

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.



Charles Merritt - Chair



Prepared By: Gerreann Froberg