

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

**TUESDAY, SEPTEMBER 17, 2013
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, Arizona, on Tuesday, September 17, 2013.

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

Staff Planner Ruth Mayday; Town Clerk Assistant (Recorder) Liz Hart
Present:

1) CALL TO ORDER

Commissioner Gwen Rowitsch called the meeting to order.

2) ROLL CALL

3) MINUTES

A) Approval of Minutes for July 16, 2013

Commissioner Robert McCaullay requested a correction to the July 16, 2013 minutes, as he was present.

MOVED by Vice-Chair Garland Miner, seconded by Commissioner Chuck Merritt to approve the July 16, 2013 minutes as corrected.

Vote: 6 - 0 PASSED

5) RESERVATIONS FOR AGENDA ITEMS

6) PUBLIC HEARING

- A)** Conditional Use Permit 13-002 (CUP13-002) Application by owner Jack Tuls Jr. to vary from allowed fence height.

Planner Mayday advised that she received a phone call and email from Jack Tuls' agent Charlie Arnold requesting to withdraw item from public hearing. Commissioner Rowitsch confirmed that the Planning & Zoning Commission does not need to take any action, as it is a closed item, which Planner Mayday confirmed.

7) PETITIONS AND COMMUNICATIONS

8) OLD BUSINESS

9) NEW BUSINESS

- A)** The Rules of Order set forth the operating framework for the Commission. Staff has proposed changes to the Rules of Order to make them congruent to the actual operation of the Commission.

Planner Mayday presented additional changes to the rules of Order discussed in the August 20, 2013 work-study session. Section 8A states "name and phone number of individual(s) making request". Commissioner Rowitsch questioned Section 13D.2 "All votes by public hearing shall be by Roll Call". Planner Mayday advised she could modify the language if not in conflict with A.R.S. The commission discussed the Chair calling for a roll call vote and adding to the language.

MOVED by Vice-Chair Garland Miner, seconded by Commissioner Robert McCaullay to recommend adopting the rules of order as amended.

Vote: 6 - 0 PASSED

- B)** The Planning & Zoning Commission reviewed text amendments to UDO Section 5.5 Subdivision Requirements; Modifications, Appeals, and Enforcement during its work/study session on August 20, 2012. In order to amend the text, the Commission is statutorily required to hold at least one (1) public hearing to take input from the public on the proposed changes.

The Commission clarified the work-study session as occurring on August 20, 2013. Planner Mayday advised that in order to meet requirements holding a public hearing on October 15, 2013.

MOVED by Commissioner Chuck Merritt, seconded by Commissioner Florence Sloan to have a public hearing to talk about the changes in 9B.

Vote: 6 - 0 PASSED

- C)** The Planning & Zoning Commission reviewed text amendments to UDO Section 4.8 Fences and Walls during its work/study session on August 20, 2013. In order to amend the text, the Commission is statutorily required to hold at least one (1) public hearing to take input from the public on the proposed changes.

Planner Mayday presented changes discussed at the August 20, 2013 meeting and additional modifications; section 4.8C added “or wall” and section 4.8F new swimming pools language. Planner Mayday explained she used the International Residential Code (IRC) for the pool language.

Commissioner Chuck Merritt questioned not using IRC as the Town uses other codes. Planner Mayday advised whichever codes are used they must be in compliance with the State A.R.S. and with building codes. The Commission recommended adding “current adopted building code at the time” with Planner Mayday to amend section.

MOVED by Commissioner Robert McCaullay, seconded by Commissioner Florence Sloan to move Section 4.8 to a public hearing on October 15, 2013 to take public comments on the proposed changes.

Vote: 6 - 0 PASSED

- D)** State laws governing the placement and removal of political signs within the public right-of-way have been changed; however, the Unified Development Ordinance (UDO) has not been amended to reflect those changes.

Planner Mayday advised UDO covering political signage does not comply with state law. She provided two versions of the ordinance language and the commission discussed the merits of the two versions.

MOVED by Commissioner Robert McCaullay, seconded by Vice-Chair Garland Miner to send to public hearing the ordinance as drafted by the Attorney referring to political signs numbered 4.21.7 Temporary Signs for public comment and possible adoption.

Vote: 6 - 0 PASSED

10) STAFF REPORTS

Planner Mayday advised there would be a joint work-study session on October 3, 2013 to discuss regulating medical Marijuana growing facilities, cultivation sites.

11) TOWN COUNCIL LIAISON REPORT

12) PUBLIC COMMENTS

13) ADJOURN

MOVED by Commissioner Michael Edmonds, seconded by Vice-Chair Garland Miner to adjourn, passed at 7:34 P.M., and passed unanimously.

Vote: 6 - 0 PASSED

Gwen Rowitsch
Chair Gwen Rowitsch

10-15-13
Date