

Planning and Zoning Commission Meeting Minutes August 4, 2026

A regular meeting of the Town of Chino Valley Planning and Zoning Commission was held on Tuesday, August 4, 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 Teena Meadors, Commissioner Joseph Morabito, Commissioner Steve Stotz, and Alternate Commissioner Mark Schuerman. Commissioner Michael Ditta and Commissioner Richard Zamudio were absent.

STAFF MEMBERS present: Laurie Lineberry, Development Services Director, Jessica Barragan, Senior Planner, 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 **Schuerman**.

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 6-0 vote.

PUBLIC HEARING #D.1 - ZC-2026-04 – This is a request by The Roberts Family Trust for a rezone of approximately 2.86 acres of land from CL/AR-5 to Commercial Heavy (CH). The property is located at 3255 N 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 showed a slide of the vicinity and surrounding properties. She explained that the property was currently vacant, and a rezone to CH would align with the surrounding properties and the Town's 2040 General Plan. Barragan shared that a Neighborhood Meeting was held on June 25, 2026, one neighbor attended and raised a concern of the Southern access. Staff confirmed that there was no record of legal access, and the neighbor agreed that the issue was unrelated to the proposed rezone. Staff received no opposition to the project. She stated that the applicant was in attendance, had nothing further to add, and declined to speak. 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.

Stotz asked if the parcel was currently zoned both Agricultural Residential (AR-5) and Commercial Light (CL).

Barragan explained the parcel was currently a mix of CL and AR-5 zoning.

Schuerman asked if the property was currently vacant.

Barragan replied yes.

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

Merritt opened the meeting for public comments and shared the rules for speaking with the Commission.

Ed Bloomfield, 2780 Eldred Road, Chino Valley, stated that he owned three other properties in the industrial park, and had no problem with the rezone to heavy commercial. His only concern was the South entrance that used Jack Dale Drive. He stated that he was told at the neighborhood meeting to come up with the paperwork to show that the Robert's Trust did not have access to the easement, he did not have any paperwork, because there was none. He stated that if the Roberts had any paperwork to

show access, then they needed to produce it. He wanted an agreement with the Roberts for maintenance on the road because they had heavy trucks coming up and down the road and he wanted them to share the maintenance expenses, as the road needed to be repaved.

Merritt closed the public portion of the meeting.

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

Morabito asked if the Town required easement agreements.

Barragan replied no, it would be between the owners.

Merritt asked the applicant if he wished to respond to the public comments.

Martin Roberts, applicant, stated that when he purchased the land many years ago there was a horse farm behind his property with an easement into the horse farm. He explained that he and his wife wanted to retire and do it the right way, like other neighbors had done. He purchased the land before the subdivision was built behind it, that there was only an easement to the horse farm. When Jack Dale Drive was put in, he told the Town Council that he should be able to use the easement as it was there prior to the subdivision.

Motion was made by Pasciak, seconded by Morabito, to approve ZC-2026-04, as presented, subject to the staff report, and information provided during the hearing, and the conditions of approval in Attachment A.

Commission discussion ensued.

Merritt reiterated that the land originally had an easement to a ranch behind it, and after it was made into a subdivision the easement was turned into a road and asked if it was a public easement.

Lineberry explained that it was not a public easement. For this situation, staff added to the Conditions of Approval, Item 5, and the applicant agreed to access the property from State Route 89 without using the easement. She stated that future owners may be interested in participating in maintenance of the easement, for the use of it.

Merritt stated that staff could not determine that the applicant had legal access to the easement, and asked if that could affect the decision on the rezone. He asked if the Commission could add a condition to the rezone that the property owners needed to come to an agreement on the easement.

Lineberry replied that they already had a condition, Item 5, that stated the applicant agreed not to use the easement.

Barragan further explained that the access was a panhandle. She showed an image of the Wildcat Subdivision showing the panhandle, that it was owned by American Holdings, and was shared with another tenant to the East, Vasquez. She stated that any future development plan on the property would require an agreement for easement access if they wanted to use it.

Merritt stated that if the owner did not have an issue not having access, then the Commission would not require an additional condition.

Lineberry stated that a condition could be added that the panhandle be blocked off to prevent access.

Barragan replied that the panhandle already had a gate.

A roll-call vote was taken and the motion passed with a 6-0 vote.

PUBLIC HEARING #D.2 - CUP-2026-01 – This is a request by Kristen Martucci to renew an existing Conditional Use Permit, originally approved in 2002, to allow for the continued use of a rodeo arena and wedding/event facility on property located at 764 W Road 1 South, Chino Valley, Arizona.

Chair Merritt asked if anyone on the Commission had a disclosure to declare regarding this item. **Merritt** shared that he had spoken briefly about the Conditional Use Permit (CUP) with Mike Olsen at a gathering.

Jessica Barragan, Senior Planner, presented the staff report and showed a slide of the site plan and vicinity for the renewal of the CUP. She stated that the CUP was originally approved by the Town in 2002, and for 25 years the arena has been a part of the community for events, weddings, and gatherings with no known complaints. She explained that the current zoning of AR-5 was compatible with the Town's 2040 General Plan and a CUP allowed for the current uses. The applicant had no plans for expansion or changes, and staff found ongoing compliance with the four original conditions of the CUP. **Barragan** shared that a Neighborhood Meeting was held on June 25, 2026, no neighbors attended, and staff received no opposition to the project. She stated that the applicant was in attendance, had nothing further to add, and declined to speak. 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.

Pasciak asked if the proposed CUP had a time limit of 25 years.

Barragan replied that the original CUP was for 25 years, and the same timeframe would need to be conditioned for the renewal.

Stotz asked if there was an option for in perpetuity.

Barragan replied that a Motion could be made to add the 25-year limit to the Conditions of Approval.

Meadors asked if it was conditioned for what time the events would end.

Barragan replied that it was conditioned to 11:00 p.m., like the Olsen's Arena.

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 CUP-2026-01, as presented, subject to the staff report, and information provided during the hearing, and the conditions of approval in Attachment A, with the added condition of a 25-year term limit extending the CUP through January 10, 2052. A roll-call 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: **Lineberry** shared that she had a conversation with the Town Clerk who has regular training on open meeting law. The Town Clerk stated that the Commissioners' Agenda needed to list any topic that they wished to discuss at the public meetings. She asked the Commission that prior to the next meeting, if they had something they wanted to bring up, that staff needed to be made aware so that it would be added to the Agenda. This would make the Commission more consistent with the law and allow the public to see what was to be discussed at the meeting and give them an opportunity to attend if they were interested. It would allow the Commission to hear from the public and prevent any complaints for not following open meeting law. Therefore, since the Town Council items were not listed on the Agenda, staff would update the Commission at the next meeting.

Lineberry added that a Call to the Public will be added to the Agenda, allowing the public to speak on items not heard at the meeting, but staff and the Commission would not be able to respond at that time. Any other topic from staff or the Commission would need to be listed on the Agenda.

Merritt stated that sometimes the Commission would think of something they wanted to discuss during the meeting, and he felt it was unfortunate that they would not be able to do so.

Lineberry replied that she would find out if there was a way during the meeting to request to put a topic on the Agenda.

Merritt asked if a topic could be added to the Agenda and be heard at the same meeting.

Lineberry explained that the Commission could add a topic that they wanted to discuss, but it would be put on the next meeting's Agenda.

INFORMATION ITEMS – FROM THE COMMISSIONERS: None.

INFORMATION ITEMS – FROM THE CHAIR: None.

INFORMATION ITEMS – FROM THE PUBLIC:

Lon Turner, Chino Valley resident, stated he wanted clarification that the Call to the Public would allow the public to speak, the Commission would take it under advisement, and would be able to respond to the public comments at the next public meeting. He asked if the public would still be allowed to speak at a public hearing on items on the Agenda.

Lineberry explained that the public is allowed to speak on any item on the Agenda when that item is before the Commission. However, after the decision on that item was made, the public cannot speak on that item in the Call to Public.

Merritt reiterated that the public would be able to speak about anything not on the Agenda at the Call to the Public portion of the meeting.

Merritt closed the public portion of the meeting.

ADJOURN – A motion was made by **Meadors** and seconded by **Pasciak** to adjourn the meeting at 6:30 p.m.

Charles Merritt - Chair

Prepared By: Gerreann Froberg