



A G E N D A

Town of Chino Valley
Planning & Zoning Commission

December 2, 2025



Commissioner's Regular Meeting Agenda
Planning & Zoning Commission
Chino Valley Town Hall
202 N. State Route 89
December 2, 2025, 6:00 p.m.

- 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 – NOVEMBER 4, 2025 REGULAR MEETING
 - C.2. WITHDRAWALS BY APPLICANT – NONE
 - C.1. CONTINUANCES – TA-2025-09 -ADMINISTRATIVE PLAT APPROVAL – TO FEBRUARY 3, 2026
 - C.3. APPROVALS – NONE
- D. PUBLIC HEARINGS – TWO
 - D.1 **FP-2025-01** – This is a request by Gilbert and Robert Campbell, on behalf of The Robert M. Campbell Family Trust, The Gilbert A Campbell Revocable Living Trust, Jody Lynn Olfers and William Thomas Carver Jr., to subdivide approximately 22 acres of land into 4-lots for the Wineglass Lane Estates Final Plat. The property is located at 1170 E Road 4 North, Chino Valley, AZ.
 - D.2 **TA-2025-07** – A request to amend the Town of Chino Valley Unified Development Ordinance, Chapter 154, Chapter 5, Sections 5.3.3 and 5.3.4 to remove the water and sewer connection exemptions for minor and rural subdivisions.
- 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 November 4, 2025

A regular meeting of the Town of Chino Valley Planning and Zoning Commission was held on Tuesday, November 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 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 Welker.

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 7-0 vote.

PUBLIC HEARING #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.

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 that the proposed Conditional Use Permit (CUP) would be to allow for the occasional outdoor storage of vehicles and equipment associated with wildland mitigation and forestry contractor service. She brought up of a slide of the property and stated that the current zoning, Commercial Light (CL), was in compliance with the Town's General Plan. Barragan explained that no changes to the existing footprint were proposed and the applicant would be adding privacy panels to the existing chain link fence along the west and northern property boundaries. She went on to explain that the applicant agreed to support the Town's efforts to dark sky friendly exterior lighting. She stated that a Neighborhood meeting was held on October 1, 2025, that no neighbors had attended, and staff had received no concerns about the proposed Conditional Use Permit. Barragan stated that the applicant, Cyretha Daugherty, was in attendance, had nothing further to add, but was available for questions. 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.

Pizzi asked staff to clarify that the subject property had chain link fencing, and the applicant would be adding privacy slats to the fencing.

Barragan replied yes and brought up a slide of the site plan showing the fencing.

Ditta asked how much equipment would be on site.

Barragan replied that the narrative indicated three pieces of equipment, occasionally a camper, and further explained that the site also had enclosed space for additional equipment.

Merritt asked the applicant if she wished to speak. She declined to speak, and the Commission had no questions for her.

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 Pasciak, seconded by Ditta, to approve CUP-2025-04, as presented, subject to the staff report, and information provided during the hearing, and the conditions of approval in Attachment A. A voice vote was taken and the motion passed with a 7-0 vote.

PUBLIC HEARING #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.

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

Will Dingee, Assistant Director, presented the staff report and stated that the Town initiated the rezone of Town-owned land known as the Old Home Manor Business Park from Business Park to Public Land zoning. He brought up a slide showing the location of the five subject parcels with a total of approximately 197 acres and showed the zoning of the surrounding area. **Dingee** further explained the Town's vision, as stated in the Town's General Plan for the Old Home Manor Center, was a master-planned Horizontal Multi-Use (HMU) development, and highlighted key points. He shared that Town Staff and the Town Council very frequently heard from residents that there should be more parks, recreation and sporting uses on Old Home Manor, to bring more tourism to Chino Valley. He stated that if a business wanted to come into the Town at Old Home Manor, the Town Council would have the discretion to approve it with the Public Land zoning. **Dingee** shared that a Neighborhood meeting was held on October 1, 2025, in which five neighbors attended. The neighbors expressed concerns over views, noise, buffers and setbacks. Additional concerns were about traffic and safety, addressing infrastructure, and concerns over Town Council discretion. The overall support from the neighbors was for recreation. 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.

Ditta asked about the Text Amendment following the Zone Change and questioned why the Text Amendment was not heard first.

Dingee replied more discussion would follow with the Text Amendment which would eliminate the Business Park Zoning District from the Town Code. The Text Amendment could not be heard first as there was property in the Town that currently was zoned Business Park.

Merritt stated that the Text Amendment eliminated the Business Park District completely, and that Old Home Manor was originally zoned public land.

Dingee replied that the Business Park Zoning District fit at the time it was adopted, but that was no longer the case.

Meadors asked to see a satellite view of the subject property and its proximity to the equestrian center and college.

Dingee pulled up an aerial of Old Home Manor and pointed out the locations of Yavapai College, Chino Valley roads yard, the Town wastewater treatment plant, and the equestrian park.

Merritt opened the meeting for public comment.

Chris Marley, 2350 Tree Farm Lane, Chino Valley, stated he lived across the street from Old Home Manor, and when Old Home Manor was changed from Public Land to Business Park, he felt that the Town was not excited about jobs coming into Town, but had hoped that an anchor business would come in. He shared that while he was serving the Town, an aeriated concrete company would have applied,

but that no high-pressure natural gas existed in the area, and several other businesses went to Texas instead. His desire when the Business Park was established was to have all heavy industry on the North end and light industry to the South and felt it would be nice if there were not so many taillights going into Prescott and Prescott Valley every morning. He stated that he did not mind the sound of forklifts which meant people were working, but any noisy entertainment, like a rifle range and horse range, should be on the east end. He thanked the Commission and asked that they please welcome any businesses that may want to come in.

Merritt closed the public portion of the meeting.

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

Pizzi asked what the Town's original intention was for the Business Park, whether it was to sell or lease the land if a business wanted to come in.

Dingee replied that either option would be on the table. For example, the proposed RV Park would buy the land from the Town.

Pizzi asked if the zoning were changed to Public Land, and the Town Council had discretion of approvals, would it be a lease or a sell-off option depending on what type of business would be put on the land, and would it need to be rezoned depending on the type of business.

Dingee replied that publicly zoned land could be privately owned. An RV Park would not need to rezone the land.

Motion was made by Pasciak, seconded by Meadors, to approve ZC-2025-02, as presented, subject to the staff report, and information provided during the hearing, and the conditions of approval in Attachment A. A roll-call vote was taken and the motion passed with a 7-0 vote.

PUBLIC HEARING #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.

Chair Merritt asked if anyone on the Commission had a disclosure to declare regarding this item. Pasciak stated he had a minimal discussion with Staff.

Will Dingee, Assistant Director, presented the staff report and stated Staff had discussions on whether to remove the Business Park Zone District or to move it to an obsolete zoning district, and Staff's position was that the Business Park Zone District was not compatible with the Town's General Plan. He shared that the five parcels of Old Home Manor totaling approximately 197 acres were the only land within Chino Valley Town limits that hold the Business Park zoning. **Dingee** stated that the Business Park Zoning District had contained prohibited use lists, performance standards, and its own development standards within the zoning code. The list of prohibited uses was especially problematic.

Lineberry added that most of the uses were not viable with Old Home Manor, and not a good fit. The goal was through the rewrite of the zoning code, to come up with a district that could accommodate business park kinds of uses and not include other uses that would not work at Old Home Manor. She stated that a business park district would not be eliminated forever. She added that the problem with having a prohibited use list in a zoning district was that you could never come up with everything that you don't want. You should not list prohibited uses but only list uses that are compatible.

Dingee added that as part of the zoning code rewrite, and HMU designated zoning district would encompass what the General Plan intended.

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

Pizzi asked if Old Home Manor would still stay as an HMU.

Dingee replied yes, under the General Plan.

Merritt stated that by removing the Business Park Zoning District, it would help the new zoning ordinance work to be done in a proper manner.

Meadors asked if Old Home Manor would default back to Public Land.

Dingee replied no, that part was heard earlier on the Rezone, that this was just to remove the Business Park Zoning District from the Unified Development Ordinance (U.D.O.).

Morabito asked what would be eliminated in the U.D.O.

Dingee showed a slide of the entire Section 3.19 of the U.D.O. which would be eliminated.

Merritt closed the public portion of the meeting, as there was no public present to comment.

Motion was made by Pasciak, seconded by Ditta and Pizzi, to approve TA-2025-06, as presented, subject to the staff report, information provided during the hearing, and the Planning and Zoning Commission discussion. A roll-call 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: COUNCIL ACTION OF PRIOR P&Z CASES: Dingee updated the Commission about prior cases heard by Town Council. On October 28, 2025, CUP-2025-03 – Living Waters Church Sign, was approved by Town Council. He shared that a directed Town Code Amendment went to Town Council regarding adjacent right-of-way maintenance, and it was approved by the Town Council. He further explained that ground only (litter, weeds, etc.) would be the responsibility of the adjacent property owner of a right-of-way, and that tree maintenance was still the responsibility of the Town.

INFORMATION ITEMS – FROM THE COMMISSIONERS: none

INFORMATION ITEMS – FROM THE CHAIR: Merritt stated that he appreciated Town staff cleaning up various things that happened with prior staff. He wished everyone a Happy Thanksgiving.

INFORMATION ITEMS – FROM THE PUBLIC: none.

ADJOURN – A motion was made by **Meadors** and seconded by **Pasciak** and **Ditta** to adjourn the meeting at 6:41 p.m.

Charles Merritt - Chair

Prepared By: Gerreann Froberg



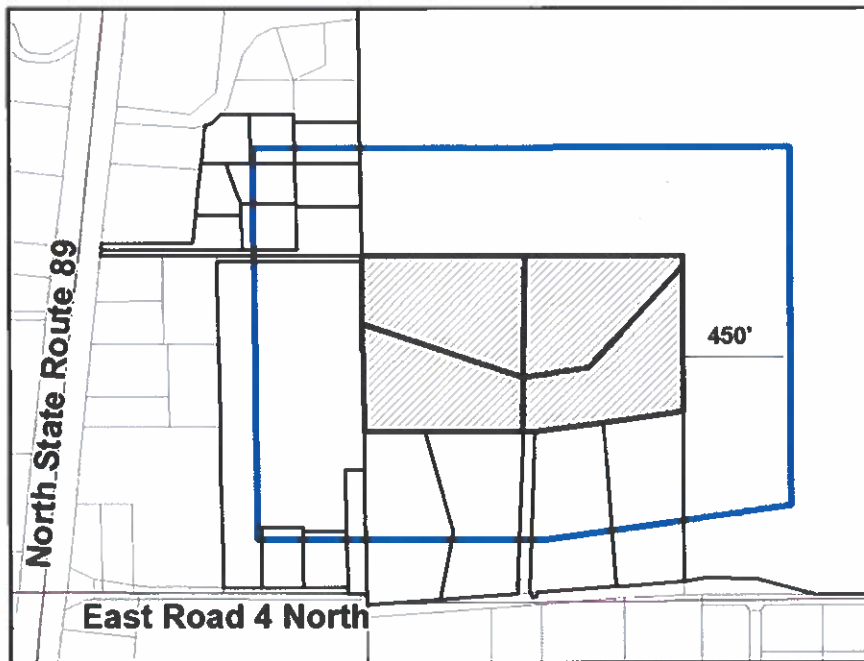
TOWN OF CHINO VALLEY
Planning Commission Staff Report
December 2, 2025
File Number FP-2025-01
Final Plat – Minor Subdivision

PROJECT DESCRIPTION This is a request by Gilbert and Robert Campbell, on behalf of The Robert M. Campbell Family Trust, The Gilbert A Campbell Revocable Living Trust, Jody Lynn Olfers and William Thomas Carver Jr., to subdivide approximately 22 acres of land into 4-lots for the Wineglass Lane Estates Final Plat. The property is located at 1170 E Road 4 North, Chino Valley, Arizona.

LOCATION DATA

	Existing Zoning	Use(s) on-site	General Plan Designation
Site	"AR-5" – Agricultural/Residential (5 Acre Lot Minimum)	Single Family Residential	NR– Neighborhood Residential (1-4 du/ac)
North	"State Land"	Vacant	NR– Neighborhood Residential (1-4 du/ac)
South	"AR-5" – Agricultural/Residential (5 Acre Lot Minimum)	Single Family Homes	NR– Neighborhood Residential (1-4 du/ac)
East	"State Land"	Vacant	NR– Neighborhood Residential (1-4 du/ac)
West	"CH" – Commercial Heavy	Vacant	LI-Light Industrial

LOCATION MAP



PRIOR SITE ACTIONS:

Land Division

April 28, 2022 - Land Split from Parcel # 306-03-003. (Sibling Parcels # 306-03-003D & 306-03-003E).

May 31, 2023 - Land Split from Parcel # 306-03-003E. (Sibling Parcels # 306-03-003F & 306-03-003G).

February 16, 2024 - Land Split from Parcel # 306-03-003G. (Sibling Parcels # 306-03-003R & 306-03-003S).

January 15, 2025 - Land Split from 306-03-003R. (Sibling Parcels # 306-03-003T & 306-03-003U).

Pre-Application Meeting

September 10, 2025 - (PA-2025-24)

STAFF RECOMMENDATION:

Staff recommends that the Planning and Zoning Commission forward to the Town Council a recommendation of **APPROVAL** for the Wineglass Lane Estates Final Plat with Conditions of Approval found in Attachment A.

SUGGESTED MOTION:

Move to **APPROVE** Final Plat FP-2025-01 as presented, subject to the staff report and information provided during this hearing, and the Conditions of Approval in Attachment A

EFFECT OF THE APPROVAL:

By approving this Final Plat, the Planning and Zoning Commission is recommending approval to Town Council to approve the Wineglass Lane Estates Final Plat, subject to the staff report and information provided during this hearing and affirmatively finds that the request is in conformance with the previously approved zoning.

Proposal

The applicant proposes a 4-lot minor subdivision on 22 acres, with lots ranging in size from approximately five (5) acres to six (6) acres, meeting the AR-5 zoning minimum lot size of five (5) acres. The site will be accessed via a private street (Wineglass Lane) from E Road 4 North. The residential lots will be served by individual wells and onsite septic systems. No public utilities are proposed, consistent with the minor and rural subdivision provisions in UDO Sections 5.2.7 and 5.2.8. See Attachment C for proposed parcel configuration layout at the point of submittal and to be revised accordingly, prior to Final Council Approval.

Staff Analysis:

The Wineglass Lane Estates Final Plat satisfies the technical requirements of UDO Section 5.2.7 for minor subdivisions. The plat proposes four lots, each greater than five (5) acres, exceeding the minimum area required in the AR-5 zoning district.

This application was submitted to bring the property into compliance following a series of land divisions completed by the property owner without the required Town review and approval. Town records and Yavapai County Recorder documents show that the original ±22-acre parcel (306-03-003W/T/U/V) was divided several times over the past decade. Several of these divisions

occurred post October 2020 and prior to January 2025, and the resulting parcels were subsequently conveyed to third parties. The issue was identified during processing of building permit applications, which triggered a property title review confirming that the parcels had not been legally created.

Upon discovery, the Town issued administrative penalties, which have been paid. The applicant has cooperated with the compliance process and is now pursuing formal approval of the minor-subdivision final plat. Approval will legalize the existing parcel configuration, ensure that required infrastructure improvements and documentation (including private street design and drainage information) are provided, and record appropriate conditions and disclosures.

Additionally, because the initial application was submitted on August 20, prior to September 1, 2025 expiration date established in UDO Sections 5.3.3 and 5.3.4, and because this subdivision qualifies as a Minor Rural Subdivision, the proposed development is exempt from the requirement to connect to the Town of Chino Valley's water and sewer systems.

A neighborhood meeting held on October 28, 2025, identified concerns regarding adjacency to Light Industrial (LI) zoning to the west. Staff recommend a recorded disclosure note and buyer acknowledgment to address these concerns, as reflected in the proposed Conditions of Approval. See neighborhood meeting notes in Attachment C.

Zoning

The property is zoned AR-5 (Agricultural/Residential, 5-acre minimum lot size). Section 3.6 of the UDO permits single-family residential uses in AR-5. The proposed 4-lot subdivision complies with minimum lot size and dimensional standards. See Zoning map in Attachment D.

PUBLIC COMMENTS RECEIVED: NONE

EXTERNAL AGENCY COMMENTS: SEE ATTACHMENT B

NEIGHBORHOOD MEETING COMMENTS: Staff notified the surrounding property owners within a 450' radius of the date and location of the Planning and Zoning Commission Meeting and Town Council Meeting by postcard on October 13th, 2025.
See Attachment C

PROPOSED CONDITIONS

DELIVERED TO APPLICANT ON: OCTOBER 31, 2025

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Applicant agreed with all of the conditions of approval on (November 11, 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

928 636-3407

DATE:

NOVEMBER 19, 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 final plat for the site:

Development Services Comments: Laurie Lineberry, Director, 928 636-4427- x1217

1. The Owner 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. The applicant shall include a disclosure on the front page of the Final Plat identifying the proximity of the westerly adjacent Light Industrial (LI) land use designation and noting the potential for odors, visual impacts, noises or operational activities associated with Light Industrial uses.
4. As part of their closing documents, the applicant shall require buyers to sign a Noise and Odor Disclosure, acknowledging the westerly adjacent Light Industrial (LI) land use designation and noting the potential for odors, visual impacts, noises or operational activities associated with Light Industrial uses.
5. Prior to final plat approval, the applicant shall update the final plat plan to achieve a minimum 200-foot frontage width for all proposed lots in accordance with the AR-5 district standards contained in Section 3.6.D.2 of the Zoning Ordinance.
6. The applicant shall comply with all applicable Building and Safety Department requirements for construction.
7. The applicant shall comply with all applicable Central Arizona Fire and Medical Authority (CAFMA) requirements.
8. The applicant shall comply with all applicable Arizona Game and Fish (AZGF) requirements, prior to approval of any grading, leveling or trenching related to the preparation for constructions.

Public Works/Engineering: Frank Malbury, Director, (928) 636-1226

9. Wineglass Lane is to be improved per the Town's Unified Development Ordinance §5.3.2, Table 5-2 as follows:

Easement Width = 50'

Improvement Width = 24'

Subgrade Preparation = 6"

Base Depth = 6"

Surface = Double Chip

Any questions or comments regarding the Conditions of Approval as stated above should be directed to the staff members 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		PHONE	928-772-7711	

Please refer to the Central Arizona Fire and Medical Authority (CAFMA) fire comments below. See our website at 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.

Every building hereafter constructed shall be accessible to Fire apparatus by way of an approved access roadway with an all-weather driving surface capable of supporting the imposed load of fire apparatus weighing up to seventy-five thousand (75,000) pounds.

- Fire apparatus access roads shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility (2018 IFC Section 503).
- Fire apparatus access roads shall be a minimum of twenty (20) feet in width, except as modified in these standards, and shall have a minimum vertical clearance of thirteen feet, six inches (13' 6").
- Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet, exclusive of shoulders.
- Dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus. (see 2018 IFC Figure D103.1 for approved turnarounds).
- Fire apparatus access roads shall not exceed 12 percent grade. The fire code official may permit the access road grade to increase but shall not exceed 15 percent when fire sprinkler protection is installed.
- The minimum turning radii for all turns shall be twenty-eight (28) feet inside turning radius and fifty (50) feet outside turning radius (locally adopted amendments).
- Provide signage indicating "No Parking Fire Lane" for designated fire lanes on site. (2018 IFC Section 503.3)
- Gates on fire apparatus access roads shall comply with 2018 IFC Section D103.5

Note, additional comments will arise based on additional information provided.

ATTACHMENT B
EXTERNAL AGENCY COMMENTS

DATE:	10/29/25	NAME:	MAX KAMEN	TITLE:	ENVIRO HEALTH SPECIALIST III
AGENCY:	YAVAPAI COUNTY ENVIRONMENTAL HEALTH		PHONE:	928-442-5408	

Below is what is required with Onsite Wastewater systems for subdivisions-

-Nitrogen requirements.

AAC R18-9-A309(A)(8) A person shall control the discharge of total nitrogen from an on-site wastewater treatment facility as follows:

(c) For a subdivision proposed under 18 A.A.C. 5, Article 4, for which on-site wastewater treatment facilities are used for sewage disposal, the permittee shall demonstrate in the geological report required in R18-5-408(E)(1) that total nitrogen loading from the on-site wastewater treatment facilities to groundwater is controlled by providing one of the following: i. For a subdivision platted for a single-family dwelling on each lot, calculations that demonstrate that the number of lots within the subdivision does not exceed the number of acres contained within the boundaries of the subdivision; ii. For a subdivision platted for dwellings that do not meet the criteria specified in subsection (A)(8)(c)(i), calculations that demonstrate that the nitrogen loading over the total area of the subdivision is not more than 0.088 pounds (39.9 grams) of total nitrogen per day per acre calculated at a horizontal plane immediately beneath the active treatment of the disposal fields, based on a total nitrogen contribution to raw sewage of 0.0333 pounds (15.0 grams) of total nitrogen per day per person; or iii. An analysis by another means of demonstration showing that the nitrogen loading to the aquifer due to on-site wastewater treatment facilities within the subdivision does not cause or contribute to a violation of the Aquifer Water Quality Standard for nitrate at the applicable point of compliance.

-On-site wastewater treatment facilities.

AAC R18-5-408(E) Where on-site wastewater treatment facility is proposed, the following conditions shall be satisfied: 1. A geological report shall be made by an engineer, geologist or other person who meets the qualifications in R18- 9-A310(H). The geological report shall include the total nitrogen discharge requirements of R18-9-A309(8)(c). The geological report shall include results from percolation tests and boring logs obtained at locations designated by the county health departments. There shall be a minimum of one percolation test and boring log per acre, or one percolation test and boring log per lot where lots are larger than one acre, except when it can be shown by submission of other reliable data that soil conditions are such that on-site wastewater treatment facilities could reasonably be expected to function properly on each lot in the proposed subdivision. The Department may require additional tests when it deems necessary. Percolation tests shall be performed in accordance with all of the requirements in R18-9-A310(F), except for the requirements in R18-9-A310(F)(1)(a). The approval of a subdivision, based upon such reports, shall not extend to the plat if it is further subdivided or lot lines are substantially relocated.

Please let me know if you have any questions.

ATTACHMENT B
EXTERNAL AGENCY COMMENTS

DATE:	10/15/25	NAME:	ARIANNA HARTSOCK	TITLE:	HABITAT SPECIALIST
AGENCY:	ARIZONA GAME AND FISH (AZGF) – REGION 3			PHONE	928-263-8856

Attached find the complete project report for this property, please reach out if you have any questions.

- American Pronghorn

The grasslands east of the project area are heavily utilized by pronghorn. Pronghorn are sensitive to changes on the landscape, which can affect pronghorn recruitment (fawning). To minimize potential impacts, the Department recommends scheduling construction activities outside the fawning season for American pronghorn, April 1 to June 30, with peak fawning occurring during the middle of May.

Additionally, pronghorn, although capable of jumping, prefer to go under a fence and will walk the fence line looking for a space high enough to cross under. Restrictions to seasonal movements and access to fawning grounds can dramatically reduce pronghorn populations. The primary consideration for pronghorn is the height of the bottom wire. Anything less than 16” becomes a barrier to pronghorn movement. The Department advises against the utilization of decorative fencing designs (e.g., wrought iron with metal pickets), as they are hazards for animals that may attempt to cross them. Fencing with pointed or narrow extensions on the top should be avoided.

- Bald Eagle (winter population)

Wintering bald eagles, which are regulated under the Bald and Golden Eagle Protection Act (BGEPA), could occur within the project area. If uncertain about the effects of the project to eagles, or if it is anticipated the project will not be in compliance with the BGEPA, the Department recommends contacting the USFWS for their Technical Assistance, as well as Tuk Jacobson, the Department’s raptor expert, at KJacobson@azgfd.gov or 623-236-7575. The USFWS and the Department will provide options to comply with the BGEPA, such as conservation measures to avoid or minimize adverse effects to the eagles.

- Western Burrowing Owl

The western burrowing owl, a special status species that is regulated under the Migratory Bird Treaty Act (MBTA), has the potential to occur in the project area. The Department recommends conducting an occupancy survey for western burrowing owls to determine if this species occurs within the project footprint, especially before any grading or leveling occurs. Guidelines for conducting this survey are found in [Burrowing Owl Project Clearance Guidance for Landowners](#). Please note that the survey should be conducted by a surveyor who is certified by the Department or has similar training and qualifications. If an active burrowing owl burrow is detected, please contact the Department and the [USFWS](#) for direction, in accordance with the guidelines.

- Bats (sp.)

Artificial lighting could impair the ability of nocturnal animals to navigate (e.g., owls, migratory birds, bats, and other nocturnal mammals) and may affect wildlife behavior and populations. The Department recommends using only the minimum amount of light needed for safety. If feasible, narrow-spectrum lighting is wildlife-friendly and should be used as often as possible to minimize the number of species affected by lighting. It is also beneficial that all lighting is shielded, canted, or cut to minimize the amount of upward shining light.

ATTACHMENT C
NEIGHBORHOOD MEETING COMMENTS

DATE MEETING HELD: OCTOBER 28, 2025, 3P

LOCATION: ON SITE – 1170 E ROAD 4 NORTH

ATTENDEES:

PROPERTY OWNER/AGENT: ROBERT CAMPBELL (PROPERTY OWNER)

TOWN STAFF: WILL DINGEE, ASSISTANT DIRECTOR

NEIGHBORS IN ATTENDANCE: FIVE (5)

SUMMARY OF ATTENDEE(S) COMMENTS RELATED TO THE PROJECT:

There were a total of Five (5) individuals representing three (3) properties that received neighborhood notification postcards. Town staff opened the meeting, reviewed the ground rules, and provided a brief introduction to the project. Property owner Bob Campbell then led the remainder of the discussion, outlining the proposal to develop four lots on AR-5 zoned parcels.

The proposal includes:

- Site-built homes only (no manufactured homes)
- Minimum lot size of five acres
- Improved road surface
- Well and septic utilities

Public Comments and Questions:

1. Industrial adjacency concerns: One attendee expressed concern about the existing industrial subdivision located to the northwest of the subject property. The concern focused on ensuring future residential owners are aware that the industrial uses were established first and may generate noise, visual impacts, and other operational activity typical of industrial areas. The developer acknowledged and noted the concern.

2. Misinformation clarification: Another attendee asked whether the project involved high-density or low-income housing. The property owner clarified that the proposal is for four lots on parcels of five acres or larger, with site-built homes only, and no high-density or low-income housing component.

Conclusion:

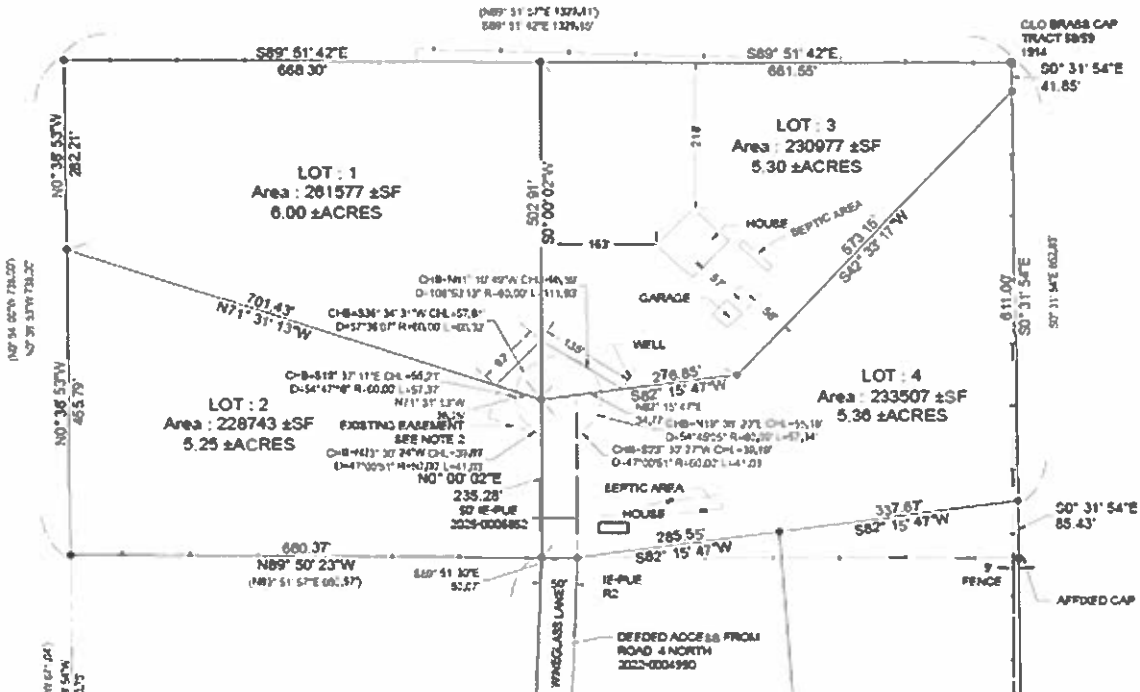
With no further questions or comments, Town staff concluded the meeting at 3:30 PM.

**ATTACHMENT D
SITE PLAN AND EXHIBITS**

SITE PLAN CONFIGURATION

**FINAL PLAT
WINEGLASS LANE ESTATES**

SECTION 2, TOWNSHIP 16 NORTH, RANGE 2 WEST
GILA & SALT RIVER BASE & MERIDIAN
YAVAPAI COUNTY, ARIZONA
FP # 2025-01



ACKNOWLEDGEMENT

STATE OF _____
COUNTY OF _____

ON THIS _____ DAY OF _____ BEFORE ME THE UNDERSIGNED NOTARY PUBLIC, DID PERSONALLY APPEAR _____ WHO ACKNOWLEDGED THEMSELVES TO BE THE PERSONS WHOSE NAMES APPEARS ABOVE AND BEING DULY AUTHORIZED TO DO SO HAVE EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED.

IN WITNESS THEREOF I SET MY HAND AND SEAL

NOTARY PUBLIC MY COMMISSION EXPIRES _____

STATE OF _____
COUNTY OF _____

ON THIS _____ DAY OF _____ BEFORE ME THE UNDERSIGNED NOTARY PUBLIC, DID PERSONALLY APPEAR _____ WHO ACKNOWLEDGED THEMSELVES TO BE THE PERSONS WHOSE NAMES APPEARS ABOVE AND BEING DULY AUTHORIZED TO DO SO HAVE EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED.

IN WITNESS THEREOF I SET MY HAND AND SEAL

NOTARY PUBLIC MY COMMISSION EXPIRES _____

APPROVALS

THIS MINOR SUBDIVISION HAS BEEN CHECKED FOR CONFORMANCE WITH TOWN ORDINANCES, CODES, AND ALL OTHER APPLICABLE REGULATIONS AND APPEARS TO COMPLY WITH ALL REQUIREMENTS WITHIN MY JURISDICTION TO CHECK AND EVALUATE.

APPROVED BY THE DEVELOPMENT SERVICES DIRECTOR OF THE TOWN OF CHINO VALLEY ON THIS _____ DAY OF _____

DEVELOPMENT SERVICES DIRECTOR _____

APPROVED BY THE TOWN OF CHINO VALLEY ENGINEER ON THIS _____ DAY OF _____

TOWN ENGINEER _____

APPROVED BY THE MAYOR AND COUNCIL OF THE TOWN OF CHINO VALLEY ON THIS _____ DAY OF _____

MAYOR _____

TOWN CLERK _____

FINAL PLAT NO. 2025-01, RESOLUTION NO. _____

DISCLAIMER NOTE

ALL LOTS DEPICTED HEREON ARE SUBJECT TO NOISE, VISUAL, AND OPERATIONAL IMPACTS FROM ADJACENT LIGHT INDUSTRIAL AND LAND USES LOCATED TO THE WEST OF THIS SUBDIVISION.

BASIS OF BEARING

THE PROJECT COORDINATE SYSTEM AND THE BASIS OF BEARINGS ARE IN THE TOWN OF CHINO VALLEY COORDINATE SYSTEM AND RELATIVE TO THE ARIZONA STATE PLANE COORDINATE SYSTEM OF 1983 CENTRAL ZONE. LINEAR DIMENSIONS AND COORDINATE VALUES ARE IN INTERNATIONAL FEET.

PRIMARY HORIZONTAL SURVEY CONTROL WAS ESTABLISHED USING REAL TIME KINEMATIC METHODS FROM THE CITY OF PRESCOTT TOWN OF CHINO VALLEY COORDINATE SYSTEM. COORDINATE VALUES WERE THEN TRUNCATED BY -1,000,000.000 IN THE NORTHING AND -800,000.000 IN THE EASTING.

WATER SUPPLY

THIS PARCEL HAS BEEN SPLIT RESULTING IN FEWER THAN SIX (6) LOTS FROM THE PARENT PARCEL PURSUANT TO TOWN POLICY AND A.R.S. § 48-876. ANY FUTURE LOT SPLITS RESULTING IN A SUBDIVISION OF THIS PROPERTY MEANING IN A TOTAL OF SIX (6) OR MORE LOTS SHALL REQUIRE THE SUBMISSION OF A CERTIFICATE OF ASSURED WATER SUPPLY (CAWS) WITH THE ARIZONA DEPARTMENT OF WATER RESOURCES PRIOR TO THE APPROVAL OF ANY LAND ENTITLEMENTS. THIS REQUIREMENT SHALL APPLY TO ALL CURRENT AND FUTURE LOTS CREATED FROM THE PARENT PARCEL AND SHALL RUN WITH THE LAND IN PERPETUITY.

WINEGLASS LANE IMPROVEMENT REQUIREMENTS

WINEGLASS LANE IS TO BE IMPROVED PER THE TOWN'S UNIFIED DEVELOPMENT ORDINANCE (S.D.) TABLE 9-2 AS FOLLOWS:
EASEMENT WIDTH = 50' IMPROVEMENT WIDTH = 24'
SUBGRADE PREPARATION = 6" BASE DEPTH = 6"
SURFACE = DOUBLE CHIP

Zoning Map

SITE PLAN AND EXHIBITS



STAFF RESEARCH – FINAL PLAT
Wineglass Lane Estate
Minor Subdivision

CASE #: FP-2025-01

CASE PLANNER: JESSICA BARRAGAN

PROJECT NARRATIVE: This is a request by Gilbert and Robert Campbell, on behalf of The Robert M. Campbell Family Trust, The Gilbert A Campbell Revocable Living Trust, Jody Lynn Olfers and William Thomas Carver Jr., to subdivide approximately 22 acres of land into 4-lots for the Wineglass Lane Estates Final Plat. The property is located at 1170 E Road 4 North, Chino Valley, Arizona.

I. PROJECT DATA

Project Location:	1170 E Road 4 North		
Parcel Number(s):	306-03-003 W/T/U/V		
Parcel Size(s):	958, 320sf		
Total Acreage:	22 Acres		
Proposed Dwelling Units:	4 (4-units/22-acres = .018 du/acre).		
Address:	1170 E Road 4 North		
Applicant:	Gilbert and Robert Campbell & Jody Lynn Olfers		
Applicant's Agent:	Gilbert and Robert Campbell		
Conforms to G.P. Land Use Conformity Matrix:	Yes	<input checked="" type="checkbox"/>	No
Zoning Overlay	PAD	N/A	
Within ½ Mile of SR89?	Yes	<input checked="" type="checkbox"/>	No
	If yes, Property is restricted – site-built only		

	Existing Zoning	Use(s) on-site	General Plan Designation
Site	"AR-5" – Agricultural/Residential (5 Acre Lot Minimum)	Single Family Residential	NR– Neighborhood Residential (1-4 du/ac)
North	"State Land"	Vacant	NR– Neighborhood Residential (1-4 du/ac)
South	"AR-5" – Agricultural/Residential (5 Acre Lot Minimum)	Single Family Homes	NR– Neighborhood Residential (1-4 du/ac)
East	"State Land"	Vacant	NR– Neighborhood Residential (1-4 du/ac)
West	"CH" – Commercial Heavy	Vacant	LI-Light Industrial

Prior Cases or Related Actions:

Type	Yes	No	Cases, Actions or Agreements
Pre-Annexation Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Annexation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	September 21, 1970 – Original Town
General Plan Amendment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Development Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Rezone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Subdivision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Conditional Use Permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

SITE PLAN AND EXHIBITS

Pre-Application Meeting	Yes	x	No	September 10, 2025 - (PA-2025-24)
Enforcement Actions	Yes		No	
Land Division Status:	Yes	x	No	<ul style="list-style-type: none"> - April 28, 2022 - Land Split from Parcel # 306-03-003. (Sibling Parcels # 306-03-003D & 306-03-003E). - May 31, 2023 - Land Split from Parcel # 306-03-003E. (Sibling Parcels # 306-03-003F & 306-03-003G). - February 16, 2024 - Land Split from Parcel # 306-03-003G (Sibling Parcels # 306-03-003R & 306-03-003S). - January 15, 2025 - Land Split from 306-03-003R. (Sibling Parcels # 306-03-003T & 306-03-003U).
Irrigation District:				

II. TOWN OF CHINO VALLEY GENERAL PLAN

Land Use Element:						
Land Use Designation:	NR– Neighborhood Residential (1-4 du/ac)					
Is Project larger than 25 AC or 50 d.u.?	L.U. Policy 2.1	N/A	PRN Policy 2.8	N/A		
Issues:	None					
Circulation Element:						
Road Classification	Local - Proposed Arterial		Existing Row	Y	Required Row	Y
Issues:	None					
Parks, Recreation, and Natural Resources Element:						
Closest Park:	State Park					
Within 1 mile of the Peavine Trail?	Yes					
Flooding?	FEMA Flood Plain Designation	N/A	Town Flood Map	N/A		
Issues:	N/A					
Community Services and Facilities Element:						
Water Source:	Town	Well	x	Prescott	Private System:	
Sewer:	Town	Septic	x			
Issues:	None					
Economic Development Element:						
SR-89 Corridor?	N	Enhancement: Goal ED-6	N/A			
Old Home Manor?	N	Goal ED-2	N/A			
Issues:	None					

SITE PLAN AND EXHIBITS

NOTIFICATION

- **Legal Ad Published:** 11/04/25
- **(450)' Vicinity Mailing:** 10/13/25
- **Neighborhood Meeting:** 10/28/25
- **Hearing Dates:** P&Z - 12/02/25
TC - 01/13/26
- **Reviewing Agencies Noticed:** 10/20/25
- **Comments Due:** 10/30/25

<i>External List (Comments)</i>	Response Received	Date Received	"No Comment"	Written Comments	Comments Attached
Colleen Boge – APS	Y	9/10/25	X		
Richard Perez - A.D.O.T.	Y	9/10/25	X		
Ralph Baker – C.V.I.D.	Y	9/10/25	X		
Kevin O'Neil - CAFMA	Y	9/10/25		Y	Y
Max Kamen – YC ENV	Y	10/29/25		Y	Y
Ariana Hartsock – AZGF	Y	10/29/25		Y	Y
Monica Kriner – YC Health					
SparkLight Cable					
LUMEN (Previously Centurylink)					
Unisource Gas					
CVUSD					
United States Postal Service					
Mark Holmes – Water Advisor	Y	10/30/25		Y	Y
<i>Town of Chino Valley Internal List (Conditions)</i>	Response Received	Date Received	"No Conditions"	Written Conditions	Comments Attached
Jessica Barragan – Senior Planner – Development Services	Y	10/29/25		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	10/29/25		Y	Y
Dan Trout – Chief Building Official – Development Services	Y	9/10/25		Y	Y
Glenn Dally- Code Enforcement – Development Services					
Joshua McIntire – Chief of Police -Police	Y	9/10/25	X		



TOWN OF CHINO VALLEY
Planning Commission Staff Report
December 2, 2025
File Number TA-2025-07
Text Amendment

PROJECT DESCRIPTION

A request to amend the Town of Chino Valley Unified Development Ordinance, Chapter 154, Chapter 5, Sections 5.3.3 and 5.3.4 to remove the water and sewer connection exemptions for minor and rural subdivisions.

The exemption language adopted in 2020 and reauthorized in 2022 allowed qualified lots to be developed without connecting to the Town's water or sewer systems until September 1, 2025. That date has now passed, and the provisions no longer have any legal effect. Retaining the expired text creates unnecessary confusion for applicants and reviewers, as it implies a regulatory option that no longer exists.

This amendment strikes the outdated exemption clauses and replaces both sections with a straightforward reference to Title V for governing utility regulations. No change in policy or development standards is proposed. This is strictly an administrative cleanup to align the UDO with current Town Code and ensure the document reflects enforceable standards.

Staff Recommendation:

Staff recommends **APPROVAL** of the text amendment to UDO Sections 5.3.3 and 5.3.4 by removing expired exemption language and updating the sections to reference Title V for applicable water and sewer regulations.

SUGGESTED COMMISSION MOTION:

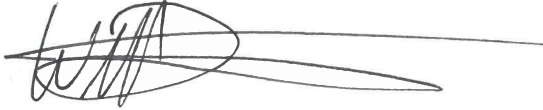
Move to **APPROVE** Text Amendment TA-2025-07 as reflected in Attachment 1 subject to the staff report, information provided during this hearing, and the Planning Commission discussion.

Effect of the Approval:

By approving this text amendment, the Planning and Zoning Commission recommends that the Town Council remove expired utility exemption language from UDO Sections 5.3.3 and 5.3.4 and update the sections to reference Title V, ensuring consistency with current standards.

Prepared By:

Date: November 18, 2025



Will Dingee
Assistant Director
Development Services
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(928)636-3472



Laurie Lineberry, AICP
Director
Development Services
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(928)636-3471

Current:

5.3.3 WATER FACILITIES DESIGN

Until September 1, 2025, any **lot** that is created in conformance with the requirements for (1) **land splits** not requiring a **subdivision** in Section [5.2.6](#), or (2) a combination of the minor **subdivision** and rural **subdivision** provisions in Sections [5.2.7](#) and [5.2.8](#) of these **Subdivision** Regulations, may be developed without connecting to the **Town's** water system, even if the lot is served at the time of **building** permit application.

See **Town Code** Title V for all other regulations.

(Ord. 2020-885, passed 9-8-2020; Ord. 2022-923, passed 10-11-2022)

5.3.4 SEWER FACILITIES DESIGN

Until September 1, 2025, any **lot** that is created in conformance with the requirements for (1) **land splits** not requiring a **subdivision** in Section [5.2.6](#), or (2) a combination of the minor **subdivision** and rural **subdivision** provisions in Sections [5.2.7](#) and [5.2.8](#) of these **Subdivision** Regulations, and which otherwise meets the requirements of these **Subdivision** Regulations and any applicable law, regulation or ordinance, may be developed without connecting to the **Town's** sewer system, even if the lot is served at the time of building permit application.

See **Town Code** Title V for all other regulations.

(Ord. 2020-885, passed 9-8-2020; Ord. 2022-923, passed 10-11-2022)

Proposed

5.3.3 WATER FACILITIES DESIGN

~~Until September 1, 2025, any **lot** that is created in conformance with the requirements for (1) **land splits** not requiring a **subdivision** in Section [5.2.6](#), or (2) a combination of the minor **subdivision** and rural **subdivision** provisions in Sections [5.2.7](#) and [5.2.8](#) of these **Subdivision** Regulations, may be developed without connecting to the **Town's** water system, even if the lot is served at the time of **building** permit application.~~

See **Town Code** Title V for ~~all other~~ regulations.

(Ord. 2020-885, passed 9-8-2020; Ord. 2022-923, passed 10-11-2022)

5.3.4 SEWER FACILITIES DESIGN

~~Until September 1, 2025, any lot that is created in conformance with the requirements for (1) land splits not requiring a subdivision in Section 5.2.6, or (2) a combination of the minor subdivision and rural subdivision provisions in Sections 5.2.7 and 5.2.8 of these Subdivision Regulations, and which otherwise meets the requirements of these Subdivision Regulations and any applicable law, regulation or ordinance, may be developed without connecting to the Town's sewer system, even if the lot is served at the time of building permit application.~~

See **Town Code** Title V for ~~all other~~ regulations.

(Ord. 2020-885, passed 9-8-2020; Ord. 2022-923, passed 10-11-2022)

Resulting

5.3.3 WATER FACILITIES DESIGN

See **Town Code** Title V for regulations.

(Ord. 2020-885, passed 9-8-2020; Ord. 2022-923, passed 10-11-2022)

5.3.4 SEWER FACILITIES DESIGN

See **Town Code** Title V for regulations.

(Ord. 2020-885, passed 9-8-2020; Ord. 2022-923, passed 10-11-2022)