



# A G E N D A

Town of Chino Valley  
Planning & Zoning Commission

November 4, 2025



Commissioner's Regular Meeting Agenda  
Planning & Zoning Commission  
Chino Valley Town Hall  
202 N. State Route 89  
November 4, 2025, 6:00 p.m.

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- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. CONSENT CALENDAR – All items listed under the Consent Calendar will be approved by one motion. There will be no separate discussion of these items unless the Commission or a member of the audience wishes to speak about an item. In which case, the Chair will pull the item from the Consent Calendar to be heard.
  - C.1. APPROVAL OF MINUTES – NONE
  - C.2. WITHDRAWALS BY APPLICANT – NONE
  - C.3. CONTINUANCES – NONE
  - C.4. APPROVALS – NONE
- D. PUBLIC HEARINGS – THREE
  - D.1 **CUP-2025-04** – This is a request by Southwest Contracting and Associates LLC, on behalf of River Properties 2 LLC, for the approval of a Conditional Use Permit to allow for a contractor's yard on a parcel zoned Commercial Light (CL), located at 2995 N State Route 89, Chino Valley Arizona 86323.
  - D.2 **ZC-2025-02** - This is a request by the Town of Chino Valley for a rezone of approximately 197 acres of land from Business Park (BP) to Public Land (PL). The land is located generally to the southeast of the intersection of Jerome Junction and East Road 4 North (Colorado Way), Chino Valley Arizona. APN: 306-02-001U, S, Y, X, and J.
  - D.3 **TA-2025-06** - A request to amend the Town of Chino Valley Unified Development Ordinance, Chapter 154, Chapter 3, Section 3.19 to remove the Business Park zoning district in its entirety.
- E. ACTION ITEMS - NONE
- F. INFORMATION ITEMS
  - F.1 Staff
  - F.2 Commission
  - F.3 Chairman
  - F.4 Public
- G. ADJOURN

**Zoom Instructions:** Please use the link to join the webinar: <https://us02web.zoom.us/j/82610810673>, or by phone: 1 888 788-0099 (Toll Free) or 1 877 853-5247 (Toll Free); Webinar ID: 826 1081 0673

A copy of the agenda packet is available for viewing 12 days prior to the Planning Commission Public Hearing date, at the Marion Lassa/Chino Valley Library, 1020 W. Palomino Road, Chino Valley, Arizona.

The Town endeavors to make all public meetings accessible to persons with disabilities. With 72 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call 636-2646 (voice) or use 711 (Telecommunications Arizona Relay Service) to request accommodation to participate in this meeting.



## Planning and Zoning Commission Meeting Minutes October 7, 2025

A regular meeting of the Town of Chino Valley Planning and Zoning Commission was held on Tuesday, October 7, 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 Jeffrey Pizzi, Commissioner William Welker, and Alternate Commissioner Joseph Morabito. Commissioner Richard Zamudio 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 Commissioner Pizzi.

**CONSENT CALENDAR** – A motion was made by Commissioner Meadors to accept the consent agenda. The motion was **seconded** by Pizzi and passed unanimously by a 7-0 vote.

**PUBLIC HEARING #D.1 – CUP-2025-03** - This is a request by Christy Signs, on behalf of Birdy J Investments LLC, for the approval of a Conditional Use Permit to allow for construction of a free-standing electronic message center sign for Living Waters Church, located at 718 S State Route 89, Chino Valley Arizona.

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

Jessica Barragan, Senior Planner, presented the staff report and stated the owner of the property was in attendance. She brought up slides of the project overview, vicinity and site plan showing the proposed placement of the sign and explained that the applicant was committed to the Town's efforts towards dark sky exterior lighting. She shared that the current zoning of the subject property, Commercial Light (CL), was in compliance with the General Plan. She stated that a Neighborhood meeting was held on August 27, 2025, that no neighbors had attended, and staff had received no concerns for the Conditional Use Permit. Staff recommended holding a public hearing and that the Commission forward a recommendation of approval to the Town Council.

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

Merritt asked if a time limit had been set for the Conditional Use Permit, and if not, would that be okay.

Barragan replied that a one-year timeframe would be in effect for commencement of construction.

Lineberry added that the infrastructure that the property owner put in did not warrant putting a timeframe on the permit, that was not usually done, and that it would be ok to not put a limit on the permit. She added that if the property owner wanted to make any changes to the sign because of any new technology at a later time, they would need to present the changes to staff for review.

Merritt asked the owner of the property if he wished to speak. He declined to speak, and the Commission had no questions for him.

Merritt opened the meeting for public comments and shared the rules for speaking to the Commission. There were no comments from the public.

Merritt closed the public portion of the meeting.

**Motion was made by Morabito, seconded by Ditta, to approve CUP-2025-03, as presented, subject to the staff report, and information provided during the hearing, and the conditions of approval in Attachment A. A vote was taken and the motion passed with a 7-0 vote.**

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

**INFORMATION ITEMS – FROM STAFF:**

1. **COUNCIL ACTION OF PRIOR P&Z CASES: Dingee** updated the Commission about prior cases heard by Town Council. On September 23, 2025, TA-2025-05 – Renewable Energy, was approved by Town Council.
2. **HB2928 Accessory Dwelling Units – Dingee** shared that House Bill 2928 (HB2928) from the State Legislature had passed which would address affordable housing as additional dwelling units on all single-family properties in the State of Arizona. He explained what was in the House Bill and that it did not affect Chino Valley at this time as our Town has a population of less than 75,000. Staff had spoken with our Town Attorney, and he confirmed that Chino Valley would be exempt. **Lineberry** added that because attorneys had worked with the State Legislature on this item, and the Legislature understood that municipalities under 75,000 were exempt.

Discussion was held by the Commission and staff on implications of HB2928 for Chino Valley if the population exemption were to be struck down at a future time.

3. **HB2447 Administrative Plat Approvals – Dingee** shared that House Bill 2447 (HB2447) from the State Legislature had passed and explained the Bill would no longer require subdivision Preliminary and Final Plats to hold public hearings nor go before the Planning & Zoning Commission or Town Council for approval. The Plats would only need to be administratively approved or denied by staff. However, staff valued citizen input on new subdivisions and wanted to continue to hold neighborhood meetings to get the constructive input from citizens that may be impacted. Staff would be preparing a draft Text Amendment to be brought before the Commission before the end of this year and hoping before the Town Council so as to meet the January 1, 2026 mandated deadline set by State Legislature. **Dingee** further explained that rezones would continue to come through Planning & Zoning Commission and the Town Council if they were part of any new Plats.

Discussion was held by the Commission and staff on the conditions staff could use for approvals. A plan would need to be put in place and staff felt there would be no reason to adopt a self-certification plan. The Town Engineer would still need to sign off on the Plats, and any appeals for denials would need to go to the Planning & Zoning Commission and the Town Council.

**Dingee** added that the staff received approval from the Town Council for a consultant firm to update the Zoning Code and was working to update the Zoning Code for the Town within 18 months.

**Meadors** asked if the staff was working on a livestock draft ordinance.

**Lineberry** replied that the consultant firm had worked on some livestock ordinances in other jurisdictions and would be a source of information for the Town. **Dingee** added that the timeframe for a livestock draft ordinance would happen before a text amendment for the Zoning Code.

**INFORMATION ITEMS – FROM THE COMMISSIONERS: Meadors** shared that there had been an APS Salt River battery storage facility fire in Phoenix.

**INFORMATION ITEMS – FROM THE CHAIR: Merritt** stated he felt the State Legislature was shifting the management on what people could do on their property completely, and eventually a lot of issues could come up with this. He felt it went against the wishes of the people in the Town, and it was overreach by State Legislature.

**INFORMATION ITEMS – FROM THE PUBLIC:** none.

**ADJOURN** – A motion was made by **Pasciak** and seconded by **Ditta** to adjourn the meeting at 6:43 p.m.

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Charles Merritt - Chair

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Prepared By: Gerreann Froberg

DRAFT





**TOWN OF CHINO VALLEY**  
**Planning Commission Staff Report**  
 November 4, 2025  
 File Number CUP-2025-04  
 Conditional Use Permit

**PROJECT DESCRIPTION**

This is a request by Southwest Contracting and Associates LLC, on behalf of River Properties 2 LLC, for the approval of a Conditional Use Permit to allow for a contractor's yard on a parcel zoned Commercial Light (CL), located at 2995 N State Route 89, Chino Valley Arizona

**LOCATION DATA**

	Existing Zoning	Use(s) on-site	General Plan Designation
Site	"CL" – Commercial Light	Former Schwan's Delivery Service	NC – Neighborhood Commercial
North	"CH" – Commercial Heavy	Vacant	LI– Light Industrial
South	"CL" – Commercial Light	Gym & Single-Family Residence	NC – Neighborhood Commercial
East	"AR-5" – Agricultural Residential (5 acre minimum)	Vacant	NC – Neighborhood Commercial
West	"CL" – Commercial Light	Restaurant & Apartments	LI– Light Industrial

**LOCATION MAP**



**PRIOR SITE ACTIONS:** N/A

**STAFF RECOMMENDATION:** Staff recommends that the Planning and Zoning Commission forward to the Town Council a recommendation of **APPROVAL** for the Conditional Use Permit CUP-2025-04.

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**SUGGESTED MOTION:** Move to **APPROVE** Conditional Use Permit CUP-2025-04 as presented, subject to the staff report and information provided during this hearing, and the Conditions of Approval in Attachment A

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**EFFECT OF THE APPROVAL:** By approving this Conditional Use Permit, the Planning and Zoning Commission is recommending approval to Town Council for the CUP-2025-04 Conditional Use Permit, located at 2995 N State Route 89, subject to the staff report and information provided during this hearing, and affirmatively finds that the request is in conformance with the previously approved use on the parcel.

Staff Analysis:

The applicant, Southwest Contracting and Associates LLC, on behalf of River Properties 2 LLC, proposes to establish a new business at 2995 N State Route 89 providing forest, wildland vegetation, and fuel management services, with the 4,200 square foot existing building serving primarily as an office and dispatch center. The operation includes one on-site employee during standard business hours (8:00 a.m. to 4:00 p.m.), with occasional monthly supervisory visits, reflecting a low-intensity use. The submitted site plan (dated 10.01.25) shows no proposed changes to existing structures, parking areas, or the chain link privacy fence, and the October 1<sup>st</sup>, 2025, neighborhood meeting site tour confirmed the former refrigeration area is empty and available for indoor storage if needed. Storage of vehicles and materials is preferred indoors, though the narrative allows for potential outdoor storage of oversized equipment subject to screening, aligning with the "contractor yard" classification under UDO Section 3.15.C.

The primary office and dispatch functions fit within permitted uses in the Commercial Light (CL) district, such as "business offices" or "professional offices" (UDO Section 3.16.B), which support administrative services with minimal impact. However, the potential for any outdoor storage (however limited) classifies the use as a "contractor yard," a conditional use requiring a CUP to ensure compatibility with surrounding properties (e.g., gym and residence to the south, restaurant and apartments to the west). UDO Section 3.15.E.7 mandates screening (6-foot fence minimum), setbacks (10 feet from property lines conforming to all frontage standards), and height restrictions (8 feet max in front/street side yards) for any potential visual outdoor storage, which conditions reinforce as necessary if or when storage does extend outside. The low activity level; minimal traffic, no habitual access of heavy equipment, and indoor storage preference further reduces impacts compared to the prior Schwan's delivery use (abandoned 2023), which operated as a non-conforming food refrigeration and dispatch hub. This aligns with the Neighborhood Commercial (NC) General Plan designation (2040 General Plan, Land Use Element, pp. 32-35), which encourages low-impact offices and commercial uses compatible with adjacent residential areas, generating minimal operational or visual effects. The CUP framework

allows conditions to maintain this compatibility while accommodating the proposed use flexibility for incidental outdoor storage.

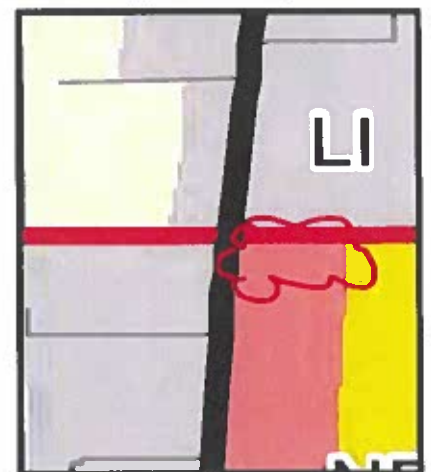
**Zoning**

The subject property is currently zoned Commercial Light (CL). The applicant is requesting a Conditional Use Permit to allow for occasional uses classified as activities under a contractor's yard operation. Section 3.15 of the Unified Development Ordinance lists "Contractor yards and building supplies with outside storage over six (6) feet in height" as a Conditional Use in the CL district. The requested proposed use for primary office/dispatch with secondary use as contractor's services is allowed with a Conditional Use Permit in this zoning district. The site is subject to screening requirements for any outdoor storage as set forth in Subsection 3.15 E.7. The proposed operation is a permitted use subject to these screening provisions, ensuring compatibility with surrounding uses.



**General Plan**

The General Plan designates the subject property as Neighborhood Commercial (NC). The NC category supports an integrated mix of uses from low-intensity business parks and offices to neighborhood commercial uses, compatible with residential areas and producing minimal operational or visual impacts. The proposed contractor's yard aligns with this designation, as it involves low-impact operations (one employee, standard hours, primarily indoor storage) and generates less impact than the previous Schwan's Delivery Service use, which operated as a dispatch and delivery hub. Retaining the Commercial Light zoning through this CUP satisfies the General Plan Land Use Designation.



### Conditional Use Permit

A Conditional Use Permit is a use that because of special requirements or characteristics, may be allowed in a particular zoning district only after review by the Commission and Council, and the imposing of conditions that are necessary to make the use compatible with other uses permitted in the same zoning district or vicinity. Conditional uses run with the land.

Section 3.15 includes Contractor Yards as a conditional use, a use that may be approved with a Conditional Use Permit. The Conditional Use Permit is subject to discretionary approval by Council, if the location and context of the site is suitable for the required use.

Staff recommends the following conditions for this Conditional Use Permit:

- The applicant shall apply for a revision to the Conditional Use Permit if any changes are proposed to the attached approved site plan.
- All outdoor storage shall be screened with a minimum of a six (6) foot screening fence, per Section 3.15 E.7.
- Outdoor storage must be stored at least thirty-five (35) feet from the edge of the pavement or other street and may not occur within ten (10) feet from any street or property line, per Section 4.9.2.
- Any material or objects stored within the required front or street side yard shall not exceed eight (8) feet in height.
- Flammables stored outdoors must be a minimum of ten (10) feet from any property line or approved by the local fire department.
- Fences and walls shall be constructed of wood, woven wire, masonry, iron, steel, or other materials of conventional design.
- All outdoor lighting shall be dark sky compliant, down-lit, and not trespass property lines.
- Refuse disposal areas shall be screened on all sides by a privacy fence or wall with a minimum height of six (6) feet.
- Comply with all Central Arizona Fire and Medical Authority requirements, including fire extinguishers, Knox access products, and address identification.
- All parking shall be striped, with standard stalls at 10'x20' and ADA stalls at 11'x20' with a 5' aisle.
- Coordinate with the Building Division for any tenant improvements, ensuring plans are designed by an Arizona Licensed Design Professional.

**PUBLIC COMMENTS RECEIVED:** None

**EXTERNAL AGENCY COMMENTS:** See Attachment B

**NEIGHBORHOOD MEETING**

See Attachment C

**COMMENTS:**

**PROPOSED CONDITIONS DELIVERED**

**TO APPLICANT ON:**

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Applicant agreed with all of the conditions of approval on (10/01/2025)                                       |
| <input type="checkbox"/>            | Applicant did not agree with the following conditions of approval: (list #'s)                                 |
| <input type="checkbox"/>            | If the Planner is unable to make contact with the applicant – describe the situation and attempts to contact. |

**ATTACHMENTS:**

A	B	C	D	E
Conditions of Approval	External Agency Comments	Neighborhood Meeting Comments	Site Plan & Exhibits	Staff Research

**PREPARED BY:**



JESSICA BARRAGAN, SENIOR PLANNER

[JBARRAGAN@CHINOAZ.NET](mailto:JBARRAGAN@CHINOAZ.NET)

928 636-3473

**DATE:**

OCTOBER 6<sup>TH</sup>, 2025

**APPROVED BY:**



LAURIE LINEBERRY, AICP

DEVELOPMENT SERVICES DIRECTOR

**ATTACHMENT A**  
**CONDITIONS OF APPROVAL**

The following conditions have been found to have a reasonable nexus and are roughly proportionate to the impact of the proposed conditional use for the site:

**Development Services Comments: Laurie Lineberry, Director, 928-636-3471**

1. The Applicant shall comply with all conditions listed below, along with all applicable State, County, and Town codes, rules, fees, and regulations that are applicable to this action.
2. The Applicant shall sign a Waiver of Claims form, which the Town will provide and record with the Yavapai County Recorder's Office, prior to the public hearing and final decision of this item by the Town Council.

**Planning: Jessica Barragan, Senior Planner (928) 636-3473**

3. All outdoor lighting shall be dark sky compliant, down-lit, and not trespass property lines.
4. All outdoor storage and screening shall comply with sections 3.15 E.7 and 4.9.2 of the Town's Unified Development Ordinance.
5. Comply with all Central Arizona Fire and Medical Authority requirements, including fire extinguishers, Knox access products, and address identification.
6. Coordinate with the Building Department for any tenant improvements, ensuring plans are designed by an Arizona Licensed Design Professional.

Any questions or comments regarding the Conditions of Approval as stated above should be directed to the staff member who provided the comment. Name and phone numbers are provided.

**ATTACHMENT B**  
**EXTERNAL AGENCY COMMENTS**

DATE:	09/10/2025	NAME:	KEVIN O'NEIL	TITLE:	FIRE INSPECTOR III
AGENCY:	CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY (CAFMA)		PHONE	928-848-2355	

Please refer to the Central Arizona Fire and Medical Authority (CAFMA) fire comments below. See our website at [cazfire.org](http://cazfire.org) for permit and fee details. Fire sprinkler, fire alarm, kitchen/industrial fire protection system, gas detection system and LPG/above grade fuel tank plans shall be a deferred submittal to CAFMA.

1. Provide fire extinguishers in accordance with 2018 IFC Section 906.
2. Knox Company e-core key box, locking FDC cps, pad locks, and key switch for automatic gates are required for access in to building. Knox products can be purchased at: [www.knoxbox.com](http://www.knoxbox.com). (2018 IFC Section 506)
3. New and existing buildings shall have approved address numbers, building numbers or building identification placed in a position that is high on the corner of the structure, plainly legible and visible from any street(s) or road(s) fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 6 inches high with a minimum stroke width of 0.5 inch. Address numbers should be proportionate to building size and larger numbers may be required by the fire code official to facilitate emergency response.

STAFF RECEIVED NO OTHER COMMENTS FROM EXTERNAL AGENCIES.

**ATTACHMENT C**  
**NEIGHBORHOOD MEETING COMMENTS**

**DATE MEETING HELD:** 10/01/2025

**LOCATION:** 2995 N State Route 89 (Former Schwan's Delivery Service)

**ATTENDEES:**

AGENT/DEVELOPER: CYRETHA DAUGHTRY (CC), APPLICANT

TOWN STAFF: JESSICA BARRAGAN, SENIOR PLANNER

No neighbors were in attendance at the Neighborhood Meeting.

The applicant provided a site tour, confirming the refrigeration area is empty and not in use.



**ATTACHMENT E  
STAFF RESEARCH**



**STAFF RESEARCH – CUP**

**CASE #: CUP-2025-04 – SOUTHWEST CONTRACTING  
CASE PLANNER: JESSICA BARRAGAN**

**PROJECT NARRATIVE:** This is a request by Southwest Contracting and Associates LLC, on behalf of River Properties 2 LLC, for the approval of a Conditional Use Permit to allow for a contractor's yard on a parcel zoned Commercial Light (CL), located at 2995 N State Route 89, Chino Valley Arizona

**I. PROJECT DATA**

Project Location:	2995 N State Route 89 (Former Schwan's Delivery Service)			
Parcel Number(s):	306-14-026R			
Parcel Size(s):	42,253 sf			
Total Acreage:	0.97 ac			
Proposed Dwelling Units:	0			
Address:	2995 N State Route 89			
Applicant:	Southwest Contracting and Associates			
Applicant's Agent:	Cyretha Daugherty - Southwest Contracting and Associates			
Conforms to G.P. Land Use Conformity Matrix:	Yes	X	No	
Zoning Overlay	PAD	n/a		
Within ½ Mile of SR89?	Yes	X	No	If yes, Property is restricted – site-built only

	Existing Zoning	Use(s) on-site		General Plan Designation
Site	"CL" – Commercial Light	Former Schwan's Delivery Service		NC – Neighborhood Commercial
North	"CH" – Commercial Heavy	Vacant		LI– Light Industrial
South	"CL" – Commercial Light	Gym & Single-Family Residence		NC – Neighborhood Commercial
East	"AR-5" – Agricultural Residential (5 acre minimum)	Vacant		NC – Neighborhood Commercial
West	"CL" – Commercial Light	Restaurant & Apartments		LI– Light Industrial

Prior Cases or Related Actions:

Type					Cases, Actions or Agreements
Pre-Annexation Agreement	Yes		No	X	
Annexation	Yes	X	No		Original Town – 9/21/1970
General Plan Amendment	Yes		No	X	
Development Agreement	Yes		No	X	

**ATTACHMENT E  
STAFF RESEARCH**

Rezone	Yes		No	X	
Subdivision	Yes		No	X	
Conditional Use Permit	Yes		No	X	
Pre-Application Meeting	Yes	X	No		PA-2025-21
Enforcement Actions	Yes		No	X	
Land Division Status:	Yes		No	X	
Irrigation District - CVID	n/a				

**II. TOWN OF CHINO VALLEY GENERAL PLAN**

<b>Land Use Element:</b>						
Land Use Designation:	NC – Neighborhood Commercial					
Is Project larger than 25 acres or 50 dwelling units?	L.U. Policy 2.1	n/a	PRN Policy 2.8	n/a		
Issues:	None					
<b>Circulation Element:</b>						
Road Classification	SR-89 (HWY) & E Rd 4 North (Arterial)	Existing Row	240' & 70'	Required Row	250' & 80'	
Issues:	None					
<b>Parks, Recreation, and Natural Resources Element:</b>						
Closest Park:	Memory Park					
Within 1 mile of the Peavine Trail?	No					
Flooding?	FEMA Flood Plain Designation	n/a	Town Flood Map	n/a		
Issues:	None					
<b>Community Services and Facilities Element:</b>						
Water Source:	Town		Well	X	Prescott	Private System:
Sewer:	Town		Septic	X		
Issues:	None					
<b>Economic Development Element:</b>						
SR-89 Corridor?	Yes	Enhancement: Goal ED-6	No			
Old Home Manor?	No	Goal ED-2	n/a			
Issues:	None					

**NOTIFICATION**

- Legal Ad Published: (09/09/2025)
- Neighborhood Meeting: (10/01/2025)
- 500' Vicinity Mailing: (09/15/2025)
- Hearing Dates: (11/04/2025 & 12/09/2025)
- Reviewing Agencies Noticed: (09/22/2025)
- Agency Comments Due: (10/03/2025)
- Site Posted: (10/09/2025)

**ATTACHMENT E  
STAFF RESEARCH**

<b><i>External List (Comments)</i></b>	<b>Response Received</b>	<b>Date Received</b>	<b>"No Comment"</b>	<b>Written Comments</b>	<b>Comments Attached</b>
Colleen Boge – APS	Y	8/6/25	x		
Richard Perez - A.D.O.T.	Y	8/6/25	x		
Ralph Baker – C.V.I.D.	Y	8/6/25	x		
Kevin O’Neil - CAFMA	Y	9/29/25		Y	Y
Dawn Capotosi – YC ENV	N				
Monica Kriner – YC Health	N				
Lauren Hildebrand – ADEQ	N				
United States Postal Service	N				
Mark Holmes – Water Advisor	Y	8/6/25	x		
<b><i>Town of Chino Valley Internal List (Conditions)</i></b>	<b>Response Received</b>	<b>Date Received</b>	<b>"No Conditions"</b>	<b>Written Conditions</b>	<b>Comments Attached</b>
Jessica Barragan – Senior Planner – Development Services	Y	10/1/25		Y	Y
Will Dingee – Assistant Director – Development Services					
Laurie Lineberry – Director – Development Services					
Frank Marbury – Engineer/ Public Works Director					
Steve Sullivan – Assistant Engineer – Public Works	Y	10/1/25	X		
Dan Trout – Chief Building Official – Development Services	Y	10/1/25	X		
Glenn Dally – Code Enforcement – Development Services					
Josh McIntire – Chief of Police - Police	Y	8/6/25	X		





**TOWN OF CHINO VALLEY**  
**Planning Commission Staff Report**  
**November 4<sup>th</sup>, 2025**  
**File Number ZC-2025-02**  
**Rezone**

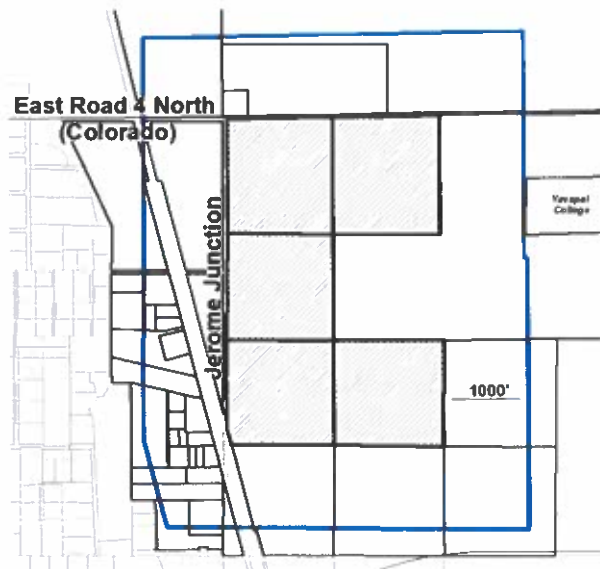
**PROJECT DESCRIPTION**

This is a request by the Town of Chino Valley for a rezone of approximately 197 acres of land from Business Park (BP) to Public Land (PL). The land is located generally to the southeast of the intersection of Jerome Junction and East Road 4 North (Colorado Way), Chino Valley Arizona. APN: 306-02-001U, S, Y, X, and J.

**LOCATION DATA**

	Existing Zoning	Use(s) on-site	General Plan Designation
Site	Business Park (BP)	Vacant Land	Horizontal Multi Use (HMU)
North	Agricultural Residential (AR-4)	Vacant Land/APS Substation	Horizontal Multi Use (HMU)
South	Public Land (PL)	Vacant Land	Horizontal Multi Use (HMU)
East	Public Land (PL)	Water Treatment Plant/ Equestrian Center/Vacant Land	Horizontal Multi Use (HMU)
West	Industrial (I)/ Commercial Light (CL)	Vacant	Horizontal Multi Use (HMU)

**LOCATION MAP**



**PRIOR SITE ACTIONS:**

**Rezoning -**

June 23, 2019 – Public Land (PL) to Business Park (BP)

**STAFF RECOMMENDATION:**

Staff recommends that the Planning and Zoning Commission forward to the Town Council a recommendation of **APPROVAL** for the Old Home Manor Rezone from Business Park to Public Land, with Conditions of Approval found in Attachment A.

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**SUGGESTED MOTION:**

Move to **APPROVE** Zone Change ZC-2025-02 as presented, subject to the staff report and information provided during this hearing, and the Conditions of Approval in Attachment A

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**EFFECT OF THE APPROVAL:**

By approving this Zone Change, the Planning and Zoning Commission is recommending approval to Town Council for the Old Home Manor Rezone located generally to the southeast of the intersection of Jerome Junction and East Road 4 North (Colorado Way) subject to the staff report and information provided during this hearing, and affirmatively finds that the request is in conformance with the General Plan.

**Staff Analysis:**

The subject property is currently zoned Business Park (BP). The BP district was created with the intent of supporting large-scale employment centers with specialized uses, strict performance standards, and a 20-acre minimum site size. In practice, this framework has never aligned with Chino Valley’s infrastructure capacity, economic conditions, or development patterns. Since its adoption, no development consistent with BP zoning has ever advanced, and the district has remained inactive.

The property itself is currently vacant and undeveloped. Rezoning it to Public Land (PL) would bring the zoning map into alignment with its present condition and the Town’s anticipated use of the property as part of a broader municipal and community-serving area. PL zoning allows for public facilities, recreation, education, and other civic uses while preserving flexibility through Permitted Use #8, which gives Council the ability to consider other appropriate uses on a case-by-case basis.

There has also been long-standing interest in establishing an RV park on a portion of the site. That proposal has been under discussion for several years and is well known to both the community and Council. Rezoning the property from BP to PL does not restrict that project from moving forward. On the contrary, PL zoning provides a more deliberate and appropriate framework for the Town to evaluate it. Because PL includes discretionary authority through Permitted Use #8, Council retains full ability to consider the RV park proposal in the context of overall planning goals for Old Home Manor. This ensures that any future development on the site can be coordinated with existing and planned recreational facilities such as the equine park, Compass Training Center, and Chino Valley Flyers.

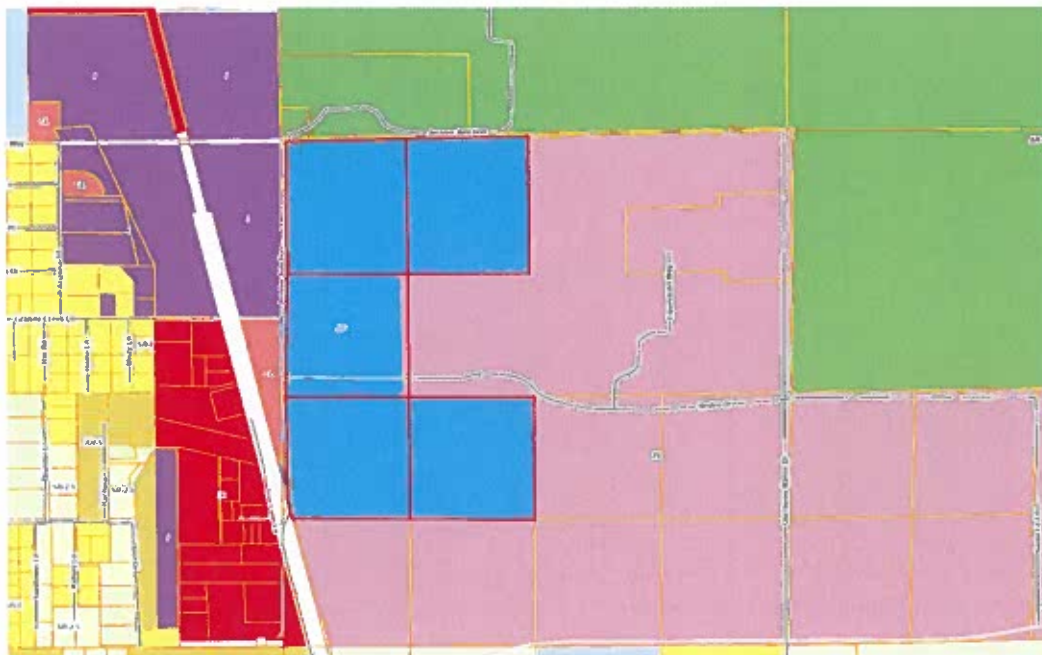
**Zoning**

The BP zoning district has remained inactive and is no longer an appropriate fit for this site. Its rigid structure, urban-scale development standards, and narrow permitted uses do not align with Chino

Valley’s development patterns, available infrastructure, or long-term planning objectives. Replacing BP with PL provides a zoning designation that better reflects the property’s current condition as vacant land under public ownership and the Town’s intended direction for the area.

This change also simplifies zoning administration by removing an outdated district that has never generated development activity and replacing it with one that better fits the Town’s practical needs. The PL district supports public facilities, recreation, and other community-oriented uses while preserving flexibility. The PL District allows Town Council to review and approve other appropriate proposals that support community goals and are compatible with surrounding facilities, that are not specifically listed as permitted uses in the district. In this case, the long-discussed RV park proposal remains eligible for consideration under PL zoning, subject to Council approval.

The rezoning also aligns with the Town’s broader effort to modernize its zoning code and streamline regulatory processes. By retiring BP from both the zoning map and the ordinance, the Town removes an ill-fitting district and replaces it with a zoning tool that better reflects current policy direction, ownership, and realistic development potential.

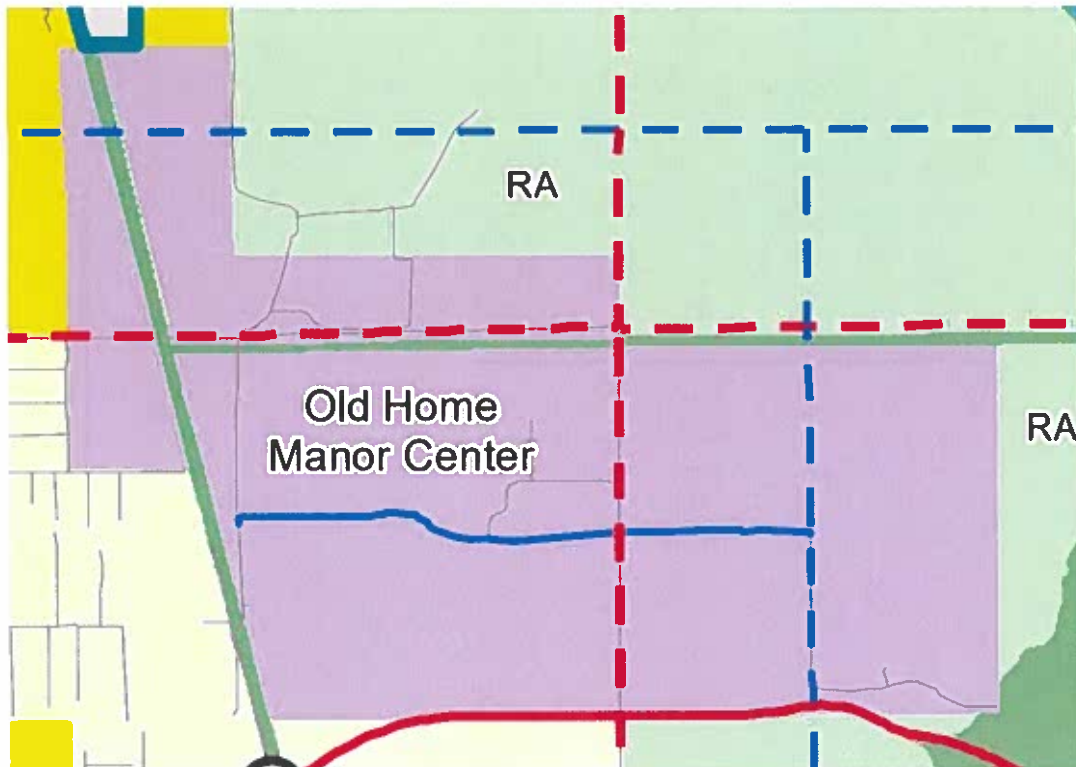


**General Plan**

The property is designated **Horizontal Multi-Use (HMU)** in the Town’s General Plan. HMU is intended to support master-planned areas that bring together civic, recreational, employment, and commercial components through coordinated development. Rezoning the property to PL is consistent with this designation because it reinforces the civic and recreational role of Old Home Manor while preserving the flexibility needed to accommodate compatible private uses in the future.

This action strengthens the connection between the zoning map and the adopted General Plan, ensuring that zoning reflects the actual function of the property and its role in advancing community objectives. By placing the property in PL, the Town creates a more deliberate and predictable pathway for future development proposals, allowing Council to evaluate projects individually and ensure they align with the HMU vision.

The rezoning helps the Town focus on long-term recreational planning, and infrastructure capacity. It provides a clearer regulatory framework for managing future investment at Old Home Manor, ensuring the area continues to evolve in a way that supports both the community's civic needs and potential private partnerships without relying on an outdated and ineffective BP district.



#### **2040 General Plan Old Home Manor Center**

Owned by the Town, Old Home Manor is a planned employment district with commercial recreation, education, and public service uses. The town's wastewater treatment plant and aquifer recharge area are located at Old Home Manor. The vision for the Old Home Manor Center, which covers more land than just what the Town owns, is a master-planned HMU development that will include a compatible and integrated mix of uses from low-intensity businesses, offices, medical services, and municipal government functions to regional and neighborhood commercial uses, parks, recreation and sports uses, tourism draws for events such as equestrian activities, and multifamily residential uses. The Old Home Manor Center will contain development subareas interconnected by public and private streets, utilities, paths, parks, and shared parking areas, with buildings incorporating common architectural elements and materials.

**NEIGHBORHOOD MEETING  
COMMENTS:**

See Attachment A

**ATTACHMENTS:**

A
Neighborhood Meeting Comments

**PREPARED BY:**

**DATE:**

WILL DINGEE  
ASSISTANT DIRECTOR  
WDINGEE@CHINOAZ.NET  
928-636-3472

OCTOBER 16, 2025

**APPROVED BY:**



LAURIE LINEBERRY, AICP  
DEVELOPMENT SERVICES DIRECTOR

PLEASE SEE FOLLOWING PAGE.

**ATTACHMENT A**  
**NEIGHBORHOOD MEETING COMMENTS**

**DATE MEETING HELD:**    **OCTOBER 1<sup>ST</sup>, 2025**

**LOCATION:**            **APS STATION – COLORADO WAY (N ROAD 4 NORTH)**

**ATTENDEES:**        **TOWN STAFF-WILL DINGEE, ASSISTANT DIRECTOR AND JESSICA BARRIGAN, SENIOR PLANNER**

**NEIGHBORS IN ATTENDANCE:**        **5 – ALL RECEIVED A POSTCARD**

**SUMMARY OF ATTENDEES’ COMMENTS RELATED TO THE PROJECT:**

The discussion focused on the rezoning request, with attendees raising several questions and concerns. Key topics included the factors driving the rezoning proposal, potential impacts on views, buffers, and setbacks, and issues related to traffic volume and road maintenance. Neighbors expressed apprehension about the increased discretion granted to the Town Council in determining allowable uses in the area, as well as broader environmental impacts, including effects on water resources, fire safety, and mitigation measures. One property owner highlighted a specific concern regarding their goats, noting that noise during mating season could lead to complaints from future users of RV parks or lodging facilities. Overall, the neighbors voiced general support for recreational development in the area. Several referenced a former Town-maintained BMX biking track, praising its positive contributions to community prosperity and activities for youth and adults. Suggestions for potential uses included an automotive racetrack, ball fields, or other recreational amenities. Attendees emphasized the value of promoting recreation but stressed the need to address increased road usage and infrastructure demands upfront to mitigate any negative effects.

No formal opposition was recorded, and the meeting concluded with staff offering to provide additional information as the application progresses.





**TOWN OF CHINO VALLEY**  
**Planning Commission Staff Report**  
**November 4, 2025**  
**File Number TA-2025-06**  
**Text Amendment**

**PROJECT DESCRIPTION**

A request to amend the Town of Chino Valley Unified Development Ordinance, Chapter 154, Chapter 3, Section 3.19 to remove the Business Park zoning district in its entirety.

The purpose of this text amendment is to remove the Business Park (BP) zoning district from the Town's Unified Development Ordinance (UDO), Chapter 154, Chapter 3, Section 3.19. The BP district was originally intended to support campus-style business park development but is no longer aligned with the Town's land use needs, economic development strategy, or 2040 General Plan.

The list of permitted uses is structured for larger, urban communities and does not reflect the development patterns or infrastructure capacity of Chino Valley. In addition, the BP District relies on a prohibited uses list, which is widely regarded as a poor zoning practice that introduces unnecessary ambiguity and administrative complications.

As part of the ongoing comprehensive zoning code rewrite, staff intends to bring forward a new, modernized employment-oriented zoning district in the future that better supports the Town's growth objectives. Removing the existing BP district now ensures that outdated language does not remain embedded in the code.

If the associated rezoning case, ZC-2025-02, is approved, all land currently zoned BP will be rezoned, leaving no property within Town limits with this designation. This text amendment will then formally retire the district from the ordinance, simplifying the code and laying the groundwork for a more effective replacement district.

**Staff Recommendation:**

Staff recommends **APPROVAL** of the text amendment to amend the Town of Chino Valley Unified Development Ordinance, Chapter 3, Section 3.19 by removing the Business Park zoning district in its entirety.

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**SUGGESTED**  
**COMMISSION MOTION:**

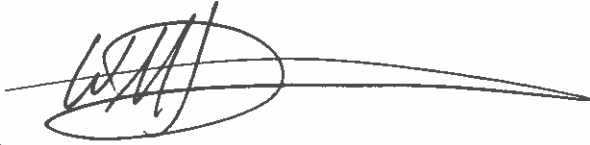
Move to **APPROVE** Text Amendment TA-2025-06 as reflected in Attachment 1 subject to the staff report, information provided during this hearing, and the Planning Commission discussion.

**Effect of the Approval:**

By approving the Text Amendment, the Planning and Zoning Commission is recommending that the Town Council remove Unified Development Ordinance Section 3.19 "BP" – Business Park Zoning district in its entirety.

**Prepared By:**

**Date: October 16, 2025**

A handwritten signature in black ink, appearing to read 'W. Dingee', enclosed in a large, loopy oval shape.

Will Dingee  
Assistant Director  
Development Services  
wdingee@chinoaz.net  
(928)636-3472

Laurie Lineberry, AICP  
Director  
Development Services  
[llineberry@chinoaz.net](mailto:llineberry@chinoaz.net)  
(928)636-3471

A handwritten signature in blue ink, appearing to read 'Laurie Lineberry', written in a cursive style.

### 3.19 ~~"BP" - BUSINESS PARK~~ RESERVED

#### A. ~~PURPOSE~~

~~This district is intended to provide for high-quality business parks primarily for **office**, administrative, medical, research industries and **light manufacturing** in an attractive setting. The regulations and development standards contained within this district include generous screening, quality-landscaping buffering and architecture performance standards to ensure use compatibility with surrounding zoning districts.~~

#### B. ~~PERMITTED USES~~

- ~~1. Business and **professional offices**, banks and similar.~~
- ~~2. Professional services including call centers, research and development, high tech businesses.~~
- ~~3. Medical and dental laboratories.~~
- ~~4. Business, trade, dancing, art, music, and other similar educational facilities.~~
- ~~5. Radio and television studios and all attached **commercial** broadcasting and receiving antennas.~~
- ~~6. Indoor **commercial** recreation establishments.~~
- ~~7. Indoor theaters, assembly halls, ballrooms and lodges.~~
- ~~8. Headquarters **buildings** or charitable, philanthropic and welfare organizations provided that their primary activities are administrative and clerical rather than residential in nature.~~
- ~~9. Veterinary clinic and animal **hospitals**, when in a closed **building**.~~
- ~~10. Printing and publishing.~~
- ~~11. Wholesale establishments.~~
- ~~12. **Light manufacturing**.~~
- ~~13. Packaging companies.~~
- ~~14. **Warehouses**.~~
- ~~15. Welding and machine shops.~~
- ~~16. Business incubators.~~
- ~~17. Digital Production.~~

~~18. Commercial/Industrial Laboratories:~~

~~19. Research and Development:~~

~~20. Small Scale Food Preparation:~~

~~21. Mechanical Services:~~

~~22. Public, Government uses:~~

~~G. CONDITIONAL USES (Conditional Use Permit Required)~~

~~1. Convention center:~~

~~2. Colleges and universities:~~

~~3. Hospitals and other medical/dental offices and clinics:~~

~~4. Bottling operations:~~

~~5. Microbrewery or micro-distillery:~~

~~6. Restaurant and eateries:~~

~~7. Hotels and Motels:~~

~~8. Outdoor storage of any kind~~

~~Customary accessory buildings and structures are permitted, provided they are incidental to a permitted use:~~

~~Because no list of uses can be complete, the interpretation of whether a use not specified is consistent with the intent of this zoning district and may be allowed as a conditional use or, where discretion is allowed, a permitted use shall be rendered by the Zoning Administrator with appeal to the Board of Adjustment:~~

~~D. PROHIBITED USES~~

~~1. Quarries and mines:~~

~~2. Feed lots:~~

~~3. Automobile salvage yards/junkyards/storage yards:~~

~~4. Commercial outdoor kennels:~~

~~5. Medical marijuana dispensary:~~

~~6. Medical marijuana off-site cultivation and infusion facilities:~~

7. Heavy manufacturing such as automobile manufacturing plants:
8. **Slaughterhouses:**
9. Refineries:
10. Hot mix, batch plants, concrete plants, and similar **uses:**
11. Vehicle Motor Sports Facilities:
12. **Airports:**
13. Any industry with excessive water usage and no recharge to the aquifer:
14. "Dirty" industries that emit excessive particulates or other pollution according to the United States Environmental Protection Agency (EPA) air quality standards:
15. Extremely noisy industries:
16. Underground liquid petroleum retail and **wholesale** distribution facilities, including fueling stations:
17. **Agricultural and farming uses:**
18. Drive-through **uses:**
19. Residential **uses:**
20. **Commercial greenhouses** and accessory **uses**, including onsite sales:

#### E. PROPERTY DEVELOPMENT STANDARDS

1. Minimum Development area: 20 **acres** total area per business park. May be comprised of one **lot** or multiple **lots**, planned in a coordinated, cohesive manner. All **lots** must be served by a water and sewage disposal system approved by the Town of Chino Valley:
2. Perimeter of overall development must maintain a 50-foot setback from all other districts:
3. Internal Minimum **Lot** Frontage (must be Right of Way): None:
4. Internal Minimum Rear and Side-**Yard Building** Setback: None:
5. Internal Minimum Front **Yard Building** Setbacks: 50 feet:
6. Maximum **Building** Height: 35 feet maximum permitted, taller than 35 feet may be approved as a conditional **use permit**:
7. Maximum **Lot** Coverage: None:

8. ~~Outdoor Storage:~~ All outdoor storage shall be screened with a six (6) foot **screening fence**, as permitted.

9. ~~Fencing/screening of uses~~ shall include CMU block / stucco walls, or other similar material. It shall not include chain-link fencing:

10. ~~Architectural Design Standards:~~ Each Business Park, as part of the design shall include the addition of a façade on each **structure** on each side facing a **street** that is visually similar to other **buildings** within the development. Metal siding shall not be a permitted façade material unless the developer can demonstrate that such a material can be visually and aesthetically pleasing. Part of these standards may include a common color palette or theme:

#### F. ~~PARKING STANDARDS~~

1. ~~Uses~~ in the BP District shall use Subsection 4.22.5.E (JOINT **USE** PARKING FOR PAD) in determining required number of parking spaces:

2. All other appropriate regulations of Subsection 4.22 (OFF **STREET** PARKING AND LOADING) will apply to **uses** in the BP District.

#### G. ~~PERFORMANCE STANDARDS~~

The sum total of the effects of concurrent operations on two or more **lots** should not be greater or more offensive to the senses than the standards contained herein. Compliance with the provision of these performance standards by single or mutual changes in operational levels, scheduling of operations, and other adjustments is permitted:

1. ~~**BUILDING** ENCLOSURES:~~ Every **use** permitted in the BP district shall be operated in its entirety within a completely enclosed **building** or within an area enclosed on all sides by a solid noncombustible **fence** or wall, as regulated by this ordinance, provided further, that no goods, material, or objects shall be stacked higher than the **fence** or wall.

All **fences** and walls shall be built in accordance with Section 4.8:

2. ~~LANDSCAPING:~~ In the BP district, all required **yards** shall be landscaped in compliance with UDO Section 4.26 (LANDSCAPE REQUIREMENTS). The perimeter shall be landscaped and maintained by the business park developer/HOA and shall include one (1) 2" caliper tree spaced every 30-feet on center, and three shrubs per tree spaced aesthetically along each **street** frontage.

3. ~~ODOROUS MATTER:~~ No emission of odorous matter shall be allowed in excess of ambient air quality standards, as set forth by regulations adopted by the Arizona Department of Environmental Quality:

4. ~~HUMIDITY, HEAT OR GLARE: In the BP district, any activity producing humidity, in the form of steam or moist air, or producing heat or glare, shall be carried on in such a manner that the steam, humidity, heat, or glare is not perceptible at or beyond any residential or commercial district boundary. Detailed plans for the elimination of humidity, heat, or glare may be required before the issuance of a **building permit**.~~

5. ~~VIBRATION: Vibrations shall be measured at the lot line. No vibration is permitted which is discernible to the human sense of feeling for three (3) minutes or more duration in any one (1) hour.~~

6. ~~EMISSIONS AND OPEN BURNING: No emission of particulate matter, sulfur, compound, carbon monoxide, hydrocarbon, nitrogen oxide, and open burning shall be allowed in the BP District.~~

7. ~~STORAGE: In the BP Zone, the storage of materials, supplies, and products on the property outside the **building**, constructed thereon is permitted at the rear of the property providing that the storage of materials, supplies, and products are within an area enclosed on all sides by a solid noncombustible **fence** or wall at least six (6) feet in height, provided further that no goods, materials, or objects shall be stacked higher than the **fence** or wall.~~

8. ~~WASTE: No waste material or refuse shall be dumped upon, or permitted to remain upon, any part of the part of the property outside of the **buildings** constructed thereon. All sewage and **industrial** waste shall be treated and disposed of in such a manner so as to comply with the standards of the appropriate authority. All plans for waste disposal facilities shall be required before the issuance of any **building permit**.~~

9. ~~FIRE AND EXPLOSIVE HAZARDS: Storage, utilization, or manufacture of solid materials which requires free burning and intense burning may be allowed, provided that said materials or products shall be stored, utilized, or manufactured within completely enclosed **buildings** having incombustible walls and protected throughout by an automatic fire extinguishing system and in accordance with Standards of American Insurance Association for Storage, Handling, and Use of Flammable Liquids, "American Insurance Association," Pamphlet No. 30, June 1959, or any subsequent revision or amendment thereto.~~

10. ~~AQUIFER RECHARGE: All **uses** shall connect to municipal water and sewer and shall discharge at least 65% of water to the sewer.~~

(Ord. 2019-867, passed 7-23-2019)