES PRIOR TO THE START OF THE MEETING.**

WHEN: MONDAY, JANUARY 12, 2026

**WHERE: FOUNTAIN HILLS COUNCIL CHAMBERS
16705 E. AVENUE OF THE FOUNTAINS, FOUNTAIN HILLS, ARIZONA**

REQUEST TO COMMENT

The public is welcome to participate in Commission meetings.

TO SPEAK TO A CONSENT OR REGULAR AGENDA ITEM, complete a Request to Comment card and hand it to the Clerk prior to discussion of that item. Include the agenda item NUMBER on which you wish to comment. A separate submission is required for each agenda item. Request to Comment cards will not be accepted once the Commission deliberations begin. Submit a Request to Comment card prior to a public hearing agenda item.

TO COMMENT ON A CONSENT OR REGULAR AGENDA ITEM IN WRITING ONLY, complete a Request to Comment card, indicating that it is a written comment, check the box on whether you are FOR or AGAINST a consent or regular agenda item, and hand it to the Clerk prior to discussion on that item. A separate submission is required for each agenda item.

TO SPEAK TO CALL TO THE PUBLIC, complete a Request to Comment card and hand it to the Clerk. Speakers will be allowed three contiguous minutes to address the Commission. Verbal comments should be directed through the Presiding Officer and not to individual Commissionmembers.

TO COMMENT IN WRITING ONLINE, Visit <https://www.fountainhillsaz.gov/publiccomment> and submit a Request to Comment card by 3:00 PM on the day of the meeting. These comments are shared with the Commission.

This Request to Comment card, and any information you write on it, is a public record subject to public disclosure.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. STATEMENT OF PARTICIPATION

Anyone wishing to address the Commission regarding items listed on the agenda should fill out a Request to Comment card located in the back of the Council Chambers and hand it to the Clerk prior to consideration of that agenda item. Once the agenda item has started, late requests to speak cannot be accepted. When your name is called, please approach the podium, speak into the microphone, and state your name and if you are a resident for the public record. Please limit your comments to three minutes. To avoid disruption of the meeting, to maintain decorum, and provide for an equal and uninterrupted presentation, applause is not permitted, except when community members are being honored by the Commission.

4. CONSENT AGENDA

- a. **CONSIDERATION AND POSSIBLE ACTION:** Approving the regular meeting minutes of the Planning and Zoning Commission December 8, 2025.

5. REGULAR AGENDA

- a. **PUBLIC HEARING, with CONSIDERATION AND POSSIBLE ACTION:** Relating to Ordinance 26-02 amending Zoning Ordinance Chapter 27, Downtown Overlay, Section 27.02 A. related to permitted density for residential development
- b. **DISCUSSION:** Review and discuss the planned update to the Zoning Ordinance to adjust the list of permitted uses, re-organize chapters, and revise standards for some uses.
- c. **CONSIDERATION AND POSSIBLE ACTION:**of Appointing a Chairperson to the Planning and Zoning Commission.
- d. **CONSIDERATION AND POSSIBLE ACTION:**of Appointing a Vice Chairperson to the Planning and Zoning Commission.

6. COMMISSION DISCUSSION/REQUEST FOR RESEARCH TO STAFF

7. SUMMARY OF COMMISSION REQUESTS FROM DEVELOPMENT SERVICES DIRECTOR

8. REPORT FROM DEVELOPMENT SERVICES DIRECTOR

9. ADJOURNMENT

Dated this 6 day of January, 2025.



Paula Woodward, Executive Assistant

The Town of Fountain Hills endeavors to make all public meetings accessible to persons with disabilities. Please call (480) 816-5100 (voice) or (800) 367-8939 (TDD) 48-hours prior to the meeting to request reasonable accommodation to participate in the meeting or to obtain agenda information in large print format. Supporting documentation and staff reports furnished to the Council with this agenda are available for review in the Clerk's Office.



TOWN OF FOUNTAIN HILLS

STAFF REPORT

Meeting Date: 1/12/2026
Meeting Type: Planning and Zoning Commission Regular Meeting
Submitting Department: Development Services / Planning
Prepared by: Paula Woodward, Executive Assistant
Staff Contact Information: Phone: 480-816-5122
 Email: pwoodward@fountainhillsaz.gov

Request to Town Council Regular Meeting (Agenda Language)

CONSIDERATION AND POSSIBLE ACTION: Approving the regular meeting minutes of the Planning and Zoning Commission December 8, 2025.

Staff Summary (background)

The intent of approving meeting minutes is to ensure an accurate account of the discussion and action that took place at the meeting for archival purposes. Approved minutes are placed on the Town's website and maintained as permanent records in compliance with state law.

Related Ordinance, Policy or Guiding Principle

Risk Analysis

Recommendation(s) by Board(s) or Commission(s)

Staff Recommendation(s)

Staff recommends approving the meeting minutes of the regular meeting minutes of the Planning and Zoning Commission December 8, 2025.

Suggested Motion

MOVE to approve the regular meeting minutes of the Planning and Zoning Commission December 8, 2025.

FISCAL IMPACT

Fiscal Impact:

Budget Reference:

Funding Source:

ATTACHMENTS

- | |
|------------------------|
| 1. PZ_2026_0112_Packet |
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**TOWN OF FOUNTAIN HILLS
SUMMARY MINUTES OF THE REGULAR MEETING OF
THE PLANNING AND ZONING COMMISSION
DECEMBER 8, 2025**

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Commissioner Gray called the Regular Meeting of the Fountain Hills Planning and Zoning Commission held on December 8 2025, to order at 6:00 p.m. and led the Commission and audience in the Pledge of Allegiance and Moment of Silence

2. ROLL CALL

Commissioners Present: Chairperson Dan Kovacevic (telephonically) Commissioner Mathew Corrigan; Commissioner Peter Gray; Commissioner Nick Proctor; Commissioner Phil Sveum

Staff Present: Development Services Director John Wesley, Senior Planner Farhad Tavassoli, and Executive Assistant Paula Woodward

Commissioners Absent: Vice Chairperson Clayton Corey and Commissioner Scott Schlossberg

3. STATEMENT OF PARTICIPATION

4. CONSENT AGENDA

- a. **CONSIDERATION AND POSSIBLE ACTION:** approving the regular meeting minutes of the Planning and Zoning November 10, 2025.

MOVED BY Commissioner Sveum to approve the regular meeting minutes of the Planning and Zoning Commission November 10, 2025. **SECONDED BY** Commissioner Corrigan. Vote: 5/0 Unanimously

5. REGULAR AGENDA

- a. **PUBLIC HEARING, WITH CONSIDERATION AND POSSIBLE ACTION:** Relating to approval of a Special Use Permit to allow a patio cover in the front yard of the home at 17114 E Fairway Court.

MOVED BY Chairperson Kovacevic to recommend the Town Council to approve Special Use Permit to allow a patio cover in the front yard of the home at 17114 E Fairway Court. **SECONDED BY** Commissioner Proctor Vote: 5/0

Commissioner Proctor	Aye
Commissioner Corrigan	Aye
Commissioner Gray	Aye
Commissioner Sveum	Aye
Chair Kovacevic	Aye

6. COMMISSION DISCUSSION/REQUEST FOR RESEARCH TO STAFF

No Action Taken

7. SUMMARY OF COMMISSION REQUESTS FROM DEVELOPMENT SERVICES DIRECTOR

No Action Taken

8. REPORT FROM DEVELOPMENT SERVICES DIRECTOR

9. ADJOURNMENT

Commissioner Gray adjourned the meeting of the Fountain Hills Planning and Zoning Commission at 6:14 p.m.

TOWN OF FOUNTAIN HILLS
MINUTES OF THE REGULAR MEETING
OF THE FOUNTAIN HILLS PLANNING & ZONING COMMISSION
DECEMBER 8, 2025

A Regular Meeting of the Fountain Hills Planning & Zoning Commission was convened at 16705 E. Avenue of the Fountains in open and public session at 6:00 p.m.

Members Present: Chairperson Dan Kovacevic (telephonically);
Commissioner Mathew Corrigan; Commissioner Peter Gray; Commissioner
Nick Proctor; and Commissioner Phil Sveum

Members Absent: Vice Chairperson Clayton Corey and Commissioner
Scott Schlossberg

Staff Present: Development Services Director John Wesley and Executive
Assistant Paula Woodward.



Post-Production File

**Town of Fountain Hills
Planning and Zoning Commission Meeting Minutes
December 8, 2025**

Transcription Provided By:
eScribers, LLC

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Transcription is provided in order to facilitate communication accessibility and may not be a totally verbatim record of the proceedings.

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COMMISSIONER GRAY: All right. We'll go ahead and call this meeting to order. This is the December 8th, 2025 version of the Fountain Hills Planning and Zoning Commission. If you would all, please, rise for Pledge of Allegiance.

ALL: I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

COMMISSIONER GRAY: Thank you.

Statement of participation, as published in the agenda. Given that we don't have any speakers here this evening yet we'll jump past that.

Paula, roll call, please?

WOODWARD: Commissioner Proctor?

COMMISSIONER PROCTOR: Here.

WOODWARD: Commissioner Corrigan?

COMMISSIONER CORRIGAN: Here.

WOODWARD: Commissioner Gray?

COMMISSIONER GRAY: Here.

WOODWARD: Commissioner Schlossberg is absent.

Commissioner Sveum?

COMMISSIONER SVEUM: Here.

WOODWARD: Vice Chair Corey.

[No audible response]

WOODWARD: Chairman Kovacevic?

CHAIRMAN KOVACEVIC: Here.

COMMISSIONER GRAY: Good to hear you, sir. All right.

Consent agenda, item 4A, consideration and possible action to approve the meeting minutes from November 10th, 2025. Commissioners, any discussion or a motion, please?

COMMISSIONER SVEUM: I'll move approval.

COMMISSIONER CORRIGAN: Second.

COMMISSIONER GRAY: All in favor?

ALL: Aye.

COMMISSIONER GRAY: 5-0?

WOODWARD: 5-0.

COMMISSIONER GRAY: Thank you, Paula.

Agenda item 5, regular agenda. Our singular item here tonight, John. Public hearing with consideration and possible action relating to the special use permit application to allow patio cover in the front yard of a home at 17114 East Fairway Court.

WESLEY: Okay. Chairman, Commissioners, good evening. Go through this quickly for you. Those of you that have been around for a little while, you'll recall that maybe about a year ago, we amended the zoning ordinance to allow for patio covers within front yards. It's in section 5.06(D)(4) of the zoning ordinance. Basically, it does allow encroachment into the setbacks, providing certain conditions are met and subject to approval of a special use permit.

Those criteria include that the encroachment can't be more than half the required setback, up to a maximum of 15 feet, a maximum height of 12 feet, must be at least eighty percent open, and may not be used to enclose or provide for parking or storage. So we do have an application that's come in from the address listed, 17114 East Fairview Court, for a front yard patio that will encroach into the front setback. Here's the specific property. The property owner has for a number of years had front yard patio use. And you can see these two different aerials, one from 2009, and the more current era. You see the area in front that has a low pony wall. And you can see the tables and chairs and things they've had in that area where they've been using this as -- as their patio space, but subject to the -- the heat from the sun.

So they'd like to cover that in the area shown here, about 827 square feet of area. And this zoning district has a 20-foot setback. And so per the Code, they can encroach up to 10 feet into that 20-foot setback. And that's what they have proposed. At its closest point is that 10-foot setback distance.

There's elevations of the patio cover. It meets the 12-foot height limitation and fits with the architecture and style of the existing home. One of the criteria is that the area of

the columns, basically, aren't more than twenty percent of the area of the -- the patio frontage there. And so when I measured this, I'm coming up slightly over at 21.7%. And so that's the one area, at least by my measurements, that they don't quite meet. And so otherwise with the criteria listed, they do meet all the other criteria of the Code. And section 2.02 sets forth a review criteria of are there any detrimental impacts on the neighborhood or the town by approving this, and staff is not able to identify any detrimental items.

Neighbors were notified with the citizen participation requirements as well as the actual public notice for the hearings. Through the citizen participation, the neighbors responded. They were all supportive of the requested, for this encroachment of the patio cover, and so staff is recommending approval subject to in the construction documents, they bring -- the -- the column size down or create the opening to meet the Code of at least eighty percent open.

COMMISSIONER GRAY: Commissioners, any questions for John?

COMMISSIONER CORRIGAN: So, John, reducing it by just the seven square feet then would comply with what we currently require?

UNIDENTIFIED SPEAKER: Yes.

COMMISSIONER CORRIGAN: And so we're giving the client or the applicant the option to do that with the construction drawings?

COMMISSIONER CORRIGAN: Correct. Which looks from -- from the drawings I see, should be relatively easy to do by moving one of the -- I know might make a difference in the two by ten sixteen inch on-center trusses that run across, but that seems like a minor thing to do; am I right?

WESLEY: Yes. Chair, Commissioners, yes, I believe it should be easy. I'm not the architect or the engineer that did the design, and also my measurements might be slightly off too. They may be able to come back with more accurate measurements and show -- show they meet because it's barely off.

So either way, I think they should be able to get there.

COMMISSIONER CORRIGAN: Okay. Thank you.

COMMISSIONER GRAY: Kind of feels like it's something that should just be left to staff architectural discretion, right?

UNIDENTIFIED SPEAKER: Yes.

COMMISSIONER GRAY: Like we're so close to the -- any thoughts, Commissioner? Commissioner Proctor? No.

Do we have any public speaking cards?

WOODWARD: No.

COMMISSIONER GRAY: Commissioner Watt -- or Councilman Watts, would you like to speak on the subject?

COUNCILMAN WATTS: No. Not a chance, sir.

COMMISSIONER GRAY: All right, sir. All right. We'll close the public hearing. Final deliberations and/or a motion.

Dan, did you have anything?

CHAIRMAN KOVACEVIC: Yeah. I -- I just wanted to ask John, should we require in our motion that this meet the ordinance, or is that a given?

WESLEY: Chairman, it's a given.

CHAIRMAN KOVACEVIC: Okay. Because I would hate to approve it and then have them not meet the ordinance.

WESLEY: It certainly doesn't hurt to reiterate it to -- if you were -- the motion were to recommend approval as stated by staff or something along that line, because that's in the staff recommendation.

CHAIRMAN KOVACEVIC: Yeah. I would like to make the motion that we approve. Subject to meeting the ordinance.

COMMISSIONER GRAY: Chair, could I -- could I ask you just for one -- one point of clarification there as you're making that motion? If I understood kind of the -- the intent of the -- of the -- the framing diagram and as you -- as you go out and I think John had a picture on his slide deck, but as you -- as you go out and you actually look at the property, it kind of looks like those column placements aligned with existing structure that's out there in that front yard, that kind of little -- that little pony wall there. I'm just

curious if you'd be open to amending that to just allow John some discretion, just to get -- obtain maximum architectural intent, even if it's, you know, within a percent or two of the ordinance?

CHAIRMAN KOVACEVIC: Sure.

COMMISSIONER GRAY: You want to do us a favor and restate your motion one time, and we'll look for a second.

CHAIRMAN KOVACEVIC: A motion for approval, subject to John's review with whatever you said regarding architect --

COMMISSIONER GRAY: [LAUGHTER] I mean, I could have done that. Okay. So the -- the Chair has made a motion to recommend approval of the special use permit conditionally allowing staff some -- some latitude, some discretion in, you know, in meeting the actual ordinance requirements, so long as -- so long as the -- the underlying intent is maintained.

COMMISSIONER PROCTOR: I'll second that.

COMMISSIONER GRAY: All right. We've got a motion and a second on the table. Paula, let's roll call it for fun.

WOODWARD: Commissioner Proctor?

COMMISSIONER PROCTOR: Aye.

WOODWARD: Commissioner Corrigan?

COMMISSIONER CORRIGAN: Aye.

WOODWARD: Commissioner Gray?

COMMISSIONER GRAY: Aye.

WOODWARD: Commissioner Sveum?

COMMISSIONER SVEUM: Aye.

WOODWARD: Chairman Kovacevic?

CHAIRMAN KOVACEVIC: Aye.

WOODWARD: 5-0.

COMMISSIONER GRAY: Thank you, Paula.

Agenda item six, Commission discussion, request for research to staff. Anything,

Commissioners?

Commissioner Sveum?

COMMISSIONER SVEUM: I have a request, John. I think -- I'm wondering where the -- what's the timing of starting the improvements on the business and innovation overlay areas, the streets that we're going to be reconstructing, widening sidewalks, et cetera?

WESLEY: Chair, Commissioners, I don't have the exact time frame. I know the construction documents are being worked on at this time. I'd have to get back with the engineer and find out more specifically what they have in terms of the timing and when they are now thinking the construction will begin. They'll start with Park View -- or excuse me, start with Verde River, and then Park View.

COMMISSIONER SVEUM: Okay.

WESLEY: And, again, the goal is to -- the money has been provided by the counsel to move that forward, but I can -- I can email that out to the Commissioners.

COMMISSIONER SVEUM: Yeah, I'm just -- I'm just curious. I realize you wouldn't be overseeing the job or anything. So I'm wondering then on the avenue, if there's been -- is there some work being done on that from a design and infrastructure planning standpoint?

WESLEY: Not specifically at this time. And -- and we can't get off too much here in any discussion because it's not on the agenda to do so. But, again, we could research that and let you know where we are.

COMMISSIONER SVEUM: I guess my -- where I'm going with that is, I hope that -- that it's not done in a vacuum, that even if we could be somewhat involved in -- in discussion of the planned improvements, I think there's -- there's -- and I -- maybe -- maybe the next meeting you could provide if there's a schedule for that type of project going on, and how we can all somewhat collaborate or provide some feedback to whoever's, you know, planning the public infrastructure improvements or whatever they might be. Is that okay?

WESLEY: Okay. I'll see what we can do about that.

COMMISSIONER SVEUM: All right. Great. Thank you.

COMMISSIONER GRAY: Okay. Chair, anything on agenda item 6, requests to John?

CHAIRMAN KOVACEVIC: Not necessarily for John, but there's not a spot for it. Now, this would be Vice Chairperson Corey's last meeting. He served more than -- I believe, more than six years on the Planning and Zoning Commission. And I just wanted to state publicly how much we appreciated his -- his effort on -- on behalf of the town and wish him well in his future endeavors and really appreciate the time that he's put in and just expertise.

COMMISSIONER GRAY: Well stated, Chair. Thank you.

All right. John, agenda item 7, summary of commission requests from the development services director.

WESLEY: Sounds like you'd like some feedback on what's happening in the downtown area and the public improvement, so we'll see what we can do in providing you some of that information either by email and/or at a future meeting.

And then as far as my report, happy holidays. Happy new year. Hope everyone has a good holiday season. We won't meet again until next year, January the 12th, I believe, is the second Monday of January, so that's when your next meeting would be. And at that time, we'll be at the point of electing officers again. So be getting your campaign posters ready and -- and so forth to -- to --

COMMISSIONER GRAY: Yeah. Are there candidates out there in the queue for Commissioner Corey's --

WESLEY: We have candidates that hopefully will be interviewed between now and then, but we're still setting that up.

COMMISSIONER GRAY: Very good. All right. 6:14 p.m., we're adjourned.

CHAIRMAN KOVACEVIC: Merry Christmas.

Having no further business, Commissioner Gray adjourned the Regular Meeting of the Planning and Zoning Commission held on December 8, 2025, at 6:14 p.m.

TOWN OF FOUNTAIN HILLS

Dan Kovacevic, Chairperson

ATTEST AND PREPARED BY:

Paula Woodward, Executive Assistant

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting held by the Planning & Zoning Commission of Fountain Hills in the Town Hall Council Chambers on the 8 of December 2025. I further certify that the meeting was duly called and that a quorum was present.

DATED this 12 Day of January 2026.

Paula Woodward, Executive Assistant





TOWN OF FOUNTAIN HILLS

STAFF REPORT

Meeting Date: 1/12/2026
Meeting Type: Planning and Zoning Commission Regular Meeting
Submitting Department: Development Services
Prepared by: John Wesley, Development Services Director
Staff Contact Information: Phone: 480-816-5138
Email: jwesley@fountainhillsaz.gov

Request to Town Council Regular Meeting (Agenda Language)

PUBLIC HEARING, with CONSIDERATION AND POSSIBLE ACTION: Relating to Ordinance 26-02 amending Zoning Ordinance Chapter 27, Downtown Overlay, Section 27.02 A. related to permitted density for residential development

Staff Summary (background)

During the first part of 2025, the Planning and Zoning Commission worked with staff reviewing and drafting a new downtown overlay district to replace the two existing overlays and address some needs that stemmed from the recently approved downtown development strategy. Following a recommendation for approval by the Commission, the Town Council held a public hearing and approved the new overlay district at their meeting on September 2, 2025. When the Council approved the ordinance, a few minor changes were made, one of which was to lower the by-right density in the Avenue and Business Districts from 50 units per acre to 35.

The next step in the process was to process a rezoning case to remove the two existing overlays and apply the new overlay to the downtown area. The Commission held a public hearing on this application in November 2025 and recommended approval to the Town Council. The Town Council held a public hearing on adoption of the rezoning on December 18, 2025. At that hearing, three citizens expressed concern regarding the maximum density allowed by right in the new overlay. Based on those concerns, the Council postponed action on the rezoning and asked the Planning and Zoning Commission to reconsider the density allowances in the overlay district with the belief the density should be lowered.

Over the last few years staff has had discussions with property owners and developers looking at property in the downtown area. One proposal reviewed by staff was for a three-story apartment building on the corner of Parkview and Verde River. No plan was ever submitted because the applicant could not get enough units on the property to make the numbers work. Another discussion was for a mixed-use project along the Avenue that proposed commercial on the first floor with residential above it. To make that project work required significantly more than the eight units per acre allowed by code and the developer did not want to run the risk of the Special Use Permit process to achieve the needed density, so the project was not pursued.

The citizens who spoke at the Town Council were concerned that, at the density contained

in the new ordinance, residential developers would come in and buy up significant portions of the downtown area and develop it with high density housing and remove the opportunity for commercial uses. The concern expressed at the Council meeting was that, with 35 units per acre allowed, the downtown will be overrun with residential development to the exclusion of the desired commercial and employment development.

Three points were missed in that discussion:

1. In the Avenue District, residential uses are not allowed on the ground floor. This area will have to maintain active ground floor uses.
2. In the Business District a Special Use Permit is required for ground floor residential. Therefore, the Town maintains the ability to achieve a mixed-use area and not allow residential uses on the ground floor.
3. The Innovation District does not allow any residential by right, it requires Council approval of a Special Use Permit to allow any residential in this area.

Another limiting factor to extensive residential development is the maximum building height of 40 feet. As seen with the recently approved Special Use Permit for the mixed use building on the Avenue, it is difficult to have more than a three-story building.

For comparison purposes, if all the lots on the north side of the 16,700 block of Parkview were assembled for redevelopment with a multifamily building, the total lot area would be 48,000 sq. ft. At 8 units per acre, 8 units could be built in this area. At 35 units per acre, 38 units could be built.



Using Park Place Building C (the building west of Verde River) as a comparison, taking the same units and building shape and applying it to this area, there would be approximately 24 units per floor. At three stories, this translates into a density of 65 units per acre. An ordinance allowing 35 units per acre will not result in a development the same as Park Place. It would either be a similar building mass with fewer, larger units, or a smaller building with similar sized units.

Studies show that to have a vibrant, active downtown area there should be a population density equal to at least 12,000 people per square mile. Using Verde River and Avenue of the Fountains as a center point, the area of downtown Fountain Hills is approximately 100 acres or about 0.156 sq. miles in size. Using these numbers, the Town should be working toward a population of 1,500 to 1,800 people in this area. At an average of two people per dwelling, the Town should have 750 to 900 dwelling units in this area to have the vibrant downtown envisioned. There are currently around 350 dwelling units within the downtown area; an additional 400-550 should be added.

Within Plat 208 (the area bounded by the Avenue, La Montana, Palisades, and Saguaro) the total existing lots (both vacant and built) add up to 923,568 sq. ft. or 21.2 acres of land. At 8 units per acre, 169 units could be built. At 16 units per acre, it doubles to 339 and at 32 it would be 678. Because assembling, tearing down, and rebuilding adds to the cost of development, this is not likely on a large scale. Within Plat 208 there are 11.5 acres of vacant land. At 8 units per acre, this could provide up to 92 units, 184 at 16 units per acre, or 368 at 32 units per acre; well under the number needed.

The Town Council recently approved the Special Use Permit for six dwelling units to be built on a 12,000 sq. ft. lot on the Avenue. This number of units translates into 21 units per acre.

Options:

- Recommend no changes be made to the approved Ordinance.
- Recommend retaining the 35 units per acre in the Avenue District and lower the maximum by right in the Business District to 25 units per acre.
- Recommend reducing the maximum allowed density by right in both the Avenue and Business Districts to 20 units per acre.
- Recommend a different density by right as determined by Commission discussion and deliberation.

Related Ordinance, Policy or Guiding Principle

Risk Analysis

N/A

Recommendation(s) by Board(s) or Commission(s)

N/A

Staff Recommendation(s)

The goal is to provide a vibrant downtown area that supports the existing and desired businesses. In many cases, commercial development alone is difficult to finance. Going through an entitlement process such as a Special Use Permit adds time and risk into the development process. To help desired development happen, it is important to reduce or remove risk. The current density limit of 8 units per acre inhibits the type of growth and development desired. Given the small lots available, 15 units per acre does not make a significant difference. Staff recommends a density of at least 20 units per acre and supports maintaining the ordinance as currently approved.

Suggested Motion

MOVE TO recommend approval of Ordinance 26-02 (with any modifications needed as determined by the P & Z Commission to be needed to achieve the goals of the downtown

area).

OR

MOVE TO recommend denial of Ordinance 26-02.

FISCAL IMPACT

Fiscal Impact:

Budget Reference:

Funding Source:

ATTACHMENTS

1. Draft Ordinance 26-02

ORDINANCE NO. 26-02

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF FOUNTAIN HILLS, ARIZONA, AMENDING THE FOUNTAIN HILLS ZONING ORDINANCE CHAPTER 27, DOWNTOWN OVERLAY DISTRICT TO AMEND THE ALLOWED DENSITY IN THE AVENUE AND BUSINESS DISTRICTS

ENACTMENTS:

NOW THEREFORE BE IT ORDAINED BY THE MAYOR AND TOWN COUNCIL OF FOUNTAIN HILLS, ARIZONA, as follows:

SECTION 1. That Chapter 27, Downtown Overlay District, Sections 27.02 A and B of the Fountain Hills Zoning Ordinance is amended as provided in Exhibit A attached hereto.

PASSED AND ADOPTED by the Mayor and Council of the Fountain Hills, Maricopa County, Arizona, this 17th day of February, 2026.

FOR THE TOWN OF FOUNTAIN HILLS:

ATTESTED TO:

Gerry M. Friedel, Mayor

Bevelyn Bender, Town Clerk

REVIEWED BY:

APPROVED AS TO FORM:

Rachael Goodwin, Town Manager

Jennifer J. Wright, Town Attorney

Exhibit A

Section 27.02 Permitted Uses

Uses permitted in the Downtown Overlay District shall be:

A. *The Avenue District.*

1. Permitted uses:

...

d. Multifamily residential up to thirty-five (35) units per acre above the ground floor.

2. Uses permitted by special use permit shall be residential above the ground floor at a density more than thirty-five (35) units per acre.

B. *The Business District.*

1. Those uses permitted in Zoning Ordinance Sections 12.02(A), (B), and (C).

...

b. Multifamily residential up to ~~thirty-five~~ **TWENTY-FIVE (35~~25~~)** units per acre above the ground floor.

2. Uses permitted by special use permit shall be residential uses on the ground floor or at a density more than ~~thirty-five~~ **TWENTY-FIVE (35~~25~~)** units per acre.

...



TOWN OF FOUNTAIN HILLS

STAFF REPORT

Meeting Date: 1/12/2026
Meeting Type: Planning and Zoning Commission Regular Meeting
Submitting Department: Development Services
Prepared by: John Wesley, Development Services Director
Staff Contact Information: Phone: 480-816-5138
Email: jwesley@fountainhillsaz.gov

Request to Town Council Regular Meeting (Agenda Language)

DISCUSSION: Review and discuss the planned update to the Zoning Ordinance to adjust the list of permitted uses, re-organize chapters, and revise standards for some uses.

Staff Summary (background)

Prior to the incorporation of the Town, the County Zoning Ordinance was used to regulate development of the master planned community. Once the Town was incorporated a zoning ordinance was written for the Town based on the County ordinance in effect at the time.

Over the last 30 years there have been many changes to the zoning ordinance to address the issues and needs of the Town. During this time, however, there has not be a comprehensive update to the ordinance.

One challenge with the current ordinance is that it lists specific uses for what is allowed in the various zoning districts. The list of uses is out of date. Further, any list of uses is either going to be very long or leave out a number of uses. Many communities have gone to an alternative approach with use categories that group similar uses together. Further, the list of uses allowed is put in a table which allows comparison of uses by district in one location.

For example, the current ordinance, under Uses Permitted in the C-O Zoning District, lists Accountant, Advertising Agency, Architect, Business Association, Chiropodist, Chiropractor, Collection Agency, Dentist, Engineer, Geologist, Lawyer, etc. The draft of the revised ordinance groups uses into categories such as: "Business and Professional" which is for: "Offices of firms or organizations providing professional, executive, management, administrative, or design services, such as accounting, architectural, computer software design, engineering, graphic design, interior design, investment, insurance, real estate, and legal services." and "Medical" which is for: "Offices where medical and dental services are provided by physicians, dentists, chiropractors, optometrists, and similar medical professionals. This classification includes medical laboratories, massage therapy, and counseling services."

In the Commercial Zoning District Chapter, instead of having the long this of uses, there is a simple table that lists the use categories, shows what zoning district allows the use category, and provides reference to associated standards or requirements.

Land Use Category (See Sec. 1.13)	Zoning Districts (1)					Zoning Requirements
	C-O (2)	C-1 & C-C (2, 3)	C-2	C-3	TCCD	
E. Office						
Business and Professional	P	P	P	P	P	
Medical	P	P	P	P	P	Sec. 8.03 C.

Another challenge with the current ordinance is that the list of uses allowed often includes specific development standards or definitions. This can make it difficult to understand the uses allowed or keep track of the standards associated with a use in a given zoning district. For example, the list of Uses Permitted in the C-O Zoning District includes the following:

6. Post office.
7. Pharmacy, when in conjunction with a medical center consisting of offices occupied by five (5) or more doctors provided that there shall be no outside entrance for business purposes, and that no sign or display be located so as to be visible from a public thoroughfare or adjacent property.
8. Single and multifamily residential dwellings, subject to special use permit.

Here the list of uses is interrupted with some specific associated requirements and there is a use listed that should be in a section for Uses Permitted by Special Use Permit.

As seen in the example table above, the new format uses footnotes and references to relevant sections of the Zoning Ordinance where standards are found to provide this additional information.

A third basic change being proposed is to re-order some of the chapters. As the ordinance has grown and changed over the years, the chapters for the various zoning districts and overlays have gotten separated. It is proposed that the new order be Administration (Introduction, Procedures, Zoning Boundaries, Nonconforming Uses and Structures), followed by Districts (Open Space, Residential, Multifamily, Commercial, Industrial, Utility, Mobile Home, Lodging, PAD, Overlays), and Development Requirements (General Provisions, Signs, Parking, Outdoor Lighting, Design Standards, Saguaro Cactus, Adult Businesses, Tract Housing, Medical Marijuana, Wireless Communication Towers and Antenna).

This agenda item is being presented to inform the Commission regarding the work that is being done to update the zoning ordinance, begin discussion of the changes, and seek comment and feedback on the proposed new format. The existing and proposed Open Space chapter of the Zoning Ordinance is attached to provide an example of the revised chapter format. No action will be taken at this time. In the coming months, staff will bring the revised chapters to the Commission for review and discussion.

Related Ordinance, Policy or Guiding Principle

N/A

Risk Analysis

N/A

Recommendation(s) by Board(s) or Commission(s)

N/A

Staff Recommendation(s)

No recommendations are being made at this time. This agenda is to begin discussion of the reformatting of the zoning ordinance to obtain comments and feedback.

Suggested Motion

N/A

FISCAL IMPACT

Fiscal Impact:

Budget Reference:

Funding Source:

ATTACHMENTS

- | |
|---|
| <ol style="list-style-type: none"> 1. Fountain Hills Zoning Ordinance Chapter 9 2. New Chapter 5 Open Space 3. Section 1.13 Land Use Classifications |
|---|

Chapter 9

Open Space Zoning District (OSC and OSR and OSP)

Section 9.01 Purpose

The principal purpose of the Open Space Zoning Districts are to conserve and protect open space, natural desert lands, wildlife habitat, and lands agreed to be left undeveloped in master plan approval through hillside disturbance transfers. The primary purpose of designating these areas is to raise the degree of assurance that designated open space and recreational areas will remain open.

Section 9.02 Permitted Uses

A. In the Open Space Conservation ("OSC") Zoning District:

1. Undeveloped natural land.
2. Trails, with the approval of the Town Council.
3. No other uses or structures, except those specifically allowed above, are permitted in the "OSC" Zoning District.

B. In the Open Space Recreational ("OSR") Zoning District:

1. Golf course, including clubhouses located thereon, but not including miniature courses.
2. Park land.
3. Public and private wildlife reservations.
4. Publicly and privately owned or operated fire and/or public police stations.
5. Undeveloped natural land.
6. Utility services, but not including offices, wastewater treatment plants, generating stations, and wireless communications towers and antennas, unless otherwise specifically permitted elsewhere in the ordinance.
7. *Special Event Facility as an Accessory Use to a Clubhouse.* A golf course operator may develop and operate a special event facility within or immediately adjacent to a clubhouse, if those criteria listed below are met. A special event facility is a permanent building that is developed for individual short-term special events at the clubhouse, including weddings, parties, meetings, golf tournaments and other similar events. The size limitations of the special event facility, as noted below, shall include any restrooms, storage areas, or other

portions of the building that are developed for the sole use of the special events facility. In the review of a building permit application for a special event facility, the Town may consider building elevations, building materials, building color, landscaping, hours of operation, signage, parking, duration, and neighborhood impact. As a minimum, the following standards shall apply:

- a. A special event facility shall be constructed using the same exterior building materials and paint color as the clubhouse. Unless permitted by a development agreement, tents, membrane structures or similar buildings or structures are specifically prohibited. However, temporary single-event tent(s) may be permitted by Special Event permit pursuant to Section [5.16](#) of this Ordinance.
- b. Any golf course clubhouse may have a special event facility that is up to 2,400 square feet in size, regardless of the size of the clubhouse. A special event facility may be greater than 2,400 square feet in size, but the special event facility shall be no greater than thirty (30%) percent of the air-conditioned areas of the clubhouse, but not including any golf cart storage or maintenance areas of the clubhouse,
- c. In no case shall a special event facility be used between the hours of 12:00 AM and 6:00 AM on Friday and Saturday evenings. A special event facility shall not be used between the hours of 10:00 PM and 6:00 AM on Sunday through Thursday evenings. However, on holidays that occur on Sunday through Thursday evenings, the Development Services Director may, with prior approval, allow a special event facility to be used until 12:00 AM instead of 10:00 PM. If the Development Services Director determines that music or crowd noise has disturbed adjacent residential users, the Development Services Director, at his/her discretion and by certified letter to the golf course operator, may further limit the hours of future special events.
- d. No additional parking spaces are required to be provided for a special event facility. However, there shall be no nongolf-related events that utilize the special event facility that begin before 4:00 PM unless either additional on-site parking for the facility is provided at a rate of one parking space per every 4 persons of the capacity of the special event facility or alternative parking accommodations and transportation (if necessary) are provided and prior approval is given by the Development Services Director.
- e. There shall be no additional signage associated with the special event facility.

C. In the Open Space Preservation (“OSP”) Zoning District:

1. Undeveloped natural land and open space.
2. Parks and Nature Preserves.
3. Archaeological or historic sites.
4. Public Trailhead with facilities such as, but not limited to , ranger stations, parking areas, restrooms, seat benches, covered armadas and similar structures, trails, trail improvements, and similar features that substantially conform to the adopted Master Plan for the Fountain Hills McDowell Mountain Preserve, with specific approval of the Town Council.

5. Public Trailhead with facilities such as, but not limited to, ranger stations, parking areas, restrooms, seat benches, covered armadas and similar structures, trails trail improvements, and similar features on land other than the Fountain Hills McDowell Mountain Preserve with specific approval of the Town Council.
6. Utility services, water tanks, and emergency access easements, may grade, landscape, or otherwise encroach, but not including offices, wastewater treatment plants, generating stations, sub-stations, or similar structures, with specific approval of the Town Council with an encroachment permit.
7. No other uses or structures, other than as listed above are permitted in the OSP Zoning District.

Section 9.03 Uses Subject to Temporary Use Permit in the "OSR" Zoning District

A. *Master – Planned Village Sales and Information Center within a Clubhouse.* The developer of a master-planned village may operate a master-planned village sales and information center within a clubhouse by temporary use permit only. In the review for a master-planned village sales and information center temporary use permit, the Town staff may consider lighting, landscaping, hours of operation, signage, parking, duration, and neighborhood impact. At a minimum, the following standards shall apply:

1. On-site sales personnel must be present at least five (5) days a week during normal business hours. In no case shall a center be open before 7:00 A.M. or after 9:00 P.M.
2. The center shall be for the purpose of marketing the specific master-planned village, the sale of lots in the master-planned village and the distribution of material concerning the attributes of the Town and surrounding areas. The office may not be used as an office for the sales of houses, the resale of lots, subdivisions with model homes, or property outside of the master-planned village. The sale of country club memberships within the master-planned village is permitted as an accessory use only if the master-planned village has such a country club.
3. There shall be at least twenty (20) off-street parking stalls provided in addition to the minimum parking demand for the golf course.
4. The use shall cease upon termination of the temporary use permit or the completion of the master developer's marketing activities, whichever comes first.
5. Signage shall be in conformance with Chapter [6](#), Section [6.07](#) of this ordinance.

Section 9.04 Height Regulations

A. Open Space Conservation ("OSC") Zoning District: In the "OSC" Zoning District, any building or other structure that height regulations regulate are not permitted.

- B. Open Space Recreations ("OSR") Zoning District: In the "OSR" Zoning District, the height of the buildings shall not exceed thirty – (30) feet.
- C. Open Space Preservation ("OSP") Zoning District: In the "OSP" Zoning District, the height of any buildings shall not exceed twenty – (20) feet.

Section 9.05 Yard Regulations

The required yards are as follows:

- A. Open Space Conservation ("OSC") Zoning District: In the "OSC" Zoning District, buildings or other structures which would need to observe specific setbacks are not permitted.
- B. Open Space Recreations ("OSR") Zoning District:
1. There shall be a front yard having a depth of not less than sixty (60) feet.
 2. There shall be a side yard on each side of a building having a width of not less than thirty (30) feet.
 3. There shall be a rear yard having a depth of not less than sixty – (60) feet.
- C. Open Space Preservation ("OSP") Zoning District:
1. There shall be a front yard having a depth of not less than sixty – (60) feet.
 2. There shall be a side yard on each side of a building having a width of not less than thirty – (30) feet.
 3. There shall be a rear yard having a depth of not less than sixty – (60) feet.

Section 9.06 Intensity of Use Regulations

The intensity of use regulations are as follows:

- A. Lot Area: There shall be no minimum lot area.
- B. Lot Width: There shall be no minimum lot width.
- C. Lot Area per Building in the "OSR" Zoning District: The minimum lot area per building shall be five (5) acres.
- D. Lot Coverage in the "OSR" Zoning District: The maximum lot coverage shall be five (5%) percent of the lot area.
- E. Distance Between Building in the "OSR" Zoning District: The minimum distance between buildings on the same lot shall be ten (10) feet.

- F. Lot area per building in the “OSP” Zoning District: The minimum lot area per building shall be ten (10) acres.
- G. Lot coverage in the “OSP” Zoning District: The maximum lot coverage shall be five (5%) percent of the lot area.
- H. Distance between buildings in the “OSP” Zoning District: The minimum distance between buildings on the same lot shall be ten (10) feet.

Section 9.07 General Provisions

The General Provisions in Chapter [5](#) herein shall apply.

Section 9.08 Signs

All signs shall comply with Chapter [6](#) herein.

Section 9.09 Parking Regulations

The parking regulations are as provided in Chapter [7](#) hereof.

Section 9.10 Outdoor Lighting

All outdoor lighting shall conform to Chapter [8](#) herein.

Section 9.11 Plan Review

The provisions of Chapter [2](#), Section [2.04](#) shall apply.

The Fountain Hills Zoning Ordinance is current through Ordinance 25-08, passed September 2, 2025.

Disclaimer: The town clerk’s office has the official version of the Fountain Hills Zoning Ordinance. Users should contact the town clerk’s office for ordinances passed subsequent to the ordinance cited above.

[Town Website: www.fh.az.gov](http://www.fh.az.gov)

[Hosted by General Code.](#)

Chapter 5

Open Space Zoning Districts

Section 5.01 Purpose

The principal purpose of the Open Space Zoning Districts is to conserve and protect open space, natural desert lands, wildlife habitat, and lands agreed to be left undeveloped in master plan approval through hillside disturbance transfers. The primary purpose of designating these areas is to raise the degree of assurance that designated open space and recreational areas will remain open.

- A. Open Space Conservation (OSC). The principal purpose of this Zoning District is to conserve open space areas of the Town in their natural state. Trail use approved by the Town Council is the only development allowed in this district.

- B. Open Space Recreational (OSR). The principal purpose of this district is to maintain natural desert terrain and vegetation while allowing limited amounts of compatible development.

- C. Open Space Preservation (OSP). The principal purpose of this district is to preserve and protect open space, natural desert lands, and wildlife habitat, while allowing minimal development activities that support the ability to enjoy the native desert.

Section 5.02 Permitted Uses

"P" designates use classifications permitted in the Agriculture District.

"SUP" designates use classifications permitted on approval of a Special Use Permits.

"--" designates use not allowed in that zoning district.

"TUP" designates use classifications permitted on approval of a Temporary Use Permit.

"(x)" a number in parentheses refers to a footnote following the table.

Table 5.02: Uses Permitted in Open Space Districts

Land Use Category (See Sec. 1.13)	Zoning Districts			Zoning Requirements
	OSC (1)	OSR	OSP (1)	
A. Open Space				
Golf Course	--	P (2)	--	
Parks and Nature Preserves	--	P	P	
Trails, Trail Heads	SUP	--	P/SUP	Sec. 5.03 A.
Undeveloped Natural Land	P	P	P	
D. Public/Quasi-Public				
Protective Services	--	P	--	
H. Utilities				
Utility Services	--	P	P	Sec. 5.03 B.
I. Accessory				
Event and Reception Center	--	P	--	Sec. 5.03 C.
Master-Planned Village Sales and Information Center	--	TUP	--	Sec. 5.03 D.
Wireless Telecommunication Towers	--	SUP	--	Chapter 24

(1) No other uses or structures except those specifically listed are permitted.

(2) Includes clubhouses but not miniature golf courses

Section 5.03 Specific Regulations

A. Public Trailhead with facilities such as, but not limited to ranger stations, parking areas, restrooms, seat benches, covered ramadas and similar structures, trails, trail improvements, and similar features. Within the Fountain Hills McDowell Mountain Preserve must substantially conform to the adopted Master Plan.

B. Utility Services

1. In the OSR district, does not including offices, wastewater treatment plants, generating stations, and wireless communications towers and antennas, unless otherwise specifically permitted elsewhere in the ordinance.

2. In the OSP district, only allows utility services, water tanks, and emergency access easements. May grade, landscape, or otherwise encroach with specific approval of the Town Council with an encroachment permit.

C. Event and Reception Centers. A golf course operator may develop and operate a special event facility within or immediately adjacent to a clubhouse, if those criteria listed below are met. A special event facility is a permanent building that is developed for individual short-term special events at the clubhouse, including weddings, parties, meetings, golf tournaments and other similar events. The size limitations of the special event facility, as noted below, shall include any restrooms, storage areas, or other portions of the building that are developed for the sole use of the special events facility. In the review of a building permit application for a special event facility, the Town may consider building elevations, building materials, building color, landscaping, hours of operation, signage, parking, duration, and neighborhood impact. As a minimum, the following standards shall apply:

1. A special event facility shall be constructed using the same exterior building materials and paint color as the clubhouse. Unless permitted by a development agreement, tents, membrane structures or similar buildings or structures are specifically prohibited. However, temporary single-event tent(s) may be permitted by Special Event permit pursuant to Section 15.16 of this Ordinance.

2. Any golf course clubhouse may have a special event facility that is up to 2,400 square feet in size, regardless of the size of the clubhouse. A special event facility may be greater than 2,400 square feet in size, but the special event facility shall be no greater than thirty (30%) percent of the air-conditioned areas of the clubhouse, but not including any golf cart storage or maintenance areas of the clubhouse,

3. In no case shall a special event facility be used between the hours of 12:00 AM and 6:00 AM on Friday and Saturday evenings. A special event facility shall not be used between the hours of 10:00 PM and 6:00 AM on Sunday through Thursday evenings. However, on holidays that occur on Sunday through Thursday evenings, the Development Services Director may, with prior approval, allow a special event facility to be used until 12:00 AM instead of 10:00 PM. If the Development Services Director determines that music or crowd noise has disturbed adjacent residential users, the Development Services Director, at his/her discretion and by certified letter to the golf course operator, may further limit the hours of future special events.

4. No additional parking spaces are required to be provided for a special event facility. However, there shall be no nongolf-related events that utilize the special event facility that begin before 4:00 PM unless either additional on-site parking for the facility is provided at a rate of one parking space per every 4 persons of the capacity of the special event facility or alternative parking accommodations and transportation (if necessary) are provided and prior approval is given by the Development Services Director.

5. There shall be no additional signage associated with the special event facility.

D. Master – Planned Village Sales and Information Center within a Clubhouse. The developer of a master-planned village may operate a master-planned village sales and information center within a clubhouse by temporary use permit only. In the review for a master-planned village sales and information center temporary use permit, the Town staff may consider lighting, landscaping, hours of operation, signage, parking, duration, and neighborhood impact. At a minimum, the following standards shall apply:

1. On-site sales personnel must be present at least five (5) days a week during normal business hours. In no case shall a center be open before 7:00 A.M. or after 9:00 P.M.
2. The center shall be for the purpose of marketing the specific master-planned village, the sale of lots in the master-planned village and the distribution of material concerning the attributes of the Town and surrounding areas. The office may not be used as an office for the sales of houses, the resale of lots, subdivisions with model homes, or property outside of the master-planned village. The sale of country club memberships within the master-planned village is permitted as an accessory use only if the master-planned village has such a country club.
3. There shall be at least twenty (20) off-street parking stalls provided in addition to the minimum parking demand for the golf course.
4. The use shall cease upon termination of the temporary use permit or the completion of the master developer's marketing activities, whichever comes first.
5. Signage shall be in conformance with Chapter 6 of this ordinance.

Section 5.04 General Provisions

The general provisions in Chapter 5 herein shall apply.

Section 5.05 Signs

The sign regulations in Chapter 6 herein shall apply.

Section 5.06 Parking and Loading

The parking and loading regulations in Chapter 7 herein shall apply.

Section 5.07 Outdoor Lighting

The outdoor lighting provisions in Chapter 8 herein shall apply.

Section 5.08 Plan Review

The site plan review provisions in Chapter 2, Section 2.04 herein shall apply.

Section 5.09 Density, Area, Building and Yard Regulations

Table 5.09 specifies the minimum lot sizes, minimum lot widths, maximum building heights, minimum yard setbacks and maximum lot coverage percentages, and the minimum distance between buildings.

Table 5.09 Density, Area, Building and Yard Regulations

District	Area (Sq. Ft.)	Width (feet)	Bldg. Height (feet)	Minimum Yard Setbacks			Lot Coverage	Distance Between Bldgs. (feet)
				Front	Side	Rear		
OSC	None	None	N/A (1)	N/A (1)	N/A (1)	N/A (1)	N/A (1)	N/A (1)
OSR	5 acres per building	None	30'	60'	30' (2)	60'	5%	10'
OSP	10 acres per building	None	20'	60'	30' (2)	60"	5%	10"

-
- (1) This district does not allow buildings or structures.
 - (2) On each side of a building

Section 1.13 Land Use Classifications

Land use classifications describe one or more uses of land having similar characteristics, but do not list every use or activity that may appropriately be within the classification. The Zoning Administrator shall determine whether a specific use shall be deemed to be within one or more use classifications or not within any classification in this Section. The Zoning Administrator may determine that a specific use shall not be deemed to be within a classification, whether or not named within the classification, if its characteristics are substantially incompatible with those typical of uses named within the classification.

A. Open space.

Golf Course. An area of land laid out for playing golf with a series of 9 or 18 holes, each including tee, fairway, and putting green and often with one or more natural or manmade hazards. This use classification includes associated clubhouses and maintenance facilities. Does not include miniature golf or practice driving ranges.

Parks and Nature Preserves. Includes passive and active parks, natural area preservation, public and private wildlife reservations, and archeological and historic sites.

Trails, Trail Heads. Improved trails for biking and hiking. May include provision of trailhead facilities such as parking lots, restrooms, benches, ramadas, and similar features.

Undeveloped Natural Land. Land that has been left in it's natural, unaltered condition including topography and vegetation.

B. Agricultural.

Corrals. Areas set aside and fenced for the keeping of livestock.

C. Residential.

Assisted Living Facility. A residential care institution, including adult foster care, that is licensed by the State of Arizona to provide supervisory care services, personal care services or directed care services on a continuing basis for eight (8) or more residents.

Community Residence. A dwelling unit shared by five (5) or more unrelated individuals as defined in Sec. 1.12 of the Zoning Ordinance.

Family Community Residence. A community residence with five (5) to eight (8) beds, including resident staff, that is a relatively permanent living arrangement with no limit on the length of tenancy as determined in practice or by the rules, charter, or other governing documents of the community residence. The minimum length of tenancy is typically a year or longer.

Transitional Community Residence. A community residence with five (5) to six (6) beds, including resident staff, that provides a relatively temporary living arrangement with a limit on length of tenancy more than thirty (30) days and less than a year, as determined either in practice or by the rules, charter, or other governing document of the community residence.

Duplex. Two attached dwelling units on one lot.

Multiple Residence. Three or more primary dwelling units on a single lot. Types of multiple residence dwellings include garden apartments, multi-story apartments, and condominiums.

Single Residence. A dwelling unit designed for occupancy by one household, and located on a separate lot from any other unit (except for an accessory dwelling unit where allowed). This classification includes individual manufactured housing units and individual recreational vehicles when used as residences in RV parks and subdivisions.

Attached. A single residence dwelling unit, located singly on a lot, but attached through common vertical walls to one or more dwellings on abutting lots. An attached single residence dwelling unit is sometimes referred as a "townhome" or a "rowhouse."

Detached. A single residence dwelling unit that is not attached to any other dwelling unit (except accessory living quarters, where allowed).

D. Public/Quasi-Public.

Community and Cultural Activities. Public or non-profit facilities and institutions providing services and activities to the population of the community such as recreation centers, community centers, libraries, and museums.

Clubs and Lodges. Meeting, recreational, or social facilities of a private or nonprofit organization primarily for use by members or guests. This classification includes union halls and social clubs.

Detoxification Center, Inpatient. Facilities that provide onsite, inpatient detoxification services. These same facilities may also provide outpatient detoxification services.

Educational Facilities.

Colleges and Universities. Public or private post-secondary institutions of higher learning that grant associates or higher degrees and may also have research facilities. This classification includes community colleges that grant associate degrees and/or certificates of completion in business or technical fields.

Primary and Secondary Schools. Public facilities for primary or secondary education having curricula of general academic education consistent with the academic requirements of the State of Arizona, including kindergarten, elementary, junior high school, and high school, including accessory facilities traditionally associated with schools, such as athletic stadia, cafeterias and libraries.

Trade School, Commercial. Public schools established to provide teaching of clerical, medical, managerial, or artistic skills such as nursing, accounting, data processing, or computer repair. This classification excludes establishments providing training for activities that are not otherwise allowed in the zoning district.

Trade School, Industrial. Public schools offering training in industrial trades such as welding or metal fabrication.

Government Offices. Administrative, clerical, or public contact offices of a government agency, including postal facilities, together with incidental storage and maintenance of vehicles. This classification excludes equipment service centers and similar centers and similar facilities that primarily provide maintenance and repair services and storage facilities for vehicles and equipment.

Hospitals. Institutions providing medical and surgical care to the sick or injured, including operating facilities and beds for patients to stay overnight. These establishments may include ancillary uses such as nursing facilities, extended care facilities, physical therapy, gift shops, retail pharmacies, temporary housing for families of patients, cafeterias or restaurants, and related uses operated primarily for the benefit of patients, staff, and visitors.

Nursing and Convalescent Facilities. Establishment that provide 24-hour medical, convalescent or chronic care to individuals who, by reason of advanced age, chronic illness or infirmity, are unable to care for themselves, and is licensed as a skilled nursing facility by the State of Arizona, including but not limited to, rest homes and convalescent hospitals, but not Residential Care, Hospitals, or Clinics.

Parks and Recreation Facilities. Parks, playgrounds, wildlife preserves, and related open spaces, all of which are noncommercial. This classification includes playing fields, courts, gymnasiums, swimming pools, picnic facilities, tennis courts, and botanical gardens and ancillary concessions or other support facilities.

Places of Worship. A facility of religious worship and incidental religious education and offices and may include private schools (grades K -12) for primary or secondary education, as defined in this section. This classification includes churches, synagogues, temples, and other facilities primarily used for religious services and activities.

Protective Services. Facilities providing public safety and emergency services, including police and fire protection and emergency medical services, with incidental storage, and maintenance facilities.

Public Maintenance Facilities. Facilities providing maintenance and repair services for vehicles and equipment and materials storage areas for government entities. This classification includes equipment service centers and similar public facilities.

Substance Abuse or Addiction Treatment Center, Lodging. Facilities providing treatment, training, or education as part of an alcoholism or drug addiction program. May include providing detoxification services in conjunction with the treatment and may include provisions where clients can lodge at the facility and receive meals.

E. Office.

Business and Professional. Offices of firms or organizations providing professional, executive, management, administrative, or design services, such as accounting, architectural, computer software design, engineering, graphic design, interior design, investment, insurance, real estate, and legal services.

Detoxification Center, Outpatient. Facilities providing outpatient drug or alcohol detoxification services with or without training, education, or treatment services at the same location.

Medical. Offices where medical and dental services are provided by physicians, dentists, chiropractors, optometrists, and similar medical professionals. This classification includes medical laboratories, massage therapy, and counseling services.

Radio and Television Broadcasting Stations. An establishment containing one or more broadcasting studios for over-the-air, cable or satellite delivery of radio or television programs, or studios for the audio or video recording or filming of musical performances, radio, or television programs or motion pictures. This use category does not include transmission towers.

Substance Abuse or Addiction Treatment Centers. Facilities providing treatment, training or education as a part of an alcoholism or drug addiction program without on-site detoxification, lodging, or meals.

F. Commercial.

Adult Businesses. An adult business is a commercial establishment that regularly offers, sells, or distributes adult-oriented material or sexually-oriented merchandise, or that features entertainment or services characterized by depictions or descriptions of specified sexual activities or anatomical areas. This often includes establishments like adult bookstores, arcades, theaters, cabarets, and motels.

Animal Services.

Day Care and Training. Commercial facilities for the keeping or training of four (4) or more dogs, cats, or other household pets not owned by the facility owner or operator for periods no longer than twelve (12) hours.

Groomers. Facilities providing grooming services for dogs and cats including incidental keeping of animals associated with drop off and pick up.

Kennels. Facilities for keeping, boarding, breeding or maintaining for commercial purposes, four (4) or more dogs, cats, or other household pets not owned by the kennel owner or operator. This classification excludes pet shops, grooming services, and animal hospitals that provide 24-hour accommodation of animals receiving medical.

Veterinary. Medical care for small and large animals on a commercial basis. This classification allows 24-hour accommodations of animals receiving medical services but does not include kennels. This classification includes animal hospitals and clinics providing services such medical examinations, diagnosis, and procedures; dispensing of medications for animals; providing surgical procedures, and space for supervised recuperation from medical and surgical procedures.

Automotive Sales and Rentals.

Automobile Rentals. Rental of automobiles, including storage and incidental maintenance.

Automobile Sales. Sales or leasing of motorcycles, automobiles and trucks up to 14,000 pounds gvw, including storage and incidental maintenance.

Golf Cart and ATV's. Sales or leasing of electric or gas-powered golf carts and ATV's up to 2000 pounds in size.

Large Trucks and RV's. Sales and leasing of large vehicles, boats, motor homes and recreational vehicles including storage and incidental maintenance.

Construction Equipment. Sales, service, rental and storage of construction equipment such as forklifts, excavators, backhoes, dump trucks, etc.

Automotive Maintenance and Repair.

Automotive Repair, Major. Repair of automobiles, trucks, motorcycles, motor homes, and recreational vehicles, including the sale, installation, and servicing of related equipment and parts, generally on an overnight basis. This classification includes auto repair shops, body and fender shops, transmission shops, but excludes vehicle dismantling or salvaging and tire re-treading or recapping.

Automotive Repair, Minor. The service and repair of automobiles, light-duty trucks, and motorcycles, including the sale, installation, and servicing of related equipment and parts. This classification includes quick-service oil, tune-up, wheel and brake shops, muffler shops, auto glass services, and tire sales and installation, where repairs are made, or service is provided in enclosed bays and no vehicles are stored overnight. This classification excludes establishments providing engine repair, body and fender work, vehicle painting, or towing. It also excludes repair of heavy (14,000 pounds or more) trucks or construction vehicles.

Carwash. Washing, waxing, vacuuming, or cleaning of automobiles or similar light vehicles, including automatic, self-serve, and hand washing facilities.

Business Support Services. Establishments that primarily provide goods and services to other businesses on a fee or contract basis, including such things as printing and copying, blueprint services, advertising and mailing, equipment rental and leasing, office security, custodial services, photo finishing, and model building.

Child/Adult Day Care Facilities. Establishments providing non-medical care for persons on a less than 24-hour basis other than in a residential home. This classification includes nursery schools, preschools, and day care facilities for children or adults, and any other day care facility licensed by the State of Arizona.

Commercial Entertainment. Provision of spectator entertainment to the general public including live and motion picture theaters and concert halls. This category excludes cabarets, nightclubs, and similar establishments providing entertainment incidental to food or beverage sales.

Commercial Parking. Surface lots and structures offering parking to the public for a fee when such use is not incidental to another activity.

Contractors, Building and Property Maintenance. Establishments engaged in providing contracting, or building, property and landscape maintenance services. This classification includes uses such as land surveyors, pest control, plumbers, electricians, homebuilders, etc.

Offices Only. Establishments for the uses described above that maintain an office only with parking for company vehicles but no other onsite storage of equipment or materials.

Indoor Storage. Establishments for the above uses that also include provisions for indoor storage and warehousing of equipment and supplies.

Outdoor storage/Large Equipment. Establishments for the above uses that include onsite storage and maintenance of large construction equipment and/or outdoor storage of other equipment, material, or supplies.

Eating and Drinking Establishments. Businesses primarily engaged in serving prepared food and/or beverages for consumption on or off the premises.

Bar, Club, Lounge. Businesses serving beverages for consumption on the premises as a primary use including on-sale service of alcohol including beer, wine, or mixed drinks, and businesses that do not meet the definition of restaurant.

Catering. Businesses that prepare food and drinks for delivery to an event which takes place off-site.

Restaurants. Establishments providing food and beverage sales and services to patrons for consumption on-site, take out, or delivery. At least 40% of gross sales revenue must be from serving food to be classified as a restaurant.

Event and Reception Centers. Facilities that are rented on a short-term basis for events such as weddings, receptions, banquets, and conferences as a principle business activity (not as an accessory to an other use such as a place of worship or a community center).

Financial Institutions. Financial institutions providing retail banking services. This classification includes only those institutions engaged in the on-site circulation of money, including credit unions and businesses offering check-cashing facilities, but excluding non-chartered financial institutions.

Food and Beverage Stores. Retail sales of food and beverages for off-site preparation and consumption. Typical uses include food markets, groceries, liquor stores, and retail bakeries.

Convenience Stores. Retail establishments that sell a limited line of groceries, prepackaged food items, tobacco, magazines, and other household goods, primarily for off-premises consumption and typically found in establishments with long or large hours of operation and relatively small building of less than 5,000 square feet. This

classification includes small retail stores located on the same parcel as or operated in conjunction with a fueling station.

General Market. Retail markets of food and grocery items for off-site preparation and consumption. Typical uses include supermarkets and specialty food stores, such as bakeries, candy, nuts and confectionary stores, meat or produce markets, vitamins and health food stores, cheese stores and delicatessens.

Liquor Stores. Retail establishments that sell a variety of beer, wine, and other spirituous liquors for off-site consumption.

Fueling Stations.

Electric Vehicle Charging Stations. Establishments providing stations for charging of electric vehicles as a primary use.

Gasoline Stations. Establishments primarily engaged in retailing automotive fuels or retailing these fuels in combination with activities such as providing repair services; selling automotive oils, replacement parts, and accessories; and/or providing convenience or grocery services.

Funeral Parlors and Mortuaries. An establishment primarily engaged in the provision of services involving the care, preparation, or disposition of the human dead and conducting memorial services. Includes facilities for pets.

Crematory, columbarium, or mausoleum.

Furniture and Appliance Repair. The on-site maintenance or repair of office machines, household appliances, furniture, and similar items. This classification excludes maintenance and repair of vehicles or boats (see Automotive Maintenance and Repair) and personal apparel (see Personal Care).

Hotels/Motels/Lodging. Establishments offering lodging to transient patrons. These establishments may provide additional accessory services, such as conference and meeting rooms, restaurants, bars, or recreation facilities available to guests and the general public. This classification includes motor lodges, motels, hostels, extended-stay hotels, and tourist courts, but does not include rooming houses, boarding houses, or private residential clubs. The length of stays for the majority of guests at these facilities are for 30 days or less.

Landscape Nurseries and Garden Centers. Establishments primarily engaged in retailing nursery and garden products - such as trees, shrubs, plants, seeds, bulbs, and sod - that are predominantly grown elsewhere. These establishments may sell a limited amount of a product they grow themselves as well as other related products such as pavers, fence materials, landscape lighting, etc. This classification includes wholesale and retail nurseries offering plants for sale.

Live/Work Units. A commercial or industrial unit with integrated residential accommodations that include adequate working space reserved for office, commercial or industrial use and regularly used for such purpose by 1 or more persons residing in the unit and a cooking space and sanitary facilities in conformance with applicable building code standards.

Medical Marijuana. A nonprofit facility operating as medical marijuana dispensary and/or cultivation site in conformance duly registered and certified pursuant to ARIZ. REV. STAT. § 36-2801 - 2822.

Personal Care. Provision of recurrently needed services of a personal nature. This classification includes barber and beauty shops, seamstresses, tailors, dry cleaning agents (excluding large-scale bulk cleaning plants), shoe repair shops, self-service laundries, photocopying and photo finishing services, and travel agencies.

Recreation. Provision of commercial participant or spectator recreation to the general public, excluding public park and recreation facilities.

Indoor. This classification includes indoor facilities such as billiard parlors, bowling centers, card rooms, dance studios, exercise studios, health clubs, yoga studios, dance halls, small tennis club facilities, poolrooms, archery and gun ranges, and amusement arcades. This classification may include restaurants, snack bars, and other incidental food and beverage services to patrons.

Small. Occupy less than 15,000 square feet of building area,

Large. Occupy 15,000 square feet of building area or more.

Outdoor. This classification includes outdoor facilities such as amusement and theme parks, sports stadiums and arenas, racetracks, amphitheaters, driving ranges, golf courses (daily fee), riding stables, pickleball, tennis facilities, campgrounds etc. This

classification may include restaurants, snack bars, and other incidental food and beverage services to patrons.

Small. Occupy less than 2 acres and do not have stadium seating.

Large. Occupy more than 2 acres or have stadium seating.

Retail/Rental. The retail sale or rental of merchandise not specifically listed under another use classification. This classification includes department stores, clothing stores, furniture stores, pet supply stores, hardware stores, and businesses retailing the following goods: toys, hobby materials, handcrafted items, jewelry, cameras, photographic supplies and services (including portraiture and retail photo processing), medical supplies and equipment, pharmacies, electronic equipment, records, sporting goods, kitchen utensils, hardware, appliances, antiques, art galleries, art supplies and services, paint and wallpaper, carpeting and floor covering, office supplies, bicycles, video rental, and new automotive parts and accessories (excluding vehicle service and installation). Retail sales may be combined with other services such as office machine, computer, electronics, and similar small-item repairs. This classification includes secondhand and wholesale stores.

Small. Occupy less than 25,000 square feet of building area and maintain all merchandise and materials indoors.

Large. Occupy 25,000 square feet of building area or more or include outdoor display or storage of merchandise for sale.

Pawn Shops. A business in which a principal business activity involves advancing money on the security of pledged goods or purchasing tangible personal property on the condition that it may be redeemed or repurchased by the seller for a fixed or variable price within a fixed or variable period of time.

Schools, Private. An institution conducting regular academic instruction at kindergarten, elementary, secondary, and tertiary levels operated by a nongovernmental organization.

Primary and Secondary Schools. Private facilities for primary or secondary education having curricula of general academic education consistent with the academic requirements of the State of Arizona, including kindergarten, elementary, junior high school, and high school, including accessory facilities traditionally associated with schools, such as athletic stadia, cafeterias and libraries.

Trade School, Commercial. Private schools established to provide teaching of clerical, medical, managerial, or artistic skills such as nursing, accounting, data processing, or computer repair. This classification excludes establishments providing training for activities that are not otherwise allowed in the zoning district.

Trade School, Industrial. Private schools offering training in industrial trades such as welding or metal fabrication.

Self-storage. Commercial facilities offering storage for individual use. An on-site residence may be present for use by the site manager and family.

Indoor. Facilities which have all of the individual storage units accessed from a climate controlled interior hallway.

Exterior. Facilities which have some or all of the individual storage units accessed from an exterior door.

Vehicle, Boat and RV. Facilities providing outdoor storage for cars, trucks, boats, RV's and similar vehicles.

Studios (art, dance, music, photography, etc.) Galleries and workspace for artists and artisans, including individuals practicing one of the fine arts or performing arts, or skilled in an applied art or craft. There may be incidental retail sales of items produced on the premises. This category may also include incidental instruction.

Taxidermists. Businesses involved in the art of preparing, stuffing, and mounting the skins of animals with lifelike effect

Tattoo and Body Piercing Studios. Establishments whose principal business activity is one (1) or more of the following: 1) using ink or other substances that result in the permanent coloration of the skin through the use of needles or other instruments designed to contact or puncture the skin; or 2) creation of an opening in the body of a person for the purpose of inserting jewelry or other decoration. Exception: Piercing earlobes as an accessory or subordinate activity when done at a shop or store selling jewelry as primary activity.

G. Employment and Industrial.

Art, Metal and Ornamental Iron Shops. Manufacture of crafts, art, sculpture, stained glass, jewelry, apparel, furniture, cabinet making, and similar items using hand tools and small mechanical devices.

Light Assembly/Cabinet Shops. Putting together, fabricating, or making minor modifications to pre-manufactured items or pre-cut lumber as a last step for items intended to be sold as finished products. Includes assembling cabinets, furniture making and welding of pre-made parts, but excludes metal extrusion, sawmills, and manufacturing.

General Industrial. Manufacturing of products from extracted or raw materials or recycled or secondary materials, or bulk storage and handling of such products and materials. This classification includes operations such as biomass energy conversion; food and beverage processing; textile mills; production apparel manufacturing; photographic processing plants; leather and allied product manufacturing; wood product manufacturing; paper manufacturing; chemical manufacturing; plastics and rubber products manufacturing; nonmetallic mineral product manufacturing; primary metal manufacturing; fabricated metal product manufacturing; recycling materials processing facilities in which post-consumer materials are sorted, condensed, baled, or transformed; and automotive, ship, aircraft, and heavy equipment manufacturing.

Light Industrial. Establishments engaged in light industrial activities taking place primarily within enclosed buildings and producing minimal impacts on nearby properties. This classification includes operations such as manufacturing finished parts or products primarily from previously prepared materials; commercial laundries and dry cleaning plants; mobile home manufacturing; monument works; printing, engraving and publishing; computer and electronic product manufacturing; furniture and related product manufacturing; and industrial services.

Impound Yard. These facilities are for the temporary storage of abandoned, wrecked or legally impounded vehicles regardless of running condition. Such facilities are not to be used for the dismantling of any vehicle, the storage of parts, nor the retailing or wholesaling of any vehicle or vehicle parts.

Indoor Warehousing and Storage. Storage within an enclosed building of commercial goods prior to their distribution to wholesale and retail outlets and the storage of industrial equipment, products and materials including but not limited to automobiles, feed, and lumber.

Also includes cold storage, draying or freight, moving and storage, and warehouses. This classification excludes the storage of hazardous chemical, mineral, and explosive materials.

Outdoor Storage. Storage of materials, vehicles or commercial goods (other than construction materials and commercial vehicle storage facilities) in open lots.

Recycling. A center for the collection and/or processing of recyclable materials.

Research and Testing Laboratories. Establishments primarily engaged in scientific research, and the design, development, engineering, and testing of high-technology electronic, industrial or scientific products in advance of product manufacturing. The production of products, plans, or designs may be part of this classification when the primary purpose of such production is research, development, or evaluation, rather than sale. Typical uses include biotechnology firms, electronic research firms, or pharmaceutical research laboratories.

Salvage. Storage and dismantling of vehicles and equipment for sale of parts, as well as their collection, storage, exchange or sale of goods including, but not limited to, used building materials, used containers or steel drums, used tires, and similar or related articles or property.

Wholesale. Establishments engaged in the distribution and sale of items for resale by retail stores, or bulk sale of goods to other professional business, industrial, or institutional users. Such activities are characterized through sales of items in large or gross quantities and not as individual items, and such establishments are typically not open to the general public for the purpose of offering items for individual sale or consumption of goods.

H. Utilities.

Utility Facilities. Electric substations, solid waste collection, including transfer stations and materials recovery (recycling processing) facilities, solid waste treatment and disposal, water or wastewater treatment plants, and similar facilities of public agencies or public utilities.

Utility Services. Includes distribution mains with attendant facilities and appurtenances, water tanks, control cabinets, and related equipment to facilitate the functioning of the utility system.

I. Accessory Uses. In addition to uses listed above that could become an accessory use to another primary activity on a property, the following uses may only occur as an accessory use.

Guest House. Living or sleeping quarters within an accessory building for the sole use of occupants of the premises, guests of such occupants or persons employed on the premises. The accessory building may be attached to or detached from the main building. Such quarters shall not be rented, and/or otherwise used for income producing purposes.

Home Day Care Center. A residential facility in which care for nonresidents is provided for periods of less than twenty-four hours per day, for five or less people.

Home occupation. Any occupation or profession carried on in a dwelling unit by residents thereof which use or activity is incidental and subordinate to the use of the dwelling unit for dwelling purposes and which does not change the character thereof.

Master-Planned Village Sales and Information Center. A temporary facility as part of a master planned development offering information about the development.

Model Home. Temporary use of a home built in a subdivision for the purposes of demonstrating the types of homes and features that can be built in the subdivision.

Stand-alone ATM. An automated teller machine located away from and not part of any other building or structure.

Swim school. A school provided from a single-family dwelling providing swimming lessons.

Wireless Communications Towers. Towers erected on a property to contain antennas for broadcast of radiofrequencies.



TOWN OF FOUNTAIN HILLS

STAFF REPORT

Meeting Date: 1/12/2026
Meeting Type: Planning and Zoning Commission Regular Meeting
Submitting Department: Development Services
Prepared by: Paula Woodward, Executive Assistant
Staff Contact Information: Phone: 480-816-5122
Email: pwoodward@fountainhillsaz.gov

Request to Town Council Regular Meeting (Agenda Language)

CONSIDERATION AND POSSIBLE ACTION:of Appointing a Chairperson to the Planning and Zoning Commission.

Staff Summary (background)

Members of each board and commission shall elect a chair and vice chair from among its own members. Each chair and vice chair shall serve for one year and until such time as a successor is elected. The chair shall preside at all meetings and exercise all the usual rights, duties and prerogatives of the head of any similar organization. The vice chair shall perform the duties of the chair in the chair's absence or disability. Vacancies created by any cause shall be filled for the unexpired term by a new election.

Related Ordinance, Policy or Guiding Principle

Risk Analysis

Recommendation(s) by Board(s) or Commission(s)

Staff Recommendation(s)

Suggested Motion

MOVE to appoint _____ to serve as Chair for one year, effective January 13, 2026, through December 31, 2026.

FISCAL IMPACT

Fiscal Impact:

Budget Reference:

Funding Source:

ATTACHMENTS

None



TOWN OF FOUNTAIN HILLS

STAFF REPORT

Meeting Date: 1/12/2026
Meeting Type: Planning and Zoning Commission Regular Meeting
Submitting Department: Development Services
Prepared by: Paula Woodward, Executive Assistant
Staff Contact Information: Phone: 480-816-5122
Email: pwoodward@fountainhillsaz.gov

Request to Town Council Regular Meeting (Agenda Language)

CONSIDERATION AND POSSIBLE ACTION:of Appointing a Vice Chairperson to the Planning and Zoning Commission.

Staff Summary (background)

Members of each board and commission shall elect a chair and vice chair from among its own members. Each chair and vice chair shall serve for one year and until such time as a successor is elected. The chair shall preside at all meetings and exercise all the usual rights, duties and prerogatives of the head of any similar organization. The vice chair shall perform the duties of the chair in the chair's absence or disability. Vacancies created by any cause shall be filled for the unexpired term by a new election.

Related Ordinance, Policy or Guiding Principle

Risk Analysis

Recommendation(s) by Board(s) or Commission(s)

Staff Recommendation(s)

Suggested Motion

MOVE to appoint _____ to serve as Vice Chair for one year, effective January 13, 2026, through December 31, 2026.

FISCAL IMPACT

Fiscal Impact:

Budget Reference:

Funding Source:

ATTACHMENTS

None