

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

**MARCH 19, 2019
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 Switzer led the Pledge of Allegiance.

3) ROLL CALL

Present: Chair Chuck Merritt; Vice-Chair Gary Pasciak; Commissioner Tom Armstrong;
Commissioner John McCafferty; Commissioner Teena Meadors; Commissioner
Robert Switzer; Commissioner William Welker

Staff Planner Alex Lerma; Administrative Technician Kathy Frohock (videographer);
Present: Deputy Town Clerk Vickie Nipper

Alternate Commissioner David Somerville was in the audience and Chair Merritt introduced him to the Commissioners.

4) MINUTES

- a) Consideration and possible action to approve February 5, 2019 meeting minutes.

MOVED by Commissioner Tom Armstrong, seconded by Commissioner Teena Meadors to approve the February 5, 2019 minutes.

AYE: Chair Chuck Merritt, Vice-Chair Gary Pasciak, Commissioner Tom Armstrong,
Commissioner John McCafferty, Commissioner Teena Meadors, Commissioner Robert
Switzer

Other: Commissioner William Welker (ABSTAIN)

PASSED

5) STAFF REPORTS

Chair Merritt congratulated Mr. Lerma on the birth of his baby boy.

Alex Lerma reported on the following:

- The new Development Service Director will start employment on Monday, March 25.
- The upcoming study session item will become an action item on the April Meeting.
- Prior study session item for Enterprise Lane will be presented during the upcoming meeting under two separate action items and will require a general plan map amendment before the zone change could be approved.

6) **PUBLIC HEARING**

7) **NON-PUBLIC HEARING ACTION ITEMS**

- a) Consideration and possible action for the election of officers.

Chair Merritt explained the election process and stated he would continue to act as the Commission Chair until the new Chair was elected.

The first nomination was for the Office of Chair.

Chair Merritt stepped out as the Chair for the election process with Vice Chair Pasciak taking his place. Chair Merritt explained he would not vote for either the Chair position nor the Vice Chair position because he believed it was the Commissioners decision. He would only facilitate the process and he would step back into the position as the Chair once the election for the position was finalized.

Vice Chair Pasciak took over Chair election process.

Commissioner McCafferty nominated Charles Merritt to continue to serve another term as the Chair of the Planning & Zoning Commission for the next year. There were no further nominations for the position of Chair. **Vote 6-0 Passed Unanimously (Chair Merritt abstained).**

Vice Chair Pasciak officially handed the meeting and election process back to Chair Merritt.

The second nomination was for the Office of Vice Chair. Chair Merritt explained the nomination and election process.

Commissioner Meadors nominated Commissioner Armstrong for the position of Vice Chair. There were no further nominations. **Vote 5-0 Passed Unanimously (Chair Merritt and Commissioner Armstrong abstained).**

8) **DISCUSSION ITEMS**

- a) Presentation and discussion regarding the proposed Business Park Zoning District UDO (Unified Development Ordinance) text amendment and the rezoning of 200 acres of Town owned property at Old Home Manor. (Alex Lerma, Planner)

Alex Lerma presented the following:

- Provided the history of Old Home Manor (OHM) process.
- Staff wanted to start by rezoning only the business park portion of OHM which was zoned Public Land, which did not allow many uses, to Industrial Zone. After further research, the Town discovered they could not put limitations or impede property owners from a specific use if it was allowed by right. There were uses in the Industrial Zone that the Town did not want to allow in OHM business park.
- Staff recommended a new zoning district for OHM called the Business Park Zoning District. The district had been developed through the Steering Committee. The Committee included stake holders that were residents and business owners. Once the Business Park Zoning District was approved, it could be used outside of OHM and used on other properties within the Town.
- The new OHM district would have the same layout as the previous district and would have a specific purpose.
- The new zone included uses allowed by right and uses that were allowed with a conditional use permit (CUP). There was also a section that included prohibited uses. The specific uses and prohibited uses would limit interpretation of the zoning code.
- Performance Standards were also added to this zone, which allowed the Town additional oversight and regulation on what could be developed in this zone. Some of the standards included noise, dust, waste, smells and other hazards.
- A neighborhood meeting was held with only one neighbor in attendance who approved of the proposed zoning code.
- The zoning code needed to be adopted before OHM was rezoned. The General Plan would also need to be revised.
- Reviewed the upcoming Enterprise Lane zone change process.

Commissioners and Mr. Lerma discussed the following:

- The performance standards would be assessed as the business opened and operated. If a business could not comply with the standards, they would have to move their business out.
- The Conditional Use Permits for a bottling operation and micro-brewery seemed to conflict with the prohibited use of excessive water usage without recharging the aquifer. If a micro-brewery or similar company could prove they were recycling water and being efficient, they may be able to stay in compliance. The Commissioners requested clarification and a specific standard on what included excessive use of water. The Commission would restate their concerns at their next public meeting and Mr. Lerma would bring up the concerns to the Council for consideration.
- Staff wanted to get the zoning on OHM as a first step to begin the process but there would also be a complete rewrite of the UDO and the Business Park Zoning could be rewritten as necessary.
- Some of the new standards and prohibited uses could be applied to other zones as the UDO rewrite process began.

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

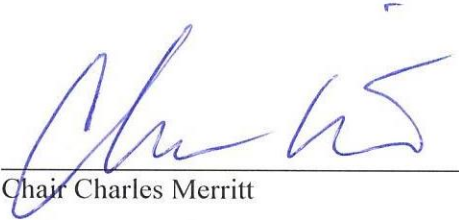
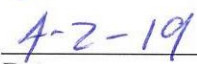
decision at a later date, or responding to criticism.

Chair Merritt thanked former Vice-Chair Pasciak for his years of service and welcomed the new Vice-Chair Armstrong.

10) ADJOURN

Moved by Vice-Chair Armstrong and seconded by Commissioner McCafferty to adjourn the meeting at 6:30 p.m.

Vote 7-0 Passed Unanimously


Chair Charles Merritt
Date