

Planning and Zoning Commission Meeting Minutes December 7, 2021

A regular meeting of the Town of Chino Valley Planning and Zoning Commission was held on Tuesday, December 7, 2021, at the Town of Chino Valley Council Chambers, 202 N. State Route 89, Chino Valley, Arizona.

PLANNING AND ZONING COMMISSION MEMBERS present were; Vice-Chair Pasciak, Commissioner Teena Meadors; Commissioner David Somerville; Commissioner Robert Switzer; Commissioner William Welker; Commissioner Penn; Chair Chuck Merritt was absent.

STAFF MEMBERS present were Laurie Lineberry, Development Services Director; Frank Marbury, Public Works Director; Will Dingee, Senior Planner; Bethan Heng, Planner; Dee Dee Moore, Customer Service Supervisor; Lawrence Digges, Audio/Video Technician.

CALL TO ORDER: Vice-Chair Pasciak called the meeting to order at 6:02 p.m., and noted there was a quorum present. Commission began with the Pledge of Allegiance.

CONSENT CALENDAR – A motion was made by Commissioner Switzer and seconded by Commissioner Meadors to approve the items on the Consent Calendar. This motion passed unanimously by a 6-0 vote.

CASE # Z-08-21: *This is a request by Don Roskopf (property owner) to approve the rezoning of approximately 4.55 acres of real property from the AR-5 (Agricultural Residential 5-acre Minimum) to SR-1 (Single Family Residential 1-acre minimum). The property is located approximately 700 feet east of the intersection of North Road 1 West and West Road 1 North with an address of 836 W Road 1 North - APN 306-23-028.*

Will Dingee, Senior Planner, presented the staff report and shared that the Applicant was in attendance for this meeting. Staff is recommending **APPROVAL** with stipulations as stated in Attachment A.

Dingee shared an email received December 7, 2021, voicing no opposition to the rezone, but mentioning concerns regarding water drainage. **Switzer** asked where the town stands in regards to the water flow on W Road 1 North. **Frank Marbury, Public Works Director**, stated that the water flows from the south to the north and that the email was from the residence to the south. There would not be any water flowing south. **Meadors** asked about the culvert overflowing on Road 1 North. **Marbury** stated that during a storm, the water may top over the road. **Switzer** asked about grading on the lots. **Marbury** stated that all town codes are enforced.

Don Roskopf, Applicant, spoke regarding his future plans for himself and his family. Regarding the drainage concerns, he shared that the water drains to the culvert on the north side of W Road 1 North.

A motion was made by Commissioner Switzer and seconded by Commissioner Somerville to approve Zone Change Z-08-21, as presented with stipulations noted in the staff report. The motion carried 6-0.

CASE # T-03-21: *Request to amend the Town of Chino Valley Unified Development Ordinance, Chapter 154, by moving Section 3.12 "SR-0.16" Single Family Residential and placing it in new Section 3.20 Out-Of-Date Zoning Districts.*

Laurie Lineberry, Development Services Director, presented the staff report and explained that the purpose statement for SR-0.16 read,

The purpose of this district is to allow for the regulation, development and redevelopment of existing 7,000 square foot residential lots. It is not the intention of the Town to create any new SR-0.16 zoned property.

Staff has found a location to place this zoning district where it will no longer be available. The new location is Section 3.20 – Out-Of-Date Zoning District. This will not delete the zoning district but will no longer allow new SR-0.16 zoning districts. There is still a need to use District rules in regards to any existing SR-0.16 zoning, but there will be no creation of new areas with this zoning. The UDO subcommittee was charged to create single-family zoning districts smaller than 1-acre.

Commissioner Switzer mentioned that the smallest zoning district available would be a 1-acre lot and anything smaller would need to be created. **Lineberry** stated that staff has been working on smaller lot sizes such as ½ or ¼ acre lot zoning and are anticipating adoption in early 2022.

A motion was made by Commissioner Switzer and seconded by Commissioner Meadors to approve Text Amendment T-03-21, as presented in the staff report. The motion carried 6-0.

ACTION ITEMS: THERE WERE NO ACTION ITEMS

INFORMATION ITEMS – FROM STAFF: Town Council approved F-21-03 Perkinsville 44 with the addition of a 4-way stop at the corner of Perkinsville and Road 1 East and also including a crosswalk with flashing lights to the east of the development approximately lined up with the entrance to the dog park. Z-21-16 was approved by Town Council as recommended. Town Council also voted to place the UDO Sub-Committee on hiatus until after completion of the General Plan.

Lineberry presented information regarding new zoning districts of approximately ½ & ¼ acres in size. Discussion followed regarding actual lot square footages, street dedications, ingress/egress easement and right-of-way effects on overall lot size. Sample Zoning District guidelines were shown for both sizes of lots, covering items such as setbacks, allowable uses, etc. The goal is to have the lot size equal to or greater than the applied zoning district. **Lineberry** asked if the commissioners could share their opinions of the various lot sizes presented and added that these dimensions were an average of other cities with like-sized zoning.

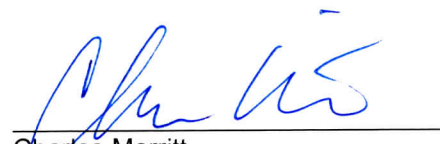
Meadors felt the frontages on a ¼ acre size lot should be 70-feet and a ½ acre lot should be 75 feet, rather than the 80 feet noted in the presentation. She voiced concerns for the lot size when right-of-way is required by the town. **Marbury** stated that it is the Town Council that makes the decision to accept right-of-way and road dedications. He also shared that a subdivision will identify and dedicate roadway prior to plotting the subdivision, so the internal lot sizes would not be affected by the road.

Each commissioner shared their thoughts and staff will incorporate those opinions, concerns and details in the final draft to present to the commission in early 2022.

INFORMATION ITEMS – FROM COMMISSION: None

INFORMATION ITEMS – FROM THE PUBLIC: None

ADJOURN – A motion and second were made to adjourn the meeting at 7:05 p.m.


Charles Merritt
Chair
Jan 4, 2022


Dee Dee Moore
Prepared By