



Town of Chino Valley

MEETING NOTICE TOWN COUNCIL

**STUDY SESSION
TUESDAY, JUNE 18, 2019
6:00 P.M.**

**Council Chambers
202 N. State Route 89
Chino Valley, Arizona**

AGENDA

- 1) CALL TO ORDER; ROLL CALL
- 2) Review and discussion regarding draft text amending the Town of Chino Valley Unified Development Ordinance, by amending Section 3, by adding Subsection 3.19: BP (Business Park) zoning district. (Alex Lerma, Planner)
- 3) Review and discussion regarding a fleet vehicle lease proposal. (Frank Marbury, Public Works Director/Town Engineer)
- 4) Review and discussion regarding a proposal to develop land use engineering and development standards. (Joshua Cook, Development Services Director; Frank Marbury, Public Works Director/Town Engineer)
- 5) ADJOURNMENT

Dated this 13th day of June, 2019.

By: *Jami C. Lewis, Town Clerk*

The Town of Chino Valley endeavors to make all public meetings accessible to persons with disabilities. Please call 636-2646 (voice) or 711 (Telecommunications Arizona Relay Service) 48 hours prior to the meeting to request a reasonable accommodation to participate in this meeting.

Supporting documentation and staff reports furnished to the Council with this agenda are available for review on the Town website at <http://www.chinoaz.net/agendacenter>, and in the Public Library and Town Clerk's Office.

CERTIFICATION OF POSTING

The undersigned hereby certifies that a copy of this notice was duly posted at Chino Valley South Campus, Chino Valley Post Office, and Chino Valley North Campus in accordance with the statement filed by the Town Council with the Town Clerk.

Date: _____ Time: _____ By: _____
Jami C. Lewis, Town Clerk



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Study Session

2)

Meeting Date: 06/18/2019
Contact Person: Alex Lerma, Planner
 Phone: 928-626-4427 x-1295
Department: Development Services
Estimated length of Staff Presentation: 5 minutes
Physical location of item: N/A

Information

AGENDA ITEM TITLE:

Review and discussion regarding draft text amending the Town of Chino Valley Unified Development Ordinance, by amending Section 3, by adding Subsection 3.19: BP (Business Park) zoning district. (Alex Lerma, Planner)

SITUATION & ANALYSIS:

see attached draft text

Attachments

BP (Business Park) zoning district draft

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3.19 “BP” – BUSINESS PARK

A. PURPOSE

This district is intended to provide for and encourage primarily large-scale office uses, some light industrial uses and public uses, while insuring that such activities will have minimal impacts on the surrounding districts.

B. PERMITTED USES

1. Business and professional offices, banks and similar
2. Professional services including call centers, research and development, high tech businesses
3. Medical and dental laboratories
4. Business, trade, dancing, art, music, and other similar educational facilities
5. Radio and television studios and all attached commercial broadcasting and receiving antennas
6. Indoor commercial recreation establishments
7. Indoor theaters, assembly halls, ballrooms and lodges
8. Headquarters buildings or charitable, philanthropic and welfare organizations provided that their primary activities are administrative and clerical rather than residential in nature
9. Veterinary clinic and animal hospitals, when in a closed building
10. Printing and publishing
11. Commercial greenhouses and accessory uses, including onsite sales
12. Wholesale establishments
13. Light manufacturing
14. Packaging companies
15. Warehouses
16. Welding and machine shops
17. Business incubators
18. Digital Production
19. Commercial/Industrial Laboratories
20. Research and Development
21. Call Center
22. Small Scale Food Prep
23. Mechanical Services
24. Public, Government

C. CONDITIONAL USES (Conditional Use Permit Required)

1. Convention center
2. Colleges and universities
3. Hospitals and other medical/dental offices and clinics
4. Bottling operations
5. Microbrewery, microdistillery
6. Restaurant and eateries
7. Churches and similar places of worship
8. [Veterinary clinic and animal hospitals with outside open area](#)
9. [Commercial outdoor kennels](#)

Customary accessory buildings and structures are permitted, provided they are incidental to a permitted use.

Because no list of uses can be complete, the interpretation of whether a use not specified is consistent with the intent of this zoning district and may be allowed as a conditional use or, where discretion is allowed, a permitted use shall be rendered by the Zoning Administrator with appeal to the Board of Adjustment.

D. PROHIBITED USES

1. Quarries and mines
2. Feed lots
3. Automobile salvage yards/junkyards/storage yards
4. ~~Commercial outdoor kennels~~
5. Medical marijuana dispensary
6. Medical marijuana off-site cultivation and infusion facilities
7. Heavy manufacturing such as automobile manufacturing plants
8. Slaughterhouses
9. Refineries
10. Hot mix, batch plants, concrete plants, and similar uses
11. Vehicle Motor Sports Facilities
12. Airports
13. Any industry with excessive water usage and no recharge to the aquifer
14. "Dirty" industries that emit excessive particulates or other pollution
15. Extremely noisy industries
16. Underground liquid petroleum retail and wholesale distribution facilities, including fueling stations
17. Agricultural and farming uses
18. Drive-thrus
19. Residential uses

E. PROPERTY DEVELOPMENT STANDARDS

1. Minimum Development area: 20 acres total area per business park. May be comprised of one lot or multiple lots, planned in a coordinated, cohesive manner. All lots must be served by a water and sewage disposal system approved by the Town of Chino Valley.
2. Perimeter of overall development must maintain a 50 foot setback from all other districts.
3. Internal Minimum Lot Frontage (must be Right of Way): None
4. Internal Minimum Rear and Side-Yard Building Setback: None
5. Internal Minimum Front Yard Building Setbacks: 50 feet
6. Maximum Building Height: 35 feet maximum permitted, taller than 35 feet may be approved as a conditional use permit
7. Maximum Lot Coverage: None
8. Outdoor Storage: All outdoor storage shall be screened with a six (6) foot screening fence, as permitted.
9. Fencing/screening of uses shall include CMU block / stucco walls, or other similar material. It shall not include chain-link fencing.
10. Architectural Design Standards: Each Business Park, as part of the design shall include the addition of a façade on each structure on each side facing a street that is visually

similar to other buildings within the development. Metal siding shall not be a permitted façade material unless the developer can demonstrate that such a material can be visually and aesthetically pleasing. Part of these standards may include a common color palette or theme.

F. PARKING STANDARDS

1. Uses in the BP District shall use section 4.22.5.E. JOINT USE PARKING FOR PAD in determining required number of parking spaces.
2. All other appropriate regulations of section 4.22 OFF STREET PARKING AND LOADING will apply to uses in the BP District.

G. PERFORMANCE STANDARDS

The sum total of the effects of concurrent operations on two or more lots should not be greater or more offensive to the senses than the standards contained herein. Compliance with the provision of these performance standards by single or mutual changes in operational levels, scheduling of operations, and other adjustments is permitted.

1. **BUILDING ENCLOSURES:** Every use permitted in the BP district shall be operated in its entirety within a completely enclosed building or within an area enclosed on all sides by a solid noncombustible fence or wall, as regulated by this ordinance, provided further, that no goods, material, or objects shall be stacked higher than the fence or wall. All fences and walls shall be built in accordance with Section 4.8.
2. **LANDSCAPING:** In the BP district, all required yards shall be landscaped in compliance with UDO Section 4.26 LANDSCAPE REQUIREMENTS. The perimeter shall be landscaped and maintained by the business park developer/HOA and shall include one (1) 2" caliper tree spaced every 30-feet on center, and three shrubs per tree spaced aesthetically along each street frontage.
3. **ODOROUS MATTER:** No emission of odorous matter shall be allowed in excess of ambient air quality standards, as set forth by regulations adopted by the Arizona Department of Environmental Quality.
4. **HUMIDITY, HEAT OR GLARE:** In the BP district, any activity producing humidity, in the form of steam or moist air, or producing heat or glare, shall be carried on in such a manner that the steam, humidity, heat, or glare is not perceptible at or beyond any residential or commercial district boundary. Detailed plans for the elimination of humidity, heat, or glare may be required before the issuance of a building permit.
5. **VIBRATION:** Vibrations shall be measured at the lot line. No vibration is permitted which is discernible to the human sense of feeling for three (3) minutes or more duration in any one (1) hour.
6. **EMISSIONS AND OPEN BURNING:** No emission of particulate matter, sulfur, compound, carbon monoxide, hydrocarbon, nitrogen oxide, and open burning shall be allowed in the BP District.
7. **STORAGE:** In the BP Zone, the storage of materials, supplies, and products on the property outside the building, constructed thereon is permitted at the rear of the property providing that the storage of materials, supplies, and products are within an area enclosed on all sides by a solid noncombustible fence or wall at least six (6) feet in height, provided further that no goods, materials, or objects shall be stacked higher than the fence or wall.
8. **WASTE:** No waste material or refuse shall be dumped upon, or permitted to remain upon, any part of the part of the property outside of the buildings constructed thereon. All

sewage and industrial waste shall be treated and disposed of in such a manner so as to comply with the standards of the appropriate authority. All plans for waste disposal facilities shall be required before the issuance of any building permit.

9. FIRE AND EXPLOSIVE HAZARDS: Storage, utilization, or manufacture of solid materials which requires free burning and intense burning may be allowed, provided that said materials or products shall be stored, utilized, or manufactured within completely enclosed buildings having incombustible walls and protected throughout by an automatic fire extinguishing system and in accordance with Standards of American Insurance Association for Storage, Handling, and Use of Flammable Liquids, "American Insurance Association", Pamphlet No. 30, June 1959, or any subsequent revision or amendment thereto.



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Study Session

3)

Meeting Date: 06/18/2019

Contact Person: Frank Marbury, Public Works Director/Town Engineer
Phone: 928-636-7140 x-1226

Department: Public Works

**Estimated length
of Staff Presentation:**

Physical location of item:

Information

AGENDA ITEM TITLE:

Review and discussion regarding a fleet vehicle lease proposal. (Frank Marbury, Public Works Director/Town Engineer)

Attachments

Overview

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FLEET SYNOPSIS | CHINO VALLEY

June 18, 2019



FLEET MANAGEMENT



Tim Warren
Senior Account Executive
4100 W Galveston St.
Suite 1
Chandler, AZ 85226
602-859-1267 Cell
Timothy.Warren@efleets.com

Chino Valley, Arizona
202 N State Route 89
Chino Valley, AZ 86336

The Enterprise Story

- The Enterprise story starts in the 40s, when our founder, Jack Taylor, answered the call of duty and joined the Navy during World War II.
- Jack was a decorated naval aviator and flew off both the USS Essex and the USS Enterprise.
- The Enterprise was the most decorated vessel in the U.S. Navy fleet before its decommissioning in 1947.
- When Jack returned home to St. Louis, he founded Executive Leasing Company in 1957 with seven cars and a hunch that customers would embrace the novel concept of leasing automobiles
- In 1969, Jack re-christened his growing operation "Enterprise" in honor of the aircraft carrier aboard which he served as a decorated Hellcat pilot in World War II.

"Take care of your customers and employees first, and the profits will follow."
—Jack Taylor



Enterprise Community Impact

50 Million Tree Pledge

Enterprise Holdings partnered with the Arbor Day Foundation in 2007 with a pledge of 50 Million trees planted by 2056 in honor of its 50th Anniversary.

13 million trees planted through 2018



A national program – called *Fill Your Tank* – celebrates Enterprise’s 60th anniversary by providing **\$60 million** to address food insecurity.

As part of the donation, each local Enterprise operation received an allotment, which the local team will distribute to local food banks and charities.

\$183.8 Million Annual Economic Impact in Arizona

Enterprise Holdings, the world’s largest car rental company as measured by revenue and fleet, is supporting Arizona through investments in jobs and partnerships with critical community resources, as well as involvement in local community organizations.

\$478,200

RAISED BY EMPLOYEES AND
MATCHING CONTRIBUTIONS FOR
THE UNITED WAY’S LOCAL
CHAPTER IN 2018

FLEET SYNOPSIS | CHINO VALLEY

THE CURRENT FLEET SITUATION

Chino Valley, Arizona is interested in finding ways to lower fleet expenses and improve efficiency. In an effort to reduce increasing vehicle costs, the town has researched leasing options to supplement town vehicle purchases as a solution to better manage its aging fleet.

Current Fleet (non police)

- 96% of the current light and medium duty fleet is over 10 years old.
- The average age is 15 years
- There has been 1 acquisition in the last 10 years

Older vehicles have higher fuel costs, maintenance costs, fewer safety features, and tend to be unreliable.

FLEET SYNOPSIS | CHINO VALLEY

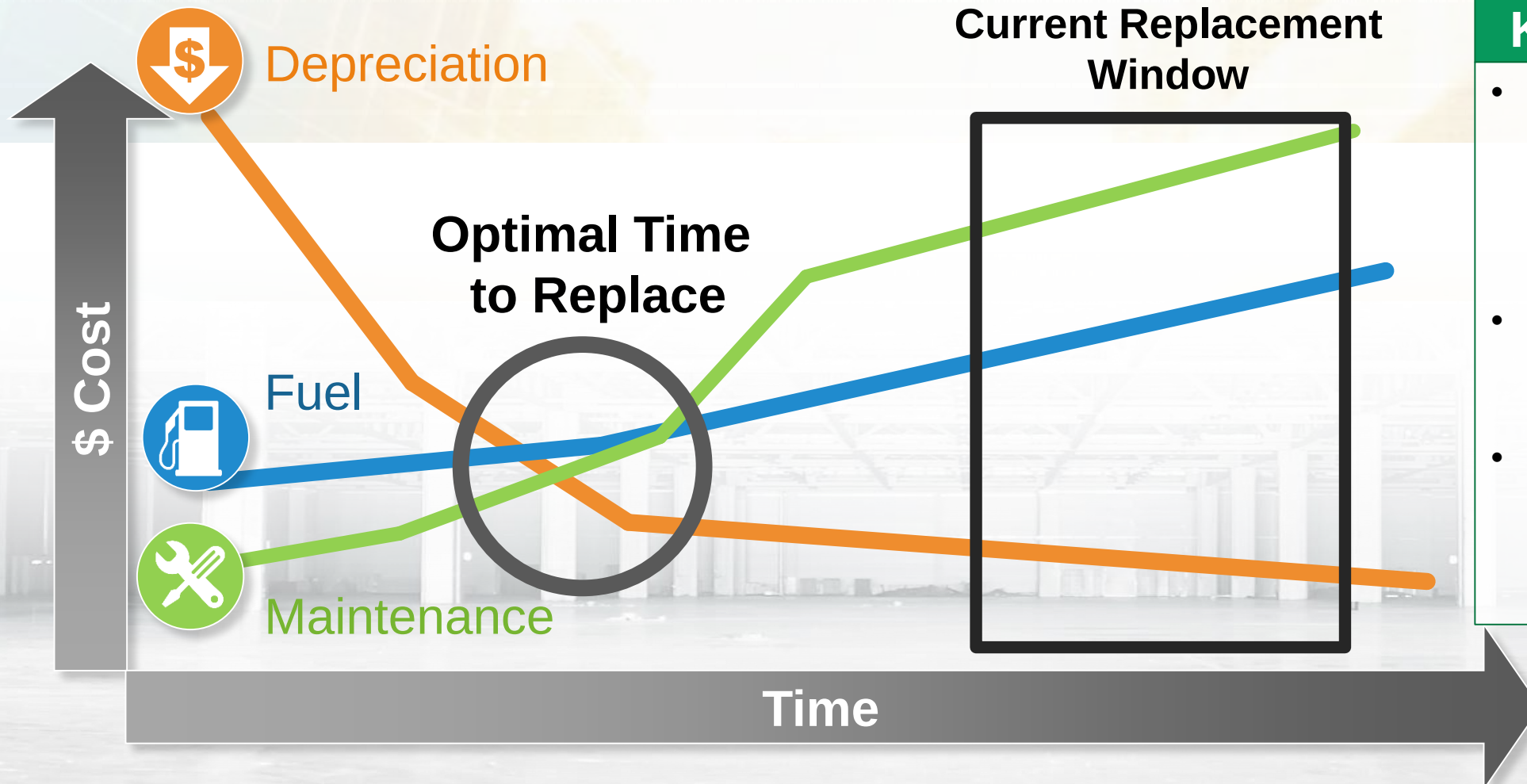
THE OBJECTIVE

Enterprise Fleet Management's proposal is to save town resources and budget dollars through a managed vehicle program.

- Utilize an open-end lease* as a funding mechanism, allowing the town to acquire additional vehicles while avoiding a large capital budget outlay.
- Replace aged vehicles with newer models to increase fuel efficiency and reduce maintenance expense. Maintenance and repairs can be handled in-house or performed by local businesses if desired to further stimulate economic growth and the integration of more fuel efficient vehicles will reduce carbon footprint.
- Establish a proactive replacement plan that maximizes potential equity at time of resale, reduces operational expenses, and increases safety.

**An open-end lease means there are no early termination, mileage, or abnormal wear and tear penalties. Leases are written to a residual balance to preserve cash flow. The town receives flexibility of ownership, as well as net equity from sale at time of disposal.*

FLEET SYNOPSIS | CHINO VALLEY



Key Observations

- Maintenance costs in the current replacement window are 2-3x's the costs of vehicles in the optimal range
- Fuel costs are 25% - 30% higher or more depending on vehicle type
- Resale values are 70% - 80% lower at your typical replacement interval vs. optimal

FLEET SYNOPSIS | CHINO VALLEY

CLIENT TESTIMONIAL

"The Enterprise projection is that we'll save about \$135,000 over ten years by going to this fleet management program. We really think that is a conservative estimate because of how high our maintenance costs were getting as this fleet aged."

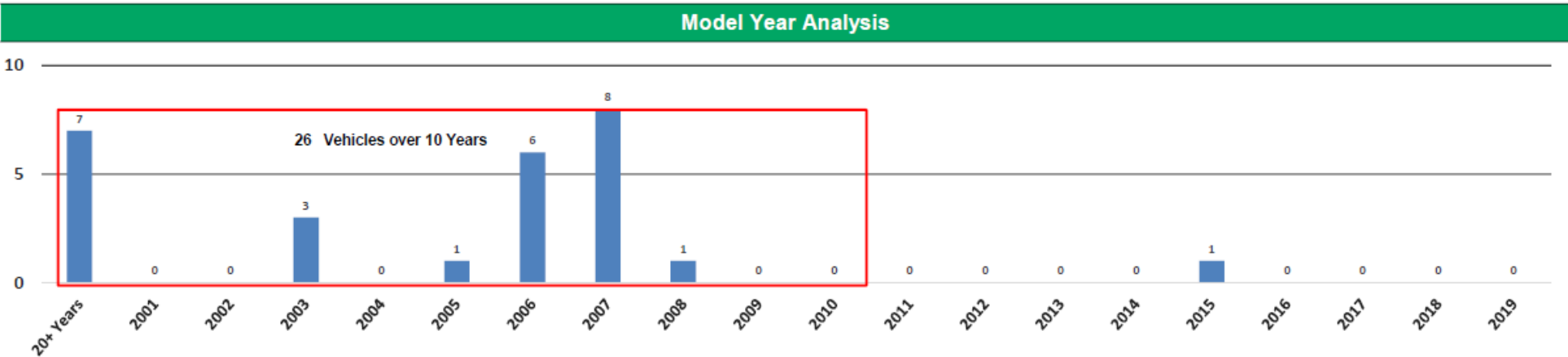
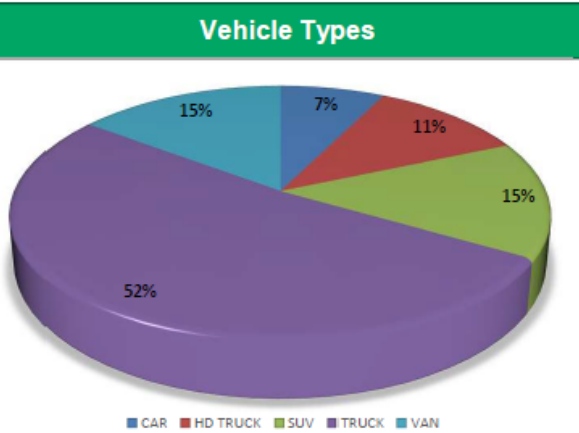
– Chris Hobby, Bainbridge City Manager

THE RESULTS

By partnering with Enterprise Fleet Management, Chino Valley will be able to update the aged fleet in a strategic manner that is anticipated to provide \$38,519 in annual savings over in house projections. Leveraging an open-end lease maximizes cash flow and recognizes equity from vehicles sold. Furthermore, the town will leverage Enterprise Fleet Management's ability to sell vehicles at 113.5% of market average. By shifting from reactively replacing inoperable vehicles to planning vehicle purchases and maximizing resale value, the town will be able to replace 27 vehicles in 2019.

Town of Chino Valley - Fleet Profile

Fleet Profile				Fleet Replacement Schedule						Replacement Criteria
Vehicle Type	# of Type	Average Age (years)	Average Annual Mileage	2019	2020	2021	2022	2023	Under-Utilized	
Mid-size Sedan	1	27.8	7,000	1	0	0	0	0	0	* Fiscal Year 2019 = 10 years old and older, or odometer over 100,000
Full-size Sedan	1	21.8	7,100	1	0	0	0	0	0	* Fiscal Year 2020 = 8 years old and older, or odometer over 93,300
Full-size Van-Passenger	1	19.7	7,100	1	0	0	0	0	0	* Fiscal Year 2021 = 6 years old and older, or odometer over 86,600
1/2 Ton Van Cargo	2	15.6	7,200	2	0	0	0	0	0	* Fiscal Year 2022 = 4 years old and older, or odometer over 79,900
3/4 Ton Van Cargo	1	11.6	7,200	1	0	0	0	0	0	* Fiscal Year 2023 = Remaining Vehicles
Compact SUV 4x2	2	12.6	7,500	1	0	0	1	0	0	* Underutilized = Annual Mileage less than 2,500
Mid Size SUV 4x2	2	13.6	7,200	2	0	0	0	0	0	
Compact Pickup Reg 4x2	1	12.6	7,200	1	0	0	0	0	0	
1/2 Ton Pickup Reg 4x2	6	14.8	7,200	6	0	0	0	0	0	
1/2 Ton Pickup Ext 4x4	7	13.8	7,200	7	0	0	0	0	0	
3/4 Ton Pickup Reg 4x2	2	15.7	7,100	2	0	0	0	0	0	
3/4 Ton Pickup Reg 4x4	1	13.6	7,200	1	0	0	0	0	0	
Totals/Averages	27	15.1	7,200	26	0	0	1	0	0	



SUPPORTING EVIDENCE | CHINO VALLEY

	Chino Valley	Enterprise	
	Payments on 27 Units	Payments on 27	Savings
Annual Payment	\$178,836.00	\$156,443.40	\$22,392.60
W/ Resale and Admin Savings	\$178,836.00	\$140,316.53	\$38,519.48

CASE STUDY | CITY OF LA QUINTA



The City will replace all of its vehicles and reduce costs by 12% with Enterprise.

BACKGROUND

Location: City of La Quinta
Industry: Municipality
Total vehicles: 39 vehicles

THE CHALLENGE

The City of La Quinta uses a pool of 39 vehicles for its departmental needs. Vehicle maintenance issues were starting to compound, along with repair costs. Replacing vehicles and keeping up with maintenance costs would not fit in the budget. As a result, the City did not replace any of its aging vehicles. With 30 vehicles over 10 years old, maintenance expenses and issues grew due to age and condition of the fleet.

THE SOLUTION

Enterprise Fleet Management's program gave the City of La Quinta the opportunity to replace older vehicles with little upfront capital. With Enterprise, the City right-sized its fleet and provided the appropriate vehicle for each department's needs. Long term, the City implemented a three-year replacement plan to phase out older vehicles. To reduce and streamline the cost of maintenance, the fixed budget maintenance program has been on-boarded, which saved the City approximately 70% of its current maintenance expenses.



“Enterprise provides a dedicated fleet manager who reviews the fleet and tracks vehicle usage to maintain value and efficiency. The client website tool provides complete transparency with the ability to easily manage our vehicles. Drivers use the mobile app to find fuel and repair locations, accident reporting, and mileage tracking.”

– Steve Howlett, Facilities Director

The Fleet Management program helps the City reduce the Total Cost of Ownership for its vehicles by taking advantage of savings that start from vehicle acquisition and to point of resale.

THE RESULTS

Once fully implemented, the ten-year plan is projected to save the City of La Quinta 12%. Enterprise provides the City with assistance in selling its older vehicles, and has exceeded estimated vehicle resale by \$740 per vehicle than the original estimate.

Key Results

12%
REDUCTION
IN FLEET OPERATING
COSTS OVER 10 YEARS



70%
MAINTENANCE
SAVINGS

3-YEAR
VEHICLE
REPLACEMENT PLAN



REFERENCES | CHINO VALLEY

CURRENT PARTNERS

- Pinal County
- City of Cottonwood
- Town of Sahuarita
- City of Douglas
- Arizona State University
- Northwest Fire District
- Town of Camp Verde
- City of Sedona
- City of Eloy

REFERENCE

Town of Sahuarita – A.C. Marriotti, Finance Director
Amarriotti@sahuaritaaz.gov
(520) 822-8838

Northwest Fire District – Doug Emans, Assistant Chief
demans@northwestfire.org
(520) 887-1010

Pinal County – Levi Gibson, Finance Director
levi.gibson@pinalcountyz.gov
(520) 866-6404

City of Cottonwood – Rudy Rodriguez, Deputy City Manager
rrodriguez@cottonwoodaz.gov
(928) 340-2710

Kern County CA – Sandi Formhals
formhalss@kerncounty.com
661-868-3033

Kern County – CSAC Award Testimonial Video
<https://www.youtube.com/watch?v=lf13s0uXxPc>



FLEET MANAGEMENT

Tim Warren

(602) 859-1267

Timothy.Warren@efleets.com



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Study Session

4)

Meeting Date: 06/18/2019

Contact Person: Joshua Cook, Development Services Director
Phone: 928-636-4427 x-1217

Department: Development Services

**Estimated length
of Staff Presentation:**

Physical location of item: N/A

Information

AGENDA ITEM TITLE:

Review and discussion regarding a proposal to develop land use engineering and development standards.
(Joshua Cook, Development Services Director; Frank Marbury, Public Works Director/Town Engineer)

Attachments

Overview

GENERAL ENGINEERING STANDARDS

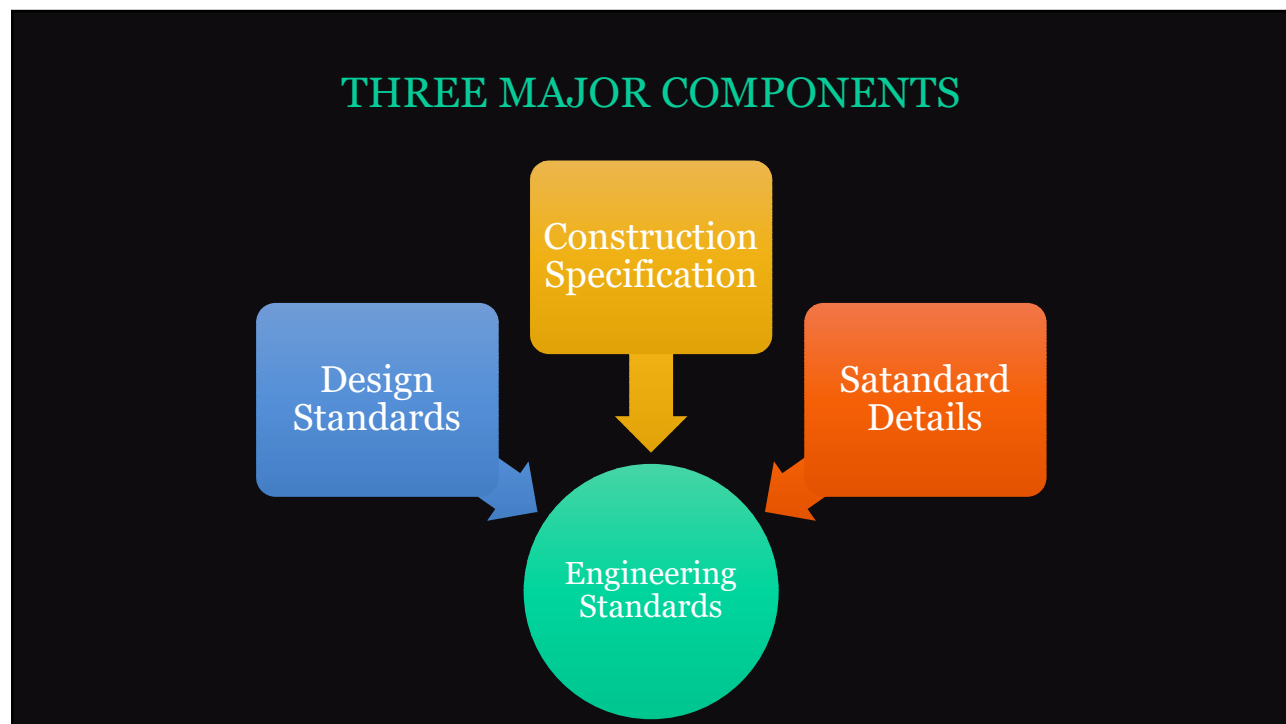
Presented by
Frank Marbury, P.E.
Town Engineer

Council Worksession
June 18, 2019

PURPOSE OF ENGINEERING STANDARDS

Provide for Uniform and Functional Public Facilities that will:

- Ensure Health and Safety
- Provide Uniform Development Standards for all development within the Town
- Bring Town Standards in line with surrounding jurisdictional standards
- Provide long term improvement in the Town's Infrastructure Assets, and
- Enhance the quality of life of Town Residents



DESIGN STANDARDS

1. GRADING
2. DRAINAGE
3. WATER
4. WASTEWATER
5. STREETS AND TRAFFIC
6. DRY UTILITIES
7. SURVEY
8. ALTERATIONS AND APPEALS
9. AS-BUILTS

GRADING

- PERMITS FOR 50 CYD OR 10,00 SF OF CLEARING AND GRUBBING
 - POSSIBLE EXCEPTIONS FOR SOME SINGLE FAMILY RESIDENTIAL (SFR) AND FOR CLEARING OF VEGETATION APPROVED BY FIRE DEPARTMENT
 - KEY IS TO MAINTAIN NATURAL AND HISTORIC DRAINAGE AT PROPERTY LINES
 - PROVIDE FOR GEOTECHNICAL REPORTS WHEN NEEDED
 - PROVIDE DRAINAGE ANALYSIS
 - EROSION CONTROL



DRAINAGE

- KEY IS TO NOT ALTER THE NATURAL DRAINAGE AT THE PROPERTY LINES
 - WILL REQUIRE PROFESSIONALLY PREPARED REPORT
 - RECOMMEND USING YAVAPAI COUNTY DRAINAGE MANUAL AS MUCH AS POSSIBLE
 - CAN EXEMPT SFR OF CERTAIN SIZES UNLESS RUNOFF IS SIGNIFICANT
 - IDENTIFIES POLICIES ON CULVERTS, STREET DRAINAGE, ETC.



WATER

- FOR PLANNED AND UNIFORM EXTENSION OF PUBLIC FACILITIES
 - ENCOURAGES MUNICIPAL WATER AND CONSERVATION
 - BOUND BY STATE LAWS AND RULES
 - SHOULD HELP GUARANTEE WATER AVAILABILITY
 - PROVIDES FOR FIRE FLOW REQUIREMENTS PER IFC
 - WILL PROVIDE UNIFORM EXTENSION POLICY
 - SOME JURISDICTIONS REQUIRE CONNECTION IF WATER IS WITHIN A NUMBER FEET
 - PRESCOTT HAS A 100 FOOT RULE
 - CURRENT UDO IS 0 FEET



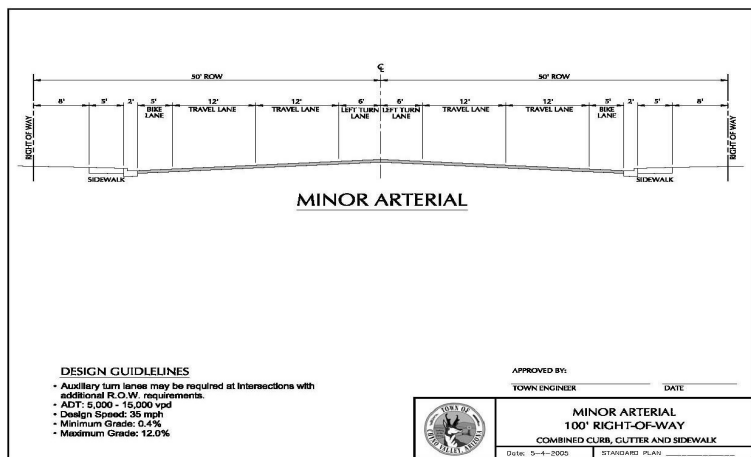
WASTEWATER

- FOR PLANNED AND UNIFORM EXTENSION OF PUBLIC FACILITIES
 - ENCOURAGES MUNICIPAL WATER AND CONSERVATION
 - BOUND BY STATE LAWS AND RULES
 - MORE OF A UTILITY FUNCTION OF TOWNS THAN WATER
 - WILL PROVIDE UNIFORM EXTENSION POLICY
 - SOME JURISDICTIONS REQUIRE CONNECTION IF WATER IS WITHIN A NUMBER FEET
 - PRESCOTT REFERS TO MASTERPLAN
 - CURRENT UDO IS 200 FEET, TOWN CODE IS 400 FEET
 - SUGGEST HAVING IDENTICAL EXTENSION POLICY AS WATER



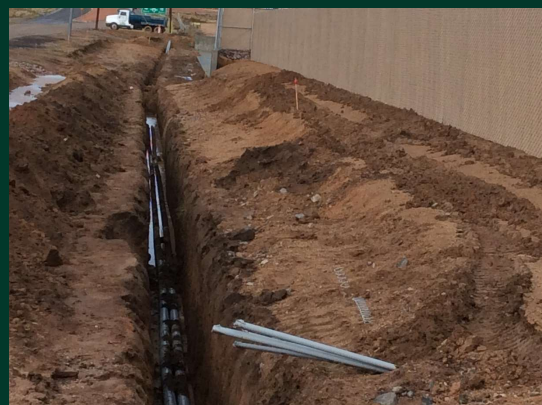
STREETS AND TRAFFIC

- SET ROW REQUIREMENTS FOR FUTURE STREETS
- ESTABLISHES DESIGN CRITERIA
- POLICIES ON PARKING, SIDEWALKS, ETC.
- MINIMUM STANDARDS FOR PAVEMENT SECTIONS
- STANDARDS FOR LIGHTING, STRIPING, AND SIGNING



DRY UTILITIES

- HELPS ESTABLISH UNIFORM LOCATION WITHIN ROW
- ESTABLISHES POLICY CONCERNING LICENSE AGREEMENTS AND PERMITS
- PROVIDES FOR TRENCH DETAILS, ETC.
- PROVIDES FOR POLICY FOR CONFLICT RESOLUTION



SURVEY

- SURVEY MONUMENTATION SHOULD BE CONSIDERED A PART OF INFRASTRUCTURE JUST LIKE STREETS AND UTILITIES. IT ESTABLISHES PROPERTY LINES
- WOULD ESTABLISH STANDARDS SIMILAR TO OTHER JURISDICTIONS
- DECLARE WHICH BENCHMARKS TO USE AND HOW TO PROTECT MONUMENTS SUCH AS SECTION CORNERS
- WOULD ESTABLISH WHICH DATUM REFERENCES TO USE



ALTERATION PROCEDURES

- WOULD SET POLICIES FOR MINOR AND MAJOR ALTERATIONS
- WOULD ESTABLISH APPEAL PROCEDURES



AS-BUILTS

- WOULD SET REQUIREMENTS FOR AS-BUILT AND RECORD DRAWINGS

