

MINUTES OF THE STUDY SESSION OF THE TOWN COUNCIL OF THE TOWN OF CHINO VALLEY

**TUESDAY, SEPTEMBER 19, 2017
6:00 P.M.**

The Town Council of the Town of Chino Valley, Arizona, met for a Study Session in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, September 19, 2017.

Present: Mayor Darryl Croft; Vice-Mayor Mike Best; Councilmember Cloyce Kelly; Councilmember Annie Lane; Councilmember Corey Mendoza; Councilmember Jack Miller; Councilmember Lon Turner

Staff Present: Town Manager Cecilia Gritman; Finance Director Joe Duffy; Public Works Director/Town Engineer Frank Marbury; Acting Development Services Director Jason Sanks; Associate Planner Alex Lerma; Deputy Town Clerk Michelle Greenstreet (videographer); Deputy Town Clerk Vickie Nipper; Town Clerk Jami Lewis (recorder)

1) CALL TO ORDER; ROLL CALL

Mayor Croft called the meeting to order at 6:00 p.m.

2) Presentation and discussion regarding an agreement between the Town and Holliday Development relative to sewer connection and buy-in fees. (Joe Duffy, Finance Director)

Mr. Duffy reported that:

- When the Holliday Development was built in 2005, the Town required that infrastructure for future sewer connection be installed in the northeast corner of the property.
- This year, when the Town extended sewer down Road 1 West to Mountain Home Mobile Home Park, Holliday opted to pay to connect his 27 units behind the mobile home park to sewer; however, the Town was now requiring the owner to connect on the west side of the property.
- As the new location would require the owner to abandon a portion of his current infrastructure, reconfigure it, and install new material, he was asking for a credit of \$17,000 to apply against the \$38,000 in buy-in fees.
- Staff recommended approval.

Council asked for the reasoning behind the location change. Mr. Duffy related that due to conflicts with utilities and the mobile home park, staff found that it would be cheaper to run the sewer through raw undeveloped land.

Council generally supported the request due to the Town changing location, not the owner.

- 3) Presentation and discussion regarding Chino Valley Food Truck Food Court, located approximately 875 feet north of the northeast corner of West Road 1 North and State Route 89 at 694 North State Route 89, Chino Valley. (Jason Sanks, Acting Development Service Director)

Mr. Sanks reported that:

- No application had yet been filed for this proposed use. This type of use was not specifically defined in the Unified Development Ordinance (UDO). The closest thing was a temporary use, similar to a swap meet, but this would be an ongoing operation; or it could be turned into a conditional use. Either use could fit within the context of the General Plan and CL zoning district.
- The proposed location was off SR 89 behind Sunshine Vapors and the proposed site plan would allow up to six trucks at one time, small restrooms, and an onsite commissary.
- Potential benefits were: The concept provided a centralized location for food trucks with a variety of food products; nearly direct access to SR 89; and outdoor seating and potential entertainment, all resulting in greater consumer spending.
- Staff considerations included: More odors near adjacent properties; additional outdoor noise; trash management; impacts of this type of business on those who invested in brick and mortar restaurants; and designated eating areas, restrooms, spacing between trucks, and parking.

Council and staff discussed the following:

- *Impacts to other food trucks:* Current trucks could continue in their current locations, if desired.
- *Hours of operation:* 10:00 a.m. to 5:00 p.m., tentatively.
- *Ingress/egress:* As such trucks would create lots of circulation and turning radii, staff might need a site plan for the entire property. ADOT had concern about the pre-existing driveway, as well.
- *Parking:* The site plan included shared parking. Staff would recommend that the applicant and owners of the shared parking areas execute a shared parking agreement.
- *Licensing:* Food trucks had to obtain a license to operate.
- *Ownership:* The requestor was the owner of Sunshine Vapors.
- *Land use request:* The Council could amend the UDO to define this use, or, in theory, the applicant could ask for a temporary or conditional use. The benefit of a conditional use was being able to identify challenges and levy specific conditions of approval.
- *ADA requirements:* These would still be required.

Dan Thomas, food truck owner who was promoting this venture, and Raymond Zota, commercial real estate broker related that:

- *Location:* The site plan being presented was for a different property than the one where Sunshine Vapors was currently located. There were no nearby residential uses.
- *Site plan:* Access to the back would be through a gate off the Sunshine Vapors building. The Fire District would need access at the back, as well. With an area identified for overflow, there should be enough parking. The area will be fenced. They were discussing appropriate sewer with Yavapai County for the commissary.

- *Operations:* The food trucks would be set up on the property on a monthly basis, rather than daily; the hours were not set in stone. The shared commissary may allow the trucks to lower their prices.
- *Land use request:* Due to the cost of the investment, the applicant would prefer at least a five-year timeframe for any use permit.
- *Business plan:* Once they got some answers from the county, Mr. Thomas related that they would have one.
- *Business concept:* As some current food trucks were in isolated locations, they hoped this concept would overcome that and provide more customers.
- *Traffic control:* They did not believe the daily use would be a problem, but special events would create a challenge, so they were contacting neighbors and adjacent land owners. Events would be during daytime,

Council comments:

- There was some concern about traffic, especially during events.
- The developer and truck owners should consider keeping the trucks open after 5:00 p.m.
- Several councilmembers expressed support for the concept.

- 4) Discussion regarding establishing an ad hoc Council subcommittee to work with a staff working group to update property maintenance-related provisions of the Unified Development Ordinance (UDO). (Councilmember Corey Mendoza; Councilmember Lon Turner)

Town Manager Gritman reported that:

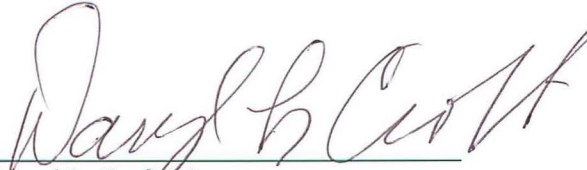
- She, two councilmembers, and staff members met to discuss code compliance issues related to conflicts between the UDO and Building Code and Town Code, and vague or overly specific language that was complicating enforcement.
- Staff was proposing that they work on amendments to the UDO with the town attorney, then present recommended changes to a Council subcommittee, who could then forward said amendments to the Council. This could take many months or even years to complete and would involve different departments.

Councilmember Turner, Councilmember Mendoza, and Councilmember Kelly volunteered to serve on the subcommittee. Councilmember Turner agreed to chair the subcommittee.

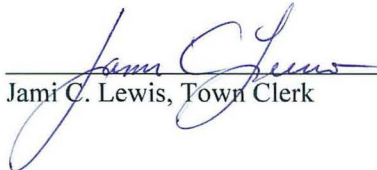
- 5) ADJOURNMENT

MOVED by Councilmember Jack Miller, seconded by Councilmember Annie Lane to adjourn the meeting at 6:51 p.m.

Vote: 7 - 0 PASSED - Unanimously


Darryl L. Croft, Mayor

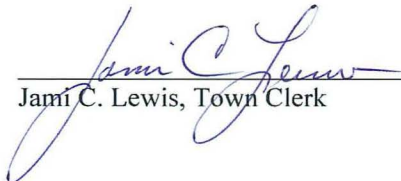
ATTEST:


Jami C. Lewis, Town Clerk

CERTIFICATION:

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Study Session of the Town Council of the Town of Chino Valley, Arizona held on the 19th day of September, 2017. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 10th day of October, 2017.


Jami C. Lewis, Town Clerk