

Planning and Zoning Commission Meeting Minutes September 3, 2024

A regular meeting of the Town of Chino Valley Planning and Zoning Commission was held on Tuesday, September 3, 2024, 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 Ron Penn, and Commissioner Robert Switzer. Commissioner William Welker and Commissioner Richard Zamudio were absent.

STAFF MEMBERS present: Laurie Lineberry, Development Service Director, Will Dingee, Assistant Director, Jessica Barragan, Senior Planner, Frank Marbury, Public Works Director, Terri Denemy, Acting Town Manager, Gerreann Froberg, Senior Processing Coordinator, Lawrence Digges 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 Meadors. Merritt stated Terri Dememy, the new Acting Town Manager, was in attendance and welcomed her.

CONSENT CALENDAR – There were no consent calendar items for this meeting.

PUBLIC HEARING #D.1 – ZC-2024-05 – This is a request by Christopher Barrett, on behalf of LJCC Properties LLC, for a rezone of approximately 3 acres of land from Agricultural Residential, minimum 5 acre (AR-5) to Single Family Residential, minimum 1 acre (SR-1). The property is located at 772 W Road 1 North, Chino Valley, Arizona.

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

Senior Planner Jessica Barragan presented the staff report and recommended approval.

Merritt asked if the Commission had any questions for Town staff. There were none.

Merritt asked if the Commission had any questions for the applicant.

Penn asked if the applicant planned on hooking up to the Town water and sewer.

Christopher Barrett, applicant, stated that there were two existing wells currently on the property and they did not plan on hooking up to the Town water and sewer.

Merritt asked if there were any Town infrastructure close to the subject property.

Marbury replied that there were not. He stated that the parcels would comply with the Town and State rules for septic and well on one-acre minimum parcels in that area.

Penn asked how many houses the applicant would be building on the three-acre property.

Barrett replied that after the rezone was approved, they planned on splitting the parcel one time and planned on two homes maximum.

Merritt opened the meeting for public comments. There were none.

Merritt closed the public hearing.

Meadors stated there had been complaints of flooding along Messenger Lane and asked if Town staff were addressing the situation.

Marbury replied there was a recommended zoning stipulation to address flooding. The Town Engineer would look at the finished floor elevations on the project. He shared that with the proposed layout the water would generally flow between the two houses.

Motion was made by Switzer, seconded by Meadors to approve ZC-2024-05, as presented, subject to the staff report and information provided during the hearing, and the Conditions of Approval in Attachment A. A vote was taken, and the motion passed unanimously with a 6-0 vote.

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

INFORMATION ITEMS – FROM STAFF: **Lineberry** shared that there were no items for the Commission's October meeting, therefore the Commission would not meet in October.

INFORMATION ITEMS – FROM THE COMMISSIONERS: **Switzer** stated he would be starting as a Council member with the Town Council on December 10, 2024.

INFORMATION ITEMS – FROM THE CHAIR: **Merritt** – no comment.

INFORMATION ITEMS – FROM THE PUBLIC: there were no comments from the public.

ADJOURN – A motion was made by **Meadors** and seconded by **Pasciak** to adjourn the meeting at 6:15 p.m.



Charles Merritt - Chair



Prepared By: Gerreann Froberg