

## 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.

  
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Gary Pasciak – Vice-Chair

  
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Prepared By: Gerreann Froberg