

Planning and Zoning Commission Meeting Minutes December 2, 2025

A regular meeting of the Town of Chino Valley Planning and Zoning Commission was held on Tuesday, December 2, 2025, at the Town of Chino Valley Council Chambers, 202 N. State Route 89, Chino Valley, Arizona.

PLANNING AND ZONING COMMISSION MEMBERS present: Vice-Chair Gary Pasciak, Commissioner Michael Ditta, Commissioner Teena Meadors, Commissioner Jeffrey Pizzi, Commissioner William Welker, and Alternate Commissioner Joseph Morabito. Chair Chuck Merritt and Commissioner Richard Zamudio were 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: Vice-Chair Pasciak called the meeting to order at 6:00 p.m. A quorum was declared. The Commission meeting began with the Pledge of Allegiance led by Vice-Chair Pasciak.

CONSENT CALENDAR – A motion was made by Commissioner Meadors to accept the consent agenda. The motion was **seconded** by Commissioner Ditta and passed unanimously by a 6-0 vote.

PUBLIC HEARING #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.

Vice-Chair Pasciak 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 one of the applicants was in attendance. She explained that the subject property was split several times since 2022 without Town approval and the applicants' request would bring the property into conformance. She brought up a slide showing the location of the 22-acre property, and a site plan of the proposed configuration of the four lots, with a minimum of five acres each, which meets the requirements for the current AR-5 Zoning District. She explained that the lots would be served by well and septic. Barragan shared that a Neighborhood Meeting was held on October 28, 2025, at the site with five neighbors in attendance. The neighbors expressed concerns regarding potential noise, odors, or complaints from the existing industrial uses to the West. Staff had received no written comments from the public. Staff recommended holding a public hearing and that the Commission forward a recommendation of approval to the Town Council.

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

Ditta asked why the staff was recommending approval.

Barragan replied that the applicants met all the criteria found in Section 5 of the Unified Development Ordinance (UDO).

Pasciak asked the applicant if he wished to speak.

Gilbert Campbell, applicant, declined to speak.

Pasciak opened the meeting for public comments. There were no comments from the public.

Pasciak closed the public portion of the meeting.

Motion was made by Morabito, seconded by Meadors, to approve FP-2025-01, 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 6-0 vote.

PUBLIC HEARING #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.

Will Dingee, Assistant Director, presented the staff report and stated that the Text Amendment was initiated by Town staff, and was a request to amend Sections 5.3.3 and 5.3.4 of the UDO, which pertained to private wastewater and well systems. He explained that prior to September 1, 2025, properties were exempt by Town Code from mandated Town water and sewer connections for lot splits with three lots or less, or minor rural subdivisions, and could utilize on-site well and septic. This Text Amendment was to remove the exemption because the September 1, 2025, deadline for submittal had passed. Staff recommended holding a public hearing and that the Commission forward a recommendation of approval to the Town Council.

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

Ditta asked if the prior case just heard was exempt, and whether anyone could have septic and wells.

Dingee replied that the Final Plat for the Wineglass Lane Estates had been submitted prior to the September 1, 2025, deadline and was exempt. He explained that the Text Amendment referred to no septic and wells only in reference to a new subdivision, and not new development on a single lot. An Ordinance was passed by the Town Council in 2024 that all new subdivisions were mandated to connect to Town water and sewer.

Pasciak opened the meeting for public comment. There were no comments from the public.

Pasciak closed the public portion of the meeting.

Motion was made by Pizzi, seconded by Ditta, to approve TA-2025-07, as presented, subject to the staff report, and information provided during the hearing. A voice vote was taken and the motion passed with a 6-0 vote.

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

INFORMATION ITEMS – FROM STAFF: **Dingee** updated the Commission that on November 18, 2025, Town Council approved Ordinance 2025-959, adopting the Town of Chino Valley Building and Technical Code Amendments, 2024 Edition, and amending Town Code Chapter 150, effective January 1, 2026. **Dingee** also stated that the Commission would be meeting for a Study Session on December 16, 2025, to discuss the upcoming case being heard by the Commission in January 2026, CUP-2025-05 – Perkins Ranch Airfield.

INFORMATION ITEMS – FROM THE COMMISSIONERS: none

INFORMATION ITEMS – FROM THE VICE-CHAIR: none

INFORMATION ITEMS – FROM THE PUBLIC: none

ADJOURN – A motion was made by **Meadors** and seconded by **Morabito** to adjourn the meeting at 6:13 p.m.



Gary Pasciak – Vice-Chair



Prepared By: Gerfeann Froberg