

Planning and Zoning Commission Meeting Minutes December 3, 2024

A regular meeting of the Town of Chino Valley Planning and Zoning Commission was held on Tuesday, December 3, 2024, at the Town of Chino Valley Council Chambers, 202 N. State Route 89, Chino Valley, Arizona.

PLANNING AND ZONING COMMISSION MEMBERS present: Chair Chuck Merritt, Vice-Chair Gary Pasciak, Commissioner Teena Meadors, Commissioner Ron Penn, Commissioner Robert Switzer, and Commissioner Richard Zamudio. Commissioner William Welker was absent.

STAFF MEMBERS present: Laurie Lineberry, Development Services Director, Terri Denemy, Town Manager, Jessica Barragan, Senior Planner, Gerreann Froberg, Senior Processing Coordinator, and Nicholas Harwick, Audio/Video.

CALL TO ORDER: Chair Merritt called the meeting to order at 6:00 p.m. A quorum was declared. The Commission meeting began with the Pledge of Allegiance led by Commissioner Switzer.

CONSENT CALENDAR – A motion was made by Commissioner Meadors to accept the consent agenda. The motion was **seconded** by Vice-Chair Pasciak and passed unanimously by a 6-0 vote.

PUBLIC HEARING #D.1 – CUP-2024-04—This is a request by Ryan Weed, on behalf of APS, for a Conditional Use Permit to allow for the expansion of an existing APS substation. The property is located at 3011 Jerome Junction, Chino Valley, Arizona.

Chair Merritt asked if anyone on the Commission had a disclosure to declare regarding this item. There were none.

Senior Planner, Jessica Barragan, presented the staff report and shared slides of the project site. She stated the project site was currently zoned AR-4, and a Conditional Use Permit was required by the Town for a public utility for service use in that zoning district. She explained that since all but two of the properties surrounding the project site were owned by the Town, a neighborhood meeting was waived. All properties within a 1000-foot radius of the subject property were notified by postcard and staff had not received any opposition from the public. Staff recommended approval. She shared that a representative of APS was in attendance.

Merritt asked the Commission if they had any questions for Town staff. There were none.

Paul Murphy stated he was with Coe & Van Loo Consultants and was the Project Manager consultant engineer for APS on the project. He did not have any additional information to share and felt staff presented the proposed project well.

Merritt asked the Commission if they had any questions for the applicant.

Switzer asked if the substation expansion had anything to do with the proposed Jerome Junction solar project.

Murphy replied that the substation expansion was to upgrade equipment and had no solar relativity.

Merritt opened the meeting for public comments and shared the rules for speaking to the Commission.

Jim Wagner, 9160 E. Twilight Ridge Road, stated he lived in unincorporated Yavapai County. He felt some of his questions had been already answered and had concerns the expansion would be for a solar project. He stated he believed Yavapai County already had sufficient power and that no specific projects were mentioned for the expansion. He had questions on the two property owners within the 1000-foot radius and asked if they were invited to the meeting. He had questions on the 10-foot wall instead of landscaping and had concerns about possible fires. He asked if a knox box would be installed for the Fire

Department and stated he was surprised the Fire Department could not go into an APS facility without APS personnel present.

Silver Stapleton stated she agreed with everything the prior speaker said.

Merritt closed the public hearing.

Merritt asked the applicant to explain the concerns from the public.

Murphy explained that APS would be updating the existing equipment that was already there; the addition of a control house and newer, more efficient electrical equipment. The expansion had nothing to do with any proposed solar project. He stated that the U.S. Department of Homeland Security considered the substation to be critical infrastructure and their and APS' regulations for wall height was 10-foot minimum. As the existing wall height was already 10-foot, they would be matching that. He explained that APS did not allow for any outside person to enter the substation unattended. In the event of a fire, APS would need to be there, so they do not install knox boxes. APS personnel are trained in fire.

Merritt explained what a knox box was and that it was commonly used on commercial buildings, however the substation area would be dangerous to go into and the Fire Department had already agreed that they would not want to go in without APS personnel.

Pasciak commented that when he worked at the VA Medical Center, there had been an electrical fire, and that water should never be put on an electrical fire.

Switzer asked if the final rendering for the wall would come before staff and or the Commission for approval.

Lineberry replied that the normal process was for staff to approve.

Murphy stated that in the discussion with staff, APS would try to make the wall match the conditions of the area. He further explained that the construction documents would fine tune the graphics. He stated that only emergency lighting would be used and they would conform to the Dark Sky Ordinance, that all the lighting would be downward facing.

Motion was made by Switzer, seconded by Meadors, to approve CUP-2024-04, as presented, subject to the staff report, and information provided during the hearing. A roll-call vote was taken, and the motion passed unanimously with a 6-0 vote.

ACTION ITEMS: There were no action items for this meeting.

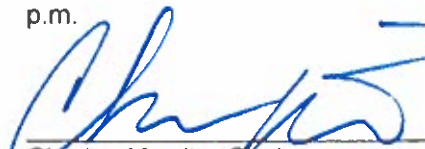
INFORMATION ITEMS – FROM STAFF: COUNCIL ACTION OF PRIOR P&Z CASES: There were no information items for this meeting.

INFORMATION ITEMS – FROM THE COMMISSIONERS: **Switzer** thanked the Chair and the Commission for all the work they do and stated it had been a pleasure working with them and that he would continue to work with them at the Town Council.

INFORMATION ITEMS – FROM THE CHAIR: **Merritt** stated that Commissioner Switzer had been a solid portion of the Commission, and he looked forward to him going to the Town Council. He felt that Switzer would be a great addition to the Town Council and hoped the best for him.

INFORMATION ITEMS – FROM THE PUBLIC: there were no comments from the public.

ADJOURN – A motion was made by **Meadors** and seconded by **Pasciak** to adjourn the meeting at 6:24 p.m.


Charles Merritt - Chair
Prepared By: Gerseann Froberg