

Planning and Zoning Commission Meeting Minutes May 5, 2026

A regular meeting of the Town of Chino Valley Planning and Zoning Commission was held on Tuesday, May 5, 2026, 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 Steve Stotz, Commissioner Richard Zamudio, and Alternate Commissioner Mark Schuerman. Commissioner Joseph Morabito 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 **Zamudio**.

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 - ZC-2026-01 – This is a request by Richard Brussat for a rezone of approximately 4.97 acres of land from Agricultural Residential, minimum 5 acres (AR-5) to Single-Family Residential, minimum 1 acre (SR-1). The property is located at 629 N Road 1 East, Chino Valley, Arizona.

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 explained the requested zone change was from Agricultural/Residential 5-acre minimum (AR-5) to Single-Family Residential 1-acre minimum (SR-1), and would divide the property roughly in half. He showed a slide of the vicinity map which outlined the subject parcel and showed the requested zoning would be compatible with the surrounding areas.

Dingee shared that the applicant originally wanted to request a zone change to Single-Family Residential – 12,000 sq. ft. (SF-12,000) based on the Neighborhood Residential designation in the Town's 2040 General Plan. However, after the Neighborhood Meeting held on March 5, 2026, at which neighbors expressed concerns about development less than 1-acre, the applicant clarified their intent for 1-acre or larger lots. Staff reevaluated the best zoning approach, and concluded that SR-1 provided the cleaner, more direct zoning path. He shared the Conditions of Approval, stated that the applicant was present, had nothing further to add, and was available to answer any questions the Commission may have. 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 there was available sewer hookup nearby or was it only water.

Dingee replied that only Town water hookup was nearby, and the closest sewer hookup was too far away for staff to mandate hookup, unless the applicant wanted to develop less than 1-acre parcels.

Merritt asked the Commission if they had any questions for the applicant. There were none.

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

Merritt closed the public portion of the meeting.

Motion was made by Pasciak, seconded by Zamudio, to approve ZC-2026-01, 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 7-0 vote.

PUBLIC HEARING #D.2 - ZC-2026-03 – This is a request by Maverik, Inc, on behalf of The Richard J. Cold and Carolyn L. Cold Trust, for a rezone of three parcels of land totaling approximately 0.94 acres from Agricultural Residential, Minimum 5 Acres (AR-5) to Commercial Light (CL) to accommodate a future retail and fuel station. The properties are generally located at 780 E Road 3 North, 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 shared a slide of the subject property vicinity, zoning, and compatibility with the Town's 2040 General Plan. She stated that a Neighborhood Meeting was held on April 2, 2026, with four neighbors in attendance. The staff received no concerns or opposition over the proposed rezone. She showed the proposed Site Plan and explained that the overall site would be approximately 9.7 acres. **Barragan** explained that the applicant would need to apply for a Site Plan review to move forward if the rezone was approved. She shared that the applicant was present, had nothing further to add, and 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.

Ditta asked if fuel station meant diesel fuel for RVs and large trucks.

Barragan replied that there would be an option at the rear of the property to the east for larger vehicles.

Ditta asked how traffic would enter off State Route 89.

Barragan replied that transit studies were underway which may change the site plan to conform with Arizona Department of Transportation (ADOT) standards and the Town's current engineering standards.

Pasciak added that the Site Plan showed an access point, ingress and egress, at the north end of the site. Also, on the south boundary were three access points on E Road 3 North with an existing traffic light.

Lineberry explained that the applicant submitted their requested Site Plan, which had not gone through vetting with ADOT yet. Staff anticipated ADOT requesting road widening, the Site Plan could change with comments from agencies during the Site Plan review process and will need to meet the requirements of those agencies.

Merritt asked if the approval was just for the zone change at this time, and would the Commission see the Site Plan review.

Lineberry replied that the Commission would only be approving the zone change, and staff would administratively review the Site Plan once submitted. She stated that during the Site Plan review, staff could address any concerns that the Commission wished to raise.

Meadors asked if the site would be monitored carefully for gas leaks considering what occurred at the Circle K in Town, with better measurements if gas was missing from the tanks.

Lineberry replied that monitoring did not occur until a leak was detected. She explained that a new fuel facility had the most modern and up-to-date technology with monitoring.

Pasciak stated that there were Federal requirements for underground storage tanks that would have to be complied with.

Merritt added that the plans would all need to be approved by the Town Engineer as well.

Barragan explained that the applicant's Engineer stated at the Neighborhood Meeting that they had measures in place in case of an incident.

Merritt asked the Commission if they had any questions for the applicant. There were none.

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

Merritt closed the public portion of the meeting.

Motion was made by Pasciak, seconded by Meadors, to approve ZC-2026-03, 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.

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 April 28, 2026, ZC-2026-02- Oakwood Homes rezone, was approved by Town Council.

INFORMATION ITEMS – FROM THE COMMISSIONERS:

Ditta - *“I just wanted to say thank you to all the Town residents and outlining neighbors that have supported myself and my wife with such warm responses. As the Town moves through this difficult time, please remember what Chair Merritt stated so eloquently at our last meeting, look at the facts. The definition of a fact is that it can be proven or disproven via evidence, establishing the truth or falsehood of an assertion. If you cannot find a fact, then you can reasonably assume the assertion is a sales pitch. If you should read a number with the word average is in front of the number, do you really know the actual number? Also consider the support that has been given and the support that has been ignored as you make your decision for any project in the Town of Chino Valley. Thank you.”*

INFORMATION ITEMS – FROM THE CHAIR: **Merritt** shared that he was grateful that the Town Council had approved the Old Home Manor RV Park, and future projects, like the one just presented, would bring much needed revenue to the Town. He stated that sales tax was very important to the Town.

INFORMATION ITEMS – FROM THE PUBLIC: none.

ADJOURN – A motion was made by **Pasciak** and seconded by **Meadors** to adjourn the meeting at 6:21 p.m.

Charles Merritt - Chair

Prepared By: Gerreann Froberg