



Town of Chino Valley

MEETING NOTICE TOWN COUNCIL

**REGULAR MEETING
TUESDAY, OCTOBER 27, 2020
6:00 P.M.**

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

A majority of the Councilmembers may attend a private invocation in the Council Conference Room immediately prior to the Council meeting. No Town business will be discussed.

AGENDA

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE; ROLL CALL

2. INTRODUCTIONS, PRESENTATIONS, AND PROCLAMATIONS

- a. **p.5** Presentation by Drew Nelson, event organizer, regarding the first annual "Chino Valley Community Fast," scheduled for November 9-15, 2020, sponsored by various faith-based and other organizations.

3. CALL TO THE PUBLIC

Call to the Public is an opportunity for the public to address the Council on any issue within the jurisdiction of the Council 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 criticism.

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. If listed below, there may also be a presentation on information requested by the Mayor and Council and questions may be answered. No action will be taken.

- a. Status reports by Mayor and Council regarding current events.

- b. Status report by Town Manager Cecilia Grittmann regarding Town accomplishments, and current or upcoming projects.

5. 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.

- a. **p.7** Consideration and possible action to adopt Resolution 2020-1176 approving the Intergovernmental Agreement (IGA) for Regional Emergency Operations Management and Disaster Services with Yavapai County for fiscal years July 1, 2020 through June 30, 2025 and authorize payment of the annual dues in the amount of \$4,651.00. (Frank Marbury, Public Works Director/Town Engineer)
- b. **p.17** Consideration and possible action to approve the Financial Report for the three months ending September 30, 2020. (Joe Duffy, Administrative Services Director)

6. ACTION ITEMS

The Council may vote to recess the public meeting and hold an Executive Session on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of discussion or consultation for legal advice with the Town Attorney. Executive sessions are not open to the public and no action may be taken in executive session.

- a. **p.27** Consideration and possible action to rezone approximately 9.62 acres from SR-2.5 (Single Family Residential 2.5-acre minimum) zoning classification to AR-5 (Agricultural Residential 5-acre minimum) zoning classification in order to resume the operation of a commercial greenhouse. (Will Dingee, Assistant Planner)

Recommended Action: Approve rezone of approximately 9.62 acres from SR-2.5 (Single Family Residential 2.5-acre minimum) zoning classification to AR-5 (Agricultural Residential 5-acre minimum) zoning classification in order to resume the operation of a commercial greenhouse to resume with the following recommendations:

1. The additional right-of-way dedication of 20 feet be made along West Center Street to ensure compliance with Town Code Right-of-Way requirements.
2. Any new construction will need to hook up to Town Utilities and will need to come through site plan review.

- b. **p.35** Consideration and possible action to approve the Perkinsville 40 Preliminary Plat to subdivide approximately 44.3 acres into 161 lots, with an average lot size of approximately 7,000 square feet developed over multiple phases, located at the northeast corner of East Perkinsville Road and North Road 1 East. (Will Dingee, Assistant Planner)

Recommended Action: Approve the Perkinsville 40 Preliminary Plat to subdivide

approximately 44.3 acres into 161 lots with an average lot size of approximately 7,000 square feet developed over multiple phases with the following stipulations:

1. Align the proposed extension of Valentine Road with the existing Valentine Road.
2. Make a dedication of 25' along the northern property line for East Road 3 North.
3. The proposed pathway along East Perkinsville Road will need to be paved and will need to meander.

- c. **p.47** Consideration and possible action to approve a Conditional Use Permit to allow a model home complex and temporary placement of a sales trailer located approximately 1,700 feet west of the southwest corner of West Road 4 North and North Road 1 West. (Will Dingee, Assistant Planner)

Recommended Action: Approve a Conditional Use Permit to allow a model home complex and temporary placement of a sales trailer with the following stipulations:

1. Construction of the Model Home Complex cannot begin until approval of the Heritage Pointe Final Plat is recorded.
2. The sales trailer cannot be placed on site until approval of the Heritage Pointe Final Plat is recorded.
3. The sales trailer and accompanying site improvements (i.e. parking lots, walkways, port-a-johns, etc.) will be removed within two months of the final lot's start of construction.
4. If Final Plat approval for Heritage Pointe is not received within one (1) year of this Conditional Use Permit's approval, the Conditional Use Permit will expire.
5. The Conditional Use Permit will be reviewed at five years from the date of approval.

- d. **p.58** Consideration and possible action to approve a Conditional Use Permit to allow the temporary placement of a construction trailer for Brown Homes to be located approximately 1,900 feet north of the northeast corner of the intersection for Road 2 North and North State Route 89. (Will Dingee, Assistant Planner)

Recommended Action: Approve a Conditional Use Permit to allow the temporary placement of a construction trailer for Brown Homes with the following stipulations:

1. The construction trailer and accompanying site improvements (i.e. parking lots, walkways, port-a-johns, etc.) will be removed upon reaching 90% completion of both subdivisions of the applicant's subdivisions.
2. Any signage that is placed in relation to the construction trailer be in conformance with Town Code.
3. Landscaping and screening shall be required to help mitigate the view of the trailer off Highway 89. Site plan review and accompanying landscape plan shall be required.
4. The construction trailer be located 50 feet behind the State Route 89 property line in accordance with Town Code.

7. **ADJOURNMENT**

Dated this 22nd day of October, 2020.

By: *Jami C. Lewis, Town Clerk*

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

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

Council meetings are live-streamed on Cable Channel 57, Town of Chino Valley Facebook page, and Zoom.

Join Zoom Webinar: <https://us02web.zoom.us/j/88089355589>

Telephone: 877 853 5247 (toll free) or 888 788 0099 (toll free)

iPhone one-tap: US: +13462487799,,88089355589# or +16699009128,,88089355589#

Webinar ID: 880 8935 5589

CERTIFICATION OF POSTING

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

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



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

2. a.

Meeting Date: 10/27/2020
Contact Person: Jami Lewis, Town Clerk
 Phone: 928-636-2646 x-1208
Department: Council
Estimated length of Staff Presentation: 5 minutes
Physical location of item: N/A

AGENDA ITEM TITLE:

Presentation by Drew Nelson, event organizer, regarding the first annual "Chino Valley Community Fast," scheduled for November 9-15, 2020, sponsored by various faith-based and other organizations.

SITUATION & ANALYSIS:

Various organizations in the City of Show Low sponsor an annual Community Fast of Compassion for Those in Need Week, in which they encouraged citizens to skip a meal or more and donate that money to a fund to help others during the holidays. At the end of the Fast week, a celebration is held to acknowledge the event's success. Some local citizens desire to start a similar event in Chino Valley, to take place November 9-15, 2020.

Per Drew Nelson, event organizer:

The First Annual Chino Valley Community Fast, Nov. 9-15, 2020 asks those who want to participate to skip one or two meals and donate the money they would have spent on those meals to help people in the community. This year we are going to focus on the seniors and veterans by distributing 100% of all donations to organizations like the Chino and Paulden Food Banks, Senior Center/Meals on Wheels, Yavapai Regional Transit, and the VFW. Our mission statement is, "To unify a diverse community through small sacrifices in order to care for those in need."

Attachments

No file(s) attached.

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

5. a.

Meeting Date: 10/27/2020
Contact Person: Frank Marbury, Public Works Director/Town Engineer
 Phone: 928-636-7140 x-1226
Department: Public Works
Estimated length of staff presentation: None
Physical location of item: N/A

AGENDA ITEM TITLE:

Consideration and possible action to adopt Resolution 2020-1176 approving the Intergovernmental Agreement (IGA) for Regional Emergency Operations Management and Disaster Services with Yavapai County for fiscal years July 1, 2020 through June 30, 2025 and authorize payment of the annual dues in the amount of \$4,651.00. (Frank Marbury, Public Works Director/Town Engineer)

RECOMMENDED ACTION:

Adopt Resolution 2020-1176 approving the IGA with Yavapai County for Regional Emergency Operations Management and Disaster Services and authorize payment of the annual dues in the amount of \$4,651.00.

SITUATION AND ANALYSIS:

The Town of Chino Valley has entered into an annual intergovernmental agreement with Yavapai County Office of Emergency Management for many years. The County and Town work together in developing plans to handle emergencies and disasters. The County assists the Town with its emergency planning and operations and includes the Town in its own emergency plan.

Fiscal Impact

Fiscal Impact?: \$4,651
If Yes, Budget Code: 01-95-5554
Available: \$4,651
Funding Source:
 \$5,000 was budgeted this fiscal year.

Attachments

RES 2020-1176

RESOLUTION NO. 2020-1176

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CHINO VALLEY, YAVAPAI COUNTY, ARIZONA, APPROVING AN INTERGOVERNMENTAL AGREEMENT FOR REGIONAL EMERGENCY OPERATIONS MANAGEMENT AND DISASTER SERVICES WITH YAVAPAI COUNTY.

NOW THEREFORE BE IT RESOLVED by the Mayor and Common Council of the Town of Chino Valley, Yavapai County, Arizona as follows:

SECTION 1. The Intergovernmental Agreement for Regional Emergency Operations Management and Disaster Services with Yavapai County (the "Agreement") is hereby approved substantially in the form and substance attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2. The Mayor, the Town Manager, the Town Clerk and the Town Attorney are hereby authorized and directed to take all steps necessary to cause the execution of the Agreement and to take all steps necessary to carry out the purpose and intent of this Resolution.

PASSED AND ADOPTED by the Mayor and Common Council of the Town of Chino Valley, Arizona this 27th day of October, 2020.

Darryl L. Croft, Mayor

ATTEST:

Jami C. Lewis, Town Clerk

APPROVED AS TO FORM:

Andrew J. McGuire, Town Attorney
Gust Rosenfeld, PLC

I hereby certify the above foregoing Resolution No. 2020-1176 was duly passed by the Council of the Town of Chino Valley, Arizona, at a meeting held on October 27, 2020, and that quorum was present thereat and that the vote thereon was ____ ayes and ____ nays and ____ abstentions. ____ Council members were absent or excused.

Jami C. Lewis, Town Clerk

EXHIBIT A
TO
RESOLUTION NO. 2020-1176

[Agreement]

See following pages.

INTERGOVERNMENTAL AGREEMENT FOR
REGIONAL EMERGENCY OPERATIONS MANAGEMENT AND DISASTER SERVICES
BETWEEN YAVAPAI COUNTY, ARIZONA
AND THE
Town OF Chino Valley

This Regional Disaster and Emergency Management Services Agreement (“Agreement”) goes into effect on the _____ day of _____ 2020 (the “Effective Date”), by and between Yavapai County, a political subdivision of the State of Arizona (“County”), and the Town of Chino Valley, a political subdivision of the State of Arizona (“Public Agency”).

STATUTORY AUTHORIZATION

County and Public Agency are empowered by A.R.S. sections 11-951 et seq. and A.R.S. section 26-308 to enter into this Agreement.

PURPOSE

WHEREAS, there is an existing possibility of the occurrence of disasters of unprecedented size and destructiveness resulting from natural, technological, national security or other causes; and,

WHEREAS, the parties mutually desire that preparation shall be adequate to provide for the common defense against disaster; and,

WHEREAS, the parties mutually desire to assure the coordinated preparation and execution of emergency management programs and plans for the preservation of life and property when disasters occur in accordance with the guidance set forth in the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, 42 U.S.C. 5121-5207; Post Katrina Emergency Management Reform Act of 2006, Public Law 109-295; applicable Federal Emergency Management Guides and Directives; and applicable State of Arizona Emergency Plans:

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is hereby agreed by and between County and Public Agency as follows:

DEFINITIONS

1. For purposes of this Agreement, the term “public agency” shall have the same definition as that contained in A.R.S. §11-951.
2. “Participating Public Agencies” means those public agencies, which have active agreements for Disaster and Emergency Management Services with County.
3. “Population” means the most recent U.S. census figure for each Participating Public Agency. This figure is normally calculated every 10 years, but if a supplementary census is conducted out of the 10-year cycle, the supplementary census numbers will be used, provided that all participating public agencies are included in the supplementary census.

TERMS OF AGREEMENT

1. County Obligations

County shall:

- a. Prepare and maintain a County Emergency Operations Plan or Plans ("EOP") with due consideration of hazards that affect all areas in the County.
- b. Advise and assist Public Agency in the development, review, update, publication, and distribution of an EOP developed by Public Agency or the adoption of the Yavapai County EOP.
- c. Advise and assist Public Agency in the development, review, update, publication, and distribution of Continuity of Operations Plans
- d. Advise and assist Public Agency in the development, review, update, publication, and distribution of a Multi-Jurisdictional Hazard Mitigation Plan.
- e. Advise and assist Public Agency in the development, review, update, publication, and distribution of a Community Wildfire Protection Plan.
- f. Advise and assist Public Agency with the disaster and emergency management training of such employees as Public Agency shall designate.
- g. Provide and maintain a coordinated countywide emergency management program for extraordinary operational systems not provided for in normal governmental operations, including Warning Systems, Communications System, comprehensive emergency management and planning, and an Emergency Operations Center.
- h. Provide and maintain and issue access to a comprehensive emergency management software tool to expedite the emergency operations center processes.
- i. Develop and maintain a countywide comprehensive electronic interactive resource database of government owned and other resources available for use in the event of a disaster.
- j. Provide assistance with local emergency declarations and obtaining Federal and / or State funds available to Public Agency for emergency management and disaster purposes.
- k. Advise and assist Public Agency in the timely preparation of reports and other documentation required by the state and / or federal governments for emergency management purposes.
- l. Offer coordination assistance to Public Agency for major events or disasters affecting Public Agency.
- m. In its sole discretion, have the option to act as a primary or backup Emergency Operations Center for partner cities.
- n. Assist Public Agency in the design, development, delivery, and after-action reporting of exercises scheduled by Public Agency to test its disaster response capability.

- o. Advise and assist Public Agency with emergency shelter inspections and Americans with Disabilities Act compliance.
- p. Advise and assist Public Agency in complying with the provisions of A.R.S. Title 26, Chapter 2, (Emergency Management), and State policies and procedures.
- q. Advise and assist Public Agency with public awareness and education including but not limited to:
 - (1) providing disaster response pamphlets/handouts to Public Agency emergency management personnel for later distribution to the public.
 - (2) delivering disaster response pamphlets/handouts to libraries, community centers, and senior centers located in Public Agency.
 - (3) Coordinating with Public Agency to assist with public outreach activities on disaster and emergency-related subjects to schools, civic groups and similar organizations.
 - (4) Coordinating with Public Agency to assist with public outreach activities such as staffing information booths at fairs, safety days and similar events.
- r. Notify Public Agency of its annual assessment for each upcoming fiscal year no later than March 1 of the Preceding Fiscal Year.
- s. Assist Public Agency with other disaster and emergency management programs as may be agreed upon.

2. **Public Agency Obligations**

Public Agency shall:

- a. Develop or adopt, publish and distribute an EOP which is complementary to and compatible with County's EOP.
- b. Develop and conduct such emergency management training programs and exercises as it deems necessary.
- c. Have the option to act as a backup to the County if the County needs an alternate location.
- d. Collect and provide disaster and emergency management information, such as annual National Incident Management System reporting, when so required by the state or federal government.
- e. During each fiscal year (July 1 to June 30) of the term of this Agreement, pay to County an annual assessment to be determined as follows:
 - (1) \$.43 per person, per year based on the population of the Public Agency for the regional emergency operations management and disaster services defined in this agreement.

3. This Agreement supersedes any and all agreements, either written or oral, between the parties hereto with respect to the subject matter contained herein and contains all the covenants and agreements between the parties with respect to the rendering of disaster and emergency management services. Except as otherwise provided herein, any effective modification must be in writing signed by both parties.
4. The parties acknowledge that this Agreement is subject to cancellation pursuant to A.R.S. §38-511.
5. In the event of any controversy, which may arise out of this Agreement, the parties agree that the matter shall be arbitrated as provided in A.R.S. §12-1518(A). The method of arbitration and the selection of arbitrators shall be decided by the mutual agreement of the parties at such time as arbitration services are needed. This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona.
6. **TERMINATION.** The term of this Agreement shall commence on the Effective Date and continue for a period of five years, unless sooner terminated as provided herein. The Agreement may be terminated by either party giving written notice of such intention to the other party not less than ninety (90) days prior to June 30 of the year during which the notice is given, which shall be the effective date of the termination. This agreement shall be automatically renewed for another term of five years unless terminated pursuant to this paragraph.
7. To the extent provisions of A.R.S. §41-4401 are applicable, all Parties warrant to each Party that they will comply with all Federal Immigration laws and regulations that relate to their employees and that each now complies with the E-Verify Program under A.R.S. §23-214(A).
 - a. A breach of this warranty will be considered a material breach of this Agreement and may subject the breaching party to penalties up to and including termination of this Agreement.
 - b. All of the Parties retain the legal right to inspect the papers of any employee who works pursuant to this Agreement or any related subcontract to ensure compliance with the warranty given above.
 - c. Any Party may conduct a random verification of the employment records of any other Party to ensure compliance with this warranty.
 - d. A Party will not be considered in material breach of this Agreement if it establishes that it has complied with the employment verification provisions prescribed by 8 USC §1324(a) and (b) of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. §23-214(A).
 - e. The provisions of this Article must be included in any contract either Party enters into with any and all of its contractors or subcontractors who provide services under this Agreement.
8. To the extent permitted by law, each Party does hereby covenant and agree to indemnify, defend, and hold harmless the other Party, their elected officials, appointees, officers, employees, contract employees, and agents from and against any and all suits, actions, legal or administrative proceedings, claims, demands or damages of any kind or nature relating to this Agreement which, are the result of any act or omission of the Party, its officers, employees, contract employees, agents, and anyone acting under its direction or control, whether intentional or negligent, in connection with or incident to this Agreement. Failure of a Party to comply with the terms of this Agreement shall not provide the basis of any third-party action against any of the Parties.

9. Pursuant to A.R.S. §23-1022(D), for the purposes of worker's compensation coverage, all employees of each Party covered by this Agreement shall be deemed to be an employee of all Parties. The primary employer shall be solely liable for payment of worker's compensation benefits.
10. Property Disposition Clause. The parties do not anticipate the joint acquisition of property attributable to the exercise of each party's duties and obligations pursuant to this Agreement. Any property acquired during the term of this Agreement shall be returned to the purchasing party no more than thirty (30) calendar days from the effective date of termination of this Agreement.
11. This agreement does not relieve any public agency of any obligation or responsibility imposed on it by law.
12. Any notices required or permitted to be given hereunder by either party to the other may be given by personal delivery in writing or by registered or certified mail, postage prepaid, with return receipt requested. Notices shall be addressed to the parties at the addresses appearing below, but each party may change such party's address by written notice given in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of three (3) days mailing. Notices shall be addressed as follows:

To County to the attention of:

Emergency Manager

Yavapai County Office of
Emergency Management
1100 Commerce Dr.
Prescott, AZ 86305

To Public Agency to the attention of:

Title: Town Clerk
Agency: Town of Chino Valley
Address: 202 N State Route 89
Chino Valley, AZ 86323

If any provision of this Agreement is held by a court of competent jurisdiction or applicable state or federal law and their implementing regulations to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect.

Dated this _____ day of _____, 20____

For Public Agency: Chino Valley
Name: Darryl L. Croft
Mayor, Town of Chino Valley

For County: Yavapai
Name: Craig L. Brown
Chairman, Board of Supervisors

ATTEST:

Jami L. Lewis, City Clerk

Kim Kapin, Clerk of the Board

The undersigned attorneys for the respective parties each hereby certify that they have reviewed this Agreement and find that it is in proper form, and within the power and authority granted to their respective clients under the laws of the State of Arizona.

APPROVED AS TO FORM:

Andrew McGuire, Town Attorney

Joy Biedermann, Deputy County Attorney

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

5. b.

Meeting Date: 10/27/2020
Contact Person: Joe Duffy, Finance Director
 Phone: 928-636-2646 x-1211
Department: Finance
Estimated length of staff presentation: None
Physical location of item: N/A

AGENDA ITEM TITLE:

Consideration and possible action to approve the Financial Report for the three months ending September 30, 2020. (Joe Duffy, Administrative Services Director)

RECOMMENDED ACTION:

Approve Financial Report for the three months ending September 30, 2020.

SITUATION AND ANALYSIS:

The Finance Department prepares Financial Reports for the Mayor, Council, Staff and Community.

Upon Council approval, the reports will be posted on the Town's website.

The report includes the following sections:

Revenue and Expense Summary - This section details the Revenues and Expenditures of each fund. Comparing the year to date figures to the current year's annual budget and the prior year's month to date figures.

Major Revenue Summary - This section details the year to date figures for the Town's eight major revenue sources that account for 75% of the Town's Revenue.

Other Information - This section details other pertinent financial and statistical information including the amount of Contingencies Fund that have been allocated this fiscal year and a debt summary.

The Finance Director will supplement these reports with periodic presentations and other information throughout the fiscal year.

Fiscal Impact

Fiscal Impact?: No

If Yes, Budget Code:

Town of Chino Valley Arizona

Financial Report



To The Town Council

For the Three Months Ending September 30, 2020 25% of the Fiscal Year*

* Tentative and Preliminary prior to annual audit

Town of Chino Valley						
Revenue and Expense Summary						
For the Three Months Ending September 30, 2020 25% of the Fiscal Year*						
			Actual vs Prior Year			
	Actual Year to Date FY 2019-20	Actual Year to Date FY 2020-21	Amount	% FY 2020-21/ FY 2019-20	Annual Budget FY 2020/21	% of Budget YTD
GENERAL FUND						
General Fund Revenues by Category						
Franchise Taxes	\$ 9,497	\$ 8,277	\$ (1,220)	-13%	\$ 129,000	6%
Tax Revenues	\$ 1,362,394	\$ 1,664,237	\$ 301,843	22%	\$ 5,642,000	29%
Licenses & Permits	\$ 93,275	\$ 203,451	\$ 110,176	118%	\$ 464,000	44%
Intergovernmental	\$ 868,740	\$ 1,942,640	\$ 1,073,900	124%	\$ 3,957,500	49%
Charges for Services	\$ 51,120	\$ 5,195	\$ (45,925)	-90%	\$ 136,500	4%
Fines and Forfeitures	\$ 31,976	\$ 25,149	\$ (6,827)	-21%	\$ 183,000	14%
Other Revenues	\$ 4,060	\$ 5,525	\$ 1,465	36%	\$ 6,000	92%
Contributions and Donations	\$ 335	\$ -	\$ (335)	-100%	\$ 1,500	0%
Investment Earnings	\$ 24,722	\$ 1,259	\$ (23,463)	-95%	\$ 121,000	1%
Transfers In	\$ 100,000	\$ 100,000	\$ -	0%	\$ 400,000	25%
Total Revenues	\$ 2,546,119	\$ 3,955,733	\$ 1,409,614	55%	\$ 11,040,500	36%
Total revenues for the General Fund are up \$1,409,614 or 55% over the previous fiscal year. Total Tax Revenues are up 29% primary due to increased sales tax collections. Intergovernmental Revenues are up 124% due to the Arizona Cares Act receipt of \$581,034. Excluding the Arizona Cares Act receipt, Intergovernmental Revenues are up 57%.						

Town of Chino Valley						
Revenue and Expense Summary						
For the Three Months Ending September 30, 2020 25% of the Fiscal Year*						
			Actual vs Prior Year			
	Actual Year to Date FY 2019-20	Actual Year to Date FY 2020-21	Amount	% FY 2020-21/ FY 2019-20	Annual Budget FY 2020/21	% of Budget YTD
General Fund Expenditures by Department						
Prosecutor	\$ 29,714	\$ 26,122	\$ (3,592)	-12%	\$ 127,800	20%
Town Clerk	\$ 43,392	\$ 62,758	\$ 19,366	45%	\$ 287,200	22%
Town Manager	\$ 102,296	\$ 93,278	\$ (9,018)	-9%	\$ 443,700	21%
Human Recourses	\$ 54,550	\$ 60,218	\$ 5,668	10%	\$ 267,200	23%
Municipal Court	\$ 67,996	\$ 67,808	\$ (188)	0%	\$ 318,100	21%
Finance	\$ 113,025	\$ 111,246	\$ (1,779)	-2%	\$ 472,400	24%
Management Information Systems	\$ 62,850	\$ 56,431	\$ (6,419)	-10%	\$ 314,300	18%
Mayor and Council	\$ 12,783	\$ 11,005	\$ (1,778)	-14%	\$ 51,200	21%
Planning	\$ 51,093	\$ 31,229	\$ (19,864)	-39%	\$ 260,800	12%
Building Inspection	\$ 48,137	\$ 61,439	\$ 13,302	28%	\$ 323,500	19%
Code Enforcement	\$ 33,861	\$ -	\$ (33,861)			
Police	\$ 955,630	\$ 879,731	\$ (75,899)	-8%	\$ 3,449,700	26%
Animal Control	\$ 34,078	\$ 36,121	\$ 2,043	6%	\$ 166,600	22%
Recreation	\$ 42,831	\$ 37,253	\$ (5,578)	-13%	\$ 158,800	23%
Library	\$ 78,988	\$ 81,574	\$ 2,586	3%	\$ 385,300	21%
Senior Center	\$ 75,771	\$ 71,638	\$ (4,133)	-5%	\$ 333,200	22%
Parks Maintenance	\$ 148,577	\$ 147,415	\$ (1,162)	-1%	\$ 580,700	25%
Aquatic Center	\$ 86,190	\$ 25,372	\$ (60,818)	-71%	\$ 293,700	9%
Facilities Maintenance	\$ 80,699	\$ 106,556	\$ 25,857	32%	\$ 508,100	21%
Fleet Maintenance	\$ 59,069	\$ 33,322	\$ (25,747)	-44%	\$ 277,400	12%
Engineering	\$ 90,519	\$ 119,318	\$ 28,799	32%	\$ 487,000	25%
Customer Service	\$ 68,144	\$ 95,593	\$ 27,449		\$ 94,200	101%
Non Departmental	\$ 246,245	\$ 283,704	\$ 37,459	15%	\$ 1,939,600	15%
Total Expenditures	\$ 2,586,438	\$ 2,499,130	\$ (87,308)	-3%	\$ 11,540,500	22%
Total Revenue Over (Under) Total Expenditures	\$ (40,319)	\$ 1,456,603	\$ 1,496,922		\$ (500,000)	
GENERAL FUND (Continued)						
Total General Fund Expenditures are down \$87,308 or 3% compared to last fiscal year, showing the effect of the cost saving measures put in place due to the Covid 19 Pandemic. Each department should be under 25% of budget. Customer Service is up due to reorganizing the department in FY 2020/21. In total the General Fund Departments are at 22% through September 30, 2020.						

Town of Chino Valley						
Revenue and Expense Summary						
For the Three Months Ending September 30, 2020 25% of the Fiscal Year*						
			Actual vs Prior Year			
	Actual Year to Date FY 2019-20	Actual Year to Date FY 2020-21	Amount	% FY 2020-21/ FY 2019-20	Annual Budget FY 2020/21	% of Budget YTD
HIGHWAY USER REVENUE FUND						
Total Revenues	\$ 469,748	\$ 287,223	\$ (182,525)	-39%	\$ 1,031,000	28%
Transfers From General Fund					\$ 675,000	
Expenditures						
Road Maintenance	\$ 215,739	\$ 414,212	\$ 198,473	92%	\$ 1,706,000	24%
Total Revenue Over (Under) Total Expenditures	\$ 254,009	\$ (126,989)	\$ (380,998)		\$ -	
Total Hurf Fund Revenues are down 39% over the prior fiscal year due to a one time HURF distribution of \$197,802 last Fiscal Year. Expenditures are up 92% due to completing the Road 2 North maintenance this quarter.						
WATER ENTERPRISE FUND						
Water Revenues	\$ 285,436	\$ 338,880	\$ 53,444		\$ 784,000	
Total Revenues	\$ 285,436	\$ 338,880	\$ 53,444	19%	\$ 784,000	43%
Expenditures						
Water Utility Operations	\$ 155,134	\$ 192,814	\$ 37,680		\$ 680,700	
Debt Service/Reserve	\$ -		\$ -		\$ 70,500	
Water System Acquisition						
Total Expenditures	\$ 155,134	\$ 192,814	\$ 37,680	24%	\$ 751,200	26%
Total Revenue Over (Under) Total Expenditures	\$ 130,302	\$ 146,066	\$ 15,764		\$ 32,800	
Total Water Enterprise Fund Revenues are up 19% due to a 17% increase in water service fee revenue. Water Buy in fees are up 57% compared to last fiscal year indicating continued growth in the number of customers. Total expenditures are up 24% due to continued work on the new building.						
SEWER ENTERPRISE FUND						
Total Revenue	\$ 541,211	\$ 588,276	\$ 47,065	9%	\$ 2,355,000	25%
Expenditures						
Sewer	\$ 165,451	\$ 208,825	\$ 43,374		\$ 1,449,600	
Debt Service/Reserve/Capital	\$ -		\$ -		\$ 1,381,100	
Total Expenditures	\$ 165,451	\$ 208,825	\$ 43,374	26%	\$ 2,830,700	7%
Total Revenue Over (Under) Total Expenditures	\$ 375,760	\$ 379,451	\$ 3,691		\$ (475,700)	
Total Sewer Enterprise Fund Revenues are up 9% primarily due to an increase in sewer service fees. Total expenditures are up due to continued work on the new building.						

Town of Chino Valley						
Revenue and Expense Summary						
For the Three Months Ending September 30, 2020 25% of the Fiscal Year*						
			Actual vs Prior Year			
	Actual Year to Date FY 2019-20	Actual Year to Date FY 2020-21	Amount	% FY 2020-21/ FY 2019-20	Annual Budget FY 2020/21	% of Budget YTD
CAPITAL IMPROVEMENT FUND						
Sales Tax Revenue	\$ 454,132	\$ 554,746	\$ 100,614	22%	\$ 1,887,000	
Transfer From General Fund	\$ 323,000		\$ (323,000)			
Misc. Capital Projects	\$ -				\$ 2,000,000	
Yavapai Drainage District					\$ 130,000	
Total Revenues	\$ 777,132	\$ 554,746	\$ (222,386)	-29%	\$ 4,017,000	14%
Yavapai Drainage District		\$ 6,554	\$ 6,554			
Capital Improvements	\$ 328,947	\$ 143,796	\$ (185,151)		\$ 3,550,000	
Transfers	\$ 322,750	\$ 343,251	\$ 20,501		\$ 1,373,000	
Total Expenditures	\$ 651,697	\$ 487,047	\$ (164,650)	-25%	\$ 4,923,000	10%
Total Revenue Over (Under) Total Expenditures	\$ 125,435	\$ 67,699	\$ (57,736)		\$ (906,000)	
Capital Improvement Fund Tax Revenues are up 22% over last fiscal year. Expenditures are down 25%. Transfers are up in line with the amount budgeted this fiscal year.						

Town of Chino Valley						
Revenue and Expense Summary						
For the Three Months Ending September 30, 2020 25% of the Fiscal Year*						
			Actual vs Prior Year			
	Actual Year to Date FY 2019-20	Actual Year to Date FY 2020-21	Amount	% FY 2020-21/ FY 2019-20	Annual Budget FY 2020/21	% of Budget YTD
OTHER MINOR FUNDS						
Other Minor Funds -Revenues						
CDBG Grant	\$ -		\$ -			
Grants Fund	\$ 38,398	\$ 110,937	\$ 72,539		\$ 3,500,000	
Special Revenue Fund Court	\$ 7,739	\$ 3,653	\$ (4,086)		\$ 26,100	
Capital Asset Replacement	\$ 753	\$ 61	\$ (692)		\$ 14,000	
Special Revenue Fund PD	\$ 3,515	\$ 835	\$ (2,680)		\$ 12,000	
CVSLID Districts	\$ -	\$ 15	\$ 15		\$ 4,200	
Total Revenues	\$ 50,405	\$ 115,501	\$ 65,096	129%	\$ 3,556,300	3%
CDBG Grant	\$ 377,991		\$ (377,991)			
Grants Funds	\$ 31,271	\$ 263,023	\$ 231,752		\$ 3,500,000	
Special Revenue Fund - Court	\$ 8,860	\$ 4,560	\$ (4,300)		\$ 43,500	
Capital Replacement Fund	\$ -		\$ -		\$ 150,000	
Special Revenue Fund PD	\$ -	\$ 403	\$ 403		\$ 34,000	
CVSLID Districts	\$ -	\$ 638	\$ 638		\$ 4,000	
Total Expenditures	\$ 418,122	\$ 268,624	\$ (149,498)	-36%	\$ 3,731,500	7%
Total Revenue Over (Under) Total Expenditures	\$ (367,717)	\$ (153,123)	\$ 214,594		\$ (175,200)	
TOTAL ALL FUNDS						
Total Revenue All Funds	\$ 4,670,051	\$ 5,840,359	\$ 1,170,308	25%	\$ 22,783,800	26%
Total Expenditures All Funds	\$ 4,192,581	\$ 4,070,652	\$ (121,929)	-3%	\$ 25,482,900	16%
Total Revenue Over (Under) Total Expenditures All Funds	\$ 477,470	\$ 1,769,707	\$ 1,292,237		\$ (2,699,100)	
(1) Budget does not include Carryover Amounts from Prior Fiscal Years						
(2) Year to date amounts include actual expenditures paid to date.						

Town of Chino Valley
Major Revenue Summary
For the Three Months Ending September 30, 2020 25% of the Fiscal Year*

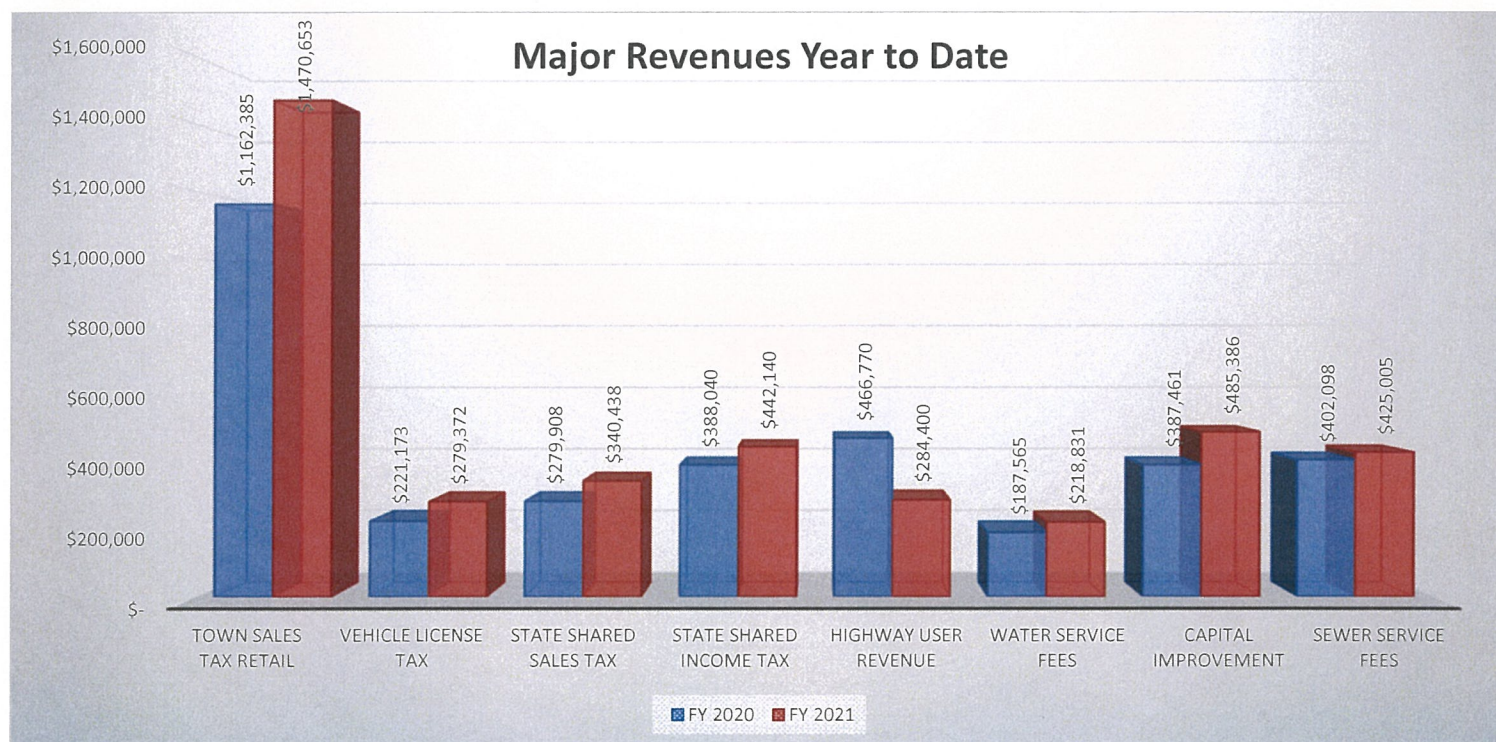
					Actual vs Prior Year	
	Actual Year to Date FY 2019-20	Annual Budget FY 2020-21	Actual Year to Date FY 2020-21	% of Budget YTD	Amount	%
Town Sales Tax Retail	\$ 1,162,385	\$ 5,000,000	\$ 1,470,653	29%	\$ 308,268	27%
Vehicle License Tax	\$ 221,173	\$ 890,000	\$ 279,372	31%	\$ 58,199	26%
State Shared Sales Tax	\$ 279,908	\$ 1,275,000	\$ 340,438	27%	\$ 60,530	22%
State Shared Income Tax	\$ 388,040	\$ 1,600,000	\$ 442,140	28%	\$ 54,100	14%
Highway User Revenue	\$ 466,770	\$ 1,020,000	\$ 284,400	28%	\$ (182,370)	-39%
Water Service Fees	\$ 187,565	\$ 523,000	\$ 218,831	42%	\$ 31,266	17%
Capital Improvement	\$ 387,461	\$ 1,675,000	\$ 485,386	29%	\$ 97,925	25%
Sewer Service Fees	\$ 402,098	\$ 1,677,000	\$ 425,005	25%	\$ 22,907	6%
Major Revenues Y.T.D.	\$ 3,495,400	\$ 13,660,000	\$ 3,946,225	29%	\$ 450,825	13%
Total Revenue All Funds	\$ 4,670,051	\$ 22,783,800	\$ 5,840,359	26%	\$ 1,170,308	25%

75%

60%

68%

The Major Revenues are up \$450,825 or 13% over the prior fiscal year. Highway User Revenue is down to a one time payment of 197,802 last fiscal year. Town Sales Tax Retail is up 27% . Water Service Fees are up 17% and Sewer Service Fees are up 6%. Total combined revenue for all funds are up 23% or \$1,070,308 over last fiscal year.



Contingency Funds Budget					
For the Three Months Ending September 30, 2020 25% of the Fiscal Year*					
	Actual Year to Date FY 2020-21	Annual Budget FY 2020-21			
General Fund Budget	\$ -	\$ 500,000			
Town Manager Recruitmen	\$ 14,000				
General Fund Balance	\$ 14,000	\$ 500,000			
HURF Fund Budget	\$ -	\$ 60,000			
Water Fund Budget	\$ -	\$ 40,000			
Sewer Fund Budget	\$ -	\$ 75,000			
Total Contingency Fund	\$ -	\$ 675,000			
Town of Chino Valley					
Annual Debt Service Summary By Fund					
Fiscal Year Ended June 30, 2021					
Debt Issue	Date Issued	Original Amount	Outstanding Amount as of June 30, 2020	FY 2021 Principal	FY 2021 Interest
General Government					
National Bank GADA Refi	7/1/2016	\$ 3,346,000	\$ 2,397,000	\$ 326,000	\$ 41,724
US Bank Series 2010	12/15/2010	\$ 7,280,000	\$ 6,925,000	\$ 280,000	\$ 306,238
		\$ 10,626,000	\$ 9,322,000	\$ 606,000	\$ 347,962
Water Enterprise Fund					
US Bank Series 2010	12/15/2010	\$ 745,000	\$ 370,000	\$ 55,000	\$ 15,475
Sewer Enterprise Fund					
WIFA 2007	1/10/2007	\$ 1,580,000	\$ 678,777	\$ 89,236	\$ 16,260
WIFA 2008	1/11/2008	\$ 4,853,000	\$ 2,457,393	\$ 278,178	\$ 61,324
WIFA 2014	12/30/2014	\$ 2,963,671	\$ 2,329,413	\$ 134,602	\$ 44,116
WIFA 2015	11/23/2015	\$ 4,259,646	\$ 3,731,485	\$ 145,503	\$ 84,056
WIFA 2016	11/23/2015	\$ 50,354	\$ 10,282	\$ 10,282	\$ -
WIFA 2017	2/27/2017	\$ 292,659	\$ 257,755	\$ 11,624	\$ 5,919
		\$ 13,999,330	\$ 9,465,105	\$ 669,425	\$ 211,675
Total Town of Chino Valley Debt		\$ 25,370,330	\$ 19,157,105	\$ 1,330,425	\$ 575,112

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. a.

Meeting Date: 10/27/2020

Contact Person: Will Dingee, GIS Tech
Phone: 928-636-4427 x-1233

Department: Development Services

Estimated length 10 minutes

of staff presentation:

Physical location of item: Located on the north side of Center street approximately 700 east of the northeast corner of South Road 1 West and West Center Street.

AGENDA ITEM TITLE:

Consideration and possible action to rezone approximately 9.62 acres from SR-2.5 (Single Family Residential 2.5-acre minimum) zoning classification to AR-5 (Agricultural Residential 5-acre minimum) zoning classification in order to resume the operation of a commercial greenhouse. (Will Dingee, Assistant Planner)

RECOMMENDED ACTION:

Approve rezone of approximately 9.62 acres from SR-2.5 (Single Family Residential 2.5-acre minimum) zoning classification to AR-5 (Agricultural Residential 5-acre minimum) zoning classification in order to resume the operation of a commercial greenhouse with the following recommendations:

1. The additional right-of-way dedication of 20 feet be made along West Center Street to ensure compliance with Town Code Right-of-Way requirements.
2. Any new construction will need to hook up to Town Utilities and will need to come through site plan review.

SITUATION AND ANALYSIS:

See attached Staff Report

Fiscal Impact

Fiscal Impact?: NA

If Yes, Budget Code:

Available:

Funding Source:

Attachments

Z-7-20 Staff Report



TOWN COUNCIL MEETING STAFF REPORT MOORE REZONE

APPLICATION SUMMARY

File Number: Z-07-20

Assessor's Parcel Number: 306-23-099D

Site Location: Located on the north side of Center street approximately 700 east of the northeast corner of South Road 1 West and West Center Street.

Owners of Record: Patrick Moore

Applicant: Gail Allen

Request: Request to rezone approximately 9.62 acres from SR-2.5 (Single Family Residential 2.5-acre minimum) zoning classification to AR-5 (Agricultural Residential 5-acre minimum) zoning classification in order to resume the operation of a commercial greenhouse.

SITE DATA

Existing Zoning	SR-2.5 (Single Family Residential 2.5-acre minimum)
Lot Size	9.62 acres (419047.2 square feet)
Subdivision	N/A
General Plan Land Use Designation	Medium Density Residential
Existing Land Use	Non-operational commercial greenhouse

AREA	ZONING	GENERAL PLAN LAND USE DESIGNATION	LAND USE
North	AR-5	Medium Density Residential	Agricultural Residential
East	SR-1	Medium Density Residential	Granadas Estates Subdivision
South	SR-1	Medium Density Residential	Single Family Residential
West	SR-1	Medium Density Residential	Single Family Residential

BACKGROUND

SITE DESCRIPTION

The subject property is approximately 700 east of the northeast corner of South Road 1 West and West Center Street. The property is accessed via West Center Street with an address of 768 West Center Street. The site currently has a zoning classification of SR-2.5 (Single Family Residential 2.5-acre minimum) and is identified with a General Plan Land Use Designation of Medium Density Residential. The property currently has multiple hoop-houses and greenhouses on site along with two utility buildings and a single-family residence. A City of Prescott Water Main and Town of Chino Valley Sewer Main are both located along the front of the property beneath West Center Street. (**See Attachment 1: Vicinity Map**)

The area is predominantly medium/low density single-family residential development with some medium/low density agricultural residential. The properties to the north are zoned AR-5. The properties to the east are zoned SR-1 (Single Family Residential 1-acre minimum), Granada Estates Subdivision. Properties to the west and south are also zoned SR-1. (**See Attachment 2: Zoning Map**)

PROPERTY HISTORY

In the early 1980's the subject property was made up of four separate parcels of which only one was used for the commercial greenhouse operation named "Willow Creek Greenhouses". In 1988, the property owner at that time purchased and rezoned the three additional parcels to accommodate the expansion of his commercial greenhouse business. With the adoption of the new zoning districts in 2006, the zoning classification of this property changed from R-2 to SR-2.5 which made the commercial greenhouse business a non-conformity. The property was eventually sold to Color Spot Nurseries who continued to operate the non-conforming business. The greenhouse operation eventually ceased and the property has been exclusively been used as a residence for the last several years and as a result, the property has lost its non-conforming status.

PROJECT DESCRIPTION

The applicant is requesting to rezone the 9.62-acre property from SR-2.5 to AR-5. The AR-5 zoning district will legally allow the property to resume the commercial greenhouse operation, which was in operation for approximately 30 plus years.

CITIZENS REVIEW & PUBLIC HEARING PROCESS

Town Staff notified property owners within a 300-foot radius, resulting in 27 notices for public notification. Due to typo in the original notification, staff was required to resend these notification a second time to ensure compliance with State Statutes. Staff has received numerous phone calls asking for further information about the rezone. The primary concern the neighboring property owners have is if the subject property would be allowed to cultivate medical marijuana. While the AR-5 zoning district does allow for the operation of commercial greenhouses, it doesn't allow for the cultivation of marijuana. The only zoning district that currently allows for the new cultivation of marijuana is in the Industrial zoning districts. The neighborhood meeting was held October 5th, 2020 in which three of the surrounding property owners attended. These property owners raised the above mentioned concern of marijuana being cultivated on site, the applicant explained that they property could not be used for cultivation of marijuana due to the required zoning. The other concern that was raised by the surrounding property owners was light pollution and noise pollution.

PLANNING AND ZONING COMMISSION

This item was presented before the Planning and Zoning Commission on October 6, 2020. The commission discussed the potential of splitting the property and right-of-way dedication. The commission asked for clarification on whether or not the property could be split under the new subdivision regulations. Staff explained that the new parcels would need to a minimum of five acres to do so. The commission also asked for clarification on the right-of-way dedication, Staff explained that the amount was contingent upon the newly adopted subdivision regulations and that the exact amount would be determined by the time the Town Council meeting was. No members of the public spoke at this meeting.

APPROVED 7-0

STAFF ANALYSIS AND RECOMMENDATION

The zoning request of AR-5 zoning district is in conformance with the area's General Plan Land Use Designation of Medium Density Residential (**See Attachment 3: General Plan Map**). The entitlements under this zoning district allows for the operation of commercial greenhouse so long as the property has at least 10 contiguous acres. While this property is under the required 10 contiguous acres at 9.63 acres, staff would be including the previously dedicated Town right-of-ways to both the north and south of the property in this calculation. Further, the entitlements within this zoning district will still allow for the property to also be used as a residence.

STAFF & PLANNING AND ZONING RECOMMENDATION

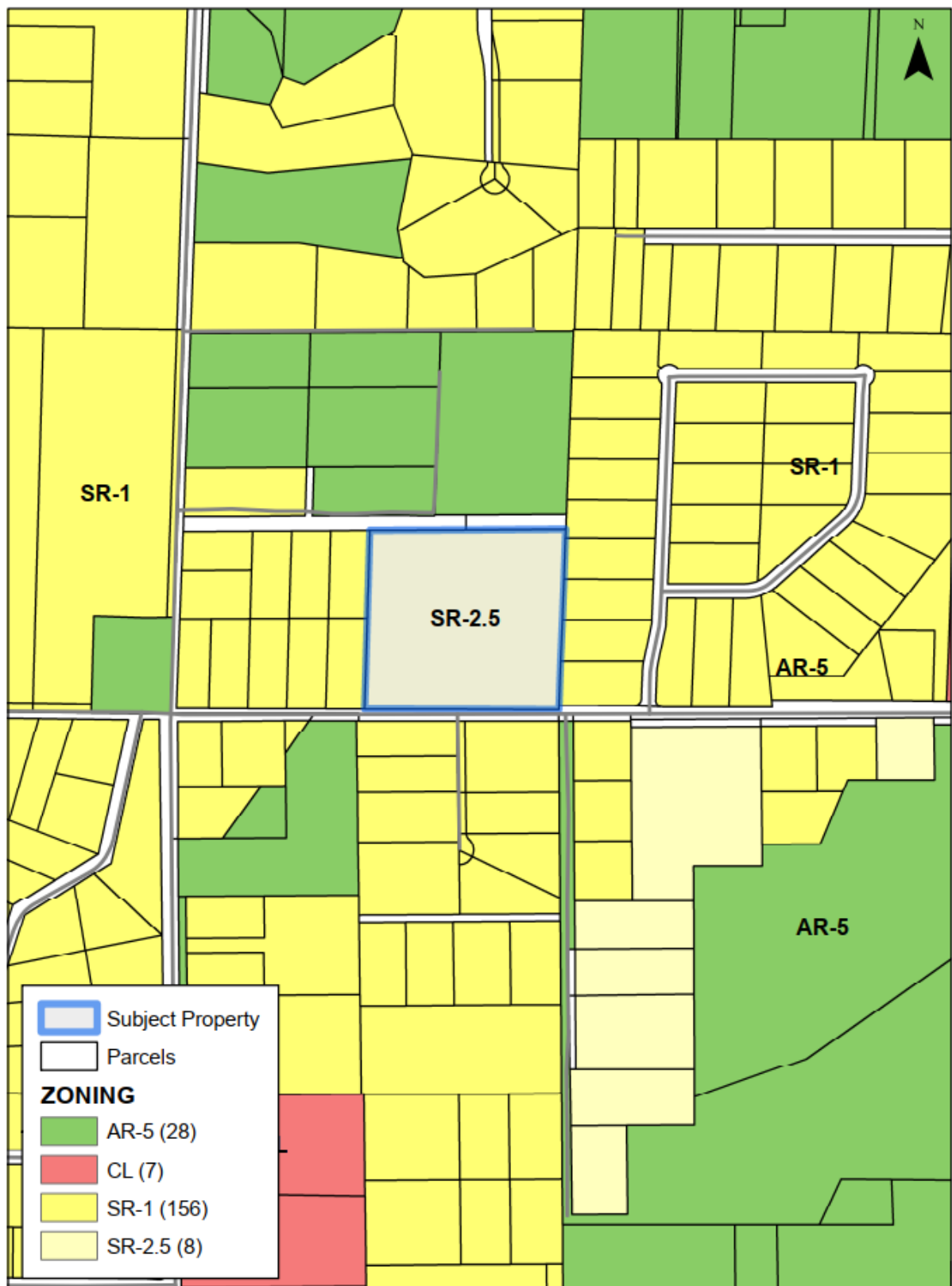
Staff and the Planning and Zoning Commission forward a recommendation of approval to Town Council to rezone approximately 9.63-acres of real property from SR-2.5 (Single Family Residential 2.5-acre minimum) to AR-5 (Agricultural Residential 5-acre minimum) to allow for the operation of a commercial greenhouse to resume with the following recommendations:

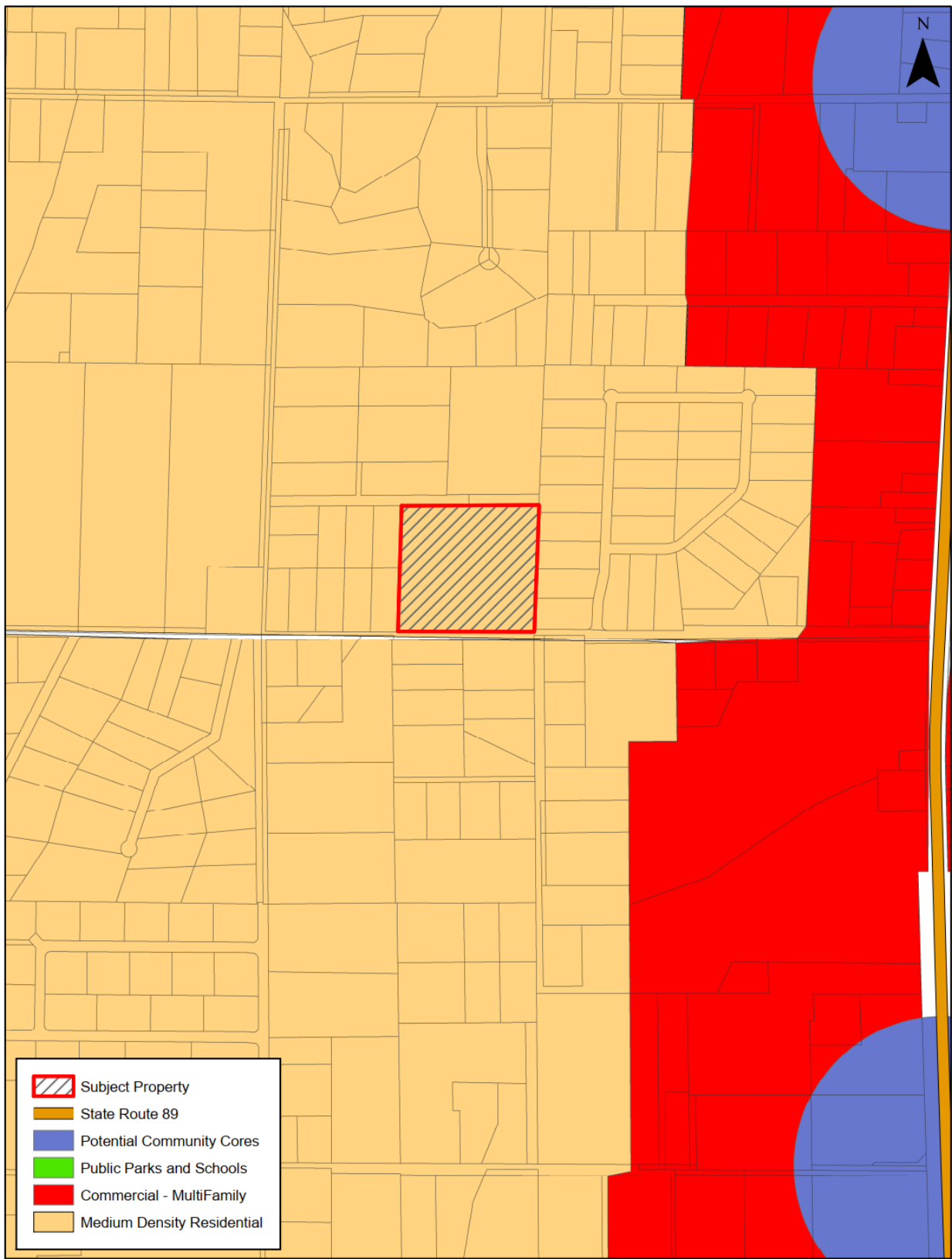
1. The additional right-of-way dedication of 20 feet be made along West Center Street to ensure compliance with Town Code Right-of-Way requirements.
2. Any new construction will need to hook up to Town Utilities and will need to come through site plan review.

ATTACHMENTS

VICINITY MAP



ZONING MAP

GENERAL PLAN MAP



TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. b.

Meeting Date: 10/27/2020

Contact Person: Will Dingee, GIS Tech
Phone: 928-636-4427 x-1233

Department: Community Services

Estimated length 15 minutes

of staff presentation:

Physical location of item: Located at the northeast corner of East Perkinsville Road and North Road 1 East.

AGENDA ITEM TITLE:

Consideration and possible action to approve the Perkinsville 40 Preliminary Plat to subdivide approximately 44.3 acres into 161 lots, with an average lot size of approximately 7,000 square feet developed over multiple phases, located at the northeast corner of East Perkinsville Road and North Road 1 East. (Will Dingee, Assistant Planner)

RECOMMENDED ACTION:

Approve the Perkinsville 40 Preliminary Plat to subdivide approximately 44.3 acres into 161 lots with an average lot size of approximately 7,000 square feet developed over multiple phases with the following stipulations:

1. Align the proposed extension of Valentine Road with the existing Valentine Road.
2. Make a dedication of 25' along the northern property line for East Road 3 North.
3. The proposed pathway along East Perkinsville Road will need to be paved and will need to meander.

SITUATION AND ANALYSIS:

See attached Staff Report

Fiscal Impact

Fiscal Impact?: NA

If Yes, Budget Code:

Available:

Funding Source:

Attachments

P-3-20 Staff Report
Preliminary Plat



TOWN COUNCIL MEETING STAFF REPORT PERKINSVILLE 40 PRELIMINARY PLAT

APPLICATION SUMMARY

File Number: P-3-20

Assessor's Parcel Number: 306-18-009H

Site Location: Located at the northeast corner of East Perkinsville Road and North Road 1 East.

Owners of Record: CGX Life Sciences

Applicant: Brown Family Homes - Craig Helsing

Request: Request for approval of the Perkinsville 40 preliminary plat to subdivide approximately 44.3 acres into 161 lots with an average lot size of approximately 7,000 square feet developed over multiple phases.

SITE DATA

Existing Zoning	SR-0.16 PAD (Single Family Residential 0.16 acre minimum with a Planned Area Development)
Lot Size	44.3 acres (1,929,708 square feet)
Subdivision	N/A
General Plan Land Use Designation	Medium Density Residential (2 acres or less) (See Attachment 3: General Plan Land Use Map)
Existing Land Use	Unoccupied Agricultural Residential and Commercial Greenhouse (to be removed)

AREA	ZONING	GENERAL PLAN LAND USE DESIGNATION	LAND USE
North	AR-5	Medium Density Residential	Vacant
East	AR-5	Medium Density Residential	Commercial Greenhouse
South	PL & SR-0.16	Public Land and Medium Density Residential	Chino Valley Community Center and Chino Meadows Unit 1
West	AR-5, SR-1 & CL	Commercial – Multifamily Residential	Single Family and Agricultural Residential.

BACKGROUND

SITE DESCRIPTION

The subject property is located on the northeast corner of East Perkinsville Road and North Road 1 East. the 44.3-acre site has a zoning classification of SR-0.16 PAD (Single Family Residential 0.16-acre minimum with a Planned Area Development), and has a General Plan Land Use designation of Medium Density residential. The property currently has multiple structures on site including a single family residence, utility buildings and commercial greenhouse all of which are not occupied. (**See Attachment 1: Vicinity Map**)

The area has a mix of surrounding uses. The properties to the north are zoned AR-5 (Agricultural Residential 5-acre minimum) and is either vacant land or utilized as agricultural residential. The property to the east is zoned AR-5 as well but is utilized as a large commercial greenhouse operation. The southern properties are zoned PL (Public Land) and SR-0.16 (Single Family Residential 0.16-acre minimum) and is the Chino Valley Community Center Complex and the Chino Meadows Unit 1 Subdivision. To the west, properties are mixed zoned with SR-1 (Single Family Residential 1-acre minimum, CL (Commercial Light) and AR-5 with the single family and agricultural residential uses. (**See Attachment 2: Zoning Map**)

PROJECT HISTORY

On April 24, 2018, Town Council, through Ordinance No. 18-844, approved the zone change from AR-5 to SR-0.16 PAD.

PROJECT DESCRIPTION

The applicant is requesting approval of the preliminary plat for Perkinsville 40 Subdivision with its associated property boundaries, easements, land use, streets, utilities, drainage and other information requirements for the proposed development.

PRELIMINARY PLAT

Approval of the preliminary plat will allow the applicant to continue the process to subdivide approximately 44.3 acres into 161 lots with an average lot size of 7,000 square feet developed over multiple phases through the future submission of technical review and the final plat prior to recordation.

(See Attachment 4: Preliminary Plat)

All lots shall conform to the development standards set forth by the SR-0.16 PAD overlay zoning district as stipulated by Council including; building setbacks, minimum lot frontage, maximum lot coverage and maximum building height. Staff has reviewed the preliminary plat and has determined that it is in conformance with the approved conceptual plan submitted with the rezoning application.

All arterial, collector and local streets shall be dedicated to the Town of Chino Valley with all street improvements completed as required by the Unified Development Ordinance. Town utilities are available adjacent to the project. Specifically, a 12-inch water main and a 12-inch sewer main that extends along Perkinsville Road. The applicant intends to tie into these adjacent mains.

All arterial and collector streets shall provide minimum six (6) foot wide sidewalks. All local streets will provide a minimum of a five (5) foot sidewalk (per ADA requirements). Perkinsville Road will also have a meandering multi-use path way constructed along the north side of the street.

PLANNING AND ZONING COMMISSION

This item was presented before the Planning and Zoning Commission on October 6, 2020. The commission discussed items such as Valentine Road's alignment and conformance with the conceptual plan, safety specifically at Perkinsville Road entrance, and right-of-way dedication. Town staff further explained that this alignment would not lead to the proposed plan not conforming to the conceptual plan as no more than two lots needed to be shifted. Town Staff continued with explaining that requiring a crosswalk or stop signs at Perkinsville Road would result in more safety issues than not having them, as they tend to lead to a false sense of safety. The Commission asked about the requirements of a bus pullout as there was talk about this back in 2018. Town Staff answered that pullouts for buses also tend to lead to more safety issues as it is easier to ignore a bus pulled off to the side of the road than when it is stopped in the middle of the road. The applicant asked the Commission to recommend that the dedication of right-of-way for East Road 3 North be waived as they felt that it was not needed, Town Staff explained that the dedication was part of the zoning stipulations that was approved back in 2018 and that several other properties had already made the dedications. The Commission did not make a recommendation to waive this requirement. There was no public comment on this item. The applicant also asked for the ability to phase this project over multiple phases. The Commission asked for Staff's input on this and staff explained that this would be a non-issue.

APPROVED 5-2

Commissioner Armstrong voted nay as he felt that the safety concerns of the project were not being addressed due to no turnouts, pullouts and crosswalks being provided.

Commissioner Switzer voted nay due to some issues with the plat and the safety issue with the project due to not having an intersection at the project's entrance on Perkinsville Road.

STAFF ANALYSIS AND RECOMMENDATION

The Perkinsville 40 Preliminary Plat meets all requirements set forth by Section 5.2.3 of the Unified Development Ordinance and is in substantial conformance with the Planned Area Development Plan

Conceptual Development Plan. The site will have its main access by way of both East Perkinsville Road and North Road 1 East. The development will be connected to Town water and sewer. The Development Services Department and the Public Works Department have completed an initial review of the plat. After approval of the preliminary plat, the project will go through technical review and then come back through the public hearing process for approval of the final plat.

STAFF RECOMMENDED STIPULATIONS

Town Staff is recommending that the following stipulations be made to the Preliminary Plat:

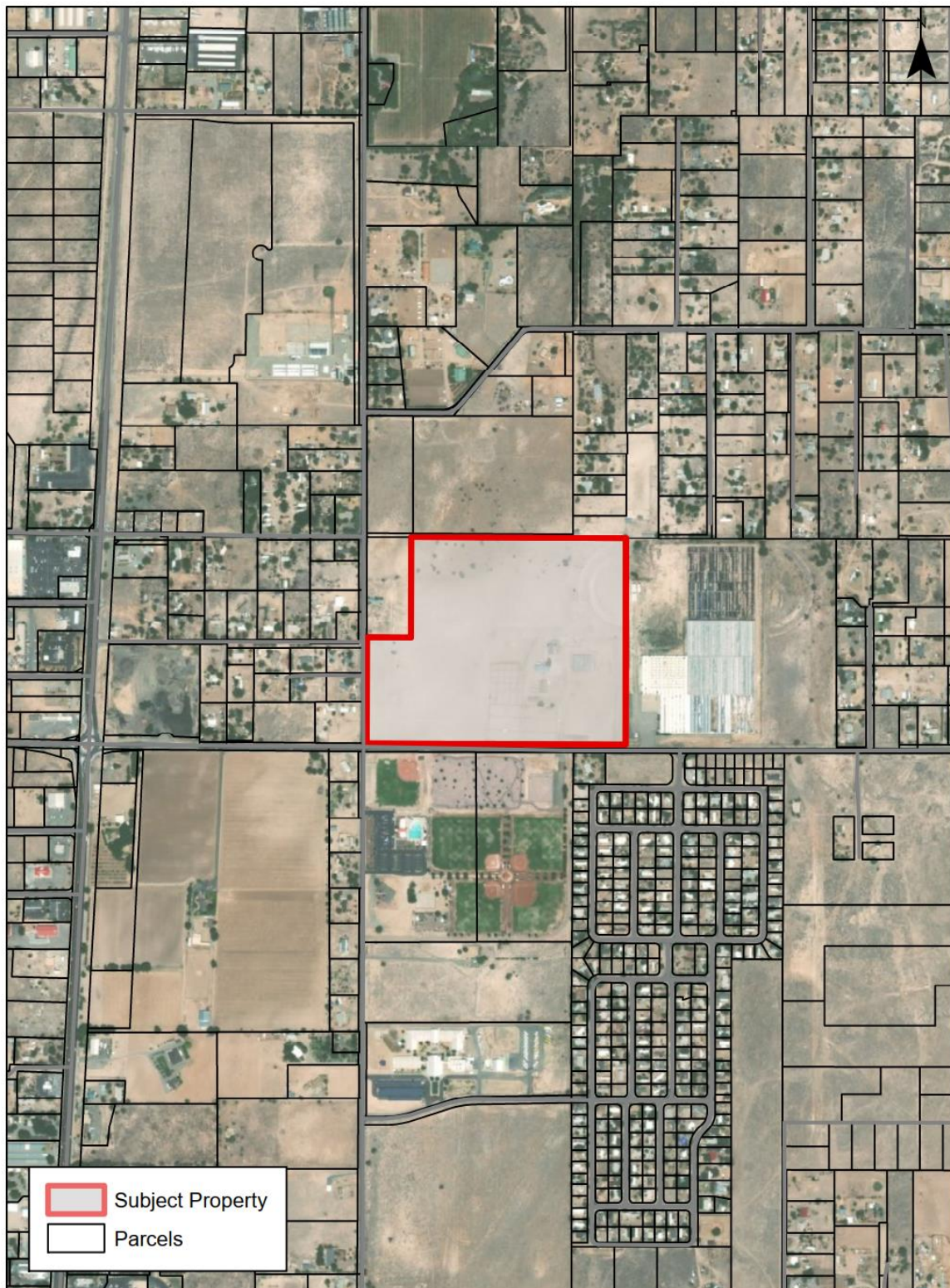
1. Align the proposed extension of Valentine Road with the existing Valentine Road.
2. Make a dedication of 25' along the northern property line for East Road 3 North.
3. The proposed pathway along East Perkinsville Road will need to be paved and will need to meander.

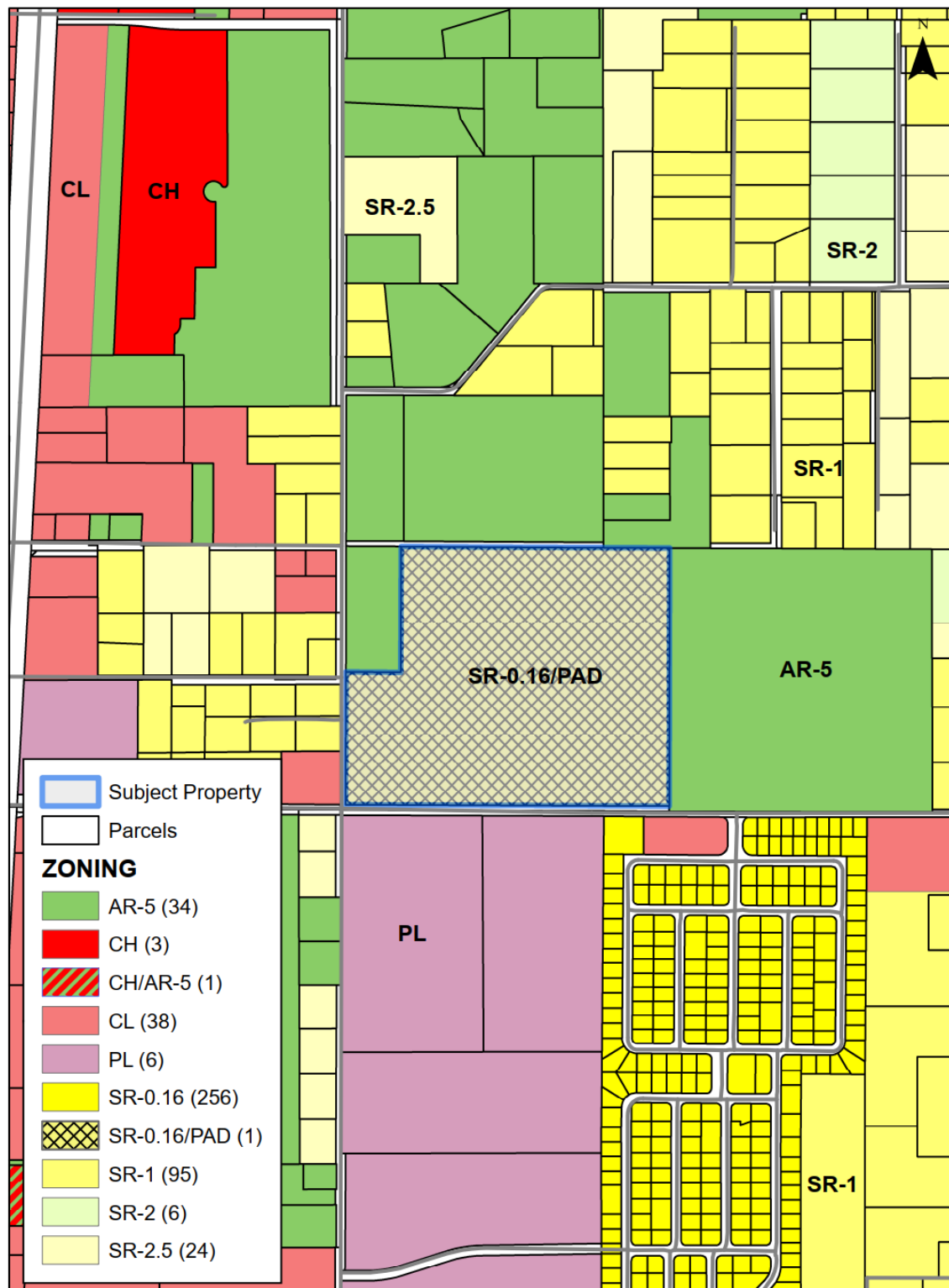
RECOMMENDATION ON REQUESTED PRELIMINARY PLAT

Staff and the Planning and Zoning Commission forward a recommendation of approval to Town Council to approve the Perkinsville 40 preliminary plat to subdivide approximately 44.3 acres into 161 lots with an average lot size of approximately 7,000 square feet developed over multiple phases with the following stipulations:

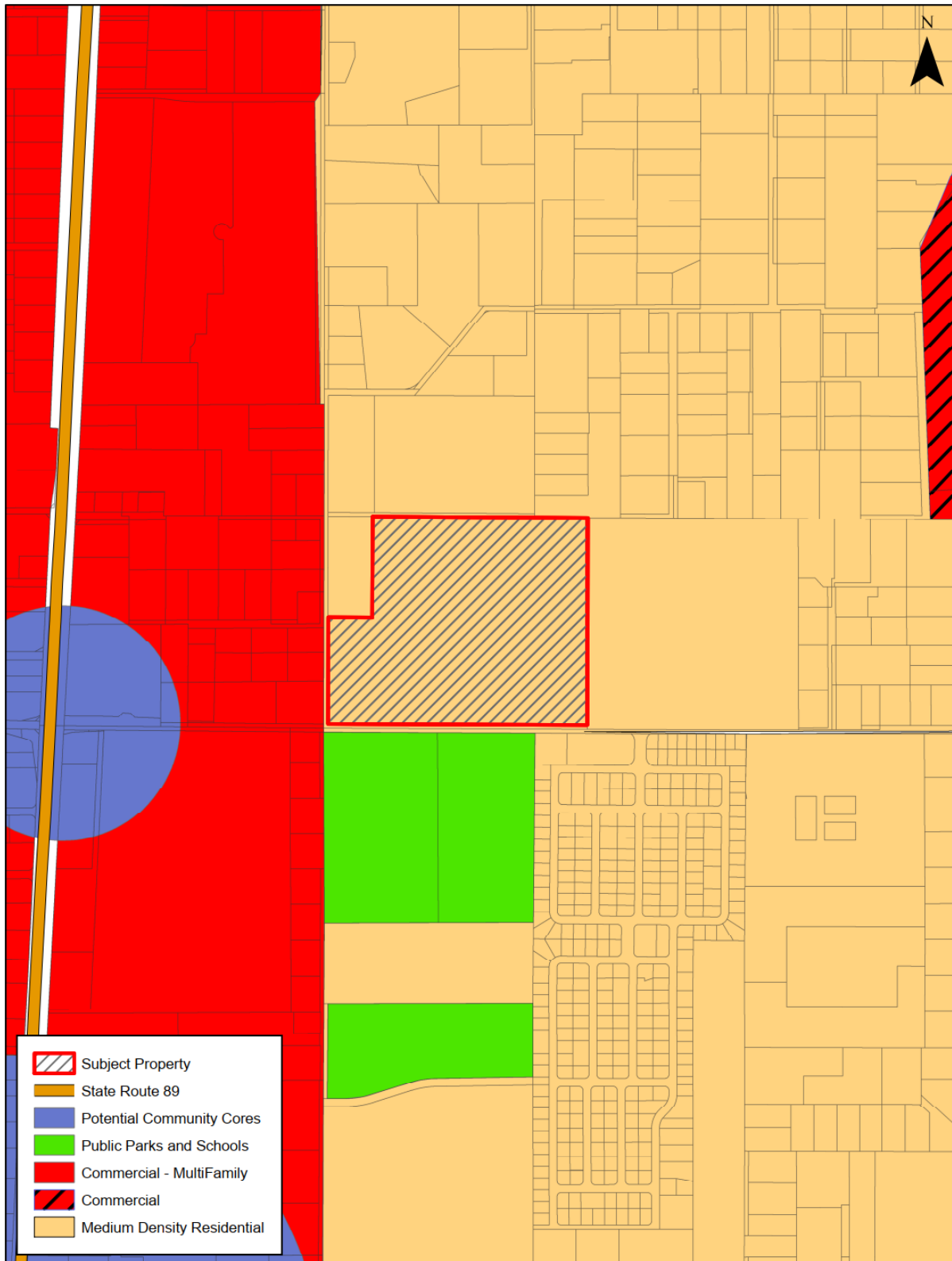
1. Align the proposed extension of Valentine Road with the existing Valentine Road.
2. Make a dedication of 25' along the northern property line for East Road 3 North.
3. The proposed pathway along East Perkinsville Road will need to be paved and will need to meander.

ATTACHMENTS

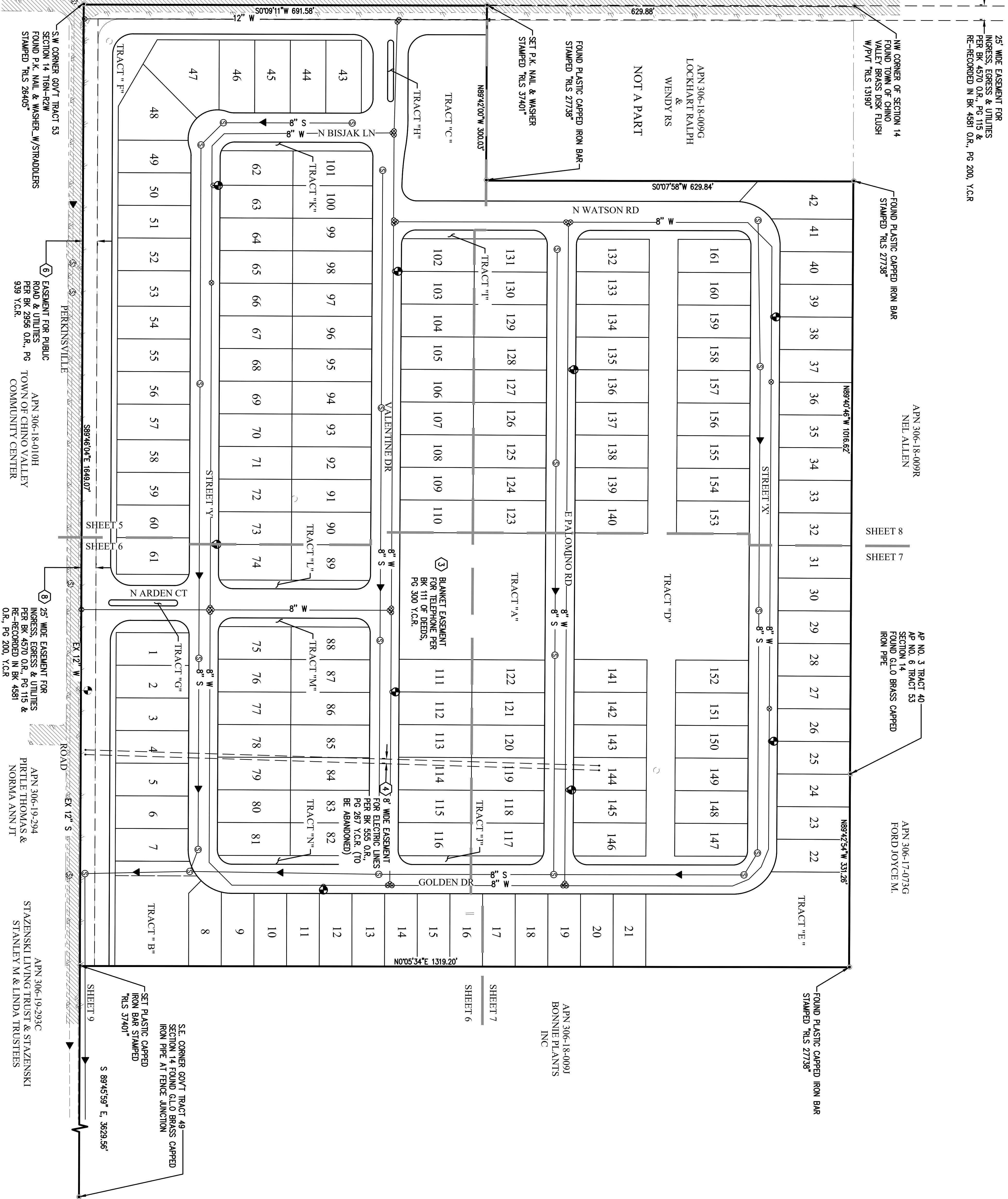
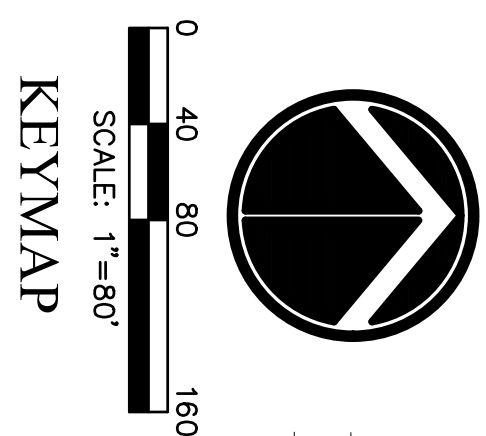
VICINITY MAP

ZONING MAP

GENERAL PLAN LAND USE MAP







	REVISIONS:

HUITT-ZOLLARS
6737 Corsair Avenue Suite B | Prescott, AZ 86301
Office (928) 445-5595
www.huitt-zollars.com
ADVANCEDDESIGNSM



PERKINSVILLE 40

PRELIMINARY PLAT

Land Planning • Hydrology • Land Development • Civil Infrastructure • Surveying

DESIGNED:	
DRAWN:	
CHECKED:	PLOT DATE: 8/18/2020
SHEET	02 OF 10
PROJECT NO.	R312430.01

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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. c.

Meeting Date: 10/27/2020

Contact Person: Will Dingee, GIS Tech
Phone: 928-636-4427 x-1233

Department: Community Services

Estimated length 10 minutes

of staff presentation:

Physical location of item: Located approximately 1,700 feet west of the southwest corner of West Road 4 North and North Road 1 West.

AGENDA ITEM TITLE:

Consideration and possible action to approve a Conditional Use Permit to allow a model home complex and temporary placement of a sales trailer located approximately 1,700 feet west of the southwest corner of West Road 4 North and North Road 1 West. (Will Dingee, Assistant Planner)

RECOMMENDED ACTION:

Approve a Conditional Use Permit to allow a model home complex and temporary placement of a sales trailer with the following stipulations:

1. Construction of the Model Home Complex cannot begin until approval of the Heritage Pointe Final Plat is recorded.
2. The sales trailer cannot be placed on site until approval of the Heritage Pointe Final Plat is recorded.
3. The sales trailer and accompanying site improvements (i.e. parking lots, walkways, port-a-johns, etc.) will be removed within two months of the final lot's start of construction.
4. If Final Plat approval for Heritage Pointe is not received within one (1) year of this Conditional Use Permit's approval, the Conditional Use Permit will expire.
5. The Conditional Use Permit will be reviewed at five years from the date of approval.

SITUATION AND ANALYSIS:

See attached Staff Report

Fiscal Impact

Fiscal Impact?: NA

If Yes, Budget Code:

Available:

Funding Source:

Attachments

C-2-20 Staff Report



TOWN COUNCIL STAFF REPORT BROWN HOMES - HERITAGE POINTE CUP

APPLICATION SUMMARY

File Number:	C-2-20
Assessor's Parcel Number:	306-13-004X, 306-13-004Z & 306-13-120 (Subject to change upon approval of Heritage Pointe Final Plat)
Site Location:	Located approximately 1,700 feet west of the southwest corner of West Road 4 North and North Road 1 West
Property Owner:	Big Chino Investors LLC
Applicant:	Brown Homes
Request:	Request for approval for a conditional use permit to allow a model home complex and temporary placement of a sales trailer.

SITE DATA

Existing Zoning	SR-1 (Single Family Residential 1-acre minimum)
Lot Size	89.9 acres (approximately 3,916,044 sq. ft.)
Subdivision	Soon to be Heritage Pointe
General Plan Land Use Designation	Medium Density Residential
Existing Land Use	Vacant Land

BACKGROUND

SITE DESCRIPTION

The subject properties are located approximately 1,700 feet west of the southwest corner of West Road 4 North and North Road 1 West. The property is accessed from West Road 4 North and Talia Place. The Site is zoned SR-1 (Single Family Residential 1-acre minimum) and the Town's General Plan identifies this area as medium density residential. The subject properties are currently vacant and are utilized as pastureland.

PROJECT DESCRIPTION

The applicant is requesting Council approval for the subdivision's model home complex and temporary placement of a sales trailer on site in anticipation of final plat approval in the near future.

APPLICABLE ORDINANCES

Sales trailers and model home complexes are required to obtain a Conditional Use Permit (CUP) through Town Council within SR-1 zoning districts, as required by Section 3.11.C.2 of the Unified Development Ordinance (UDO). Further, Section 1.9.3 of the UDO governs all CUPs, and allows Council to include additional stipulations as follows:

1. A **Use Permit** may be granted for a designated period with a date of expiration stated therein or may be granted for an indefinite period. Should the use not be established as proposed within one (1) year, the **Use Permit** approval shall become null and void.
2. Additional conditions that may be considered, include, but are not limited to the following:
 - a. Mitigation of potential impacts on surrounding properties such as, but not limited to, noise, lighting, odor, or placement of trash receptacles.
 - b. Assurance of adequate parking, **ingress** and **egress** so as not to increase traffic congestion.
 - c. Hours of operation.
 - d. Maintenance of a positive appearance, with appropriate screening, landscaping and buffering to preserve reasonable use and enjoyment of **adjacent** properties.

PUBLIC REVIEW PARTICIPATION

Staff did not notify the surrounding property owners by letter as the proposed Conditional Use was inline with the already publicly notified subdivision. Notifications were physically posted on the subject property and published in the Daily Courier (Sunday, September 20, 2020). To date, no public response has been received.

PLANNING AND ZONING COMMISSION

This item was presented before the Planning and Zoning Commission on October 6, 2020. The Commission discussed items such as utilities and the time frame that the sales trailer was intended to be there. The applicant stated that the model home complex and sales trailer would be utilizing the well and septic system on the respective lots. The applicant continued, stating that they have an anticipated time frame of three to five years for a completed buildout of the subdivision. With that, the Planning and Zoning Commission recommended that a review date stipulation of five years be added to the conditional use permit to ensure the sales trailer and model home complex do not continue in perpetuity. There was no public comment at this meeting.

APPROVED 7-0

STAFF ANALYSIS

CONSISTENCY WITH THE ZONING ORDINANCE

The subject parcels current zoning districts are SR-1. Historically the land use of the property has been vacant with the intent to develop a rural subdivision. The subject properties current use abides by the development standards set forth by the SR-1 zoning district. Within this zoning district, model homes and sales trailers are allowed with a CUP.

Staff asked the applicant to submit a completed site plan in accordance with section 1.9.3.B of the UDO. Staff has reviewed the provided Site Plan and Lighting Plan and have determined that it conforms to Town Code (**See Attachment 1: Site Plan & Attachment 2: Lighting Plan**)

STAFF RECOMMENDED STIPULATIONS

Town Staff is recommending that the following stipulations be made to accommodate the CUP:

1. Construction of the Model Home Complex cannot begin until approval of the Heritage Pointe Final Plat is recorded.
2. The sales trailer cannot be placed on site until approval of the Heritage Pointe Final Plat is recorded.
3. The sales trailer and accompanying site improvements (i.e. parking lots, walkways, port-a-johns, etc.) will be removed within two months of the final lot's start of construction.
4. If Final Plat approval for Heritage Pointe is not received within one (1) year of this Conditional Use Permit's approval, the Conditional Use Permit will expire.
5. The conditional use permit will be reviewed at five years from the date of approval.

STAFF RECOMMENDATION

Staff and the Planning and Zoning Commission forward a recommendation of approval to Town Council for a conditional use permit to allow a model home complex and temporary placement of a sales trailer with the following stipulations:

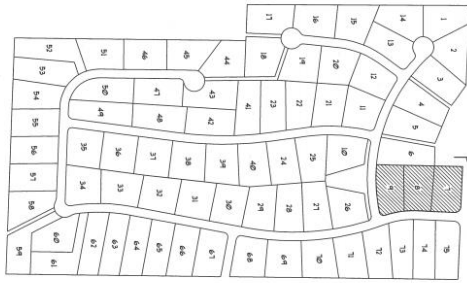
- 1) Construction of the Model Home Complex cannot begin until approval of the Heritage Pointe Final Plat is recorded.
- 2) The sales trailer cannot be placed on site until approval of the Heritage Pointe Final Plat is recorded.
- 3) The sales trailer and accompanying site improvements (i.e. parking lots, walkways, port-a-johns, etc.) will be removed within two months of the final lot's start of construction.
- 4) If Final Plat approval for Heritage Pointe is not received within one (1) year of this Conditional Use Permit's approval, the Conditional Use Permit will expire.
- 5) The conditional use permit will be reviewed at five years from the date of approval.

ATTACHMENTS AND EXHIBITS

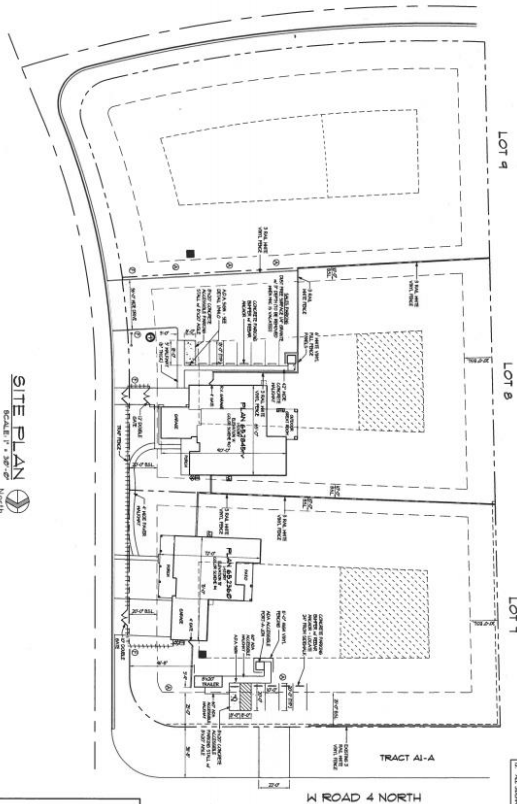
Site Plan

DATE: 03/20/2020
DRAWN BY: JH
SCALE: 1" = 100'

LOCATION MAP SCALE: 1" = 1/4"

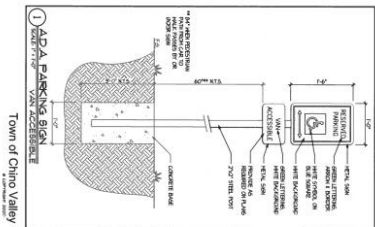


SITE PLAN SCALE: 1" = 100'



SYMBOL	DESCRIPTION
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2	EXISTING DRIVEWAY
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61	EXISTING DRIVEWAY

- STANDARD NOTES FOR MODEL HOME COMPLEX**
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE LATEST EDITIONS OF THE INTERNATIONAL RESIDENTIAL CODE (IRC).
 - NO PORTABLE TOILETS SHALL BE PERMITTED ON THE PROPERTY.
 - ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODE (IBC) AND THE LATEST EDITIONS OF THE INTERNATIONAL RESIDENTIAL CODE (IRC).
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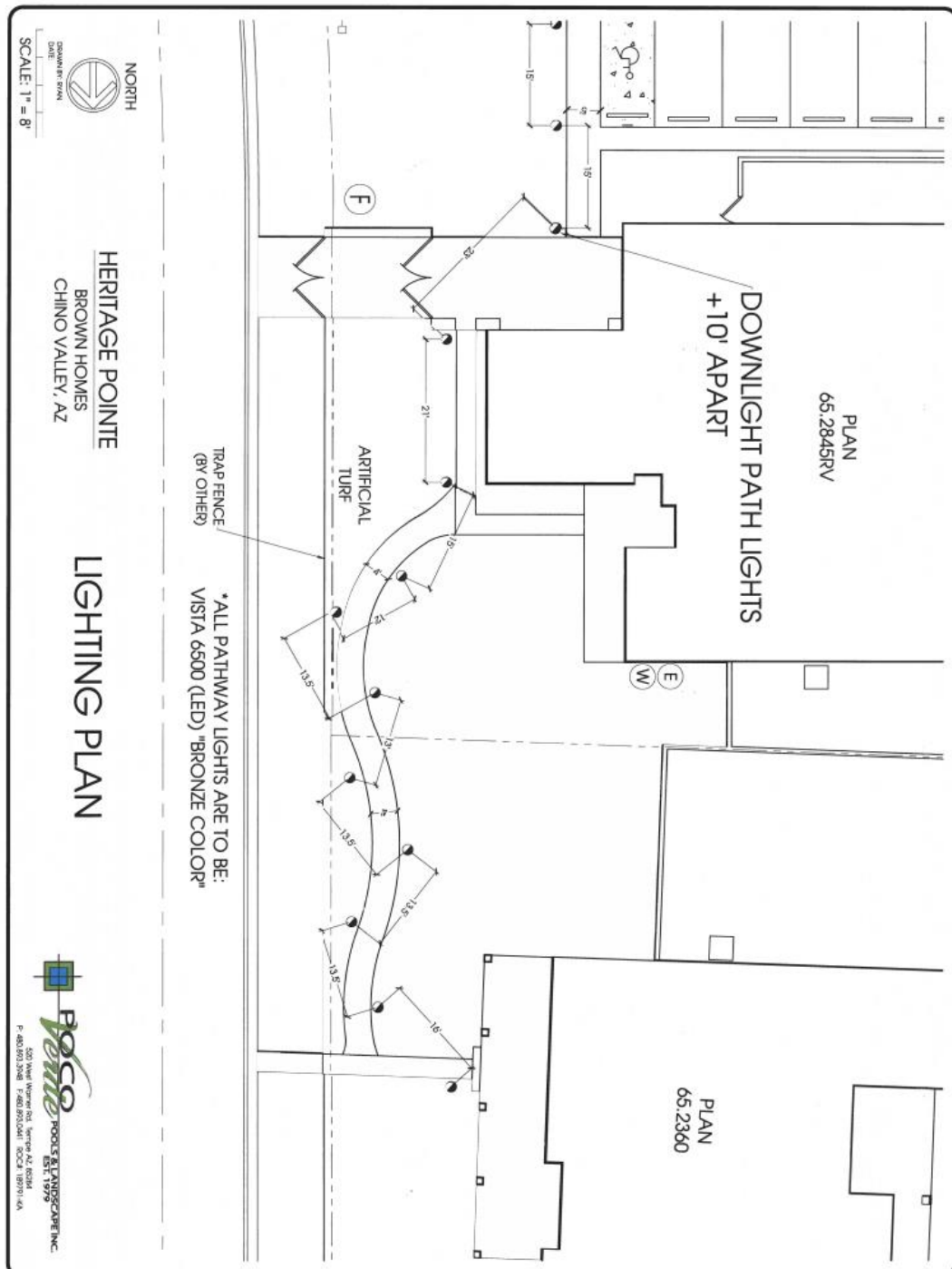


COMMUNITY: **HERITAGE POINTE**
SHEET NO.: **MH1.0**

DRAWING TITLE: **MODEL HOME COMPLEX**
DATE: **03/20/2020**

BROWN HOMES
A Franchised Company
10000 W. 10th Avenue, Suite 100
Denver, CO 80239
Phone: 303.755.1100
Fax: 303.755.1101
Email: info@brownhomes.com

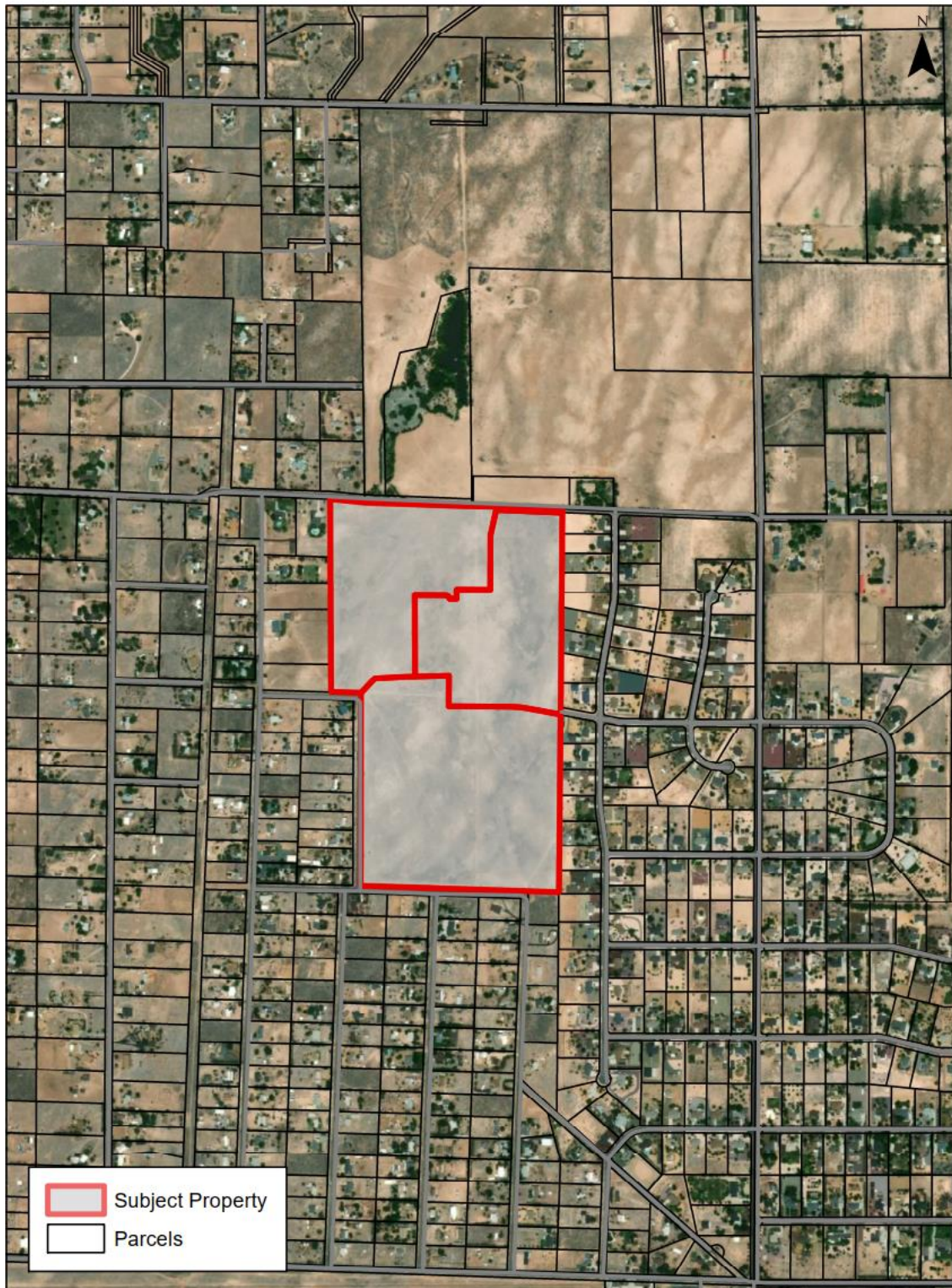
Lighting Plan



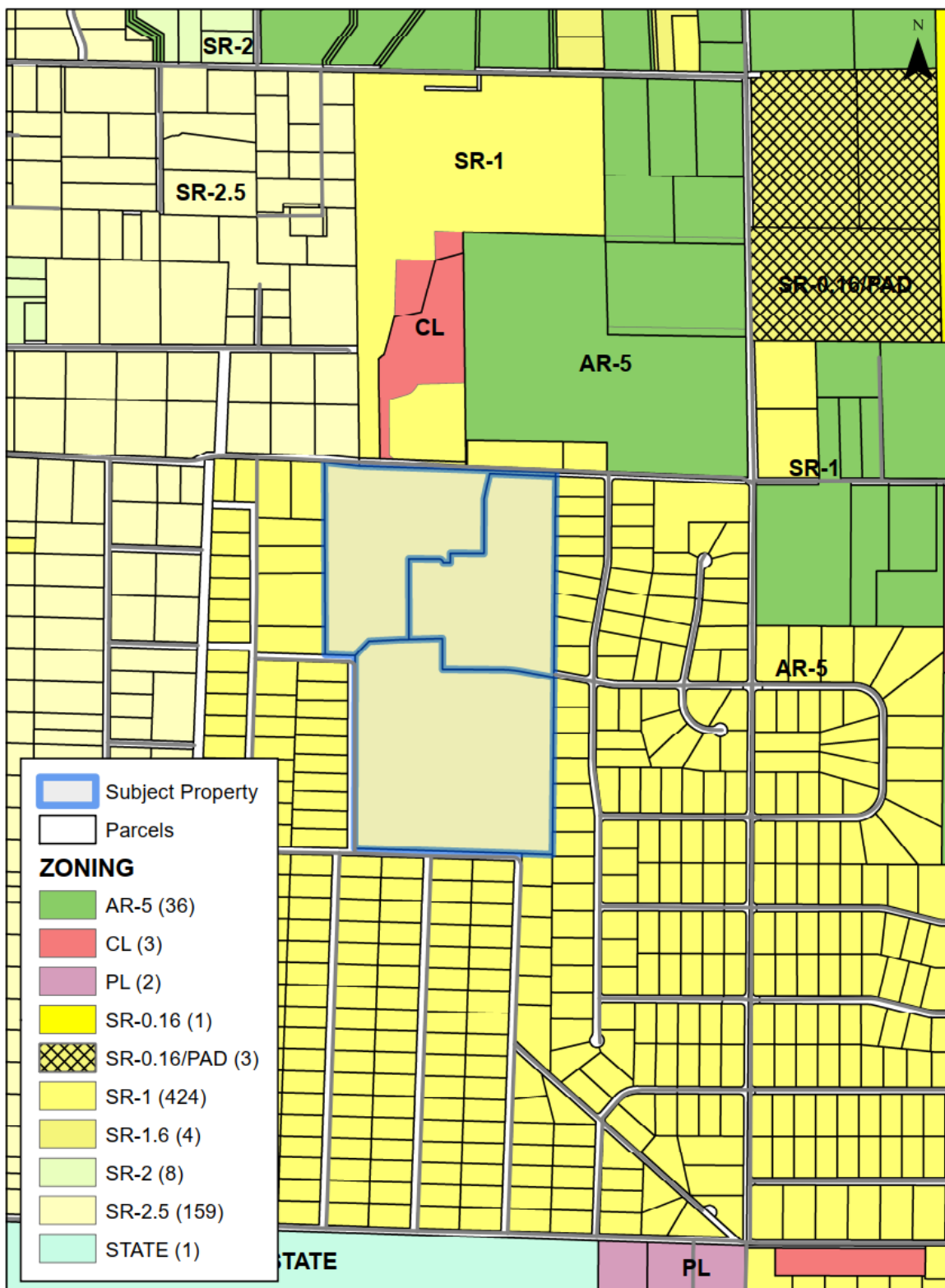
Landscape Plan



Vicinity Map



Zoning Map



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TOWN OF CHINO VALLEY COUNCIL AGENDA ITEM STAFF REPORT

Town Council Regular Meeting

6. d.

Meeting Date: 10/27/2020

Contact Person: Will Dingee, GIS Tech
Phone: 928-636-4427 x-1233

Department: Community Services

Estimated length 10 minutes

of staff presentation:

Physical location of item: Located approximately 1,900 feet north of the northeast corner of the intersection for Road 2 North and North State Route 89

AGENDA ITEM TITLE:

Consideration and possible action to approve a Conditional Use Permit to allow the temporary placement of a construction trailer for Brown Homes to be located approximately 1,900 feet north of the northeast corner of the intersection for Road 2 North and North State Route 89. (Will Dingee, Assistant Planner)

RECOMMENDED ACTION:

Approve a Conditional Use Permit to allow the temporary placement of a construction trailer for Brown Homes with the following stipulations:

1. The construction trailer and accompanying site improvements (i.e. parking lots, walkways, port-a-johns, etc.) will be removed upon reaching 90% completion of both subdivisions of the applicant's subdivisions.
2. Any signage that is placed in relation to the construction trailer be in conformance with Town Code.
3. Landscaping and screening shall be required to help mitigate the view of the trailer off Highway 89. Site plan review and accompanying landscape plan shall be required.
4. The construction trailer be located 50 feet behind the State Route 89 property line in accordance with Town Code.

SITUATION AND ANALYSIS:

See attached staff report

Fiscal Impact

Fiscal Impact?: NA

If Yes, Budget Code:

Available:

Funding Source:

Attachments

C-3-20 Staff Report



TOWN COUNCIL MEETING STAFF REPORT BROWN HOMES - CONSTRUCTION TRAILER CUP

APPLICATION SUMMARY

File Number:	C-3-20
Assessor's Parcel Number:	306-20-036B
Site Location:	Located approximately 1,900 feet north of the northeast corner of the intersection for Road 2 North and North State Route 89
Property Owner:	Fillebrown Living Trust
Applicant:	Brown Homes
Request:	Request for approval for a conditional use permit to allow the temporary placement of a construction trailer for Brown Homes.

SITE DATA

Existing Zoning	CH/AR-5 (Commercial Heavy and Agricultural Residential 5-acre minimum)
Lot Size	7.75 acres (approximately 337,590 sq. ft.)
Subdivision	N/A
General Plan Land Use Designation	Commercial Multifamily
Existing Land Use	Automotive Business and a Single Family Residence

BACKGROUND

SITE DESCRIPTION

The subject property is approximately 1,900 feet north of the northeast corner of the intersection for Road 2 North and North State Route 89 and is accessed off state Route 89. The site is zoned CH/AR-5 (Commercial Heavy and Agricultural Residential 5-acre minimum) and the Town's General Plan identifies this area as Commercial Multifamily. The property is currently used for an automotive business and a single family residence.

PROJECT DESCRIPTION

The applicant is currently working with the Town to gain approval for two subdivisions, Heritage Pointe (west of State Route 89) and Perkinsville 40 (east of State Route 89). The applicant would like Town Council approval for a temporary construction trailer to serve as a halfway point between both of these developments for their contractors to meet.

APPLICABLE ORDINANCES

Under the CH zoning district (Section 3.16.C) of the Unified Development Ordinance (UDO)), it is at the discretion of the Zoning Administrator to require a use to obtain a Conditional Use Permit (CUP) if the use is not listed under the zoning district. Section 1.9.3 of the UDO governs all CUPs and allows Council to add additional stipulations as follows:

1. A **Use Permit** may be granted for a designated period with a date of expiration stated therein or may be granted for an indefinite period. Should the use not be established as proposed within one (1) year, the **Use Permit** approval shall become null and void.
2. Additional conditions that may be considered, include, but are not limited to the following:
 - a. Mitigation of potential impacts on surrounding properties such as, but not limited to, noise, lighting, odor, or placement of trash receptacles.
 - b. Assurance of adequate parking, **ingress** and **egress** so as not to increase traffic congestion.
 - c. Hours of operation.
 - d. Maintenance of a positive appearance, with appropriate screening, landscaping and buffering to preserve reasonable use and enjoyment of **adjacent** properties.

PUBLIC REVIEW PARTICIPATION

The Town Staff notified all property owners within a 300-foot radius of the property for a neighborhood meeting which resulted in 13 notifications. The neighborhood meeting will be held on Monday October 5th 2020 in which no members of the public attended. Notifications were also physically posted on the subject property and published in the Daily Courier (Sunday, September 20, 2020). To date, no public response has been received.

PLANNING AND ZONING COMMISSION

This item was presented before the Planning and Zoning Commission on October 6, 2020. The commission discussed items such as whether or not the trailer was open to the public, traffic impacts, on site storage and State Route 89 setbacks. The applicant stated that the trailer would only be used as a hub for the contractors for their two projects in Town and that there would only be a couple vehicles making a trip to the trailer per day. The applicant continued, stating that there would be no equipment staging or storing on the site. Town Staff informed the Council that the setbacks along SR 89 was a minimum of 50 feet and was something that Staff could not reduce unless directed by Town Council. The applicant asked the Planning and Zoning commission to provide a recommendation to Town Council for this reduction to allow for better visibility from the highway. The Commission did not make this recommendation as they felt that it would affect the surrounding businesses. There was no public comment on this item.

APPROVED 7-0**STAFF ANALYSIS****CONSISTENCY WITH THE ZONING ORDINANCE**

The subject parcel is currently zoned CH/AR-5. Historically the land use of the property has been an automotive business and a single family residence. At this point in time, the subject property's current use abides by the development standards set forth in both the CH and AR-5 zoning districts. While not required outright, Town Staff felt it prevalent to bring this use through the Conditional Use Permit process as it is semi.

Staff asked the applicant to submit a completed site plan in accordance with section 1.9.3.B of the UDO. Staff has reviewed the provided Site Plan and Lighting Plan and have determined that a couple of modifications will be required in order to conform to Town Code. These modifications will be outlined under the staff recommended stipulations. **(See Attachment 1: Site Plan & Attachment 2: Lighting Plan)**

STAFF RECOMMENDED STIPULATIONS

Town Staff is recommending that the following stipulations be made to accommodate the CUP:

1. The construction trailer and accompanying site improvements (i.e. parking lots, walkways, porta-jons, etc.) will be removed upon reaching 90% completion of both subdivisions of the applicant's subdivisions.
2. Any signage that is placed in relation to the construction trailer be in conformance with Town Code.
3. Landscaping and screening shall be required to help mitigate the view of the trailer off Highway 89. Site plan review and accompanying landscape plan shall be required.
4. The construction trailer be located 50 feet behind the State Route 89 property line in accordance with Town Code.

STAFF RECOMMENDATION

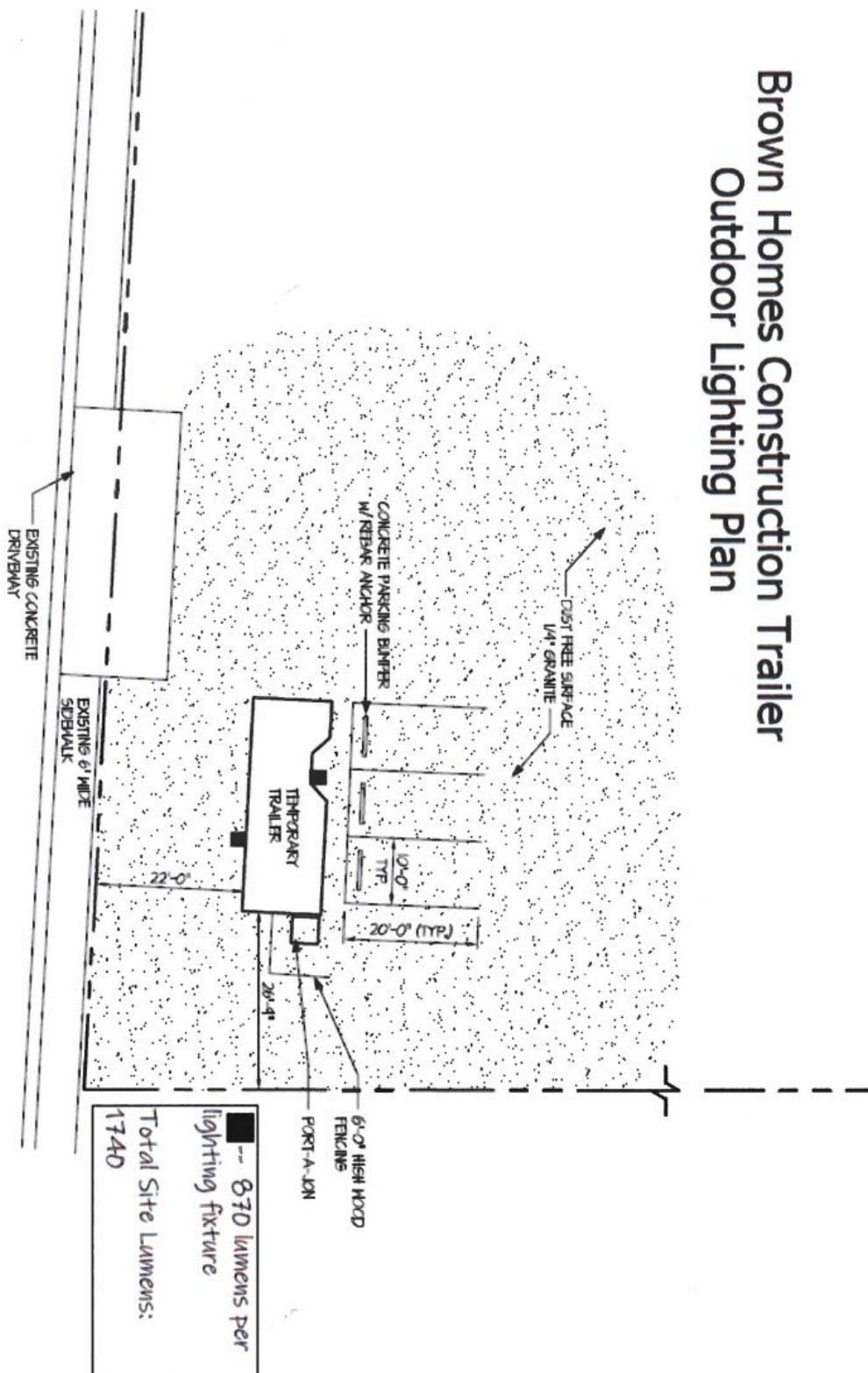
Staff and the Planning and Zoning Commission forward a recommendation of approval to Town Council for a conditional use permit to allow the temporary placement of a construction trailer for Brown Homes with the following stipulations

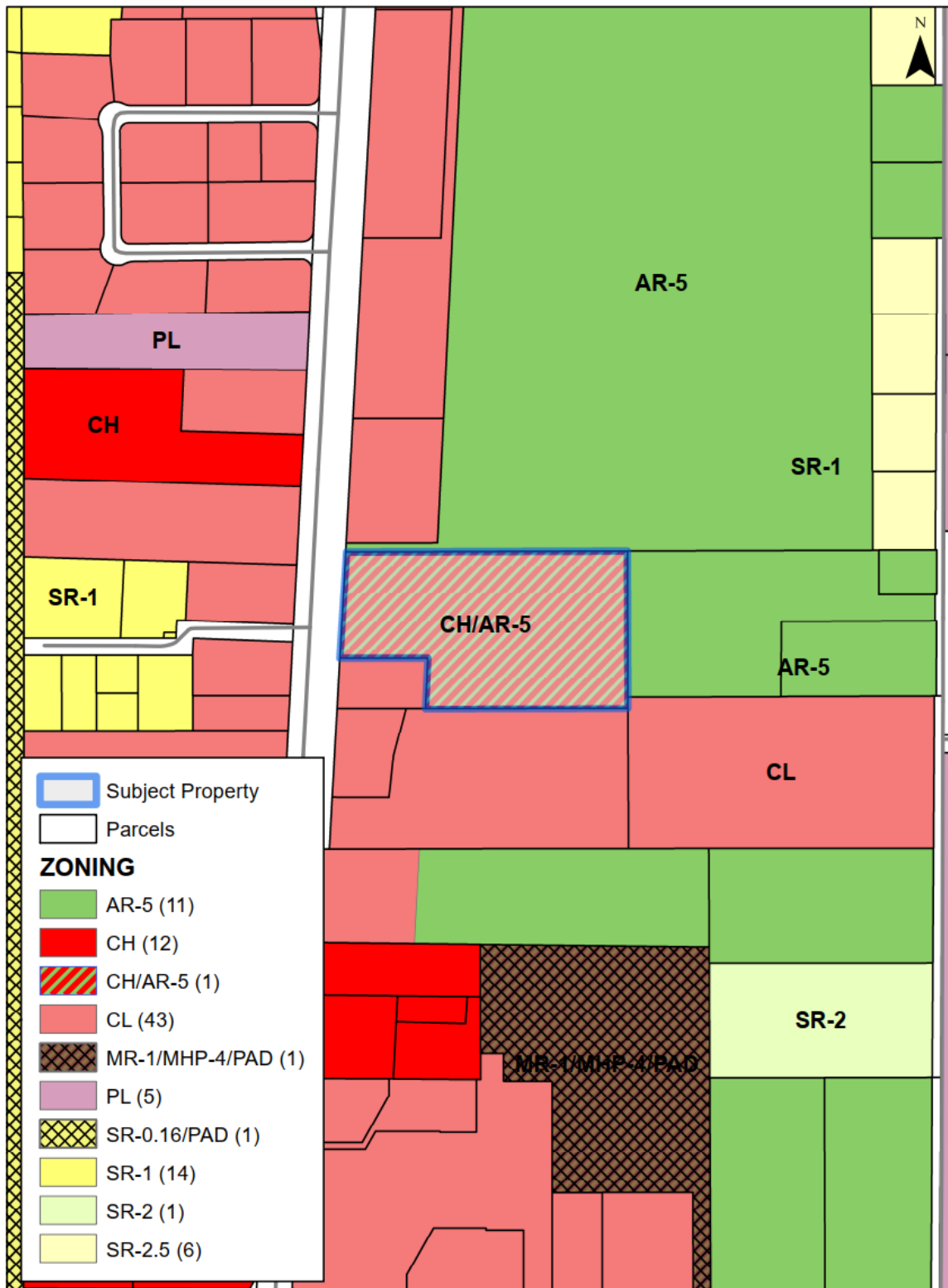
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2. Any signage that is placed in relation to the construction trailer be in conformance with Town Code.
3. Landscaping and screening shall be required to help mitigate the view of the trailer off Highway 89. Site plan review and accompanying landscape plan shall be required.
4. The construction trailer be located 50 feet behind the State Route 89 property line in accordance with Town Code.

ATTACHMENTS AND EXHIBITS

Lighting Plan

Brown Homes Construction Trailer Outdoor Lighting Plan



Zoning Map

Vicinity Map

