

**MINUTES OF THE PLANNING AND ZONING COMMISSION
AND THE GENERAL PLAN COMMITTEE
JOINT WORK STUDY
OF THE TOWN OF CHINO VALLEY**

**TUESDAY, November 19, 2013
8:00 P.M.**

The Planning and Zoning Commission and the General Plan Committee of the Town of Chino Valley, Arizona, met for a joint work study in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona, on Tuesday, November 19, 2013.

Present: Gwen Rowitsch, Chair; Garland Miner, Vice-Chair; Michael Edmonds, Commissioner; Robert McCaullay, Commissioner; Chuck Merritt, Commissioner; Florence Sloan, Commissioner; Corey Mendoza

Staff Present: Ruth Mayday, Planner
Dava Hoffman, Consultant Planner
Liz Hart (recorder), Town Clerk Assistant

1) CALL TO ORDER

Commission Chair Gwen Rowitsch called the meeting to order at 8:08 P.M.

2) ROLL CALL

General Plan Committee Members Present: Michael Edmonds, Patricia (Trish) Lamb, Robert McCaullay, John Morgan, Tom Payne, Frank Perkins, Cheri Romley, Ron Romley, Edward Steinback, Celia Vander-Molen

General Plan Committee Members absent: Nancy Best, Norm Freeman, Dan McGuire

3) DISCUSSION ITEMS

- A)** Review of Working Draft of the Water Resources/Environment Element of the General Plan.

Consultant Dava Hoffman spoke on water resources (supply and demands for water) and environmental impact.

With the growth of the Town, water and sewer facilities were established and in 1980, the State adopted AZ ground water management act where Chino Valley is part of the Prescott Active Management Area (PAMA). The goal of the active management is reaching safe yield where the amount of water taken out of the ground equals the water put into the ground.

Consultant Hoffman spoke on municipal and private water supplies within Chino Valley.

Chino Valley has approximately 550 water accounts with a capacity of 550,000 gallons. There is additionally the City of Prescott water and seven other private water companies within Chino Valley. The Town has a municipal sewer collection and treatment facility current capacity at 500,000 gallon/day, which the Town is in negotiations to take over from the private contractor who currently runs the facility. The water recharge facility Class A+ affluent also has an aquifer recharge facility.

The Town of Chino Valley's safe yield possibilities in PAMA are via rain harvesting and/or wastewater treatment recharge. The current wastewater recharge is 1,000,000 gallons/day with a capacity of 5,000,000 gallons/day. The parcels purchased outside PAMA to augment the safe yield supply via importation. The endorsement of water conservation through educational brochures, Arizona Rinse Smart program, leak detection monitoring, and rainwater harvesting. The Town has an agreement with Verde Upper Verde River Protection Coalition for a regional rainwater harvesting pilot program.

Other environmental effects are air quality and water resources. The major pollutant in Chino Valley's air quality is the dirt roads. The lot splits created problem as the Ground Water Act only regulates water in subdivisions and lot splitting is a method to circumvent the 35 gallons/minute exemption. The Town is working on expansion for sewer and water, which will come before the voters in November.

Consultant Hoffman presented ideas to encourage sustainable water resources and protection water and air qualities as the Town grows.

1. Encourage new residential development to comply with the regulations of the subdivision code for the installation of central water distribution and central sewage collection systems, as well as the construction of paved roadway surfaces.

Consultant Hoffman advised of a correction to change "add procedures for subdivisions as defined by Arizona Real Estate Department ARS 32-2101 for 6 or fewer lots for non-requirement of Certificate of Assured Water from ADWR" to "for 5 or fewer lots".

The committees presented the following questions and suggestions:

The word "require annual pumping" and methods of enforcement. It was suggested changing require to recommend.

How much water would be generated at the Town's dumping station as pumping

collects solid waste not water, which runs out the leach field.
The committees' final recommendation was to delete the step entirely.

2. Promote the expansion of the Town's municipal water distribution system and sewage collection system and expansion of the wastewater treatment facilities.

The committees discussed the following ideas for a sewage collection system

- The need of a sewer system along State Route 89 to provide a commercial tax base in the town.
- Presenting the idea to the public that a bond is important towards making a property more marketable/valuable.
- Expanding sewer to areas outside the Town limits.
- Not making hookup mandatory but not issuing permits for septic system repair was discussed but the committee was informed that the County is the only one to regulate septic systems.
- Sewer improvement districts and community core concepts for sewer expansion.

Consultant Hoffman recommended adding additional steps

- Explain the financial benefits to property owners within the entire town with the expansion of water and sewer along State Route 89.
- Explain that in-field development where water and sewers exist as starting points as starting points for expansion of the systems.

3. Expand indoor and outdoor water conservation including rain catchment through education to existing homeowners and business owners and through regulatory methods for all new construction.

The committee discussed, as there are brochures available on various conservation techniques changing the wording from "Produce" simple brochures to "Distribute".

4. Increase future water-resource augmentation for Chino Valley.

5. Encourage new residential development to install paved roads that are designed for proper construction materials and drainage features to control dust and erosion.

The committee suggested changing "designed for proper construction" to "designed with proper construction".

6. Update regulations for paving of driveways and parking area for business uses.

Celia Vander-Molen suggested adding more wording on using storm water treatment. She will email the suggested wording to Consultant Hoffman.

7. Coordinate assessments of new developments for potential air and water impacts.

Comments were made to "discourage high water consuming business" in light of the marijuana greenhouses coming to the area.

B) Review of Working Draft of the Cost of Development Element of the General Plan.

Consultant Hoffman reported on “What is cost of development?”

The Cost of Development Element ensures that a new development pays its fair share for public services. Legislature requires that a Cost of Development Element identifying policies and strategies used to require a development to pay its fair share.

Consultant Hoffman reported on the kinds of methods and how to make sure that is a fair cost benefit ratio.

In 2002, Chino Valley adopted a development impact fees schedule for new residential developments, commercial and industrial development fees were waived. The Town imposed utility fees, installation fees, and monthly use rates for municipal water and sewer users. The State legislature restricted wide spread development fees by restricting its definition necessary public services" These fees and restrictions must come into compliance with the new State law by August 2014. These plans are called Infrastructure improvement plans (IIP) formally known as Capital Improvement plan must be updated every 5 years.

Types of revenue funding sources for infrastructures

1. Bonds:

- a. General obligation bonds – used on town wide facility and must be voted on.
- b. revenue bonds – expansion of revenue generating facility
- c. Improvement districts - 50 % of the property owners must agree and only they are taxed.
- d. community facilities districts - large specific developments

2. Taxes:

- a. Transaction privilege tax – sales tax
- b. Franchise tax – public utility tax
- c. Booze, board, and bed tax, which is voted in.

The committee discussed if a tax per plant on marijuana could qualify as an industry tax. It was advised that the attorney could look into it if it could be isolated to just marijuana growers or would it have to be anybody in agriculture.

- d. Local property tax – none in Chino Valley

3. Fees:

- a. Development impact fees – offset public services costs on new developments.
- b. Permit fees – zoning fees, conditional use permits
- c. User fees – water, sewer, pool, tennis courts charges

4. Other development mechanisms:

- a. Dedications - developer dedicates and constructs a capital facility.
- b. Development agreements – developer agrees to a major facility.
- c. Exactions – offsite non-residential development.

5. Revenues from the State:

- a. State shared revenues – based on collection of State sales tax.
- b. Income tax revenues - based on collection of state income tax.
- c. Highway user revenue funds and local transportation assistance fund, State lottery, and vehicle license taxes.

Consultant Hoffman reported on the goals to ensure that development pays its fair share for additional public services.

- 1. Evaluate the Town’s existing public services and infrastructure to provide a basis for new development.
- 2. Update the Town’s Development Impact Fee Ordinance.
- 3. Create methods for achieving reasonable costs in new developments to expand public services and infrastructure.

The committee discussed the term “fair share” it was explained that it is statutory language required by law.

C) Review of Working Draft of the "Getting It Done!" section of the General Plan.

Consultant Hoffman presented information on Getting It Done and its two components.

Part 1. How to amend the General Plan.

Consultant Hoffman advised that by State law the General Plan needs reviewing once every 10 years for re-adoption or updating as needed. The procedures for amending the General Plan are covered in two categories major amendment and minor amendments and per state law major amendments can only be heard once in the calendar year.

Consultant Hoffman presented the four criteria as found in the current Chino Valley General Plan Major amendment criteria. The committees discussed the differences in major and minor amendments, and their effect on zoning changes.

Part 2. How do we provide a guideline to getting strategies done to accomplish those goals?

Consultant Hoffman presented a series of charts covering the six Elements, strategies and steps for accomplishing those goals based on their timing, primary area, and responsibility.

A. LAND USE ELEMENT

- 1. Protect existing residences in large-lot neighborhoods as new lifestyle choices develop.
- 2. Avoid proximity of incompatible land uses Correction on preserve currently identified aggregate area should be longer and ongoing.
- 3. Strive for developments that fulfill the Community Vision while allowing flexibility and encouraging innovation.

B. CIRCULATION/TRANSPORTATION ELEMENT

1. Encourage new connecting local roadways that offer convenience and provide emergency/safety routes.
2. Support regional cooperation for continued widening of State Route 89 south to State Route 89A.
3. Encourage regional transportation planning for a major regional connector from State Route 89A to Road 5 South extension, and long range planning for further northward extensions.
4. Promote the usage of the Yavapai Regional Transit Authority (YRTA) correction to Yavapai Regional Transit Inc. (YRTI).
5. Encourage all modes of alternative transportation including installation of bicycling and pedestrian route networks, the use of local non-profit vans and YRTA.
6. Investigate green streets techniques for new street construction.
7. Institute a 5-year Capital Improvement Plan (CIP) and coordinate all proposed roadway construction with existing and planned land uses and with the Vision and Goals of the General Plan.

C. ECONOMIC DEVELOPMENT ELEMENT

1. Create a Community-Focused Retail Base.
2. Establish an Employment / Job Base.
3. Enhance the Recreation/ Agri-Tourism Base
4. Create a researched businesses database – ongoing.
5. Provide a Business-Friendly atmosphere.
6. Commit financial resources/ staff to marketing efforts for Chino Valley.

The committee mentioned enacting a transfer excise tax on marijuana. Both Maine (\$50.00/oz.) and Colorado (25% recreational tax) impose this type of tax.

D. OPEN SPACE/ RECREATION ELEMENT

1. Plan for comprehensive recreation, parks, and trails commensurate with the Town's growth.
2. Provide for short-term recreation and parks enhancements.
3. Provide for long-term development of parks and recreation coordinated with the Parks/Trails/Recreation Master plan and with regional agencies.
4. Create partnerships for the development of new recreational assets and expanded facilities.
5. Add Open Space, private or public, by zoning regulations and by conservation easements.

Correction on Create an Inter-Governmental Agreement (IGA) between the Town and Chino Valley School District (CVSD) from regional cooperation to plan and research.

6. Motivate healthfulness through stimulating activity and ease of use in mobility alternatives.

E. WATER RESOURCES AND ENVIRONMENT ELEMENT

1. Encourage new residential development to comply with the regulations of

the subdivision code for the installation of central water distribution and central sewage collection systems, as well as the construction of paved roadway surfaces. Correction on step three to read for 5 or fewer lots and delete step five.

2. Increase future water-resource augmentation for Chino Valley.
3. Promote the expansion of the Town's municipal water distribution system and sewage collection system and expansion of the wastewater treatment facilities (see prior discussed changes).
4. Expand indoor and outdoor water conservation, including rain catchment, through education to existing homeowners and business owners, and through regulatory methods for all new construction (see prior discussed changes).
5. Encourage new residential development to install paved roads that are designed for proper construction materials and drainage features to control dust and erosion (see prior discussed changes).
6. Update regulations for paving of driveways and parking areas for business uses.
7. Coordinate assessments of new developments for potential air and water impacts.

F. COST OF DEVELOPMENT ELEMENT

1. Evaluate the Town's existing public services and infrastructure to provide a basis for new development's impact
2. Update the Town's Development Impact Fee Ordinance
3. Create methods for achieving reasonable costs in new developments to expand public services and infrastructure

The committee discussed that instead of calling items "goals and strategies" change to "objectives and policies" for ease of grant writing, a consensus was not reached.

Consultant Hoffman advised the rest of the process of completion is:

1. Corrections, proofing, and editing.
2. Published and change from working draft to review draft.
3. Send copy to mandated agencies for a 60-day review period and post on the web site.
4. After the 60-day period there is a 15-day, advertising time before the planning commission can hold a hearing.
5. Only required to have one public hearing then goes to council for adoption or rejection.
6. In order to meet the minimum time period adoption must be by June for November election.
7. General plan summary brochure created and sent to voters.

Consultant Hoffman explained the idea of the "General Plan" provides guidance for specific plans.

4) PUBLIC COMMENTS

5) ADJOURN

The committees adjourned at 9:52 p.m..

Chair Gwen Rowitsch

Date