



TOWN COUNCIL AGENDA PACKET

REGULAR MEETING

**Tuesday, October 11, 2011
6:00 p.m.**

**Council Chambers – South Campus
202 N. State Route 89**



Town of Chino Valley

MEETING NOTICE TOWN COUNCIL

**REGULAR MEETING
TUESDAY, OCTOBER 11, 2011
6:00 P.M.**

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

AGENDA

- 1) CALL TO ORDER, INVOCATION; PLEDGE OF ALLEGIANCE; ROLL CALL**
- 2) INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS**

2a) Proclamation declaring October 23-31, 2011 as "Red Ribbon Week," sponsored by the Chino Valley Elks Lodge #2842.

3a) CALL TO THE PUBLIC

Call to the Public is an opportunity for the public to address the Council concerning a subject that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 30 minutes per meeting. Council action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to any criticism.

3b) RESPONSE TO THE PUBLIC

Response to the Public is an opportunity for the Mayor to inform the public about how Town officials addressed matters raised during Call to the Public at a previous meeting.

4) CURRENT EVENT SUMMARIES AND REPORTS

This item is for information only. The Mayor, any Councilmember, or Town Manager may present a brief summary or report of current events, or ask a staff member to provide the same. Presentation on information requested by the Mayor and Council will be made and questions answered. No action will be taken.

4a) Report by Magistrate John Walker regarding the status of Chino Valley Municipal Court operations. (John Walker, Magistrate)

- 4b)** Report on a possible recount of the Census as requested by Council.
(Pat Clingman, Development Services Director)
- 4c)** Status update and conclusions with regard to establishing three improvement districts to bring a combination of water and sewer to various areas of Highway 89 between Road 3 North and Road 5 South.
(Ron Gritman, Town Engineer)

CONSENT AGENDA

All those items listed below are considered to be routine and may be enacted by one motion. Any Councilmember may request to remove an item from the Consent Agenda to be considered and discussed separately.

- 5)** Consideration and possible action to amend the Council Rules of Procedure, last revised August 9, 2011, pursuant to Rule 15 thereof. (Jami Lewis, Town Clerk)
- 6)** Consideration and possible action to accept a Perpetual Offer for Dedication of Public Roadway (POD) from Donald and Lindsay Roskopf for the purposes of future public roadway and utilities, the north twenty-five feet (25') of Assessor's Parcel No. 306-21-165A, located on the southeast corner of W. Road 2 North and Sycamore Vista Drive, along the property's W. Road 2 North frontage from the existing right-of-way line on W. Road 2 North.
(Pat Clingman, Development Services Director)

Recommended Action: Accept Consent Agenda items 5-6.

ACTION ITEMS

- 7)** Site Plan Review (SPR) 11-001: Consideration and possible action to: (a) grant site plan approval to authorize construction of a Kampgrounds of America "KOA" consisting of 113 Recreational Vehicle (RV) spaces and 32 KOA cabins on a 17 acre parcel identified as Assessor's Parcel Number 306-14-008K, located approximately 370 feet east of the State Route 89 right-of-way adjacent to the south side of the Road 3-1/2 North alignment; (b) modify the landscape requirements otherwise applicable under the Unified Development Ordinance to allow for a portion of the five-foot landscaping requirement to be deleted to allow for a roadway; and (c) provide that, if the drainage study review causes substantial changes to landscaping and traffic circulation, the site plan shall return to the Planning and Zoning Commission for further recommendation and to the Town Council for possible approval.
(Pat Clingman, Development Services Director)

Recommended Action:

- (a) Grant site plan approval to authorize construction of a Kampgrounds of America "KOA" consisting of 113 Recreational Vehicle (RV) spaces and 32 KOA cabins on the 17 acre parcel identified as APN 306-14-008K;

- (b) Modify the landscape requirements otherwise applicable under the Unified Development Ordinance to allow for a portion of the five-foot landscaping requirement to be deleted to allow for a roadway; and
 - (c) Provide that, if the drainage study review causes future changes to landscaping and traffic circulation, the site plan shall return to the Commission for recommendation and to the Town Council for possible approval.
- 8) Discussion and possible action with regard to the Town's noise regulations contained in Town Code Chapter 131. (Chris Marley, Mayor)

Recommended Action: To be determined per Council discussion.

- 9) Consideration and possible action to appoint applicants to the Board of Adjustment, Municipal Property Corporation, Parks and Recreation Advisory Board, Planning and Zoning Commission, and Transit Advisory Committee. (Jami Lewis, Town Clerk)

Recommended Action: Appoint:

- (a) Michael Edmonds to the Board of Adjustment with term ending July 31, 2013;
- (b) John Coomer to the Municipal Property Corporation with term ending June 30, 2014;
- (c) Eric Smith and Alicia Steinberg to the Parks and Recreation Advisory Board with term ending June 30, 2013;
- (d) Candy Blakeslee to the Planning and Zoning Commission with term ending January 31, 2014;
- (e) Tom Armstrong, John James, William Mitchell, and Cheryl Romley with term ending September 30, 2012; and Ron Romley, Ed Steinback, and Michael Tobey with term ending September 30, 2013.

EXECUTIVE SESSION

Council may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the Town's attorneys on any of the above agenda items pursuant to A.R.S. § 38-431.03(A)(3).

- 10a) Council may vote to hold an executive session pursuant to A.R.S. § 38-431.03(A)(3) and (A)(7) to obtain legal advice from its attorneys and to consider its position and instruct its attorneys, or other designated representatives, regarding discussions of services to date and negotiations for either termination or proposed alteration(s) to the Consulting Contract between the Town and Dava & Associates, Inc. (Tom Kack, Town Attorney)
- 10b) Consideration and possible action with regard to approving an Addendum to Amend the Consulting Contract between the Town and Dava & Associates, Inc.

Recommended Action: Approve modification to the Consulting Contract between the Town and Dava & Associates, Inc., to approve the Addendum to Consulting Contract deleting the provision that “The responsibilities will also include intra department disputes, grievances or discipline issues that would otherwise be resolved or subject to input and review by the Town Manager”; and otherwise modify or clarify the Consulting Contract as determined by the Council.

- 11a)** Council may vote to hold an Executive Session pursuant to A.R.S. §38-431.03(A)(3) and (A)(4) to obtain legal advice and consider its position and instruct its attorneys regarding negotiations and a potential agreement between the Town and Sun Edison LLC regarding the dedication and improvement of certain road(s) and/or other considerations between the Town and Sun Edison. (Tom Kack, Town Attorney)
- 11b)** Consideration and possible action with regard to approving an agreement or accommodation with Sun Edison, LLC regarding roads and access.

Recommended Action: To be determined per Council discussion.

- 12)** Council may vote to hold an executive session pursuant to A.R.S. § 38-431.03(A)(3) and (A)(4) and (A)(7) to obtain legal advice from its attorneys and designated representatives and to consider its position and instruct its attorneys, or other designated representatives, regarding Yavapai County’s request to purchase property for a Waste Transfer Station on Town Property to be located in or about “Old Home Manner.” (Chris Marley, Mayor)

13) ADJOURNMENT

Dated this 6th day of October, 2011.

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 636-1787 (TDD) 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/clerk/townagenda.shtml>, and in the Public Library and Town Clerk’s Office.

CERTIFICATION OF POSTING OF NOTICE

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

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

ITEM 2A

Proclamation: Red Ribbon Week



PROCLAMATION

Red Ribbon Week - October 23-31, 2011



Whereas, Alcohol and drug abuse in this Nation have reached epidemic stages; and

Whereas, It is imperative that visible, unified prevention education efforts by community members be launched to eliminate the demand for drugs; and

Whereas, The National Red Ribbon Campaign offers citizens the opportunity to demonstrate their commitment to drug-free lifestyles (no use of illegal drugs, no illegal use of legal drugs); and

Whereas, The National Red Ribbon Campaign will be celebrated in every community in America during Red Ribbon Week, October 23-31, 2011; and

Whereas, business, Government, parents, law enforcement, media, medical institutions, religious institutions, schools, senior citizens, service organizations, and youth will demonstrate their commitment to healthy, drug-free lifestyles by wearing and displaying red ribbons during this week-long campaign; and

Whereas, the Town of Chino Valley further commits its resources to ensure the success of the Red Ribbon Campaign;

Now, Therefore, I, Chris Marley, Mayor of the Town of Chino Valley, do hereby proclaim *October 23-31, 2011 as Red Ribbon Week* in Chino Valley, Arizona, and encourages its citizens to participate in drug prevention education activities, not only during Red Ribbon Week, but all year long, making a visible statement that we are strongly committed to a drug-free Town.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the Town of Chino Valley to be affixed this 11th day of October, 2011.

Chris Marley, Mayor

ATTEST:

Jami C. Lewis, Town Clerk





TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Item No. 4b

☒ Regular Meeting ☐ Special Meeting ☐ Other _____

MEETING DATE: October 11, 2011 TIME: 6 PM

SUBMITTING DEPARTMENT: Development Services

CONTACT PERSON: Pat Clingman PHONE: 636-4427

☒ Presentation Only ☒ Report Only ☐ Consent Estimated
☐ Action-Presentation ☐ Action ☐ Executive Length of Staff
Presentation: 10 min.

ITEM LOCATION:

PROPOSED AGENDA ITEM:

Report on a possible recount of the Census as requested by Council.

FISCAL IMPACT? No If Yes, Budget Code: _____ Available: \$ _____

FUNDING:

TYPE OF DOCUMENT(S) FOR CONSIDERATION:

SITUATION & ANALYSIS:

The Town of Chino Valley 2010 Census was lower than expected. Thus our monetary impact was affected as the result. The Town Council requested that staff look into a possible recount or what could be done to confirm or possibly overturn those figures. This would have been called a Count Question Resolution Challenge for the Census Bureau.



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Item No. 4b

Analysis: Jan Mazy who is the GIS/CAD Technician for the Town provides the following information: There are 344 Census Blocks within the Town limits. She picked 34 random blocks to assess. In the Census report, there were a total of 736 houses in the 34 random blocks. Of the 736 houses, 80 were vacant. In the 656 occupied houses there were 1,612 people. This is an average of 2.46 persons per household. This number is lower than the national average of 2.59. The Arizona average is 2.63 per household.

Using the 2009 satellite imagery she counted the houses in the random 34 blocks. The satellite imagery analysis yielded very similar results with minor differences in the number of houses. In this analysis it could not be determined the difference in an occupied house versus a vacant house nor was there any way to determine the number of people in each house on April 1, 2010. That could only be verified by an actual field investigation.

Within the 34 random blocks, 736 occupied houses with 80 vacant houses. It appears that there is a 10.86% vacancy rate. The 2010 Census national gross vacancy rate* is 14.3%. Arizona's vacancy rate was 20.5%.

Based on the data and information from this analysis, it appears that the information provided by the 2010 Census Bureau was accurate.

David Nicolella then contacted the U.S. Census Bureau and they were very responsive with our questions. The staff members at that office have taken a pro-active role and have created a "Census Count Question Resolution Program." This program was put in place to answer the questions that have arisen since the data has been published. They informed us that if we researched and found what appeared to be a portion of our town that had been omitted by the count, they could then look at the information that they had on file and reevaluate it.

They did not offer to recount any of our populace. I then talked with the supervisor who was in charge of the Census Takers for the Town and he assured me that no area of the populace was overlooked and particular attention was paid to the more densely populated areas to make sure there was a fair and accurate count taken.

RECOMMENDED MOTION:

To be determined by Council

ATTACHMENTS:

Census data and Census block sheets used for research purposes

PERTINENT DOCUMENTS AVAILABLE UPON REQUEST:



**TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT**

Item No. 4b

SIGNATURES OF SUBMITTING AND/OR AFFECTED OFFICERS:

Pat Clingman
Author

Development Services
Department Head

Vera J. Smith
Finance

Other:

Other:

Legal

Other:

Other:

Michael K. Scannell
Town Manager/Designee

H1: OCCUPANCY STATUS - Universe: Housing units

2010 Census Redistricting Data (Public Law 94-171) Summary File

NOTE: For information on confidentiality protection, nonsampling error, and definitions, see

<http://www.census.gov/prod/cen2010/pl94-171.pdf>

NOTE: Change to the California, Connecticut, Mississippi, New Hampshire, Virginia and Washington P.L. 94-171 Summary Files as delivered

Block	Block	Block	Block	Block	Block	Block	Block	Block	Block	Block	Block	Block	Block
1068, Block	1183, Block	1185, Block	2001, Block	2007, Block	2018, Block	2027, Block	2028, Block	2030, Block	2034, Block	2036, Block	2039, Block		
Group 1, Census	Group 1, Census	Group 1, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census		
Tract	Tract	Tract	Tract	Tract	Tract	Tract	Tract	Tract	Tract	Tract	Tract		
2.03, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai		
County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona		
11	9	9	9	19	10	21	7	15	18	17	17		
10	5	9	7	17	9	20	5	12	16	15	15		
1	4	0	2	2	1	1	2	3	2	2	2		
Total:													
Occupied													
Vacant													

Source: U.S. Census Bureau, 2010 Census.

H10: TOTAL POPULATION IN OCCUPIED HOUSING UNITS - Universe: Population in occupied housing

2010 Census Summary File 1

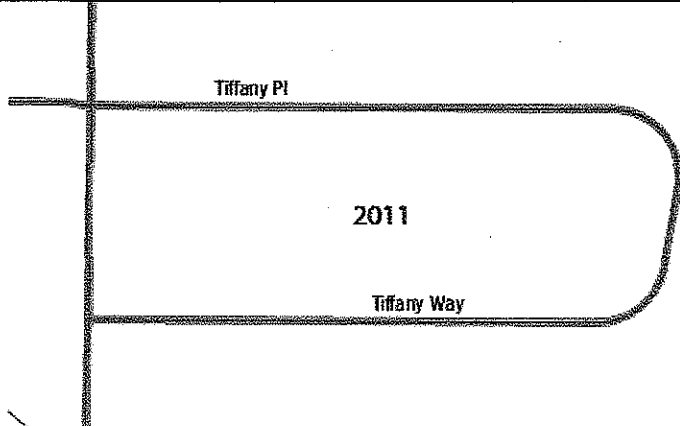
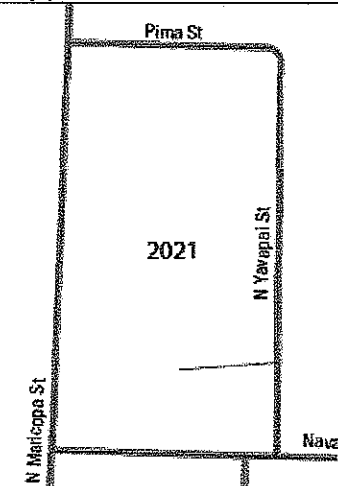
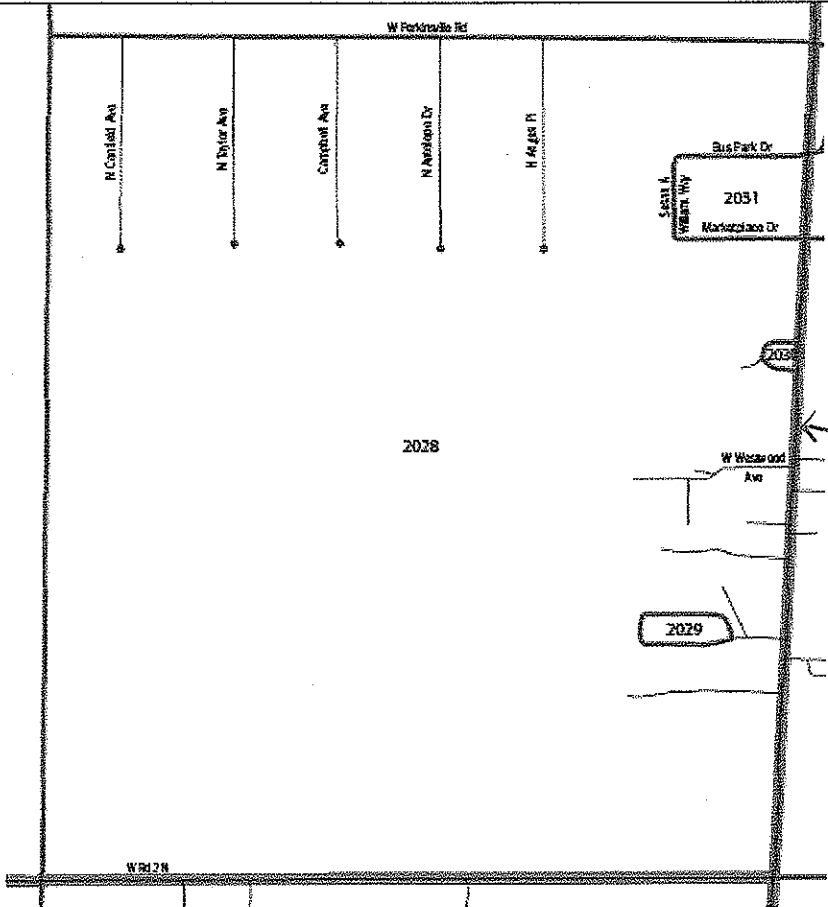
NOTE: For information on confidentiality protection, nonsampling error, and definitions, see

<http://www.census.gov/prod/cen2010/doc/sf1.pdf>

Block	Block	Block	Block	Block	Block	Block	Block	Block	Block	Block	Block	Block	Block
1068, Block	1183, Block	1185, Block	2001, Block	2007, Block	2018, Block	2027, Block	2028, Block	2030, Block	2034, Block	2036, Block	2039, Block		
Group 1, Census	Group 1, Census	Group 1, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census	Group 2, Census		
Tract	Tract	Tract	Tract	Tract	Tract	Tract	Tract	Tract	Tract	Tract	Tract		
2.03, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai	2.02, Yavapai		
County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona	County, Arizona		
20	10	21	18	52	25	61	8	40	43	40	34		
Total													

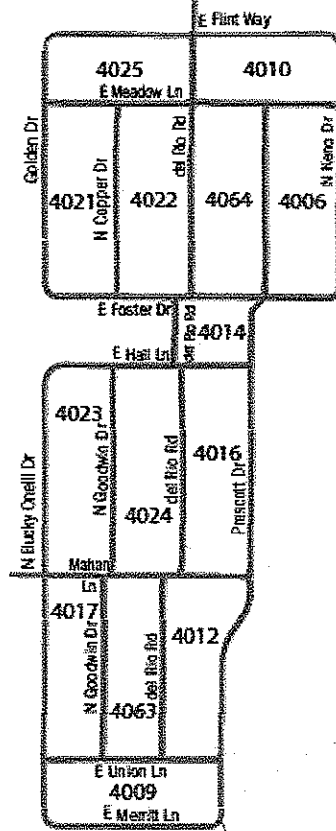
Source: U.S. Census Bureau, 2010 Census.

Number	Census Block	Tract	Census Block Population	Census Total Block Houses	Census Block Occupied Houses	Census Block Vacant Houses
1	2011	2.04	37	21	20	1
2	2021	2.04	34	17	15	2
3	2028	2.04	204	116	98	18
4	4022	2.02	39	14	12	2
5	4016	2.02	51	18	17	1
6	4009	2.02	42	13	12	1
7	4052	2.02	94	35	32	3
8	4030	2.02	30	13	12	1
9	4046	2.02	31	12	10	2
10	1183	2.02	10	9	5	4
11	1185	2.02	21	9	9	0
12	4037	2.02	46	21	19	2
13	4039	2.02	25	12	11	1
14	4035	2.02	17	7	6	1
15	3039	2.02	32	17	14	3
16	3046	2.02	47	21	19	2
17	1068	2.03	20	11	10	1
18	2006	2.03	121	56	51	5
19	2033	2.03	28	14	13	1
20	2035	2.03	32	14	12	2
21	2028	2.02	8	7	5	2
22	3092	2.02	95	46	44	2
23	3095	2.02	59	33	30	3
24	4040	2.02	44	17	15	2
25	2018	2.02	25	10	9	1
26	2036	2.02	40	17	15	2
27	2039	2.02	34	17	15	2
28	2034	2.02	43	18	16	2
29	2027	2.02	61	21	20	1
30	2030	2.02	40	15	12	3
31	2001	2.02	18	9	7	2
32	2007	2.02	52	19	17	2
33	3114	2.02	86	38	35	3
34	3119	2.02	46	19	19	0
			1612	736	656	80
			Census Block Population	Census Total Block Houses	Census Block Occupied Houses	Census Block Vacant Houses

Number	Census Block	Mapped Area	12 of 91
1.	2011 <i>Tract 2.04</i>	 Appaloosa Meadows	
2.	2021 <i>Tract 2.04</i>	 Chino Lakes 2	
3.	2028 <i>Tract 2.04</i>	 Mariposa Manor	

4. 4022
5. 4016
6. 4009

Tract
2.02

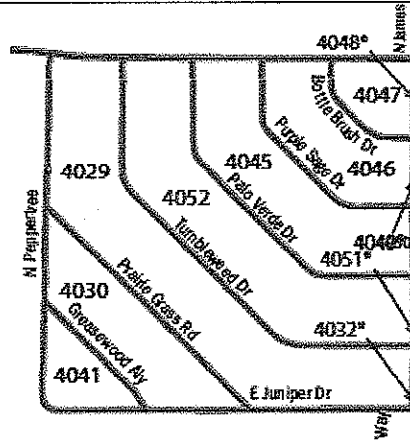


00*

Chino Meadows I

7. 4052
8. 4030
9. 4046

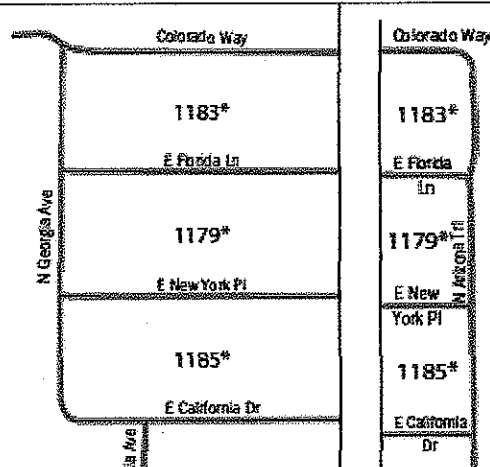
Tract
2.02



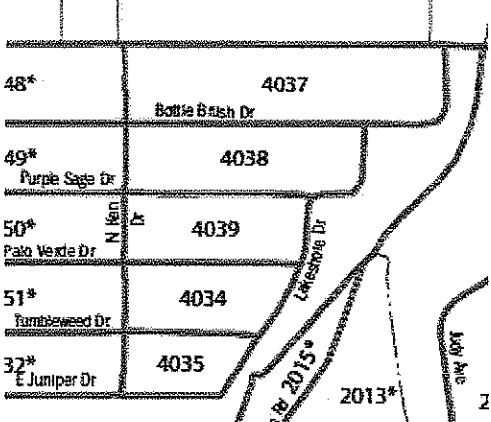
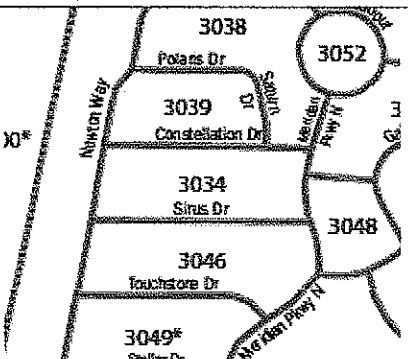
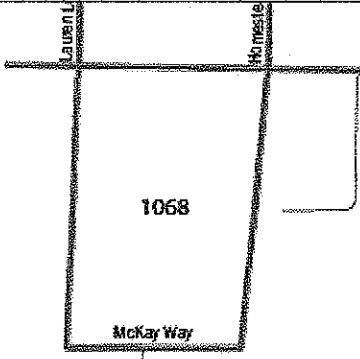
Chino Meadows II

10. 1183
11. 1185

Tract
2.02



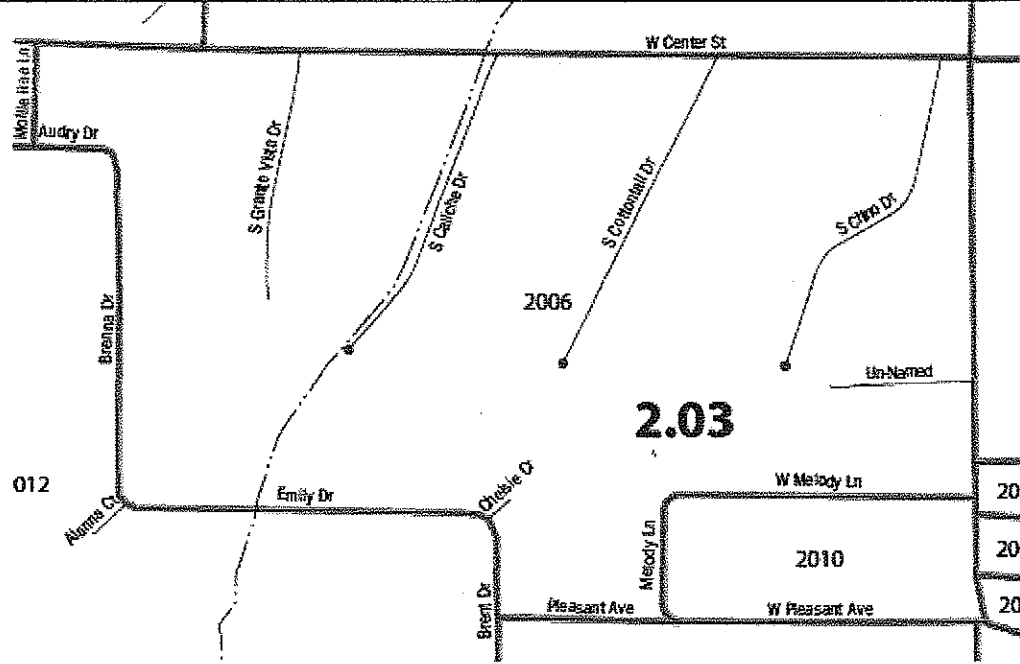
Sunrise Subdivision

12.	4037	
13.	4039	
14.	4035	
15.	3039	
16.	3046	
		Bright Star
17.	1068	
		Mesa View South

18.

2006

Tract
2.03

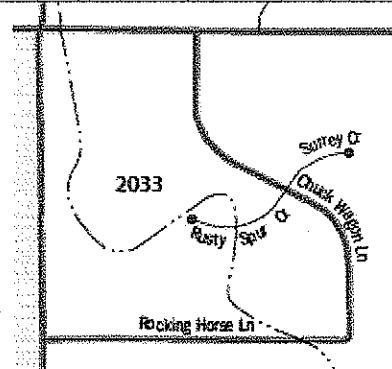


Chino Valley Estates

19.

2033

Tract
2.03

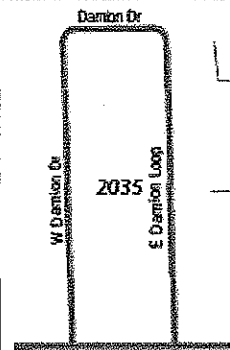


Wagon Wheel Ranch

20.

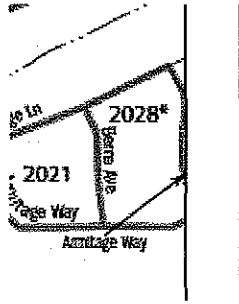
2035

Tract
2.03



Chino Gardens

21.

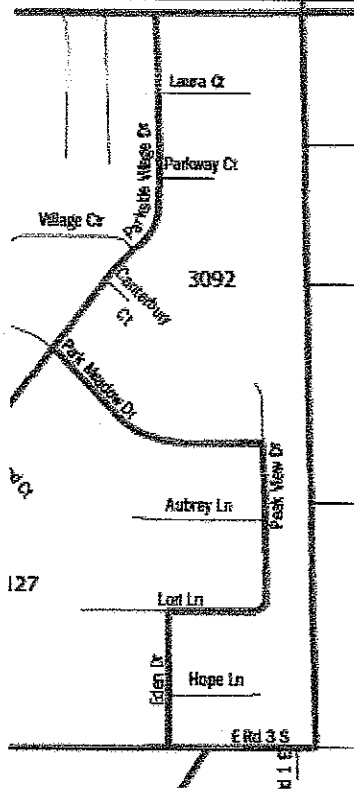


Block 2028 Census Tract 2.02

22.

3092

Tract
2.02

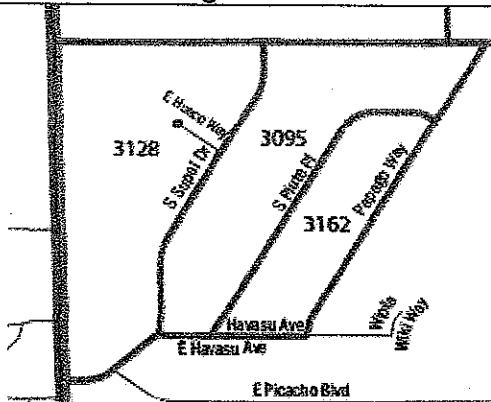


Parkside Village

23.

3095

Tract
2.02



Yavapai Mobile Home Estates

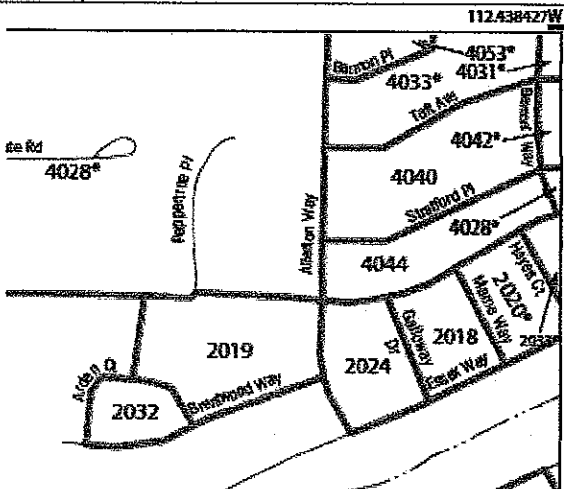
24.

4040

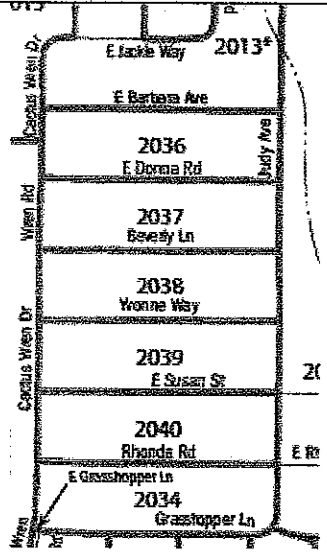
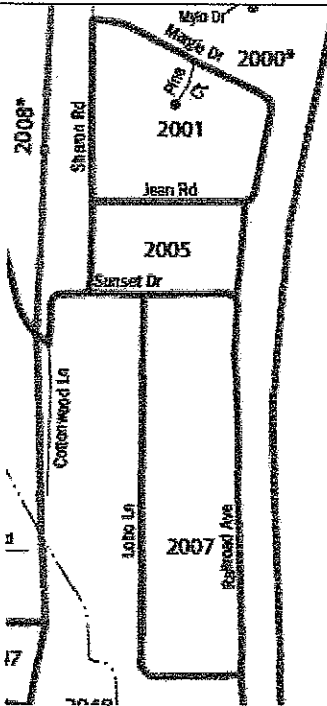
25.

2018

Tract
2.02

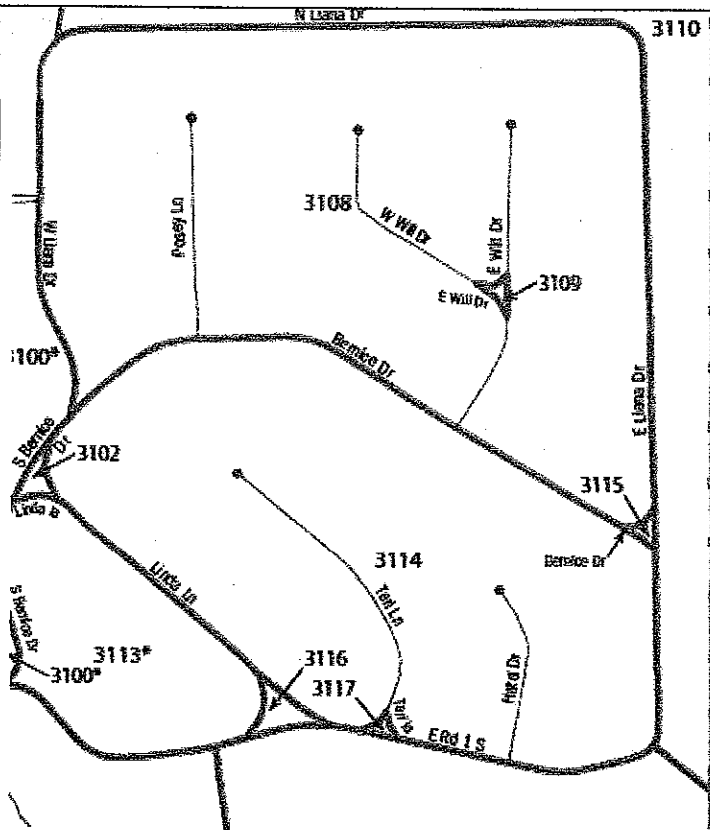


Highlands Ranch

26.	2036		
27.	2039		
28.	2034		
			Chino Meadows II
29.	2027		
30.	2030		
			Chino Meadows IV
31.	2008 2007		
32.	2007		Chino Meadows V

19 of 91

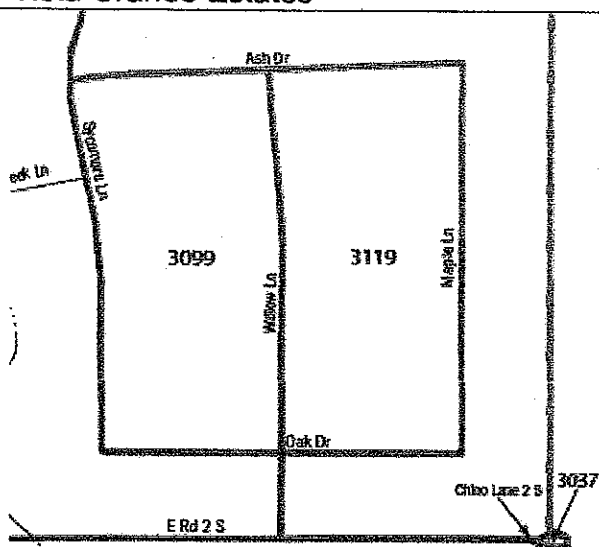
Tract
2.02



Vista Grande Estates

3119

Tract
2.02



Rancho Vista Grande

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TYPE OF DOCUMENT(S) FOR CONSIDERATION:



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Item No. 4c

SITUATION AND ANALYSIS:

On November 12, 2009, the Town Council entered into a professional services agreement with Pooled Resources to perform the necessary preliminary work for the creation of three improvement districts (ID.) Each ID was molded to bring either water and sewer or sewer only to portions of Chino Valley that would have spurred economic development along the Highway 89 Corridor as well as other residential areas of Chino Valley.

ID-1 was the extension of water and sewer service from the intersection of Road 1 East and Perkinsville Road to the west. ID-1 was designed to provide utility service to commercial and limited residential areas between Road 2 North and Road 3 North along the west side of Highway 89.

ID-2 was the extension of sewer service from the intersection of Road 1 East north of Road 1 North to the south along the east side of Highway 89. ID-2 was designed to provide sewer service to commercial and residential areas between Road 1 North and Road 5 South along the east side of Highway 89.

ID-3 was the extension of sewer service from the intersection of Road 1 South and Highway 89 to the west of Highway 89. ID-3 was designed to provide sewer service to commercial and residential areas between Road 1 South and Road 4 South along the west side of Highway 89 with two Highway 89 crossings. These crossings will include two bores under Highway 89, the first south of Road 1 South and the second at Road 2 South.

Associated with each ID Pooled Resources generated preliminary engineering designs of the respective utility. This engineering is necessary in order to allow for very accurate engineering estimates of the project. This estimate is essential because once this cost and assessments are determined the ceiling for the maximum cost of the project is set. Pooled Resources then used this cost estimate to determine the individual parcels projected assessment.

Complex spreadsheets were created for every parcel of land in each ID. Using the cost estimate of the project for each ID, assessments were determined. Because most of the area involved with the ID's are commercial, equivalent dwelling units (EDU) are determined. By converting all commercial properties to an EDU, we create a way of comparing the cost of the improvement against a cost of the equivalent single family home. The following table summarizes these results:

Improvement District Number	Average EDU Cost
1	\$33,000.00
2	\$13,128.00
3	\$9,846.00



**TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT**

Item No. 4c

Staff felt that these assessments were in excess of what would be supported by those impacted by the project. The initial goal of these assessments was approximately \$10,000 per EDU. Because the estimates of the assessment for ID 1 and 2 developed by Pooled Resources are far in excess of the goal it was decided to cease moving the ID's in their current form forward. A more detailed PowerPoint presentation will be given at the Council meeting.

RECOMMENDED MOTION:

None

ATTACHMENTS:

PERTINENT DOCUMENTS AVAILABLE UPON REQUEST:

SIGNATURES OF SUBMITTING AND/OR AFFECTED OFFICERS:

Ron Grittman, P.E.
Author

Ron Grittman, P.E.
Department Head

Vera J. Smith
Finance

Other: _____

Other: _____

Legal _____

Other: _____

Other: _____

Michael K. Scannell
Town Manager/Designee

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Item No. 5

☒ Regular Meeting ☐ Special Meeting ☐ Other _____

MEETING DATE: October 11, 2011 TIME: 6:00 p.m.

SUBMITTING DEPARTMENT: Town Clerk

CONTACT PERSON: Jami C. Lewis PHONE: 636-2646, ext. 119

☐ Presentation Only ☐ Report Only ☒ Consent Estimated Length of Staff Presentation: _____ min.
☐ Action-Presentation ☐ Action ☐ Executive

ITEM LOCATION:

PROPOSED AGENDA ITEM:

Consideration and possible action to amend the Council Rules of Procedure, last revised August 9, 2011, pursuant to Rule 15 thereof.

FISCAL IMPACT? _____ If Yes, Budget Code: _____ Available: \$ _____

FUNDING:

TYPE OF DOCUMENT(S) FOR CONSIDERATION:

Council Rules of Procedure



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Item No. 5

SITUATION AND ANALYSIS:

On September 13, Council approved a revised Council agenda format and new public information sheet to be provided at all Council meetings, proposed by staff, along with revisions to the public participation rules on the public information sheet proposed by Mayor Marley. These changes now necessitate an amendment to the Council Rules of Procedure.

In addition, the Town Attorney recommended a few other minor changes to Sections 13.B.9 and 13.C, which are indicated by yellow highlighting. If Council approves these revisions, the public information sheet will also be revised to reflect the attorney's recommendations.

RECOMMENDED MOTION:

Move to amend the Council Rules of Procedure, pursuant to Rule 15 thereof.

ATTACHMENTS:

Rules of Procedure, dated August 9, 2011 with proposed revisions

PERTINENT DOCUMENTS AVAILABLE UPON REQUEST:

SIGNATURES OF SUBMITTING AND/OR AFFECTED OFFICERS:

_____ Author	<u>Jami C. Lewis</u> Department Head	<u>Vera J. Smith</u> Finance
_____ Other:	_____ Other:	<u>Sharon Sargent-Flack</u> Legal
_____ Other:	_____ Other:	<u>Michael K. Scannell</u> Town Manager/Designee

**CHINO VALLEY TOWN COUNCIL
RULES OF PROCEDURE
SECTION § 30.067 OF THE CHINO VALLEY TOWN CODE**

Section 1. General Rules

The rules of parliamentary practice contained in the most recent edition of Robert's Rules of Order, Newly Revised shall govern the council meetings in all cases to which they are applicable, provided they are not in conflict with these rules, the laws and regulations of the Town of Chino Valley, or the Arizona Revised Statutes.

Section 2. Conflict of Interest

Council members occupy positions of public trust. Council members shall strictly adhere to both the spirit and the letter of the laws of the State of Arizona pertaining to conflict of interest.

Section 3. Sergeant-at-Arms

The Chief of Police, or other designated member of the Police Department, may be sergeant-at-arms at the regular meetings of the Council and at any other meetings when requested by the chairperson or the Town Manager.

Section 4. Council Meetings

The Council shall hold regular and special meetings according to the provisions of the Town Code.

- A. Council meetings shall be conducted in accordance with these rules unless a motion to suspend the rules is approved by a three-fourths (3/4) majority vote.
- B. The Council may meet in Executive Session only as provided by the Arizona Revised Statutes.
- C. Study Sessions are public meetings of the Council at which no formal vote is taken. Their primary purpose ~~of the meeting~~ is the exchange of information between the Council, staff and/or designated persons and detailed discussion of specific topics ~~or problems as outlined on the posted agenda.~~

Section 5. Presiding Officer

- A. The Mayor, or in his or her absence the Vice-Mayor, shall be the chairperson of all meetings of the Council.
- B. In the absence of the Mayor and Vice-Mayor, the Town Clerk shall call the Council to order. If a quorum is present, the Council members shall proceed to elect, by majority vote, a chairperson for the meeting.

Section 6. Conduct of Meetings

The chairperson shall decide all questions of order, subject to appeal by the Council.

- A. Council members wishing to speak shall be first recognized by the chairperson.
- B. The chairperson shall have the authority to preserve order and decorum during meetings. Any remarks shall be addressed to the chairperson and to any or all members of the Council. No member of the staff or Council shall enter into any discussion, either directly or indirectly, without having first obtained the floor by permission of the chairperson.
- C. The rules for members of the public to address the Council shall be noted ~~on each agenda~~ in accordance with the most recent format adopted by the Council.

Section 7. Right of Appeal

Any council member may appeal from a ruling of the chairperson.

- A. The motion to appeal must be seconded.
- B. The maker of the appeal may briefly state his case.
- C. There shall be no debate or discussion of the appeal.
- D. The chairperson shall ask the question, "Shall the decision of the Chair be upheld?" A majority of "aye" votes upholds the ruling of the Chairperson.

Section 8. Motions

Items shall be discussed and voted upon using the following procedure: (1) The Mayor shall read the agenda item as it appears in the agenda. (2) Staff may present a report of the agenda item. (3) Council members may ask questions of staff concerning the staff report. (4) The Mayor may call for public discussion of the matter. (5) Council

members shall discuss the item among themselves as needed. (6) Council members shall make and second a motion concerning the agenda item. (7) The Mayor shall call for a vote on the motion.

Section 9. Voting

The vote on any question shall be taken simultaneously.

- A. A majority vote of the Council shall be a majority of the legal votes cast. Abstention from voting by a Council member shall not constitute a legal vote.
- B. If the chairperson is unable to accurately determine the result of the vote, he or she may request a vote by roll call to be taken by the Town Clerk. A request by any member of the Council for vote by roll shall be honored by the chairperson.
- C. There shall be no discussion or speaking on the subject of the vote during or after the vote is taken.

Section 10. Meeting Agendas and Preparation

The agenda format for council meetings shall be in accordance with the most recent format adopted by the Council for the particular meeting(s) in question. Agendas shall be prepared in accordance with the most recent rules adopted by the Council.

- A. Items may be placed on a Council agenda by the Mayor, the Town Manager, or any two Council members. Said agenda items must be submitted in writing by the submission deadline date.
- B. All agenda items for a regular meeting shall be submitted to the Town Clerk thirteen days before the scheduled Council meeting date. An agenda item may be submitted after the due date if it is approved for placement on the agenda by the Mayor, Town Manager, or any two Council members.
- C. Council agendas, staff memorandums and other backup materials (agenda packets) shall be ready for distribution to Council members and the media one week before the regularly scheduled meeting.

Section 11. Motion to Adjourn

A motion to adjourn is debatable only as to the time to which the meeting is to be adjourned.

Section 12. Petitions

All petitions submitted to the Mayor and Council during the regular course of business shall be considered in accordance with the laws of the State of Arizona and the Town Code of the Town of Chino Valley.

Section 13. Public Participation

A. General Rules

It is the Council's desire to hear public comment on regular and special meeting agenda items. Because it is important to maintain order during the meeting, members of the public are expected to observe the same rules of propriety and decorum applicable to members of the Council. Personal, impertinent or slanderous remarks are not acceptable. Persons not conducting themselves in an acceptable manner will be warned by the chairperson. Any person persisting in such conduct will be removed by the Sergeant-at-Arms.

B. Rules for addressing the Council

1. Persons addressing the Council will first state their name in an audible tone and will indicate whether or not they are a resident of Chino Valley.

2. All remarks shall be directed to the Mayor and Council, not to the public.

23. Persons who wish to address the Council concerning items on the agenda may be heard following the staff report and must first be recognized by the chairperson.

54. Members of the public shall limit their remarks to the agenda item under consideration.

35. The person representing citizen groups shall so identify himself and the name of the group or the number of persons he represents.

46. Cumulative or redundant speeches to the Council may be terminated by the chairperson or at the request of a council member.

7. If you have material to hand out, please give it to the recording clerk for distribution to the Council and staff. Ten copies of each document are needed to ensure a sufficient number of handouts.

~~6. Rules for addressing the Council:~~

~~a. Members of the public wishing to speak must be first recognized by the Chairman.~~

- ~~b. Please state your name and whether or not you are a Town resident in an audible tone for the record.~~
- ~~e8. TIME LIMIT: 3 MINUTES PER PERSON.~~
 - ~~d. Remarks shall be limited to the agenda item under consideration.~~
 - ~~e. All remarks shall be directed to the Mayor and to any or all members of the Council.~~
- ~~f.9. A person wishing to make a presentation that exceeds~~Requests to exceed ~~the three-minute time limit should~~ make such a request be submitted of to ~~the Town Clerk prior to the meeting.~~
- ~~g. Members of the public are expected to observe rules of propriety and decorum.~~
- 10. Political campaigning is prohibited.
- ~~h11. Speakers shall not discuss employee performance, employee evaluations, or employee health, family, or personal matters.~~

BC. Call to the Public

Call to the Public is an opportunity for the public to address the Council concerning a subject that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 30 minutes per meeting. Council action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and/or decision at a later date, or responding to any criticisms speaker remarks. ~~At the conclusion of an open call to the public, individual members of the Council may respond to criticism made by those who have addressed the Council, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Council shall not discuss or take legal action on matters raised during an open Call to the Public unless the matters are properly noticed for discussion and legal action.~~

- ~~1. Individuals are limited to speak for three (3) minutes.~~
- ~~2. The total time for Call to the Public may be up to 30 minutes per meeting.~~

CD. Study Sessions

Members of the public shall be permitted to speak and/or discuss an agenda item only with the permission of the chairperson or at the request of a council member.

Section 14. Committees, Boards and Commissions

Committees, boards, and commissions shall be created in accordance with Section § 30.071 of the Chino Valley Town Code.

Section 15. Amendment

These rules may be amended at any Regular or Special Meeting of the Council by a two-thirds (2/3) majority vote.



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Item No. 6

☒ Regular Meeting ☐ Special Meeting ☐ Other _____

MEETING DATE: October 11, 2011 TIME: 6 p.m.

SUBMITTING DEPARTMENT: Development Services Department

CONTACT PERSON: Pat Clingman PHONE: 928-636-4427

☐ Presentation Only ☐ Report Only ☒ Consent Estimated Length of Staff Presentation: _____ min.
☐ Action-Presentation ☐ Action ☐ Executive

ITEM LOCATION:

Southeast corner of W. Road 2 North and Sycamore Vista Dr.

PROPOSED AGENDA ITEM:

Consideration and possible action to accept a Perpetual Offer for Dedication of Public Roadway (POD) from Donald and Lindsay Roskopf for the purposes of future public roadway and utilities, the north twenty-five feet (25') of Assessor's Parcel No. 306-21-165A along the property's W. Road 2 North frontage from the existing right-of-way line on W. Road 2 North.

FISCAL IMPACT? None If Yes, Budget Code: _____ Available: \$ _____

FUNDING:

TYPE OF DOCUMENT(S) FOR CONSIDERATION:

Perpetual Offer for Dedication of Public Roadway



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Item No. 6

SITUATION AND ANALYSIS:

On September 6, 2011, Council passed Ordinance No. 11-750 for the rezone of Assessor's Parcel Number 306-21-165A conditioned upon several stipulations. One of the stipulations stated the following:

1. That the applicant shall provide a perpetual offer to dedicate (POD) of sufficient width to accommodate a fifty (50) foot wide ½ street from the centerline along the property's Road 2 North frontage. This POD shall be offered before the effective date (October 13, 2011) of this rezoning Ordinance.

RECOMMENDED MOTION:

Move to accept the Perpetual Offer for Dedication of Public Roadway for Assessor's Parcel Number 306-21-165A.

ATTACHMENTS:

Perpetual Offer for Dedication of Public Roadway

PERTINENT DOCUMENTS AVAILABLE UPON REQUEST:

Ordinance No. 11-750

SIGNATURES OF SUBMITTING AND/OR AFFECTED OFFICERS:

David Nicolella
Author

Pat Clingman
Department Head

Vera J. Smith
Finance

Other: _____

Other: _____

Sharon Sargent-Flack
Legal

Other: _____

Other: _____

Michael K. Scannell
Town Manager/Designee

Name: Donald J. Roskopf Jr. and Lindsay A. Roskopf
 APN: 306-21-165A

PERPETUAL OFFER FOR DEDICATION OF PUBLIC ROADWAY

THIS INDENTURE, made this _____ day of _____, 20____, by and between _____, hereinafter designated "Grantor," and the TOWN OF CHINO VALLEY, a municipal corporation of the County of Yavapai, State of Arizona, hereinafter designated "Grantee."

RECITALS

Grantee requires a right-of-way, under and across, to a parcel of land, will be required in the future in accordance with Chino Valley Transportation Plans, hereinafter described, owned by Grantor, upon which Grantee may hereafter construct, improve, operate and maintain a public roadway, and exercise all rights incident thereto, together with the right to authorize, permit and license the use thereof for utilities, and other public purposes, as may be necessary for the efficient construction, improvement, operation and maintenance of such roadway and utilities.

Grantor desires to grant to Grantee, at a time to be determined, a right of way for such purposes and to dedicate the same forever for use of the public as a roadway and Grantor hereby approves the location of such roadway and consents to the establishment thereof upon the land hereinafter described. Further, Grantor does hereby release the **TOWN OF CHINO VALLEY** from all claims for damage or compensation for and on account of the establishment and construction of such roadway, except as to the conditions set for herein.

COVENANTS AND CONVEYANCE

In consideration of the premises, covenants and conditions to be kept and performed by Grantee, and the further consideration of the sum of ONE DOLLAR (\$1.00) and other good and valuable considerations, receipt whereof is hereby acknowledged, Grantor does hereby grant, convey and dedicate to Grantee forever a perpetual offer to dedicate for use as a public roadway and for utilities, and all incidents thereto, including the rights described in the Recitals, that certain real property situated in Yavapai County, Arizona, and more particularly described on "Exhibit A" attached hereto and made a part hereof.

Name: Donald J. Roskopf Jr. and Lindsay A. Roskopf
 APN: 306-21-165A

TO HAVE AND TO HOLD the same unto the Grantee forever, together with all and singular the rights and appurtenances thereunto in any wise belonging, provided that the Grantee complies with, keeps and carries out the following conditions which run with and are attached to the land dedicated herein.

CONDITIONS

1. That a perpetual offer to dedicate up to twenty five (25') feet, as determined by the Grantee, which shall provide for a permanent dedication, shall be made when the Town of Chino Valley needs the dedication for a future roadway. The Grantee agrees to move or construct any fences required for the roadway at the newly created property line.
2. The parcel of land herein described shall be used for no other purposes than those herein set forth.
3. The Grantee shall repair any improvements belonging to the Grantor as may be damaged by the Grantee during the construction of such roadway.
4. Grantor reserves all irrigation rights and improvements, if any, located within such right-of-way, including but not limited to ditches, canals, gates, flumes, and reservoirs.

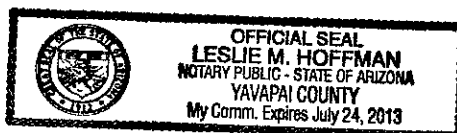
The provisions herein contained shall be binding upon and inure to the benefit of the heirs, executors, administrators, successors and assigns of the Grantor and Grantee as such may be applicable.

IN WITNESS WHEREOF, this instrument has been executed as of the day and year first above written.

GRANTOR: Donald J. Roskopf Jr.
Lindsay A. Roskopf

STATE OF ARIZONA }
 County of Yavapai } ss.

The foregoing instrument was acknowledged before me this 20th day of Sept.,
 20 11, by Donald J. Roskopf Jr. & Lindsay A. Roskopf



Name: Donald J. Roskopf Jr. and Lindsay A. Roskopf
APN: 306-21-165A



Notary Public

7-24-2013

My Commission Expires

**ACCEPTANCE OF DEDICATION
BY GRANTEE**

Pursuant to a meeting of the duly constituted members of the Council of the Town of Chino Valley, Arizona, on the _____ day of _____, 20____, at which meeting a majority of the members present voted approval, the foregoing Dedication of Public roadway is accepted by the Town of Chino Valley, Arizona, Grantee.

DATED this _____ day of _____, 20____

TOWN OF CHINO VALLEY
A Municipal Corporation

By _____
Mayor

ATTEST:

Musgrove Drutz & Kack, P.C.

Town Clerk

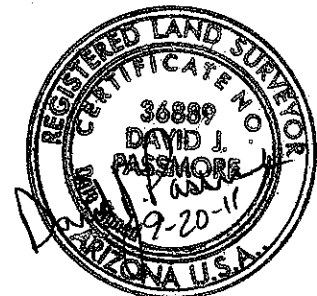
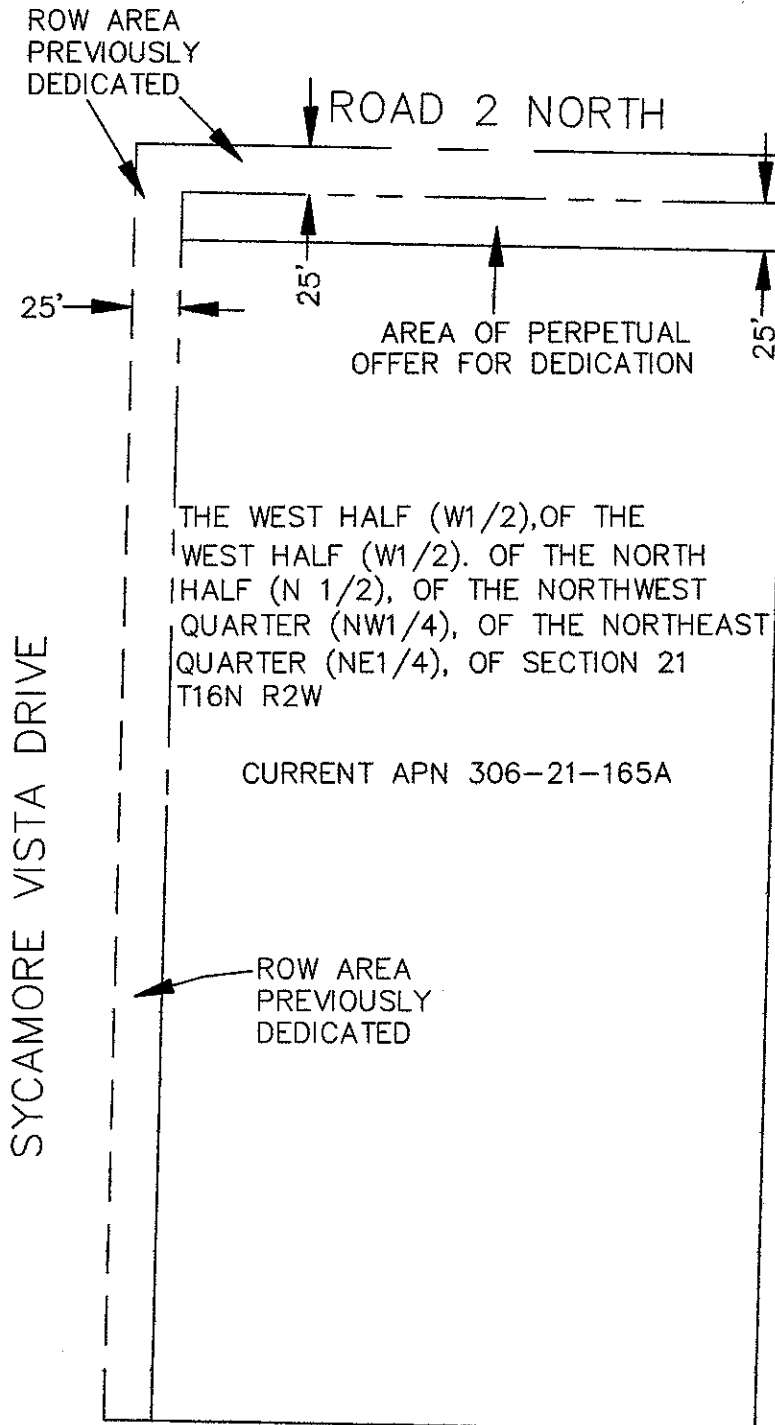
Town Attorney

State of Arizona }
) ss.
County of Yavapai }

On this _____ day of _____, 20____, before, me _____
the undersigned, Notary Public, personally appeared _____
whose identities were proved to me on the basis of satisfactory evidence to be the person whose
names are subscribed to this document, and who acknowledged that they signed the above
document

Notary Public

My Commission Expires



Exp 9-30-13

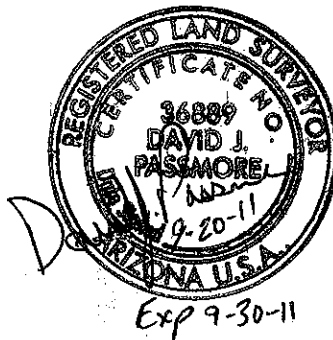
September 19, 2011
PAGE 1 OF 2

**LEGAL DESCRIPTION
PARCEL E**

BEING A PARCEL OF LAND LOCATED WITHIN THE NORTHEAST QUARTER (NE 1/4) OF SECTION 21, TOWNSHIP 16 NORTH, RANGE 02 WEST, OF THE GILA AND SALT RIVER MERIDIAN, YAVAPAI COUNTY, ARIZONA, MORE PARTICULARLY DESCRIBED AS FOLLOW:

THE SOUTH TWENTY FIVE FEET OF THE NORTH FIFTY FEET, OF THE WEST HALF (W1/2), OF THE WEST HALF (W1/2), OF THE NORTH HALF (N1/2), OF THE NORTHWEST QUARTER (NW1/4), OF THE NORTHEAST QUARTER (NE1/4), OF SECTION TWENTY-ONE(21), TOWNSHIP SIXTEEN (16) NORTH, RANGE TWO (2) WEST OF THE GILA AND SALT RIVER BASE MERIDIAN, YAVAPAI COUNTY, ARIZONA.

EXCEPTING THE WEST 25 FEET, AS THIS HAS BEEN PREVIOUSLY DEDICATED TO TOWN OF CHINO VALLEY.



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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Item No. 7

☒ Regular Meeting ☐ Special Meeting ☐ Other _____

MEETING DATE: October 11, 2011 TIME: 6 p.m.

SUBMITTING DEPARTMENT: Development Services

CONTACT PERSON: Pat Clingman PHONE: 928-636-4427

☐ Presentation Only ☐ Report Only ☐ Consent Estimated
☒ Action-Presentation ☐ Action ☐ Executive Length of Staff
Presentation: 10 min.

ITEM LOCATION:

Approximately 370 feet east of the State Route 89 right of way adjacent to the south side of the Road 3-1/2 North alignment.

PROPOSED AGENDA ITEM:

Site Plan Review (SPR) 11-001: Consideration and possible action to: (a) grant site plan approval to authorize construction of a Kampgrounds of America "KOA" consisting of 113 Recreational Vehicle (RV) spaces and 32 KOA cabins on the 17 acre parcel identified as Assessor's Parcel Number 306-14-008K; (b) modify the landscape requirements otherwise applicable under the Unified Development Ordinance to allow for a portion of the five-foot landscaping requirement to be deleted to allow for a roadway; and (c) provide that, if the drainage study review causes significant changes to landscaping and traffic circulation, the site plan shall return to the Planning and Zoning Commission for further recommendation and to the Town Council for possible approval.

FISCAL IMPACT? No If Yes, Budget Code: _____ Available: \$

FUNDING:

TYPE OF DOCUMENT(S) FOR CONSIDERATION:

Development Site Plan



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Item No. 7

SITUATION AND ANALYSIS:

BACKGROUND:

Technical Review Committee: On October 20, 2009, the applicant appeared before the Technical Review Committee for a proposed zone change in order to allow development of a KOA.

Planning and Zoning Commission ("Commission") meeting: On May 6, 2010, the Commission recommended that the Town Council approve a Rezone for approximately 17 acres of APN 306-14-008K, from "CL/AR-5" Commercial Light/Agricultural Residential 5 Acre Minimum to "CH" Commercial Heavy to develop a KOA overnight RV Parking area.

Council Action: On July 22, 2010, the KOA was approved with Ordinance No. 10-730 (Exhibit B). Then, a group of citizens opposing the project filed a referendum (Ref. 10-01) with the Town of Chino Valley, which required Ordinance No. 10-730 to go before the voters in the form of Proposition 401. On May 17, 2011, the general election results were released showing that the voters approved the Proposition 401 by a vote of 1,862 for the zone change and 819 against the zone change. The property owner's next step was to receive a site plan recommendation from the Planning Commission and approval from the Town Council.

Commission Site Plan Review meeting (SPR)-11-002: On September 20, 2011, the Planning and Zoning Commission elected by a 6-0 vote to forward the application to the Town Council with a recommendation for approval for the conceptual plans which include the clubhouse, open space, exterior walls, landscaping, rain harvesting, screening and buffering, and lighting plans. However, if the drainage study review causes future changes to landscaping and traffic circulation then the site plan shall come back to the Commission for a recommendation and possible approval by the Town Council.

Council Site Plan Review (SPR)-11-002: Request by Jack Tuls, the property owner, represented by Charles Arnold, for site plan approval for a Kampgrounds of America "KOA" (also referred to as the High Plains RV Resort). The site consists of approximately 17 acres and as proposed to have 113 recreational vehicle (RV) spaces and 32 KOA cabins. The zoning designation for the site is "CH" Commercial Heavy zoning. Commercial Heavy zoning allows a campground as a permitted use. The Town's Unified Development Ordinance (UDO) requires Commission and Council site plan review for recreational vehicle parks (Section 1.7.4). This site plan review process is for reviewing the overall site plan, drainage plan, landscaping, building elevations, lighting, and screen plans.

Also, the applicant is requesting and the Commission is recommending that the Council modify the following UDO requirements to the site plan:



**TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT**

Item No. 7

LANDSCAPING: The developer is requesting that the Council allow for a portion of the five-foot landscaping requirement be deleted to allow for a roadway. Council is given authority through Section 1.7.4 to approve a site plan that does not meet the landscape requirements:

Section 1.7.4 Commission and Council Review and Approval: If the Site Plan Committee determines that the site plan does not meet the requirements of the Town's Ordinances, Codes, Policies and the Design Concepts set forth in Subsection 4.29, or has buildings over 5,000 sq. ft. in size (either singularly or in combination), then the developer shall appear before and present their case to the Commission. The Commission shall forward the case (with its recommendation for approval or denial) and any suggested stipulations and/or changes to the submission to Council. Council shall review the plans and the Council may disapprove of, approve of, modify, or add stipulations to the site plan (Amended with Ord. 10-729/Res. 10-933).

RECOMMENDED MOTION:

Move to: (a) grant site plan approval to authorize construction of a Kampgrounds of America "KOA" consisting of 113 Recreational Vehicle (RV) spaces and 32 KOA cabins on the 17 acre parcel identified as APN 306-14-008K); (b) modify the landscape requirements otherwise applicable under the Unified Development Ordinance to allow for a portion of the five-foot landscaping requirement to be deleted to allow for a roadway; and (c) provide that, if the drainage study review causes significant changes to landscaping and traffic circulation, the site plan shall return to the Commission for recommendation and to the Town Council for possible approval.

ATTACHMENTS:

- A – September 20, 2011 Planning Commission packet
- B – September 20, 2011 Planning Commission minutes (approved)

PERTINENT DOCUMENTS AVAILABLE UPON REQUEST:

SIGNATURES OF SUBMITTING AND/OR AFFECTED OFFICERS:

David Nicolella

Author

Pat Clingman

Department Head

Vera J. Smith

Finance

Other: _____

Other: _____

Thomas P. Kack

Legal

Other: _____

Other: _____

Michael K. Scannell

Town Manager/Designee

ATTACHMENT "A"

September 20, 2011 Planning Commission packet

DEVELOPMENT SERVICES DEPARTMENT
1020 WEST PALOMINO ROAD
PO BOX 406
CHINO VALLEY, AZ 86323



TOWN HALL (928) 636-2646
DEVELOPMENT SERVICES (928) 636-4427
FAX (928) 636-2144

PLANNING COMMISSION
SITE PLAN REVIEW (SPR)
STAFF REPORT

TOWN OF CHINO VALLEY, ARIZONA
AUGUST 16, 2011

CONTINUED TO SEPTEMBER 20, 2011

SPR-11-001: REQUEST BY JACK TULS, THE PROPERTY OWNER, REPRESENTED BY CHARLES ARNOLD, FOR SITE PLAN APPROVAL FOR A CAMPGROUND OF AMERICA "KOA" (ALSO REFERED TO AS THE HIGH PLAINS RV RESORT). THE SITE CONSISTS OF APPROXIMATELY 17 ACRES AND AS PROPOSED WILL HAVE 113 RECREATIONAL VEHICLES (RV) SPACES AND 32 KOA CABINS. THE KOA IS LOCATED APPROXIMATELY 370 FEET EAST OF THE STATE ROUTE 89 RIGHT OF WAY AND IS ADJACENT TO THE SOUTH SIDE E. ROAD 3 ½ NORTH ALIGNMENT. THE ZONING DESIGNATION FOR THE SITE IS COMMERCIAL HEAVY ZONING. COMMERCIAL HEAVY ZONING ALLOWS A CAMPGROUND AS A PERMITTED USE. THE TOWNS UNIFIED DEVELOPMENT ORDINANCES (UDO) REQUIRES COMMISSION AND COUNCIL SITE PLAN REVIEW FOR RECREATIONAL VEHICLE PARKS (SECTION 1.7.4).

A. LOCATION: Please see Exhibit "A" Location Maps

B. FACTS:

1. Engineer:.....Lyon Engineering
2. Architect/ Designer:.....Ken Mohn Architect/ C. Leyva Design Inc.
3. Water Source:.....The Town of Chino Valley's water system.
4. Waste Water:.....The Town of Chino Valley's waste water system.

C. BACKGROUND: The KOA was approved with Ordinance No. 10-730 (Exhibit B) on July 22, 2010. Then, a group of citizens opposing the project filed a referendum (Ref. 10-01) with the Town of Chino Valley which required Ordinance No. 10-730 to go before the voters in the form of Proposition 401. On May 17, 2011, the general election results were released showing that the voters approved the Proposition 401 by a vote of 1,862 for the zone change and 819 against the zone change. The property owner's next step is to receive a site plan recommendation from the Planning Commission and approval from the Town Council.



DEVELOPMENT SERVICES DEPARTMENT
1020 WEST PALOMINO ROAD
PO BOX 406
CHINO VALLEY, AZ 86323



TOWN HALL (928) 636-2646
DEVELOPMENT SERVICES (928) 636-4427
FAX (928) 636-2144

- D. **ANAYLYSIS:** The site will contain 32 cabins and 113 RV sites to accommodate bumper pull RV's, 5th wheel campers and Diesel Pushers. Each cabin and RV site will be self contained with water and sewer hookup. The front 11 x 17 sheet submitted by the applicant represents the location of the different types of lighting and also shows what is proposed around the Clubhouse area. The Clubhouse area in "SHEET 1" is inaccurate and does not reflect what is proposed adjacent to the clubhouse.

GRADING AND DRAINAGE: For this project the applicant is proposing to have drainage from the subject parcel run-off onto the adjacent parcels to the east and west (Exhibit C). The concept proposed by the applicant is that, eventually, Exhibit "C", will become a recorded plat that will legally encumber the adjacent parcels with drainage easements. In addition, the proposed recorded plat will include water and sewer easements and right of way dedications. This preliminary easement map has been viewed by the Engineering department and it was stated that a recorded plat is the appropriate way to proceed. However, the actual drainage study, although required, has not been completed. Without the review of a drainage study the engineering division can not confirm that the design will function properly and future changes to circulation and landscaping may occur.

SITE PLAN:

GENERAL: The proposed site plan will accommodate the proposed use in a functional manner that addresses the needs of KOA and meets the development standards that are specified by the UDO.

ACCESS AND CIRCULATION: The site will primarily gain access from State Route (SR) 89 through a new traffic circle that will be installed by the developer at the intersection of E. Road 3 ½ North and SR 89. Arizona Department of Transportation (ADOT), through a Traffic Impact Analysis (TIA), determined that this KOA project will create enough impact on SR 89 that the installation of a traffic circle will be required to develop the project. The developer will hire a contractor to construct the traffic circle with the inspection and ultimate approval by ADOT (Exhibit D).

ENTRANCE: As bumper pull RV's, 5th wheel campers and Diesel Pushers exit the new traffic circle they will exit on E. Road 3 ½ North and turn right into the KOA site, this is the only public entrance to the site. Once on the KOA property, the private internal street system is designed to provide circulation for the largest rigs that are available.



DEVELOPMENT SERVICES DEPARTMENT
1020 WEST PALOMINO ROAD
PO BOX 406
CHINO VALLEY, AZ 86323



TOWN HALL (928) 636-2646
DEVELOPMENT SERVICES (928) 636-4427
FAX (928) 636-2144

EXIT: When leaving the site the exit is designed to force bumper pull RV's, 5th wheel campers and Diesel Pushers to turn left on E. Road 3 ½ North towards the traffic circle, this is the only public entrance to the site. The goal of this design is to restrict larger vehicles from making a right turn and at the same time allowing passenger vehicles to make right turns.

PARKING: The site plan demonstrates that the parking requirements for the Clubhouse have been met as well as providing additional parking spaces to the west of the Clubhouse for visitors. Each of the 113 RV spaces and 32 cabin sites provide enough room for the parking of passenger vehicles.

LANDSCAPE: The landscape plan consists of all drought tolerant trees and shrubs and meets the landscaping requirements of the UDO. The landscape palette consists of a mixture of trees and shrubs that will dramatically enhance the appearance of the site as well as improve the look of the building and provide a visual and noise buffer against adjacent properties (Section 4.26). The applicant is proposing some turf near the clubhouse and dog run area and although turf is not on the drought tolerant list of landscaping a letter has been provided by Earthworks Landscape & Supply LLC confirming that Bermuda grass is a low water user (Exhibit E).

The developer is requesting that the Commission and Council allow for a portion of the five foot landscaping requirement be deleted to allow for a roadway. Council is given authority through Section 1.7.4 to approve a site plan that does not meet the landscape requirements. *Section 1.7.4 Commission and Council Review and Approval: If the Site Plan Committee determines that the site plan does not meet the requirements of the Town's Ordinances, Codes, Policies and the Design Concepts set forth in Subsection 4.29, or has buildings over 5,000 sq. ft. in size (either singularly or in combination), then the developer shall appear before and present their case to the Commission. The Commission shall forward the case (with its recommendation for approval or denial) and any suggested stipulations and/or changes to the submission to Council. Council shall review the plans and the Council may disapprove of, approve of, modify or add stipulations to the site plan (Amended with Ord. 10-729/Res. 10-933).*

OPEN SPACE: The UDO requires no less than 1,200 sq. ft. of area for each RV space and a minimum 15 feet between adjoining recreational vehicles (Section 4.19). Although active open space is not required by the Town's UDO, the developer believes that it is a critical element that could affect the success of the project. Therefore, the clubhouse area includes a pool, a kid's pool, spa, barbeque



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and dog run as part of the active open space areas (See the Cover Sheet of Exhibit F).

SCREENING PLAN: A six foot tall block wall is proposed around the perimeter of the site and will be landscaped on both sides with a variety of trees and shrubs (Exhibit G).

RAIN HARVESTING: The applicant has stated that the rain harvesting components will include devices near the clubhouse and pool. It was stated in previous Commission and Council meetings that the project would include extensive rain harvesting components throughout the KOA. However, the applicant stated that after exploring the rain harvesting concept it was necessary to cut back from the original ideas because of excessive costs.

BUILDING ELEVATIONS:

Clubhouse: The Clubhouse, as proposed, will be 4,676 sq. ft. and include a general store, a lobby, a lounge, kitchen and laundry facilities, men's and women's bathrooms and offices (SHEET 3). The exterior architecture was designed with an old west flavor. Both the clubhouse and shower design concepts came from the old west and Old Tucson Studio's movie sets. The clubhouse exterior siding has a mixture of horizontal siding and board and batten with natural stone veneer and wrap around covered porches to give it the old west feel. The shower facilities exterior siding matches the clubhouse with horizontal siding and board and batten with natural stone veneer (SHEETS 4, 5 and 6).

Shower Facility: As proposed, the KOA provides ample toilets, urinals, sinks and showers and is required to conform to State and Federal Guidelines. In addition, all of the 32 cabins and 113 RV sites will have water and sewer hookup. In total, between the clubhouse and shower facility, there will be 12 toilets, 2 urinals, 18 sinks, and 16 showering areas.

LIGHTING PLAN: The lighting as proposed is well under the maximum lighting lumens allowed by the UDO. Section 4.6 of the UDO allows 100,000 lumens per acre which would allow a maximum of approximately 1,700,000 lumens for the subject 17 acre site. As proposed the lumens for this entire project are anticipated to be 685,000 lumens. In addition, all light fixtures are located, aimed and shielded to minimize stray light trespassing across property boundaries (Exhibit H).



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- E. **RECOMMENDATION:** Staff recommends that the Commission forward the case to the Town Council with a recommendation for APPROVAL for the conceptual plans which include the clubhouse, open space, exterior walls, landscaping, rain harvesting, screening and buffering, and lighting plans. However, if the actual drainage study causes future changes to landscaping and traffic circulation then the site plan shall come back to the Commission for review.

Attachments:

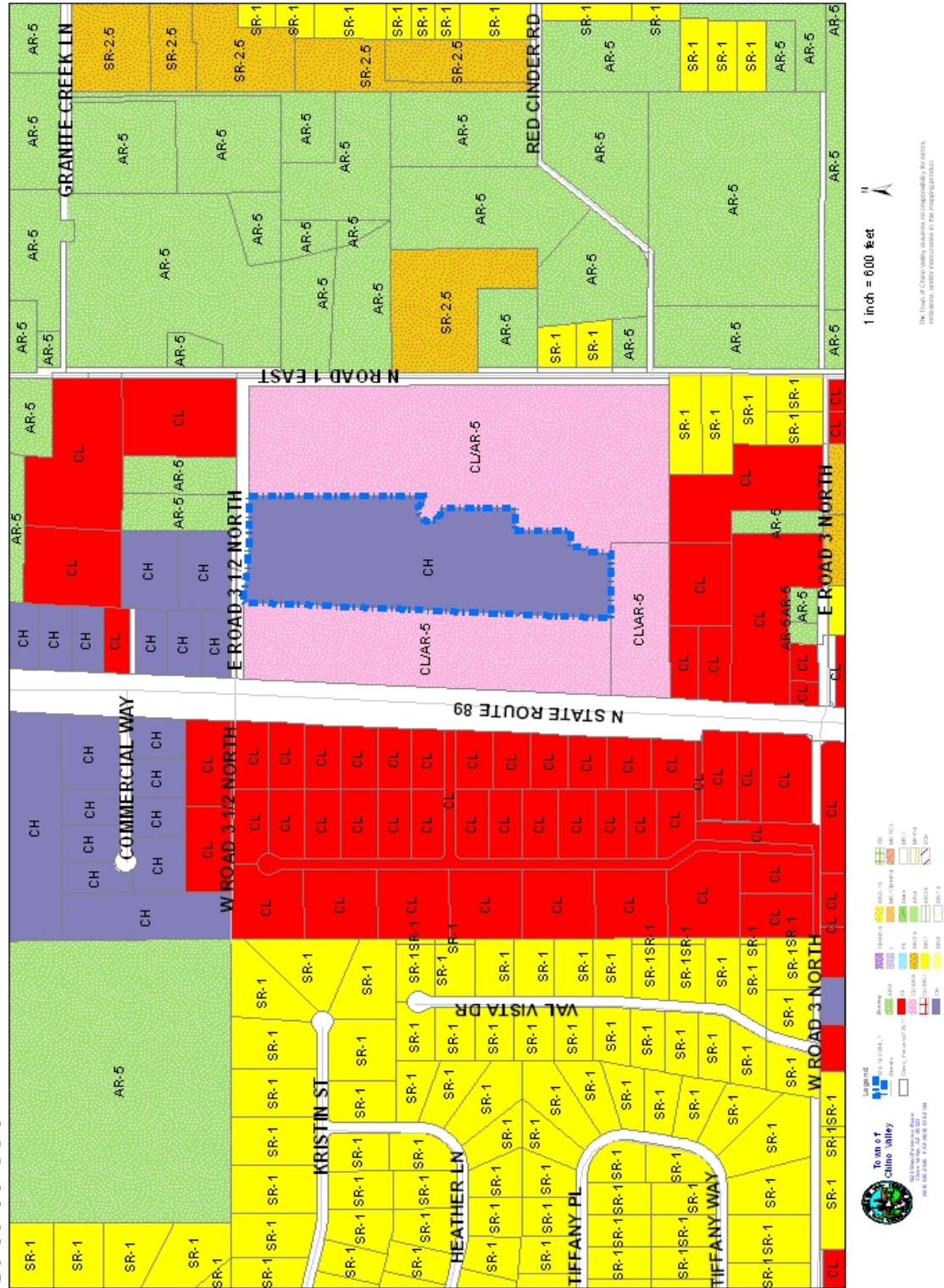
- | | |
|-------------|--|
| Exhibit "A" | Location Maps |
| Exhibit "B" | Ordinance No. 10-730 |
| Exhibit "C" | KOA Preliminary Easement and Roadway Dedication Map |
| Exhibit "D" | Draft Traffic Circle plan |
| Exhibit "E" | Letter from Earthworks Landscaping |
| Exhibit "F" | A packet submitted by the applicant which contains the following 11 x 17 drawings: Cover Sheet - Lighting Plan and an accurate description of the Clubhouse/ Pool area:
Sheet 1 – a partial site plan
Sheet 3 – The clubhouse floor plan
Sheet 6 – The shower building floor plan
Sheet 4 and 5 – Clubhouse elevations
Sheet 7 – The shower facility elevations
Sheet L0.1 – Plant list legend
Sheets L1.2 through L1.4 - Planting Plan |
| Exhibit "G" | KOA wall detail |
| Exhibit "H" | Lighting details |



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Exhibit A

KOA Kampground Commission/Council Review
JT Properties APN 306-14-008K
SPR 11-001



ORDINANCE NO. 10-730

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CHINO VALLEY, COUNTY OF YAVAPAI, ARIZONA, TO PROVIDE FOR THE ZONE CHANGE OF ASSESSOR'S PARCEL NUMBER 306-14-008K FROM COMMERCIAL LIGHT / AGRICULTURAL RESIDENTIAL 5 ACRES MINIMUM (CL/AR-5) TO COMMERCIAL HEAVY (CH) TO DEVELOP A "KAMPGROUNDS OF AMERICA, INC." KOA OVERNIGHT RV PARKING AREA

WHEREAS, JT Properties "Jack Tuls Jr., " represented by applicant Charles Arnold, has filed an application with the Town of Chino Valley requesting a zone change from to CL/AR-5 to CH; and

WHEREAS, the requested rezone was noticed in conformance with the applicable State Statutes and Local Ordinance; and

WHEREAS, a "neighborhood meeting" was held in conformance with the requirement set forth in the Unified Development Ordinance; and

WHEREAS, the Planning and Zoning Commission ("Commission") conducted a Public Hearing on May 6 2010, during which testimony was presented by Town staff, the applicant and others; and

WHEREAS, subsequent to the Public Hearing and discussion the Commission elected by a 7-0 vote to forward the application to the Town Council with a recommendation for approval with certain Findings and Stipulations; and

WHEREAS, at their regular meeting of July 22, 2010 the Town Council confirmed the recommendation of the Commission by electing to adopt this Ordinance and thereby approve the requested rezone with the Findings and Stipulations cited in Section 1 of this Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CHINO VALLEY, COUNTY OF YAVAPAI, ARIZONA:

Section 1: That the Zoning Map of the Town of Chino Valley, Arizona, is hereby amended to rezone Assessor's Parcel Number 306-14-008K from CL/AR-5 to CH to develop a "Kampgrounds of America, Inc." KOA Overnight RV Parking area or a substantially similar commercial campground use, with or without cabins.

FINDINGS:

1. That the requested zone change from CL/AR-5 Commercial Light/Agricultural Residential 5-Acre Minimum to CH Commercial Heavy is consistent with and conforms to the "Town of Chino Valley 2003 General Plan" land use designations.
2. That approval of the recommended rezone will not be adverse to the health, safety, convenience, and general welfare of the residents of the Town of Chino Valley, Arizona.

ZONING STIPULATIONS:

1. This rezoning to CH-Commercial Heavy is subject to defeasance such that the zoning of the property will revert to its former CL/AR-5 zoning in the event that: a) more than 10 percent of the property is used for something other than a KOA Campground or other similar "campground", with or without cabins, including more specifically that there shall be no long term residential use on site other than an onsite manager, with long term residential use being defined for this Ordinance as residency on site by any person or persons exceeding 60 days within any given 120 day time period, or b) the property is not developed as a campground of the nature described above within 5 years from the date this ordinance is adopted.
2. That the rezoning on the property, or any portions of not less than 5 contiguous acres, will revert to CL/AR-5 zoning upon written notice to the Town by the owner of the property, of the owners intent not to utilize or to continue to utilize the property, or applicable portion of the property, as a KOA Campground or substantially similar campground use.
3. That the KOA Overnight RV Parking area shall receive site plan review and approval by the Planning and Zoning Commission for the clubhouse, open space, exterior walls, landscaping, rain harvesting, screening and buffering.

ENGINEERING STIPULATIONS:

1. That an additional right of way sufficient enough to establish a 50-foot half street along the property's East 3½ North frontage extending west to State Route 89 shall be dedicated to the Town of Chino Valley for road widening, construction and other municipal infrastructure prior to the effective date of this Ordinance. By way of clarification, the dedication will include sufficient property to allow a safe roadway transition due to the misalignment of the existing roadway and/or roadway right of way.
2. The Developer shall enter into a sewer agreement with the Town which is acceptable in the sole discretion of the Town Council.
3. Installation of an east and west bound lane along the property's East 3½ North frontage extending from State Route 89 to Road 1 East and motor homes and vehicles with camp trailers shall not be allowed to exit the campground entrance to travel east on Road 3 ½ North.
4. Installation of curb and gutter with a 5-foot sidewalk along the property's East Road 3½ North frontage extending west to State Route 89.
5. That an engineered stamped grading and drainage report shall be approved by the Engineering Division for the KOA Overnight RV Parking area before issuance of building permits.
6. All lots will be served by the Town of Chino Valley's water and sewer services and approved by the Town Engineer and the Arizona Department of Environmental Quality before issuance of building permits.
7. That Arizona Department of Transportation approve the Traffic Impact Analysis which will authorize some sort of traffic signalization device at the intersection of State Route 89 and Road 3½ North before issuance of building permits.

Section 2: That this Ordinance repeals any prior enactment by the Town of Chino Valley that is inconsistent herewith.

Section 3: If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the Unified Development Ordinance adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Chino Valley, Arizona this 22nd day of July, 2010.

Jim Bunker, Mayor

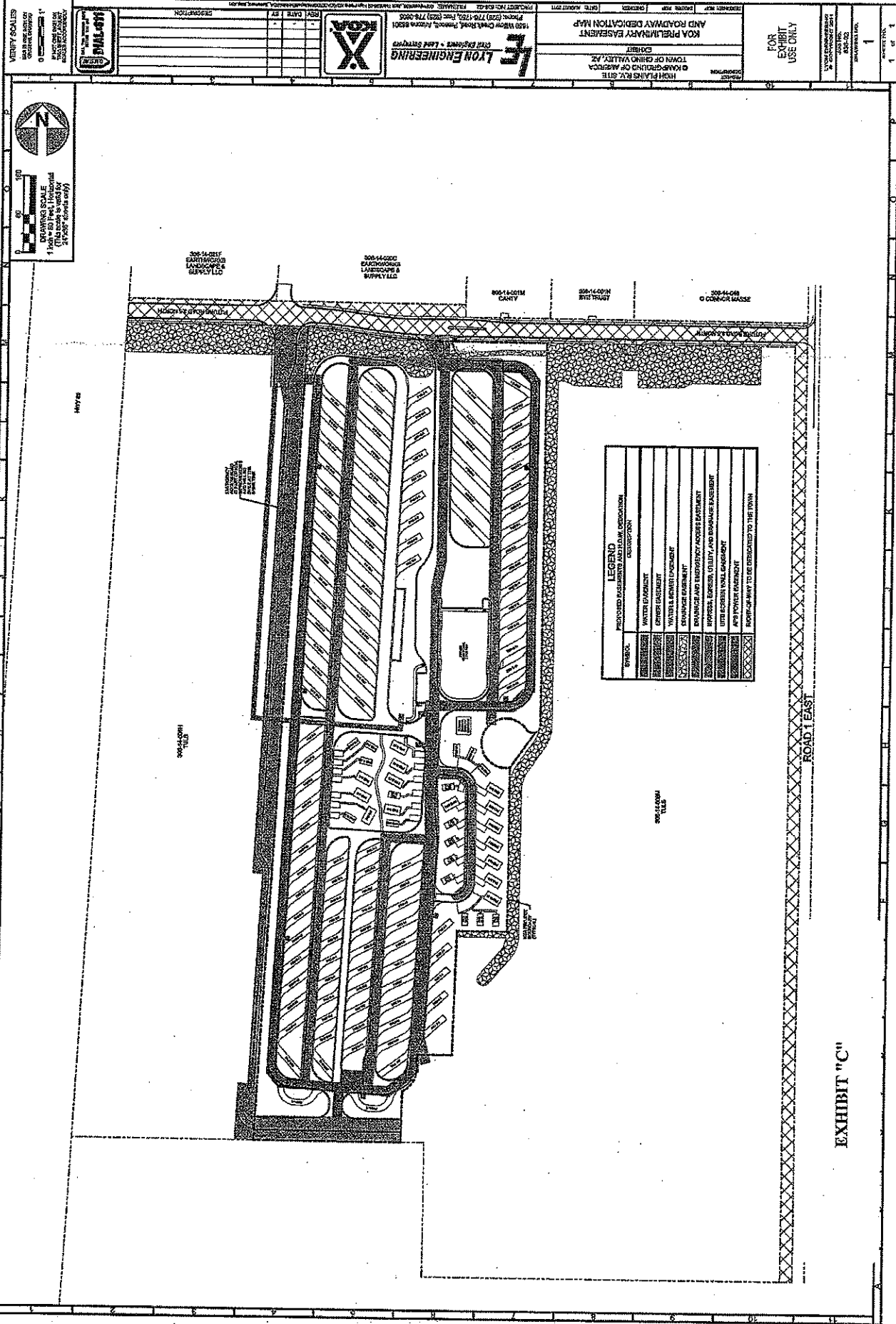
Jim Bunker

ATTEST:

APPROVED AS TO FORM:

Jam C. Lewis
Jami C. Lewis, Town Clerk

Musgrove Drutz & Kack, P.C.
Musgrove Drutz & Kack, P.C.
Town Attorney



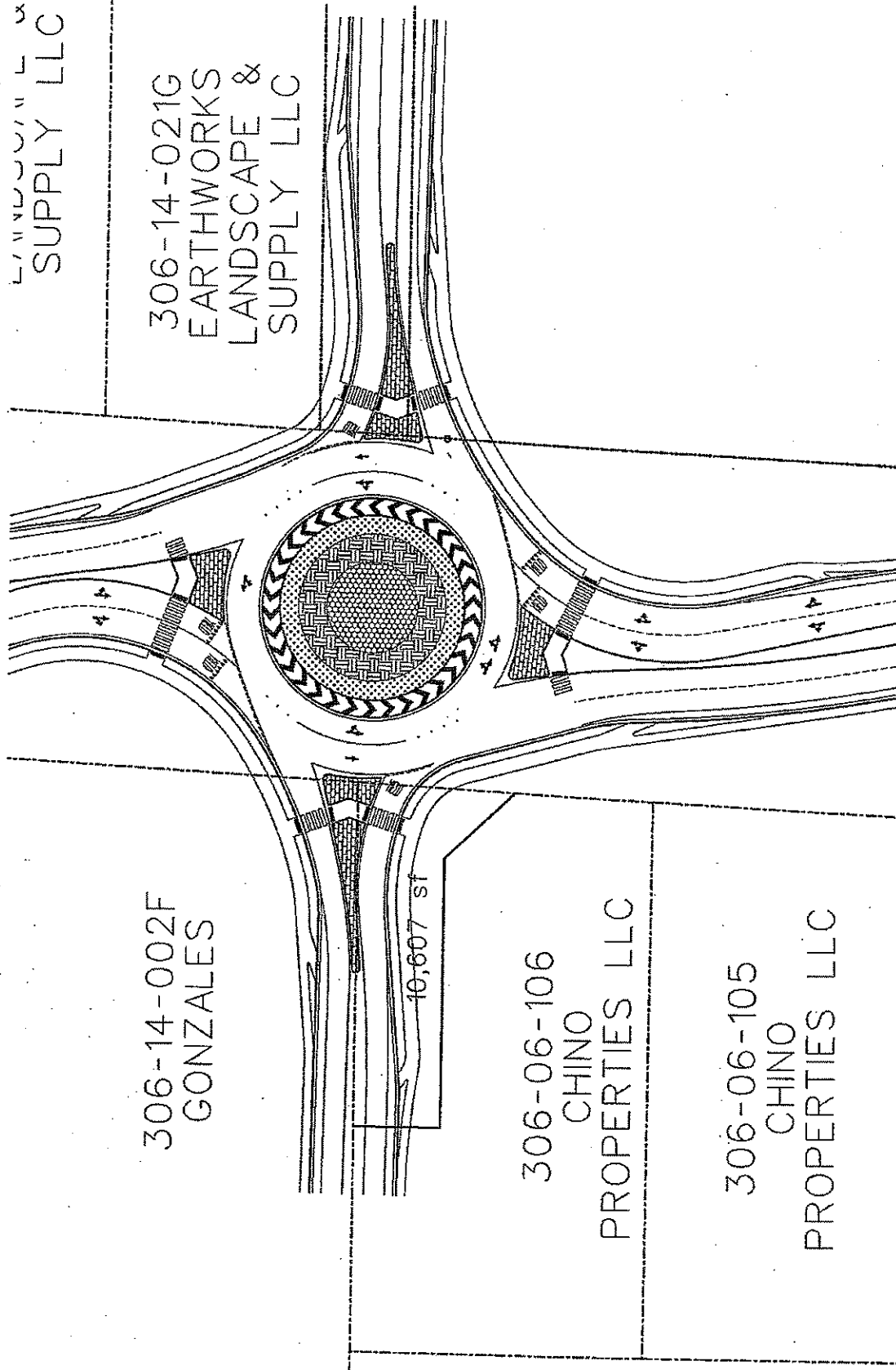


EXHIBIT "D"

AUG-4-2011 08:49 FROM:

TO:19284411430

P.1/1

Jul 27 11 04:54p

Earthworks

9287171021

p.1

EARTHWORKS LANDSCAPE & SUPPLY LLC

2531 N. Highway 88, Chino Valley, AZ 86323

Phone (928) 638-3872 Fax (928) 638-3083

Email: earthwork@earthlink.com

Chino Valley KOA:

To Whom it may Concern,

We are working with the Chino Valley KOA Project to provide landscape material. We recommend that for the turf area Bermuda Grass be used. While no grass is truly drought tolerant, Bermuda is generally accepted to be one of the lowest water users. In conjunction with the bermuda we will be using the new MP Rotator Technology for watering. This new technology will significantly reduce water for this small turf area. For more information you can visit <http://www.hunterindustries.com/products/mprotator/>

Please Don't hesitate to contact Earthworks for more Information

Sincerely

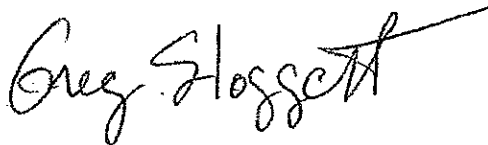
**EXHIBIT "E"**

EXHIBIT "F"

- #1 42" High Ballast Light 60 watt 18'
- #2 18" High Path Light 30 watt 2'
- #3 10' High Square Head Down Light 120'
- #4 12' High Square Head Down Light 180'
- #5 48" Long x 18" High Sign Light 24' Mount

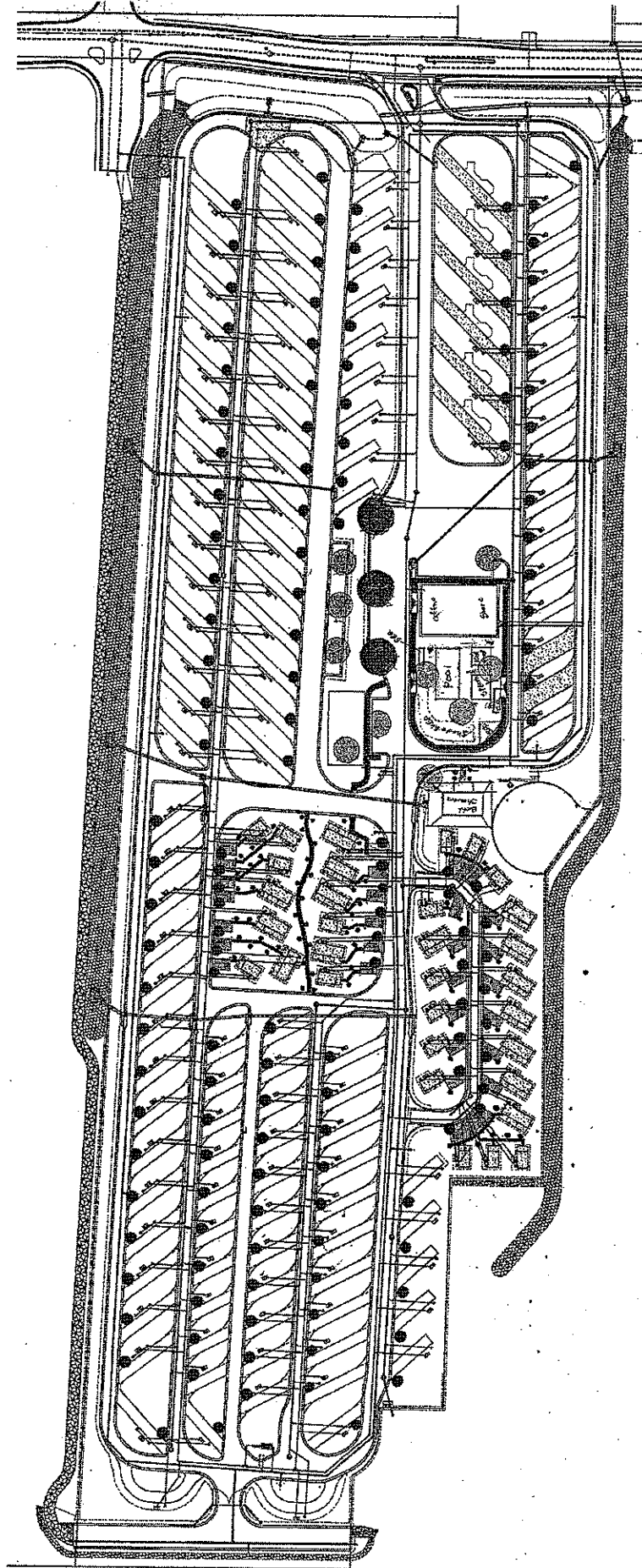


EXHIBIT "F"

3

BUILDING DATA
 PROJECT NO. 1000000000
 SHEET NO. 001

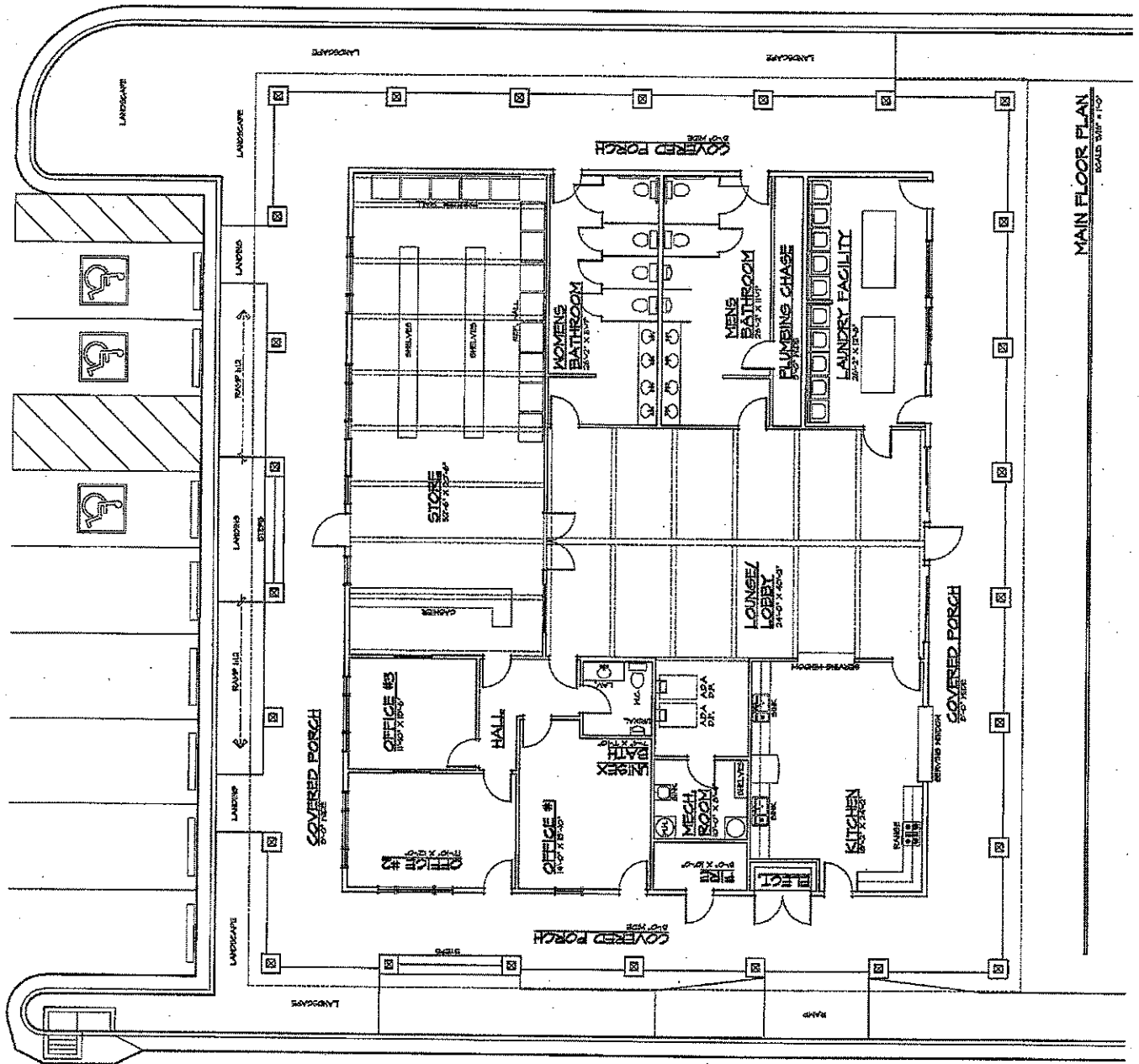
MAIN FLOOR PLAN

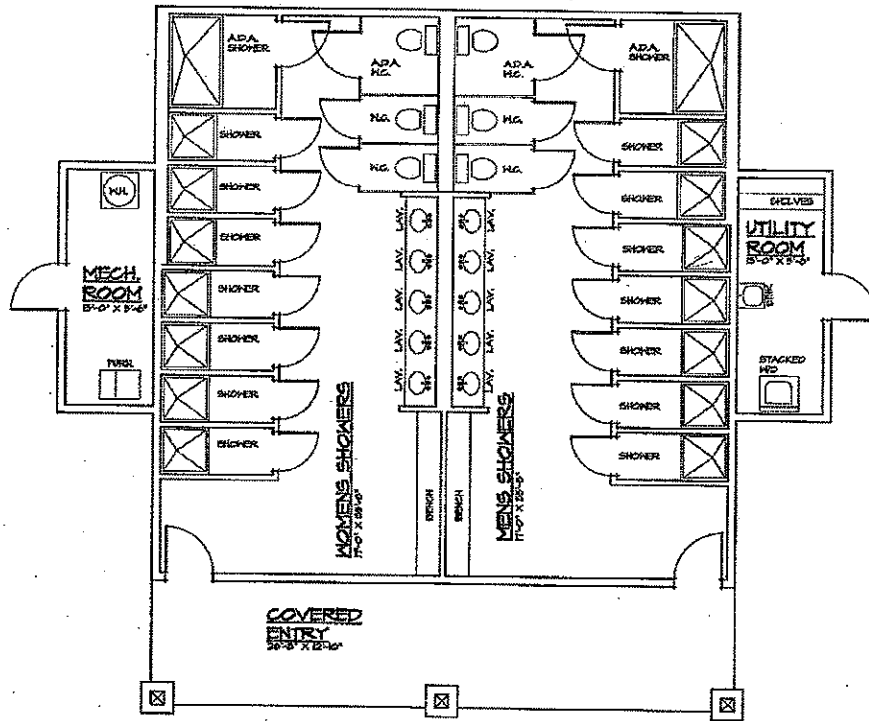
1000000000
 THIS DRAWING IS THE PROPERTY OF C. LEVYA DESIGN INC. AND SHALL NOT BE REPRODUCED IN ANY FORM WITHOUT THE WRITTEN CONSENT OF C. LEVYA DESIGN INC.

HIGH PLAINS R.V. RESORT
 PRESCOTT NORTH KOA
 HIGHWAY 89 & 3 1/2 NORTH
 CHINO VALLEY, ARIZONA

KEN MOHN ARCHITECT
 355 WEST ROBINSON DRIVE
 CHINO VALLEY, AZ 86303
 OFFICE (928) 710-3550

C. LEVYA DESIGN INC.
 Custom Home Design & Consulting Services
 2075 N. GARDEN ROAD
 PHOENIX, AZ 85024
 OFFICE (602) 771-4471
 FAX (602) 442-4442





FLOOR PLAN
SCALE: 1/4" = 1'-0"

KEN MOHN ARCHITECT
KEN MOHN
ARCHITECT

815 WEST ROADRUNNER DRIVE
CHINO VALLEY, AZ 86303
OFFICE (928) 710-8800

C. LEYVA DESIGN INC.
Cristina Leyva
Designer

Custom Home Design
& Drafting Services
Office (928) 711-4491
2278 N. Oracle Road
Flagstaff, AZ 86004
Fax (928) 445-4462

PRESCOTT NORTH KOA
HIGH PLAINS R.V. RESORT
HIGHWAY 89 & 51/2 NORTH
CHINO VALLEY, ARIZONA

SHOWERS FLOOR PLAN

DESIGNED BY KEN MOHN ARCHITECT
DRAWN BY C. LEYVA DESIGN INC.
DATE: 10/10/2014

6

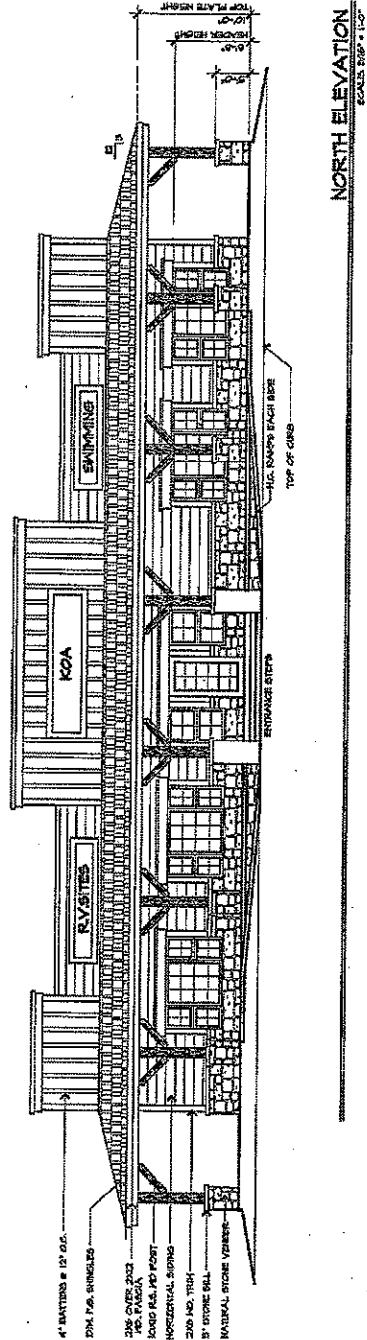
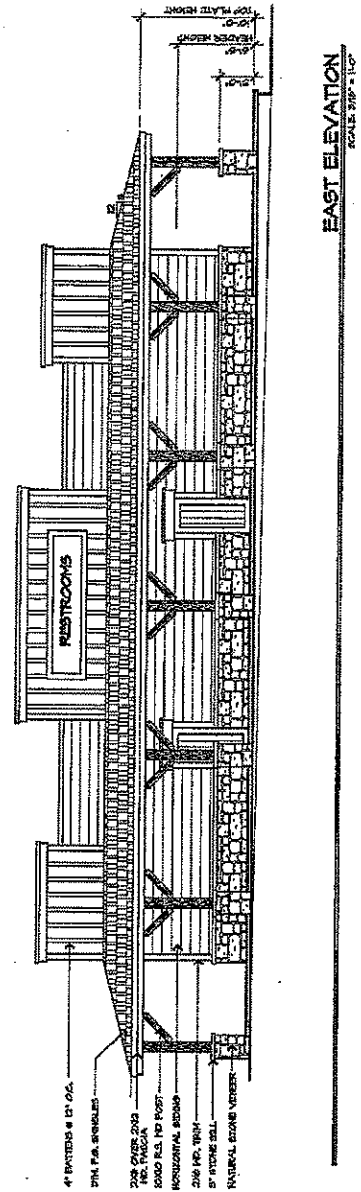
5
SHEET

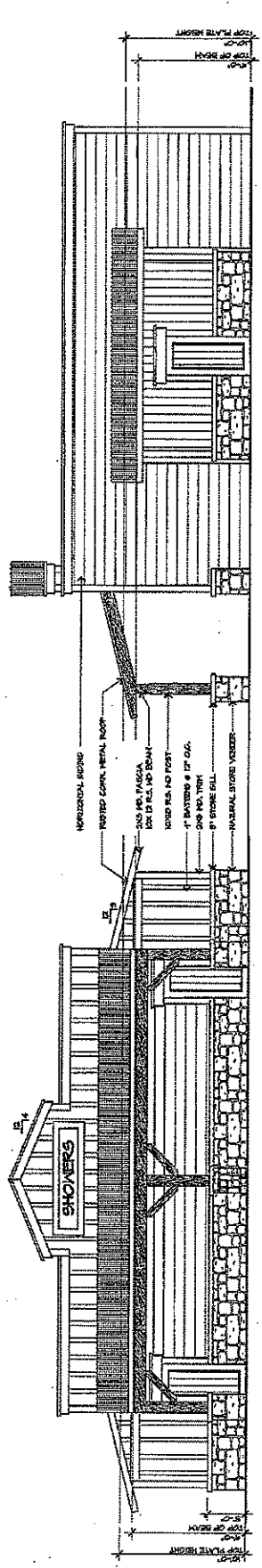
EXTERIOR ELEVATIONS
NOT TO SCALE
ALL DIMENSIONS ARE THE NET RESULT OF A LAYOUT DESIGN
AND MAY NOT BE DIMENSIONED TO ANY ONE DIMENSION
UNLESS SPECIFICALLY NOTED OTHERWISE

PRESOTT NORTH KOA
HIGH PLAINS R.V. RESORT
HIGHWAY 24 & S 1/2 NORTH
CHINO VALLEY, ARIZONA

C. LEVYA DESIGN INC.
Designer
Custom Home Design
& Drafting Service
Office (928) 442-4400
Fax (928) 442-4400
2075 N. GARDEN ROAD
PEORIA, AZ 86004

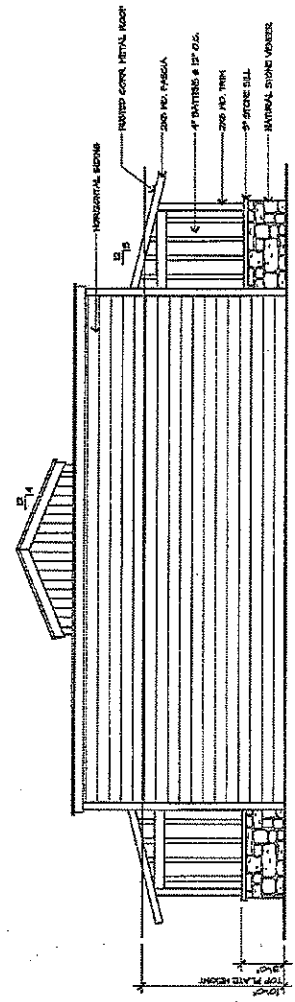
KEN MOHN ARCHITECT
ARCHITECT
3115 WEST POLYMER DRIVE
CHINO VALLEY, AZ 86005
OFFICE (928) 710-3500
FAX (928) 710-3500





LEFT SIDE ELEVATION

RIGHT SIDE ELEVATION MIRRORED



REAR ELEVATION
SCALE: 3/4" = 1'-0"

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. 741. 742. 743. 744. 745. 746. 747. 748. 749. 750. 751. 752. 753. 754. 755. 756. 757. 758. 759. 760. 761. 762. 763. 764. 765. 766. 767. 768. 769. 770. 771. 772. 773. 774. 775. 776. 777. 778. 779. 780. 781. 782. 783. 784. 785. 786. 787. 788. 789. 790. 791. 792. 793. 794. 795. 796. 797. 798. 799. 800. 801. 802. 803. 804. 805. 806. 807. 808. 809. 810. 811. 812. 813. 814. 815. 816. 817. 818. 819. 820. 821. 822. 823. 824. 825. 826. 827. 828. 829. 830. 831. 832. 833. 834. 835. 836. 837. 838. 839. 840. 84

| PIPE SIZING CHART for
PVC MAINLINE OR PVC
LATERALS | |
|--|-----------|
| CSM | PIPE SIZE |
| C-5 | 1/2" |
| 0-11 | 3/4" |
| 11-15 | 1-1/2" |
| 16-23 | 2" |
| 24-35 | |
| 36-50 | |

[illegible]



KOA Campground

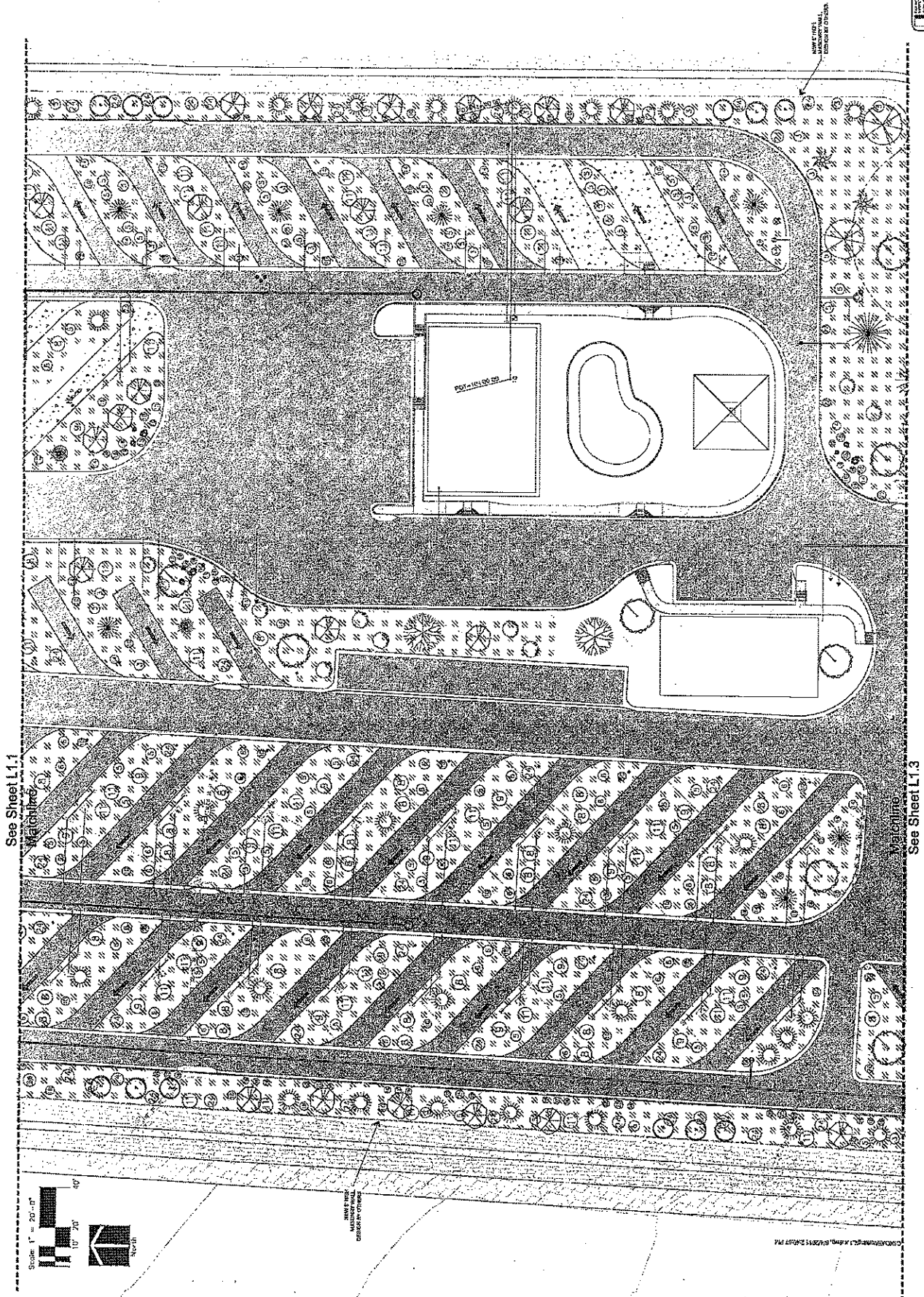
Chino Valley, Arizona

2025 Construction Set
Revision 02/2025
Project No. 2025-001
Date: 02/20/2025

Planting Plan

L1.2

1 of 4

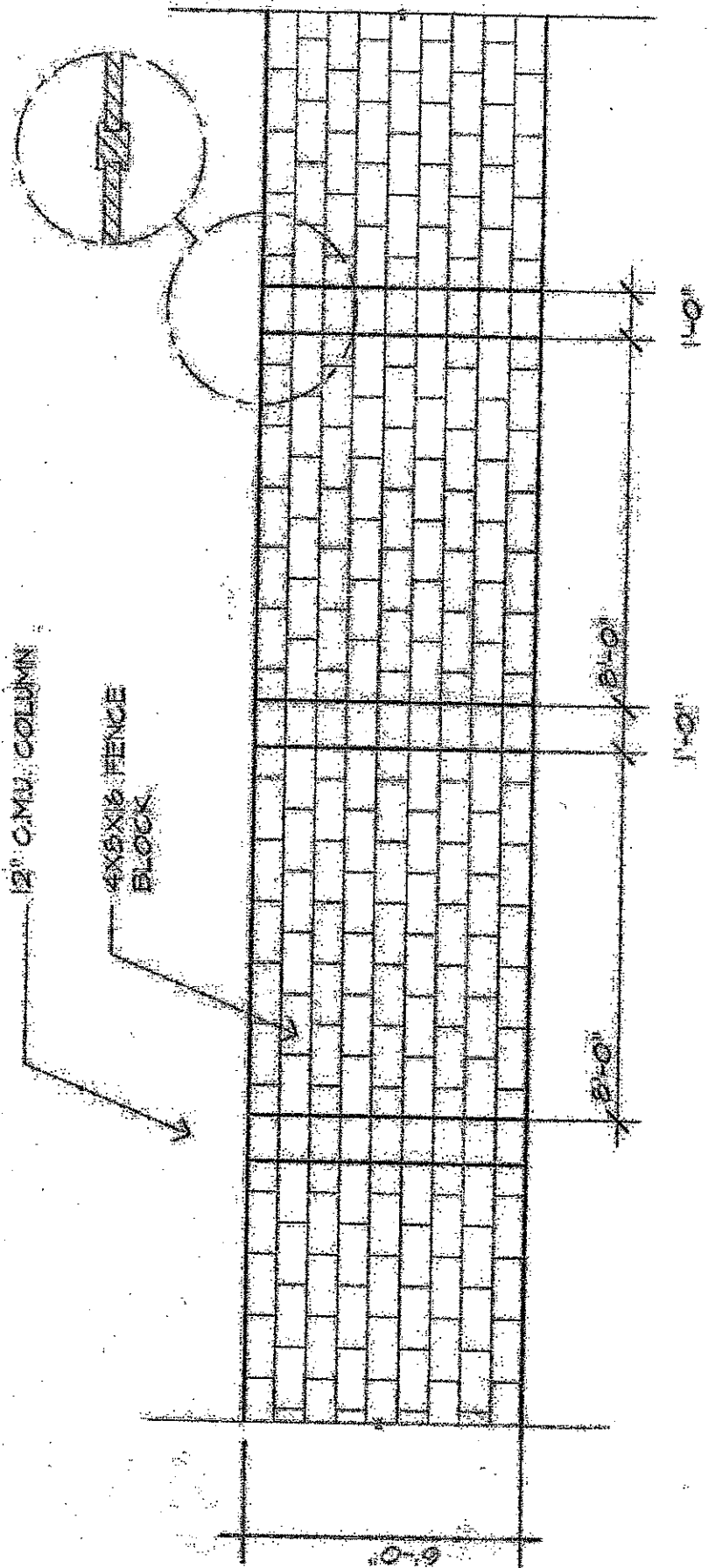


See Sheet L1.1

See Sheet L1.3



CONSTRUCTION SET - 2025-001-001.PLT



6' HIGH FENCE BLOCK WALL

SCALE: 1/4" = 1'-0"

EXHIBIT "G"

KOA Lighting Lumen Count

Project size 17.4 acres

Allowable lumens per acre, 100,000

Allowable for project, 1,740,000

Anticipated lumens to be used, 686,720

Anticipated lumens pre acre 39,466.66

Available lumens left 1,053,280

Anticipated lighting and lumens proposed to site

1-24 watt florescent tube light (front sign) @ 1740 Lumens

Total Lumens=1,740

142 42 inch high bollard lights (used as space markers)
with interior shielding @ 1740 Lumens

Total Lumens= 247,080 CFL Bulbs 24 watt

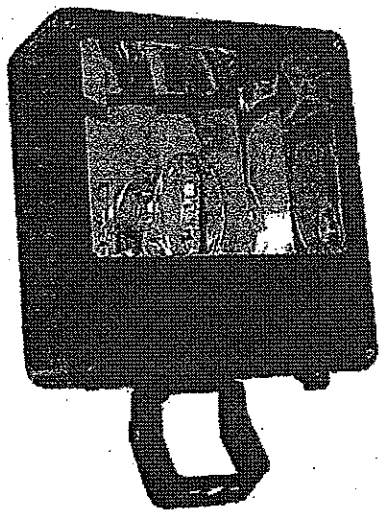
70 12 inch pagoda path lighting @ 870 Lumens

Total Lumens= 60,900 CFL Bulbs 13 watt

13 HPS (high pressure sodium) Parking area lighting @
29,000 Lumens

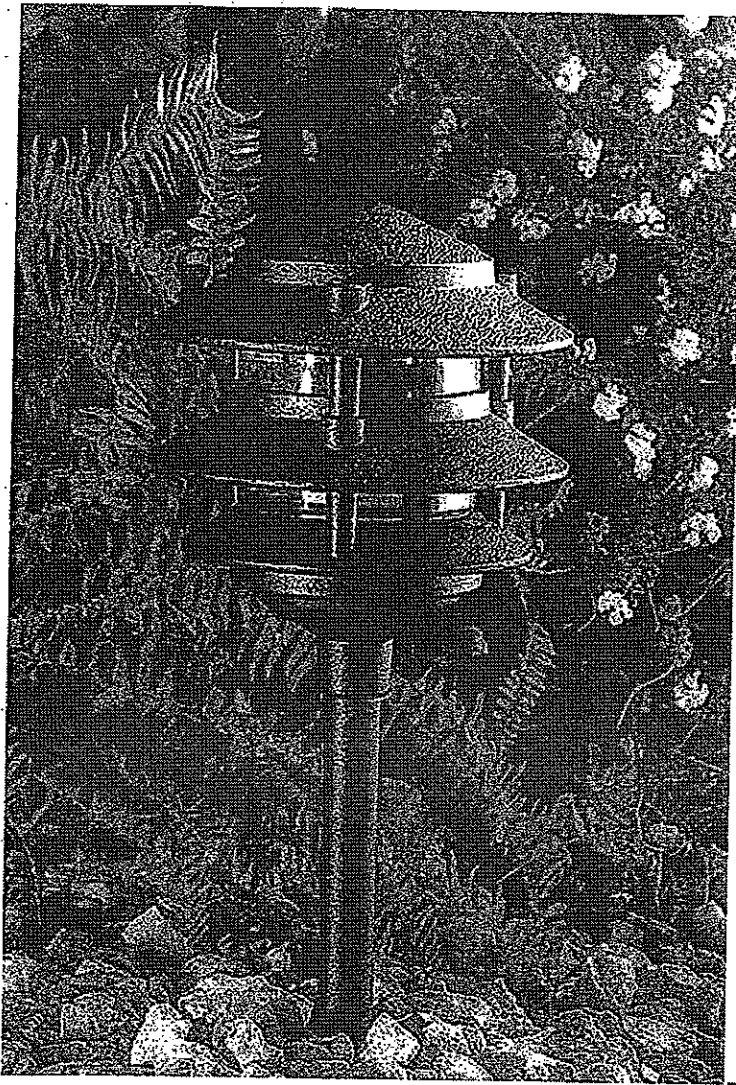
Total Lumens=377,000

Exhibit "H"

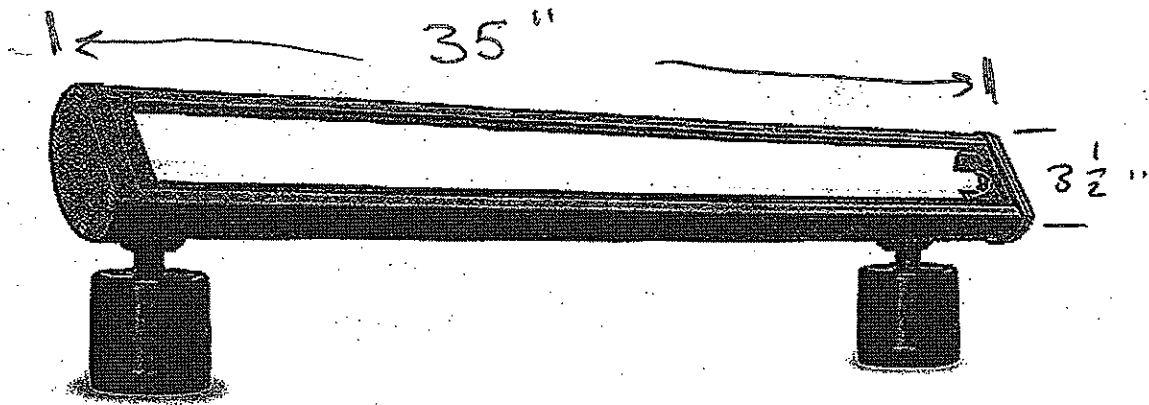


DF 7525-MT
250 NPS

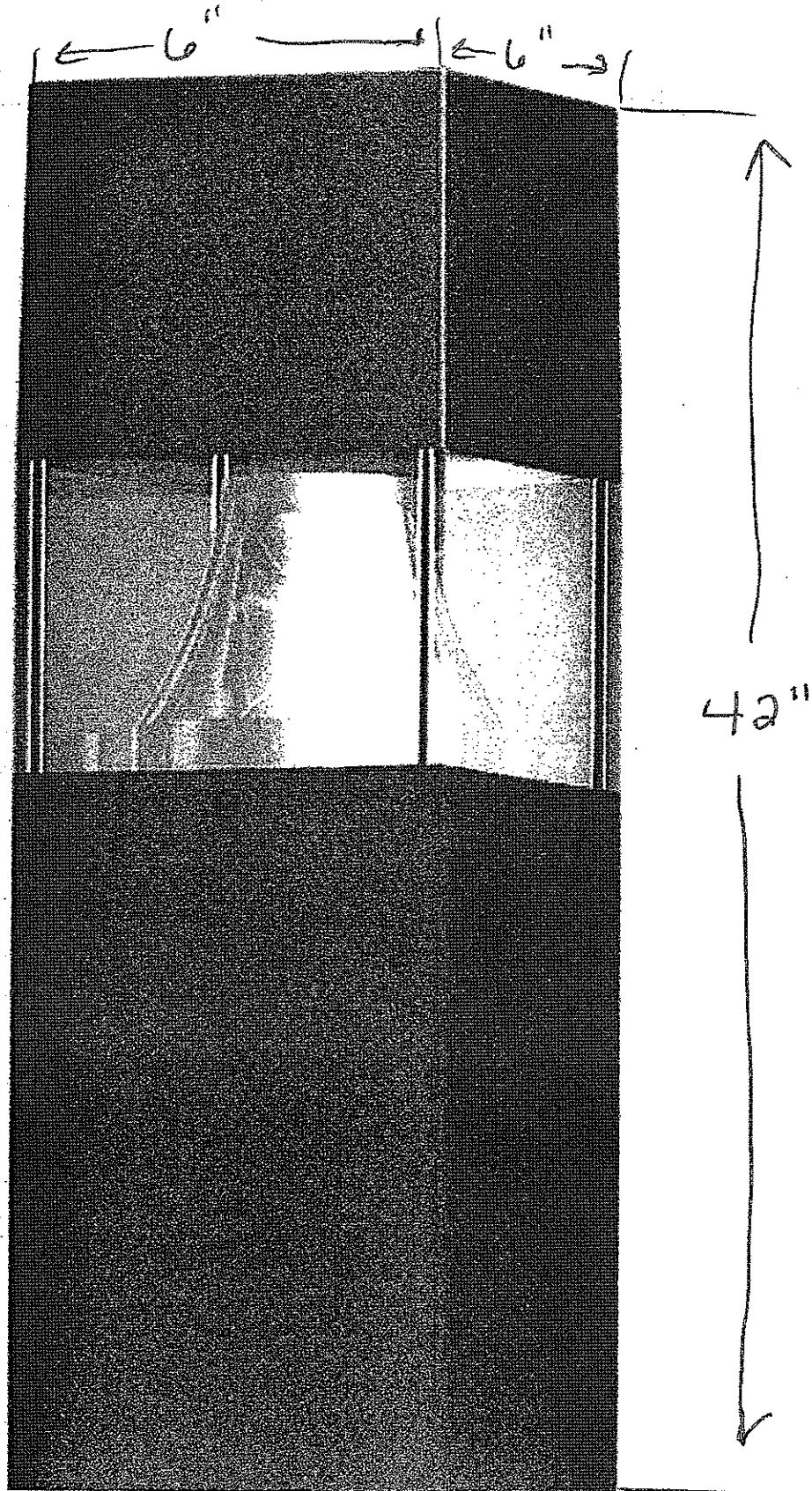




D5000 25W



DF9401 21 w Fluorescent tube



ATTACHMENT "B"

September 20, 2011 Planning Commission minutes (approved)

TOWN OF CHINO VALLEY
 PLANNING AND ZONING COMMISSION
 Regular Meeting Minutes
 Chino Valley South Campus
 202 N. State Route 89
 September 20, 2011
 6:00 p.m.

1. CALL TO ORDER

2. ROLL CALL

Meeting was called to order at 6:00 p.m.

Members Present: Phil Rice, Chairperson
 Jack Owen, Commissioner
 Florence Sloan, Commissioner
 Charles Merritt, Commissioner
 Gwen Rowitsch, Commissioner
 Garland Miner, Vice Chairperson

Staff Present: Pat Clingman, Development Services Director
 Mary Brasher, Administrative Clerk

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

4A. For consideration, discussion, and possible action regarding the regular meeting minutes of September 6, 2011.

Commissioner Sloan MOVED, seconded by Commissioner Rowitsch to approve the regular meeting minutes of September 6, 2011.

MOTION CARRIED 6-0

5. STAFF REPORT: None

6. PUBLIC HEARING: Chairman Rice opened the public hearing.

A. SPR-11-001: For consideration, discussion and possible recommendation to the Town Council regarding a request by Jack Tuls, the property owner, represented by Charles Arnold, for site plan approval for a Kampground of America "KOA" (also referred to as the High Plains RV Resort). The site consists of approximately 17 acres and as proposed will have 113 recreational vehicles (RV) spaces and 32 KOA cabins. The KOA is located approximately 370 feet east of the State Route 89 right of way and is

adjacent to the south side E. Road 3 ½ North alignment. The zoning designation for the site is commercial heavy zoning. Commercial heavy zoning allows a campground as a permitted use. The Towns Unified Development Ordinates' (UDO) requires Commission and Council site plan review.

Pat Clingman, Development Services Director gave an overview of the history of this project and the process that the applicant has done to get to this point. She informed the Commission that the original plan to erect cabins on this site has been revised due to the time delays that have been placed on the project, the applicant will be using park models instead. The site plan includes a screening, landscaping, lighting; buffering, screening and a rain harvesting plan as well as the provisions for a dedication on Road 3 ½ north and Road 1 East. There is a plan to install a roundabout at 3 ½ North which they have worked extensively with ADOT. The applicant has submitted a drainage plan to the Town Engineer last week; however the Engineer has not reviewed and given a final approval yet. If the drainage plan were to affect the site plan then the applicant understands that this would have to come back to Commission again, but the Town Engineer has worked with the applicants engineer and does not expect any problems. Ms. Clingman informed the Commission that this item is not an advertised public hearing therefor the Commission is not obligated to take public comments.

Commissioner Rowitsch asked if the project would be done in phases.

Charles Arnold, representing the project stated it would not, that everything would be done simultaneously. The clubhouse would be erected while other activities continue around it.

Commissioner Owen wondered if the Commission should go forward with this since the drainage study is not complete.

Ms. Clingman stated that she was instructed by Council to bring this to the Commission right away. She reminded the Commission that if the drainage study makes it necessary for the site plan to change it would come back to them and that the applicant understands this.

Mr. Arnold stated that Lyon Engineering has been working closely with the Town Engineer to design the conceptual drainage plan in conjunction with the drainage study for the Town. There was only one area of concern and they are confident they have that issue worked out and didn't feel there would be any other conflicts.

Commissioner Rowitsch commented that during the rezone process there were concerns of traffic on Road 1 East and she understood that it would be a left turn only out and wanted to know how they would control that.

Mr. Arnold stated there was a traffic study done and it has been determined that there would be a median constructed on 3 ½ North which would include landscaping and other barriers that would prevent vehicles from turning right. The issue is actually a public safety issue as it related to police and EMS because they still need to be able to turn right. The way it will be designed will have a curved exit out and the larger rigs will not be able to get through there

Planning & Zoning Commission
Regular Meeting Minutes 6-20-11
Page 3

but passenger cars will. There have not been any definite decisions made yet on the type of signage that will be placed there, but that decision will come later from the Town Engineer.

Commissioner Merritt asked if the park model units they plan to use were the same ones they had on display.

Mr. Arnold indicated that was correct, the spaces are being specifically designed to house these specific models.

Commissioner Rowitsch MOVED, seconded by Vice Chair Miner to recommend to the Town Council approval of the site plan for the KOA campground.
MOTION CARRIED: 6-0

7. **PUBLIC COMMENTS:** None

8. **ADJOURN:** 6:35 p.m.

Phil Rice Chairperson Date:



**TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT**

Item No. 8

SITUATION AND ANALYSIS:

Upon receiving several communications from the public with regard to excessive noise in various Town locales, the Mayor has requested a discussion regarding the Town’s noise regulations.

RECOMMENDED MOTION:

To be determined per Council discussion.

ATTACHMENTS:

- A – Town Code Chapter 131 “Noise Regulations”
- B – A.R.S. 13-2904 “Disorderly Conduct; Classification”

PERTINENT DOCUMENTS AVAILABLE UPON REQUEST:

SIGNATURES OF SUBMITTING AND/OR AFFECTED OFFICERS:

| | | |
|-----------------|---|---|
| _____
Author | <u>Jami C. Lewis</u>
Department Head | <u>Vera J. Smith</u>
Finance |
| _____
Other: | <u>Chris Marley</u>
Other: Mayor | _____
Legal |
| _____
Other: | _____
Other: | <u>Michael K. Scannell</u>
Town Manager/Designee |

ATTACHMENT “A”

Town Code Chapter 131 “Noise Regulations”

TOWN CODE

TITLE XIII: GENERAL OFFENSES

CHAPTER 131: NOISE REGULATIONS

Section

- [131.01 Noise generally](#)
- [131.02 Prohibition of loud or unusual noise](#)
- [131.99 Penalty](#)

GENERAL PROVISIONS

§ 131.01 NOISE GENERALLY.

(A) *Definitions.* For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

SOUND AMPLIFICATION SYSTEM. Any device, instrument or system, whether electrical or mechanical or otherwise, for amplifying sound or for producing or reproducing sound, including but not limited to any radio, stereo, musical instrument, phonograph, sound or musical recorder or player, sound truck, loud speaker or any instrument of any such kind or character.

JAKE BRAKING. The operation of a truck or other motor vehicle in such a manner as to cause the engine to emit additional noise from its exhaust or muffler system through deceleration or down shifting gears.

(B) *Offense.* It is unlawful to play, operate or use any sound amplification system which:

- (1) Can be heard from a distance of 50 feet or more; or
- (2) Annoys or disturbs the quiet, comfort or repose of any person in the vicinity.

(C) *Exceptions.* Division (B) above shall not apply to:

- (1) An authorized emergency vehicle;
- (2) A vehicle operated by a gas, electric communications or water utility company or governmental entity;
- (3) A vehicle used for advertising in a parade or in a political or other special event permitted by the town; or
- (4) An owner of such having first applied to and received permission from the Chief of Police to operate any such sound amplification system.

(D) *Motor vehicles.* It is unlawful for any person:

(1) To operate a motor vehicle which shall not at all times be equipped with a muffler upon the exhaust thereof in good working order and in constant operation to prevent excessive or unusual noise, and it is unlawful for any person operating any motor vehicle to use a cut out, bypass or similar muffler elimination appliance; and/or

(2) To operate a truck or other motor vehicle in such a manner as to cause the engine to emit additional noise from its exhaust or muffler system through deceleration or through a practice commonly known as "Jake braking", unless an emergency exists.

(E) *Separate offenses.* Each violation of any provisions under divisions (B) or (D) above shall constitute a separate offense.

(2001 Code, § 10-2-1) Penalty, see § 131.99

§ 131.02 PROHIBITION OF LOUD OR UNUSUAL NOISE.

(A) *Offense.* It is unlawful between the hours of 12:00 a.m. and 5:00 a.m., for any person, establishment, corporation or institution to allow or cause excessive, loud or unusual noise regardless of the instrument, device or other source from which the noise emits so long as such noise emits from property, whether real or personal, owned or within the control, of 1 or more persons, establishments, corporations or institutions. It shall be prima facie evidence that the loud noise is loud, excessive or unusual if it can be heard by a person, who has normal hearing ability, for a distance of 200 feet, or more from its source.

(B) *Exceptions.* This section shall not apply to:

(1) Persons, establishments, corporations or institutions who operate vehicles, devices, machinery or other apparatus while engaged in interstate or intrastate commerce which by the nature of the activities emits a noise the volume or nature of which cannot be controlled are exempt from the operation of this division.

(2) Emergency vehicles are exempt from the operation of this section so long as said vehicles are actually engaged in emergency activity. Emergency vehicles include, but are not limited to, fire apparatus, vehicles operated by volunteer firefighters, vehicles operated by law enforcement agencies and vehicles operated as ambulances.

(2001 Code, § 10-2-2) Penalty, see § 131.99

§ 131.99 PENALTY.

(A) Any person violating any provision of this chapter for which no specific penalty is prescribed shall be subject to § 10.99

(B)

(1) Any person who violates § 131.01(B) or (D)(2) is guilty of a Class 1 misdemeanor violation.

(2) Any person who violates § 131.01(B) above by means of radio, stereo, boom box, phonograph, sound or musical recorder or player shall be subject to the following minimum fines:

(a) Minimum \$100 fine for first offense;

(b) Minimum \$250 fine for second offense; and

(c) Minimum \$1,000 fine for third offense.

(3) Any person who violates § 131.01(D)(1) is guilty of a civil violation, having a penalty of at least \$100.

(2001 Code, § 10-2-1)

ATTACHMENT "B"

A.R.S. 13-2904 "Disorderly Conduct; Classification"

A.R.S. 13-2904. Disorderly conduct; classification

A. A person commits disorderly conduct if, with intent to disturb the peace or quiet of a neighborhood, family or person, or with knowledge of doing so, such person:

1. Engages in fighting, violent or seriously disruptive behavior; or
2. Makes unreasonable noise; or
3. Uses abusive or offensive language or gestures to any person present in a manner likely to provoke immediate physical retaliation by such person; or
4. Makes any protracted commotion, utterance or display with the intent to prevent the transaction of the business of a lawful meeting, gathering or procession; or
5. Refuses to obey a lawful order to disperse issued to maintain public safety in dangerous proximity to a fire, a hazard or any other emergency; or
6. Recklessly handles, displays or discharges a deadly weapon or dangerous instrument.

B. Disorderly conduct under subsection A, paragraph 6 is a class 6 felony.

Disorderly conduct under subsection A, paragraph 1, 2, 3, 4 or 5 is a class 1 misdemeanor.



**TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT**

Item No. **9**

☒ Regular Meeting ☐ Special Meeting ☐ Other _____

MEETING DATE: October 11, 2011 TIME: 6:00 p.m.

SUBMITTING DEPARTMENT: Town Clerk

CONTACT PERSON: Jami C. Lewis PHONE: 636-2646, ext. 119

☐ Presentation Only
 ☐ Report Only
 ☐ Consent
 Estimated Length of Staff Presentation: _____ min.

☐ Action-Presentation
 ☒ Action
 ☐ Executive

ITEM LOCATION:

PROPOSED AGENDA ITEM:

Consideration and possible action to appoint applicants to the Board of Adjustment, Municipal Property Corporation, Parks and Recreation Advisory Board, Planning and Zoning Commission, and Transit Advisory Committee.

FISCAL IMPACT? No If Yes, Budget Code: Available: \$

FUNDING:

TYPE OF DOCUMENT(S) FOR CONSIDERATION:

SITUATION AND ANALYSIS:

The Council Appointments Committee met on September 20, 2011 to review applications to fill positions on several public bodies. They voted 2-0 to recommend appointments as follows.



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Item No. 9

- (a) Board of Adjustment (BOA): A vacancy occurred upon a board member's passing. The Committee reviewed 2 applications; however, they recommended that staff to contact a Planning and Zoning Commission applicant, who was more qualified and better suited for the BOA. Staff contacted that individual, named below, who indicated his interest.
- (b) Municipal Property Corporation (MPC): Per the Committee's direction at its last meeting, staff contacted a former PRAB applicant, named below, to ask him about applying for the MPC and he indicated an interest in doing so.
- (c) Parks and Recreation Advisory Board (PRAB): PRAB was fully staffed in July, shortly after which 2 of the new appointees resigned. The Committee reviewed 4 applications that were on file and 2 new applications, and recommended appointment of the two individuals named below. Since there is always a broad interest in PRAB, the Committee suggested that the current PRAB board invite these applicants to participate in their meetings and activities.
- (d) Planning and Zoning Commission (PZC): A member who was appointed in January 2011 recently resigned. The Committee reviewed 4 applications that were on file and 2 new applications, and recommended appointment of the individual named below.
- (e) Transit Advisory Committee (TAC): As Council approved continuing the Transit Program for another year on September 13, 2011, the 7 positions on this committee, which was established earlier this year, needed to be filled. The Committee reviewed 5 applications that had been on file and 3 new ones, and recommended appointment of the individuals named below, all of whom were already active on the transit advocacy group.

RECOMMENDED MOTION:

Move to appoint:

- (a) Michael Edmonds to the Board of Adjustment with term ending July 31, 2013;
- (b) John Coomer to the Municipal Property Corporation with term ending June 30, 2014;
- (c) Eric Smith and Alicia Steinberg to the Parks and Recreation Advisory Board with term ending June 30, 2013;
- (d) Candy Blakeslee to the Planning and Zoning Commission with term ending January 31, 2014;
- (e) Tom Armstrong, John James, William Mitchell, and Cheryl Romley with term ending September 30, 2012; and Ron Romley, Ed Steinback, and Michael Tobey with term ending September 30, 2013.

ATTACHMENTS:



**TOWN OF CHINO VALLEY
COUNCIL AGENDA ITEM STAFF REPORT**

Item No. 9

PERTINENT DOCUMENTS AVAILABLE UPON REQUEST:
[Council Appointments Committee September 20, 2011 draft minutes](#)

SIGNATURES OF SUBMITTING AND/OR AFFECTED OFFICERS:

Jami C. Lewis
Author

Jami C. Lewis
Department Head

Vera J. Smith
Finance

Other:

Other:

Sharon Sargent-Flack
Legal

Other:

Other:

Michael K. Scannell
Town Manager/Designee

ITEM 10B

Addendum to Consulting Contract

ADDENDUM TO CONSULTING CONTRACT

This Addendum to Consulting Contract between the Town of Chino Valley, Arizona (the "Town") and Dava & Associates, Inc. ("Consultant") is entered into effective this October 11, 2011, and regards amending the Consulting Contract entered into between the parties and effective March 28, 2011.

RECITALS:

WHEREAS, Dava & Associates desires to have the contract amended responsibilities for intra department disputes, grievances or discipline issues; and

WHEREAS, the Town agrees to such deletion.

NOW, THEREFORE, the parties covenant, condition, and agree as follows:

1. The Consulting Contract is and shall be amended to delete the following language: "The responsibilities will also include intra department disputes, grievances or discipline issues that would otherwise be resolved or subject to input and review by the Town Manager."

2. There are no other or further amendments or alterations to the Consulting Agreement except as set forth herein.

IN WITNESS WHEREOF, the parties to this Addendum to Agreement have duly executed it effective as of the date and year first above written.

Town:

TOWN OF CHINO VALLEY

By: _____
Michael Scannell, Town Manager

Consultant:

Dava & Associates, Inc.

By: _____
Dava Hoffman,
Planning Principal

Gordon Bowers, P.E.
President

APPROVED AS TO FORM

MUSGROVE, DRUTZ & KACK, P.C.
Town Attorney