TOWN OF TAYLOR

TAYLOR TOWN COUNCIL
TAYLOR PLANNING AND ZONING COMMISSION

JOINT WORK SESSION MINUTES

Wednesday, September 9, 2026 • 5:05 p.m.
Taylor Town Hall • 425 Papermill Road • Taylor, Arizona

1. CALL TO ORDER / OPENING

The meeting was called to order at 5:05 PM. The Pledge of Allegiance was led by Doug Reeder, followed by an opening prayer given by Wayne Jones.

Council Present: Mayor Shawn Palmer, Council Members: April Williams, Kris Neff, Jason Brubaker, Sherry Coper Duke, Lynn Dewitt, Vice Mayor Bill Baldwin.

Planning and Zoning Present: Wayne Duke, Wayne Jones. Scott Stiles, Jared Hatch

Staff Present Police Chief Bobby Martin

Visitors: See List

A letter of appreciation from Dennis and Judy Evans was presented by Mayor Shawn Palmer. The letter expressed their gratitude for their surprise induction into the Taylor Town Hall of Fame during the July 2026 Patriotic Program and recognized the Town of Taylor for its community spirit, values, and celebrations.

2. GENERAL PLAN AND COMMUNITY VISION

The Town General Plan was discussed as a comprehensive guide and community vision used to direct future decision-making. Discussion included population and growth planning, economic development, housing, water resources, wastewater and sewer, streets and transportation, utilities, public buildings, parks and recreation, schools, open space, agriculture, community health, environmental stewardship, historic preservation, fiscal sustainability, emergency services, citizen engagement, funding, timelines, responsible departments, and performance measures.

Staff reported that the General Plan was last formally adopted in 2014. Although the Town is not currently required to complete a full update based on the population-growth criteria discussed during the meeting, the Council and Planning and Zoning Commission agreed that the Plan should be proactively reviewed and updated. Initial work will include the first section of the General Plan and transportation elements.

3. JOINT COUNCIL AND PLANNING & ZONING COORDINATION

The Council and Planning and Zoning Commission discussed the importance of stronger communication and coordination between the two bodies.

Planning and Zoning representatives discussed the need for Council to receive clearer information regarding Commission recommendations and the reasoning behind those recommendations. Options discussed included having a Planning and Zoning representative attend Council meetings to present recommendations or having staff prepare a detailed summary packet of the Commission discussion for Council review.

4. REZONE APPLICATIONS AND NOTIFICATION PROCEDURES

The recent Gavin Hunt and Mr. Hatch rezone application was discussed, including the significant public interest surrounding the request and issues with property-owner notification. Staff explained that notification errors were corrected before the Town Council meeting and that a new notification process has since been implemented.

Staff now use specialized software to identify parcels within a 350-foot radius, exceeding the 300-foot notification radius discussed during the meeting. Applicants will continue to provide their required notification list, which staff will cross-reference against the software-generated list to improve accuracy.

5. LAND USE DECISIONS AND R1 TO R2 ZONE CHANGES

The Council and Commission discussed the importance of basing land-use and rezone decisions on documented facts, applicable Town codes, the General Plan, and legally supportable findings rather than solely on public sentiment. Discussion included property rights, neighborhood compatibility, housing needs, traffic, property values, infrastructure, public safety, drainage, utilities, and the overall public benefit of proposed development.

The group reviewed the purpose and permitted uses of the R2 Multifamily Residential zoning district and discussed the need for consistent guidelines when considering requests to change property from R1 to R2.

Proposed evaluation criteria included consistency with the General Plan; compatibility with surrounding properties; roads and traffic; water, sewer, and utility capacity; lot size and physical characteristics; impacts on neighboring properties; community housing needs; environmental and drainage impacts; availability of public services; conceptual plans; documented public concerns; and fairness and consistency in applying Town codes.

The group also discussed the distinction between zone changes, Conditional Use Permits, conceptual plans, and administrative site-plan reviews. Staff will continue developing objective checklists and clearer application requirements to improve consistency and defensibility of future decisions.

6. LEGAL GUIDANCE AND DEVELOPMENT PROCEDURES

The Council and Commission discussed obtaining formal guidance from the Town attorney regarding the legal standards applicable to rezone approvals and denials. Staff will request clarification regarding the definitions and application of R1 zoning protections and the Town’s potential legal exposure when making land-use decisions.

Recent changes in state law affecting municipal review of site plans and subdivision plats were also discussed. The group noted that certain reviews are now handled administratively using objective standards, while the Town retains authority to establish and amend its development codes, standards, and procedures.

The group discussed requiring non-binding conceptual drawings with rezone applications to help Council, the Commission, and the public better understand proposed projects while recognizing that technical site plans are handled through the applicable administrative review process.

7. SUBDIVISION AND DEVELOPMENT PLANNING

Discussion included potential measures to address future subdivisions and repeated parcel splits that may avoid infrastructure requirements associated with formal subdivision development. The group discussed possible restrictions relating to future subdivision lots and the size of properties eligible for R2 rezoning. No final action was taken during the work session.

Staff provided an update on development within Taylor. The Centennial-area subdivision, Taylor Farms, and Pete's subdivision near Love Lake Chapel were reported as nearing capacity. Staff stated that only the first phase of Sweetwater Ranch has received formal approval and that no additional phases were currently under Town review. Summit Tara Adventures was identified as a significant future development expected to come forward for review.

8. TRANSPORTATION AND INFRASTRUCTURE PLANNING

The group discussed increasing regional traffic through Taylor and the need to coordinate with the Arizona Department of Transportation regarding traffic signals and safety improvements. Long-range transportation priorities discussed included connections involving Highway 277, Centennial, Airport Loop, Highway 77, Bordon Ranch, and northern connector routes.

The need for alternate traffic routes during Main Street closures was discussed, including refinement of a detour using Papermill Road and Freeman. Pinedale was also discussed in relation to heavy commercial traffic and public safety.

Staff discussed the process for future connector-road projects, including determining alignments, securing funding, working with affected landowners, and pursuing state and federal grants.

9. FUTURE JOINT WORK SESSIONS

The Council and Planning and Zoning Commission agreed that joint work sessions should initially be held monthly to address current planning and development issues. Once priority items have been addressed, the group may transition to quarterly meetings.

The group agreed to schedule recurring joint work sessions on the third Wednesday of each month. Meetings will focus on one or two specific agenda items and should generally be limited to approximately one hour, with a maximum duration of two hours.

The next joint work session was scheduled for Wednesday, October 21, 2026, at 5:00 p.m. The anticipated focus will be prioritizing urgent planning items and establishing formal guidelines for R1 to R2 zone-change requests.

10. STAFF DIRECTION / FOLLOW-UP ITEMS

- Josh will draft proposed bullet points for the October 21, 2026, agenda, prioritizing urgent planning items.
- Town staff will refine the proposed zoning and rezone evaluation guidelines and provide them to Gus for distribution to the joint group.
- Staff will work with the Town attorney to obtain formal legal guidance regarding R1 protections, zoning definitions, and potential liability associated with rezone approvals and denials.

- Staff will continue developing clearer checklists and application procedures for future zoning and development reviews.

11. ADJOURNMENT

The Joint Work Session concluded at 7:00 PM.

Marcie Pawlik

Marcie Pawlik, Town Clerk

Date: 9-9-2026