

**MINUTES OF THE REGULAR MEETING
OF PLANNING AND ZONING COMMISSION
OF THE TOWN OF CHINO VALLEY**

**Tuesday, January 7, 2014
6:00 P.M.**

The Planning and Zoning Commission of the Town of Chino Valley, Arizona, met for a regular meeting in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley.

Commissioner Rowitsch called the meeting to order at 6:02 P.M.

Members present: Chair Gwen Rowitsch, Vice-Chair Garland Miner, Commissioner Chuck Merritt, Commissioner Corey Mendoza

Members absent: Commissioner Michael Edmonds, Commissioner Robert McCaullay, Commissioner Florence Sloan

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

4) MINUTES

A) Consideration and possible action to approve the November 19, 2013 regular meeting minutes.

Commissioner Miner moved, seconded by Commissioner Merritt to approve the November 19, 2013 regular meeting minutes, and passed.

B) Consideration and possible action to approve the November 19, 2013 joint work study session minutes.

Commissioner Merritt moved, seconded by Commissioner Mendoza to approve the November 19, 2013 joint work study session meeting minutes and passed.

5) STAFF REPORTS

Planner Mayday distributed a letter from a Town resident requesting adding assisted living homes to the permitted uses within the residential zoning districts. The item is under consideration with other Special purpose residential uses at the February or March meeting.

6) PUBLIC HEARING

A) For consideration, discussion and possible recommendation to the Town Council regarding the issuance of a Conditional Use Permit to allow for the construction and operation of a 20 MW AC (30 MW DC) Photovoltaic Solar project.

Planner Mayday presented the Renewable Energy Systems (RES) and Wilkinson Investments' Chino Valley Solar Project overview to construct a 20 MW, 200-acre solar field north of Old Home Manor (OHM), which is AR5 zone, permitted use utility zone.

Highlighted items cited:

- Conditional use required roadway improvements
- Connection of the APS substation to the solar substation
- Roadway extension from Jerome Junction from Rodeo Drive to the site location.

- 1/2 of required landscaping is offsite along Perkinsville roadway
- Drainage retained on site
- Onsite drainage retention
- Fencing
- Onsite landscaping

Randy Schroder presented a power point on RES Americas solar project at OHM. He advised that due to the location of the proposed solar field and the APS substation no offsite interconnection to power is necessary. The land is leased from current landowner and the nearest residence is ½ mile away. A maintenance building would be on site. Offsite drainage would be routed through the site via drainage channel and onsite drainage will be retained through retention ponds. No proposed lighting within the solar field. Jerome Junction would be upgraded from Rodeo Drive to the site. Panels are proposed to be single axis mounted trackers.

Daniel Menahem presented information on the RES organization their history and experience.

The Commissioners did not have questions for the applicant.

Planner Mayday advised upon Council approval the Conditional Use Permit is effective for 25 years. Landscaping on the north and east side are stipulated through the lease agreement with Wilkenson Investment Trust. The offsite landscaping, lighting, and signage requirement must be complete before final certificate of occupancy. Engineering reports must be presented prior to building permit.

Commissioner Rowitsch asked which areas of the site would have the dust free hard surface. Planner Mayday advised the dust free areas are onsite around the perimeter and the O&M building parking.

Commissioner Rowitsch asked who is paying for the offsite landscaping water after 2 years Planner Mayday advised the Town would be responsible for the watering, the extension of utilities on Perkinsville Road will allow for the water. The landscaping will occur once the infrastructure has been extended. Onsite water is between RES and landowner
Commissioner Merritt confirmed all infrastructures would be in place before project is completed and what base is used under the panels. Schroder advised the base would be similar to the base at the Sun Edison project.

Public hearing opened. No Public comments made. Public hearing closed.

Commissioner Mendoza advises he believed appropriate location, landscaping is good step in achieving Council plans for OHM

Commissioner Miner moved, seconded by Commissioner Merritt to recommend to Town Council to approve the issuance of a Conditional Use Permit to allow for the construction and operation of a 20 MW AC (30 MW DC) Photovoltaic Solar project on Parcel Number 306-002-300F, the stipulations mentioned on the staff report.

Vote: 4 - 0 PASSED - Unanimously

7) DISCUSSION ITEMS: Amend Rules of Order Section 3 (B) Regular Meetings

Planner Mayday recommended going back to one meeting a month on the first Tuesday of the month by amending the rules of order striking the words “and third meeting”. If there is a need for second meeting schedule a special meeting.

Commissioner Merritt moved, seconded by Commissioner Miner to amend the rules of order as written striking the word third from the section so that the meeting will only be held one time a month on the first Tuesday.

Vote: 4 - 0 PASSED - Unanimously

8) PUBLIC COMMENTS

No public comments made.

9) ADJOURN

Commissioner Miner moved, seconded by Commissioner Mendoza to adjourn, passed at 6:26 P.M.

Vote: 4 - 0 PASSED – Unanimously

Submitted this 2nd day of April 2014.

By: Liz Hart, Town Clerk Assistant