

Planning and Zoning Commission Meeting Minutes February 4, 2025

A regular meeting of the Town of Chino Valley Planning and Zoning Commission was held on Tuesday, February 4, 2025, 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 Michael Ditta, Commissioner Teena Meadors, Commissioner William Welker, Commissioner Richard Zamudio and Alternate Commissioner Joseph Morabito. Commissioner Jeffrey Pizzi was absent.

STAFF MEMBERS present: Laurie Lineberry, Development Services Director, Will Dingee, Assistant Director, Jessica Barragan, Senior Planner, Terri Denemy, Town Manager, 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 Vice-Chair Pasciak. Merritt introduced and welcomed new Commissioner Michael Ditta, and alternate Joseph Morabito.

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 5-0 vote with Ditta and Morabito abstaining.

PUBLIC HEARING #D.1 – TA-2025-01 - Residential Zoning Amendment Procedures - A request to amend the Town of Chino Valley Unified Development Ordinance, Section 1, Administration and Procedures, to update zoning amendment procedures for residential rezoning to include approval time periods in accordance with state law.

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

Laurie Lineberry, Director, presented the staff report and stated the State of Arizona Legislature passed a law requiring the Town to review proposed residential rezoning within 150 days of submission. She explained the Development Services Department for the Town already had in place a timeline for submittals, which currently was 63 days to the Planning and Zoning Commission, and 84 days to the Town Council. Therefore, the Town was in compliance. However, the Town needed the Legislative language in the Town Code. The Town attorneys were consulted as they were familiar with the new Legislation, and they provided edits to the Town Zoning Code. Staff recommended that the Commission forward a recommendation of approval to the Town Council for Text Amendment TA-2025-01 as presented in the staff report.

Merritt reiterated that the Town was already meeting the timeline, and the proposed Text Amendment was to state it in the Town Code to meet the State's requirement.

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

Ditta asked what ramifications there would be if the Town did not have this in the Town Code. He asked if there could be a fine to the Town.

Lineberry replied that it could result in a Court challenge if the Town Code did not reflect what the State statute required.

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

Merritt closed the public portion of the meeting.

Motion was made by Pasciak, seconded by Meadors, to approve TA-2025-01, 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 7-0 vote.

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

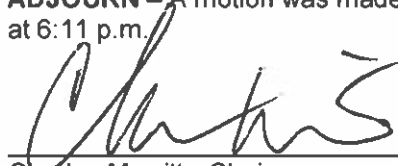
INFORMATION ITEMS – FROM STAFF: COUNCIL ACTION OF PRIOR P&Z CASES: Dingee updated the Commission about prior cases heard by Town Council. On January 14, 2025, CUP-2024-04 – APS Substation Expansion, was approved by Town Council.

INFORMATION ITEMS – FROM THE COMMISSIONERS: none.

INFORMATION ITEMS – FROM THE CHAIR: Merritt welcomed the new Commissioners who volunteered, and thanked them for their service to the Town.

INFORMATION ITEMS – FROM THE PUBLIC: none.

ADJOURN – A motion was made by Meadors and seconded by Pasciak and Ditta to adjourn the meeting at 6:11 p.m.


Charles Merritt - Chair


Prepared By: Gerreann Froberg