

MINUTES OF THE SPECIAL PLANNING AND ZONING MEETING OF THE TOWN OF CHINO VALLEY

**MARCH 20, 2018
6:00 P.M.**

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

1) CALL TO ORDER

Chair Chuck Merritt called the meeting to order at 6:00 p.m.

2) PLEDGE OF ALLEGIANCE

Commissioner Tom Armstrong led the Pledge of Allegiance.

3) ROLL CALL

Present: Chair Chuck Merritt; Vice-Chair Gary Pasciak; Commissioner Tom Armstrong; Commissioner Michael Bacon; Commissioner John McCafferty; Commissioner William Welker; Alternate Welles Geary

Absent: Commissioner Claude Baker

Staff Development Services Director Jason Sanks; Associate Planner Alex Lerma; Town
Present: Manager Cecilia Gritman; Deputy Town Clerk, Recorder Vickie Nipper;

4) MINUTES

- a) Consideration and possible action to approve March 6, 2018 meeting minutes.

MOVED by Commissioner Michael Bacon, seconded by Commissioner Tom Armstrong to approve the March 6, 2018 regular meeting minutes.

Vote: 6 - 0 PASSED - Unanimously

5) STAFF REPORTS

Development Services Director Sanks reported on the following:

- The Hawksnest PAD amendment application has been withdrawn.
- Internal department improvements, including record keeping, case processing, form document upgrades, updating and correcting the zoning map, updating the public notices, and creating official zoning exhibits for Commission cases.
- Staff has updated and restructured a draft Unified Development Ordinance (UDO) which will be reviewed by the UDO Subcommittee and constituents in small sections.
- Staff is working on an enhanced General Plan land use map. The enhanced General Plan map will have an underlay of the parcel map so that parcel locations are showing underneath the General Plan map and land use designation for parcels are clear.

- Staff is rebuilding zoning case files, conditional use permit files, and preliminary and final plat files, beginning with current year's files and working back to the year 2000.
- There are as many case files for the first two months of the current year as the Department had in 2017. There are also six cases to initiate rezoning and General Plan amendments. There will also be two preliminary subdivision plats for approximately 300 lots, which will include development agreements, water rights, etc.

6) PUBLIC HEARING

- a) Hawksnest PAD Amendment - This Applicant has withdrawn the application as of March 14, 2018.
- b) Consideration and possible action regarding a request for a zone change for a property generally located east, off State Route 89, east of the corner of Staley Lane and Durham Drive at 3845 Durham Drive, Chino Valley, Arizona, 86323. The applicant is requesting to rezone the 2.5 acre property from (CL) Commercial Light to (CH) Commercial Heavy. (Alex Lerma, Associate Planner)

Associate Planner Lerma presented the following information to the Commission:

- The surrounding properties are zoned Commercial Heavy to the North and South, Commercial Light to the West and Commercial Heavy for parcels adjacent to State Rt. 89.
- The subject property is currently vacant.
- The adjacent properties are being used as contractor's yard and storage areas. The owners of the adjacent Commercial Light parcels are working on requesting a zoning change because the property's current use is Commercial Heavy.
- The proposed designation is in conformance with the current land use designation of Commercial/Multifamily Residential.
- The applicant would like to move CNR Trucking from another location in town to this location. The business activities consist of heavy vehicle and equipment maintenance.
- The applicant has proposed two buildings: a storage area with a caretaker residence and a maintenance shop. The area on the front of the property will be landscaped.
- A neighborhood meeting was held March 14, 2018 with only one property owner in attendance, and there was no objection to the application for the zone change.

Commissioners questioned if the fencing around the property would be improved. Associate Planner Lerma explained that the UDO requires that the designated area have a six- to eight-foot fence. If the applicant considers the whole property as a storage area, then the entire property would need to be fenced off completely. As the rear of the property is adjacent to State land, staff should consider if that area should be fenced off. Screened chain-link fences would satisfy the fence requirements.

Chair Merritt opened the hearing to public comment. No public comments were made.

MOVED by Commissioner Tom Armstrong, seconded by Commissioner William Welker to recommend approval to Town Council of this request to rezone approximately 2.5 acres of real property located off the corner of Staley Lane and Durham Drive, east off State Route 89 at 3845 Durham Drive, Chino Valley, AZ 86323 from (CL) Commercial Light to (CH) Commercial Heavy.

Vote: 6 - 0 PASSED - Unanimously

7) NON-PUBLIC HEARING ACTION ITEMS

8) DISCUSSION ITEMS

- a) Brook Apartments, a 6.85 acre project generally located approximately 1,400 feet west of State Route 89 and 620 feet south of West Road 2 North at 740 West Road 1 North is scheduled to go before the Planning and Zoning Commission on May 1, 2018. The applicant is proposing to rezone the property from (MR-1) Multi-Family Residential-1 Acre Minimum to (MR-1) Multi-Family Residential-1 Acre Minimum with a Planned Area Development Overlay. (Jason Sanks, Development Services Director)

Mr. Sanks' presentation and discussion with the Commission included the following:

- The project location is South of Heritage Place Commercial Subdivision. Heritage Place has the final plat and the roads have been dedicated to the Town.
- The applicants want to do a Planned Area Development (PAD) Overlay that will significantly increase the parcel density. The current density requirements are 14.5 units per acre with a 3,000 square foot land area per unit requirement. The equivalent density for the PAD request would equate to nearly 10 units per acre more than what is currently allowed.
- Zoning in the surrounding area is mixed and buffer zones should be considered to mitigate the impact to the surrounding properties.
- The project is located in the future community core, and the General Plan allows for larger density projects in the core areas.
- This project would be the third proposed apartment complex in the core area. This project would be comprised of 192 units spread across four three-story identical buildings.
- Open space, parking, and pedestrian circulation should be considered.
- A conceptual landscape plan is required as part of the application for a PAD. Staff can request more exhibits detailing plans when an applicant has deviated from the standard requirements. The applicant has provided permanent landscaping and a double row of trees between residential areas on the south.
- The project is complex with a significant increase to land density. It would eliminate access to an undeveloped commercial subdivision, which requires significant offset improvements to provide the necessary access. Utility extensions are also necessary.
- Staff met with the applicant and other associated property owners to discuss working with developers for a possible agreement regarding infrastructure extensions such as streets and sidewalks, any necessary changes to Road 2 North, and the future development for the commercial subdivision street.
- Development Agreements do not go to P&Z for review but go directly to Council for consideration.

Applicant's agent, Ruth Maydays' presentation and discussion with the Commission included the following:

- An overview of the overall project that was provided to the Commission;
- A description of the one and two-bedroom apartment units and the associated unit parking areas;
- A review of the landscaping and building design plans;
- Names of key figures in the design and development of the project; and
- Details for the neighborhood meeting scheduled for the last week of March.

Mr. Sanks added that the public meeting was not yet scheduled. He reviewed the notification

process and explained this would not come to P&Z until a traffic study was conducted.

Commissioners discussed traffic analysis and impacts. Mr. Sanks explained that the town will be working on a dual scope contract that will include the Traffic Study Impact of another apartment complex project as well as a larger-scoped town traffic impact study that will address the surrounding area of Road 1 West and the Road 2 North intersection at State Highway 89.

Commissioners and staff also discussed:

- Water and sewer main line distances to the project.
- Possible access road improvements to the development project to the North.
- Project detention basin drainage issues that are being reviewed and resolved by the project engineer.
- The necessity of a second access point because of the number of units. Mr. Sanks explained that the applicant and the Fire Marshall are researching emergency access, and that the buildings will be sprinklered. The Town does not have a zoning district to accommodate this project, so the PAD overlay is necessary and he suggested that the Town should consider introducing districts that can accommodate large development projects. Comments from the Chino Valley Irrigation District which had an easement on the right side of the property that appears will be landscaped. Mr. Sanks stated that the Town has not received any formal comments but the applicant has met with them.

Commissioners had concerns regarding the following:

- The lack of recreational facilities presented at the development stage: Ms. Mayday reviewed the open space and recreational areas.
- The lack of sidewalks: Ms. Mayday explained that the plan includes interior sidewalks and they are working with the other developers on the inclusion of exterior sidewalks during the development phase
- Screening/buffering: Ms. Mayday explained that the only wall was a 3' wall for the parking area. Mr. Sanks advised that if the Commission wanted a 6' screen wall, they could request one.
- Chair Merritt did not want to open the discussion to the public since the matter had not had any advertised public meetings, but he allowed one question by Crystal Foley, resident and owner of the adjoining property to the west of the project who was concerned that her address was listed for this project. Commissioners stated that Mr. Sanks would address that issue.

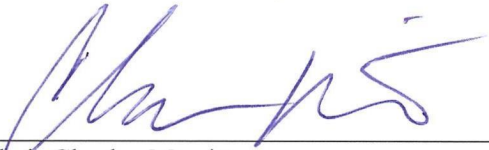
9) PUBLIC COMMENTS

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

10) ADJOURN

MOVED by Vice-Chair Gary Pasciak, seconded by Commissioner John McCafferty to adjourn the meeting at 6:57 p.m.

Vote: 6 - 0 PASSED - Unanimously

A handwritten signature in blue ink, appearing to read 'Charles Merritt', written over a horizontal line.

Chair Charles Merritt

A handwritten date '4-3-2018' in blue ink, written over a horizontal line.

Date