



## Town of Chino Valley

### MEETING NOTICE PLANNING AND ZONING COMMISSION

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**SPECIAL MEETING  
MARCH 19, 2019  
6:00 P.M.**

**Council Chambers  
202 N. State Route 89  
Chino Valley, Arizona**

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### AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **MINUTES**
  - a. Consideration and possible action to approve February 5, 2019 meeting minutes.
5. **STAFF REPORTS**
6. **PUBLIC HEARING**
7. **NON-PUBLIC HEARING ACTION ITEMS**
  - a. Consideration and possible action for the election of officers.
8. **DISCUSSION ITEMS**
  - a. Presentation and discussion regarding the proposed Business Park Zoning District UDO (Unified Development Ordinance) text amendment and the rezoning of 200 acres of Town owned property at Old Home Manor. (Alex Lerma, Planner)

**9. PUBLIC COMMENTS**

*Call to the Public is an opportunity for the public to address the Commission on any issue within the jurisdiction of the Commission that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 30 minutes per meeting. Commission action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.*

**10. ADJOURN**

Dated this 13th day of March, 2019.

By: *Alex Lerma, Planner*

A copy of the agenda and background material provided to the Commissioners is available for public inspection at the Marion Lassa/Chino Valley Library, 1020 W. Palomino Road, Chino Valley, Arizona. Further details may be obtained by contacting Development Services Department at 1982 Voss, Chino Valley, Arizona (928) 636-4427.

The Town endeavors to make all public meetings accessible to persons with disabilities. With 72 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call 636-2646 (voice) or use 711 (Telecommunications Arizona Relay Service ) to request an accommodation to participate in this meeting.

**Planning and Zoning Commission Regular**

**4.a.**

**Meeting Date:** 03/19/2019

February 5, 2019 Minutes

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**CASE DESCRIPTION:**

Consideration and possible action to approve February 5, 2019 meeting minutes.

**ANALYSIS:**

**RECOMMENDATION**

Approve February 5, 2019 meeting minutes.

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**Attachments**

2019\_02\_05 Minutes

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# DRAFT

## MINUTES OF THE REGULAR PLANNING AND ZONING MEETING OF THE TOWN OF CHINO VALLEY

FEBRUARY 5, 2019  
6:00 P.M.

The Planning and Zoning Commission of the Town of Chino Valley met for a Regular Meeting in the Chino Valley Council Chambers, located at 202 N. State Route 89, Chino Valley, Arizona.

1) **CALL TO ORDER**

Chair Chuck Merritt called the meeting to order at 6:00 p.m.

2) **PLEDGE OF ALLEGIANCE**

Vice-Chair Pasciak led the Pledge of Allegiance.

3) **ROLL CALL**

Present: Chair Chuck Merritt; Vice-Chair Gary Pasciak; Commissioner Tom Armstrong;  
Commissioner John McCafferty; Commissioner Teena Meadors; Commissioner  
Robert Switzer; Alternate Welles Geary

Absent: Commissioner William Welker

Staff Planner Alex Lerma; Public Works Director/Town Engineer Frank Marbury;

Present: Administrative Technician Kathy Frohock (videographer); Town Clerk Jami Lewis  
(recorder)

4) **MINUTES**

- a) Consideration and possible action to approve January 15, 2019 special meeting minutes.

MOVED by Commissioner Tom Armstrong, seconded by Vice-Chair Gary Pasciak to approve the  
January 15, 2019 minutes.

AYE: Chair Chuck Merritt, Vice-Chair Gary Pasciak, Commissioner Tom Armstrong,  
Commissioner John McCafferty, Commissioner Teena Meadors, Commissioner Robert  
Switzer, Alternate Welles Geary

PASSED - Unanimously

**5) STAFF REPORTS**

Alex Lerma reported that:

- The Planning and Zoning training video was available on the town website and Commissioner training would continue once a development services director was hired.
- There were no upcoming agenda action items in March but there would be a study session meeting to review a new business zoning district at Old Home Manor.

**6) PUBLIC HEARING**

- a) Consideration and possible action to approve Ordinance 2019-865 to rezone 2.85 acres of real property located approximately .25 miles east of the southeast corner of East Center Street and South State Route 89 from SR-2.5 (Single Family Residential-2.5 acre minimum) zoning district to MR-1 (Multiple Family Residential-1 acre minimum) zoning district, Assessor's Parcel Number 306-29-002N (Owner of Record: Clatterbuck Jared Shaun) (Alex Lerma, Planner)

Mr. Lerma presented the following:

- The Center Street Duplex project had been presented to the Commission at a study session approximately a year ago and to the Council in the fall. Modifications were made to the plan based on comments that had been received.
- Plan revisions included two car garages with driveways 22-24 feet deep with a four-car parking capacity, and the addition of Guest parking
- The General Plan land designation was commercial/multi-family residential. The surrounding properties were medium and low-density residential zones.
- The property would be developed with nine duplexes or 18 separate units. Water utilities would be provided through a well and water storage tank. Sewer would be connected to the Town sewer line.
- Amenities would include a community gathering green space with park benches, retention basin, 26-28-foot-wide road, and landscape buffer around the development.
- The Neighborhood meeting was held in January with approximately 12 attendees. Their concerns and the Town and applicant's response were:
  - Water levels for the area and the increased number of residential units: ADWR regulates wells and the applicant would need to prove the water was sufficient to cover the development.
  - Chain link fences: The chain link fences were changed to block walls.
  - Density and assurance that the applicant would not exceed 18 units: Although the requested zoning allowed a higher density, the applicant did not have the intention to exceed 18 units.
- Higher density developments already in the area included Granite Creek Apartments with 31 units, Pueblo de Centro with four duplexes and two triplexes for a total of 16 units, and the recently approved Town Center Project active adult park model community with 200 units located only 850 feet south of the applicant's property.
- Staff recommended approval with the following conditions:
  1. The property would conform to the site plan. This would hold the density to that as shown on the plan. The applicant would need further Town approval for any additional units.
  2. A block wall would be located along all property lines except the front property line.
  3. If the property was developed in phases, the block wall shall be completed in the first phase.

Commissioners, Frank Marbury and Alex Lerma discussed the following:

- The block wall height was not yet determined, but typically was a minimum of six feet to a maximum of eight feet. The wall would need to be up before the first building permit was approved. Staff recommended the block wall be on all sides except the street front of the development. The applicant had not agreed to this, but would discuss it with the Town Council.
- The property was within the commercially designated corridor area of the General Plan.
- Conformance to the site plan would limit the density but would not prohibit the applicant from any uses allowed by code.
- Water run off would be addressed during the development and permitting stages. All developments were required to detain the post-development drainage to the pre-development water levels. The water levels could not increase. Offsite water must be accepted and released at historic rates and locations so adjacent properties were not impacted. Drainage plans would need to be done through a licensed engineer.
- The road and well system would be maintained privately.

Public Comments:

- Ronnie Bunker – the applicant’s development would abut two sides of her property and she was concerned about drainage across the property. She presented a 100-year flood map which showed that up to four feet of water was possible in locations of the applicant’s property. The culverts on Center Street could not handle the volume of water, so water would be backed up. The density was higher than any in the immediate neighborhood and with the addition of rentals, there would be an extensive change in the neighborhood. She would like the applicant to be locked into the current proposed density. The property had been farmed over 30-years ago but had not used water from the aquifer but had used CVID water that came from Watson and Willow Lakes.
- Karen Archibald – The project would significantly impact her property. Her concern was the amount of water the development would use. There was only about 2.5 useable acres because of the wash, which was extremely deep and ran into her own property making half her property unusable. Significant modifications would need to be done to the wash area. Previous owners of her property had been told by the Town that the wash area could not be modified. She was concerned how a block wall could be constructed over the wash. Also concerned about the increased traffic. The project did not fit with the nature of the neighborhood.
- Jim Clark – He had lived at his property for 30-years. The wash also went through his property and he had seen many times the wash overflowing on Center Street and onto the property to the North. The culverts plug up during heavy rainfall. His well level had decreased fifteen feet in fourteen years. This development would be a new usage to the water basin and would affect the water basin levels. This would be a disruption of the culture of the neighborhood and would be impactful to the neighboring properties.

Commissioners, Frank Marbury and Alex Lerma related that the 100-year flood map was actually an exhibit from an area drainage study the Town had commissioned. It showed a worst-case scenario, making assumptions on water levels, but was a good measure and tool to use when determining water levels. The project engineer would be tasked with designing a system that would handle and carry the water offsite. It would be the Town’s job to review the design and ensure the water flow was handled. Any design or modification must be natural, historic and properly handle the water flow and could not adversely impact adjacent properties. If the property

were in a FEMA floodplain, there were specific development requirements. Approved developments required a one-foot higher elevation of livable space above the possible high-water level.

MOVED by Commissioner Tom Armstrong, seconded by Commissioner John McCafferty to recommend a recommendation of approval to Town Council to adopt Ordinance 2019-856 rezoning 2.85 acres of real property from SR-2.5 (Single Family Residential- 2.5acre minimum) zoning district to MR-1 (Multi- Family Residential- 1 Acre Minimum) zoning district with the following conditions:

- 1) The property shall generally conform to the attached site plan.
- 2) A block wall shall be located along all property lines except for the front property line.
- 3) If the project is developed in phases, the block wall shall be completed during the first phase.

AYE: Chair Chuck Merritt, Vice-Chair Gary Pasciak, Commissioner Tom Armstrong, Commissioner John McCafferty, Commissioner Teena Meadors, Commissioner Robert Switzer

NAY: Alternate Welles Geary

PASSED

Commissioner Geary explained he voted Nay because the surrounding infrastructure did not support the increased density and the block wall was unappealing.

**7) NON-PUBLIC HEARING ACTION ITEMS**

**8) DISCUSSION ITEMS**

**9) PUBLIC COMMENTS**

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**10) ADJOURN**

MOVED by Vice-Chair Gary Pasciak, seconded by Commissioner John McCafferty to adjourn the meeting at 6:49 p.m.

AYE: Chair Chuck Merritt, Vice-Chair Gary Pasciak, Commissioner Tom Armstrong, Commissioner John McCafferty, Commissioner Teena Meadors, Commissioner Robert Switzer, Alternate Welles Geary

PASSED - Unanimously

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Chair Charles Merritt

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Date



**Planning and Zoning Commission Regular**

**7.a.**

**Meeting Date:** 03/19/2019

Election of Officers

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**CASE DESCRIPTION:**

Consideration and possible action for the election of officers.

**ANALYSIS:**

**RECOMMENDATION**

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**Planning and Zoning Commission Regular**

**8.a.**

**Meeting Date:** 03/19/2019

Business Park Zoning District UDO Text Amendment/ OHM Map Amendment

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**CASE DESCRIPTION:**

Presentation and discussion regarding the proposed Business Park Zoning District UDO (Unified Development Ordinance) text amendment and the rezoning of 200 acres of Town owned property at Old Home Manor. (Alex Lerma, Planner)

**LOCATION:**

Located east of Jerome Junction.

**FACTS:**

1. Applicant: Town of Chino Valley
2. Owner: Town of Chino Valley
3. Parcel Number: 306-02-001S, 001U, 001N, 001L, 001J
4. Site Area: 200 acres
5. Existing zoning: PL
6. Intended Use: Rezone to BP

**ANALYSIS:**

See attached Memo

**TECHNICAL REVIEW:**

See attached Site Plan

**SITE PLAN**

See attached Site Plan

**RECOMMENDATION**

No recommendation at this time.

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**Attachments**

Proposed Business Park Zoning District Draft  
Proposed Business Park Zoning District Memo  
OldHomeManorZoningMap

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### 3.19 "BP" – BUSINESS PARK

#### A. PURPOSE

This district is intended to provide for and encourage primarily large-scale office uses, some light industrial uses and public uses, while insuring that such activities will have minimal impacts on the surrounding districts.

#### B. PERMITTED USES

1. Governmental services, public utility offices and exchanges, excluding storage or repair services
2. Governmental office buildings and grounds, including service and maintenance facilities
3. Business and professional offices, banks and similar
4. Professional services including call centers, research and development, high tech businesses
5. Medical and dental laboratories
6. Business, trade, dancing, art, music, and other similar educational facilities
7. Small engine repair and similar shops where all work is done inside enclosed walls of a building
8. Indoor and outdoor sales of nursery stock
9. Public utility buildings, structures, or appurtenances thereto for public service use
10. Hotels
11. Churches and similar places of worship
12. Radio and television studios and all attached commercial broadcasting and receiving antennas
13. Indoor commercial recreation establishments
14. Indoor theaters, assembly halls, ballrooms and lodges
15. Headquarters buildings or charitable, philanthropic and welfare organizations provided that their primary activities are administrative and clerical rather than residential in nature
16. Veterinary clinic and animal hospitals, when in a closed building
17. Contractor yards, lumber yards and building supplies where all material is stored indoors, or outside storage is less than six (6) feet in height and the outside storage area is surrounded by a six (6) foot high sight-obscuring fence
18. Printing and publishing
19. Commercial greenhouses and accessory uses, including onsite sales
20. Wholesale establishments
21. Light manufacturing
22. Packaging companies
23. Warehouses
24. Welding and machine shops
25. Public safety and law enforcement facilities
26. Parks and open space
27. Business incubators

#### C. CONDITIONAL USES (Conditional Use Permit Required)

1. New and used automobile sales including light truck, and recreational vehicle sales

2. New and used heavy truck and agricultural equipment sales
3. Industrial equipment sales
4. Contractor yards and building supplies with outside storage over six (6) feet in height (See Subsection 3.15 E. 7.)
5. Mini-storage buildings and storage facilities, including the storage of recreational vehicles, boats and other operable vehicles
6. Outdoor commercial recreational facilities
7. Municipal water production and storage facilities, public sewage treatment plants, public facilities for the collection, transfer and disposal of solid wastes
8. Public facilities such as libraries, museums and similar facilities
9. Public schools and playgrounds
10. Public recreational facilities and convention center
11. Colleges and universities
12. Hospitals and other medical/dental offices and clinics
13. Large scale retail uses
14. Commercial indoor kennels
15. Bottling operations
16. Microbrewery, microdistillery
17. Restaurant and eateries

Customary accessory buildings and structures are permitted, provided they are incidental to a permitted use.

Because no list of uses can be complete, the interpretation of whether a use not specified is consistent with the intent of this zoning district and may be allowed as a conditional use or, where discretion is allowed, a permitted use shall be rendered by the Zoning Administrator with appeal to the Board of Adjustment.

#### D. PROHIBITED USES

1. Quarries and mines
2. Feed lots
3. Automobile salvage yards/junkyards/storage yards
4. Commercial outdoor kennels
5. Medical marijuana dispensary
6. Medical marijuana off-site cultivation and infusion facilities
7. Heavy manufacturing such as automobile manufacturing plants
8. Slaughterhouses
9. Refineries
10. Hot mix, batch plants, concrete plants, and similar uses
11. Vehicle Motor Sports Facilities
12. Airports
13. Any industry with excessive water usage and no recharge to the aquifer
14. "Dirty" industries that emit excessive particulates or other pollution
15. Extremely noisy industries
16. Underground liquid petroleum retail and wholesale distribution facilities, including fueling stations

17. Agricultural and farming uses
18. Drive-thrus
19. Residential uses

#### E. PROPERTY DEVELOPMENT STANDARDS

1. Minimum Development area: 20 acres. May be comprised of one lot or multiple lots, planned in a coordinated, cohesive manner. All lots must be served by a water and sewage disposal system approved by the Town of Chino Valley.
2. Perimeter of overall development must maintain a 50 foot setback from all other districts.
3. Internal Minimum Lot Frontage (must be Right of Way): None
4. Internal Minimum Rear and Side-Yard Building Setback: None
5. Internal Minimum Front Yard Building Setbacks: 50 feet
6. Maximum Building Height: 35 feet maximum permitted, taller than 35 feet may be approved as a conditional use permit
7. Maximum Lot Coverage: None
8. Outdoor Storage: All outdoor storage shall be screened with a six (6) foot screening fence, as permitted.

#### F. PARKING STANDARDS

1. Uses in the BP District shall use section 4.22.5.E. JOINT USE PARKING FOR PAD in determining required number of parking spaces.
2. All other appropriate regulations of section 4.22 OFF STREET PARKING AND LOADING will apply to uses in the BP District.

#### G. PERFORMANCE STANDARDS

The sum total of the effects of concurrent operations on two or more lots should not be greater or more offensive to the senses than the standards contained herein. Compliance with the provision of these performance standards by single or mutual changes in operational levels, scheduling of operations, and other adjustments is permitted.

1. BUILDING ENCLOSURES: Every use permitted in the BP district shall be operated in its entirety within a completely enclosed building or within an area enclosed on all sides by a solid noncombustible fence or wall, as regulated by this ordinance, provided further, that no goods, material, or objects shall be stacked higher than the fence or wall. All fences and walls shall be built in accordance with Section 4.8.
2. LANDSCAPING: In the BP district, all required yards shall be landscaped in compliance with UDO Section 4.26 LANDSCAPE REQUIREMENTS.
3. NOISE: For the purpose of measuring the intensity and frequencies of a sound, a sound level meter and an octave band analyzer shall be employed that conforms to specifications published by the American National Standards Institute (specifications for Sound Level Meters S1.4 - 1971, or the latest edition of such standards, shall be used). In the enforcement of the regulation, noises produced by the operation of motor vehicles or other transportation facilities shall not be included in determining the maximum permitted decibel level. In the BP District, the sound pressure of noise radiated continuously from any activity shall not exceed the value given in Tables 1 of this section, in any octave band frequency at any point on or beyond any lot line. If the use

adjoins a residential district, the maximum sound pressure level at any point on the district boundary shall be reduced by six (6) decibels from the maximum listed in Table 1. Industrial noise shall be muffled so as not to become objectionable due to intermittence, beat, frequency, or shrillness.

4. ODOROUS MATTER: No emission of odorous matter shall be allowed in excess of ambient air quality standards, as set forth by regulations adopted by the Arizona Department of Environmental Quality.
5. HUMIDITY, HEAT OR GLARE: In the BP district, any activity producing humidity, in the form of steam or moist air, or producing heat or glare, shall be carried on in such a manner that the steam, humidity, heat, or glare is not perceptible at or beyond any residential or commercial district boundary. Detailed plans for the elimination of humidity, heat, or glare may be required before the issuance of a building permit.
6. VIBRATION: Vibrations shall be measured at the lot line. No vibration is permitted which is discernible to the human sense of feeling for three (3) minutes or more duration in any one (1) hour.
7. EMISSIONS AND OPEN BURNING: No emission of particulate matter, sulfur, compound, carbon monoxide, hydrocarbon, nitrogen oxide, and open burning shall be allowed in the BP District.
8. STORAGE: In the BP Zone, the storage of materials, supplies, and products on the property outside the building, constructed thereon is permitted at the rear of the property providing that the storage of materials, supplies, and products are within an area enclosed on all sides by a solid noncombustible fence or wall at least six (6) feet in height, provided further that no goods, materials, or objects shall be stacked higher than the fence or wall.
9. WASTE: No waste material or refuse shall be dumped upon, or permitted to remain upon, any part of the part of the property outside of the buildings constructed thereon. All sewage and industrial waste shall be treated and disposed of in such a manner so as to comply with the standards of the appropriate authority. All plans for waste disposal facilities shall be required before the issuance of any building permit.
10. FIRE AND EXPLOSIVE HAZARDS: Storage, utilization, or manufacture of solid materials which requires free burning and intense burning may be allowed, provided that said materials or products shall be stored, utilized, or manufactured within completely enclosed buildings having incombustible walls and protected throughout by an automatic fire extinguishing system and in accordance with Standards of American Insurance Association for Storage, Handling, and Use of Flammable Liquids, "American Insurance Association", Pamphlet No. 30, June 1959, or any subsequent revision or amendment thereto.

TABLE 1  
MAXIMUM PERMISSIBLE SOUND PRESSURE LEVEL (DECIBELS)  
AT SPECIFIED POINTS OF MEASUREMENT FOR NOISE RADIATED  
CONTINUOUSLY FROM A FACILITY

OCTAVE BAND  
(CYCLES PER SECOND)

SOUND PRESSURE LEVEL  
(DECIBELS)

20-75	69
75-150	54
150-300	47
300-600	41
600-1,200	37
1,200-2,400	34
2,400-4,800	31
4,800-10,000	28
10,000-20,000	26
20,000-30,000	25
30,000-40,000	24
40,000-50,000	23

DRAFT



## MEMORANDUM

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To: Planning and Zoning Commission  
From: Alex Lerma, Planner  
Re: Old Home Manor Rezone  
Date: March 3, 2019

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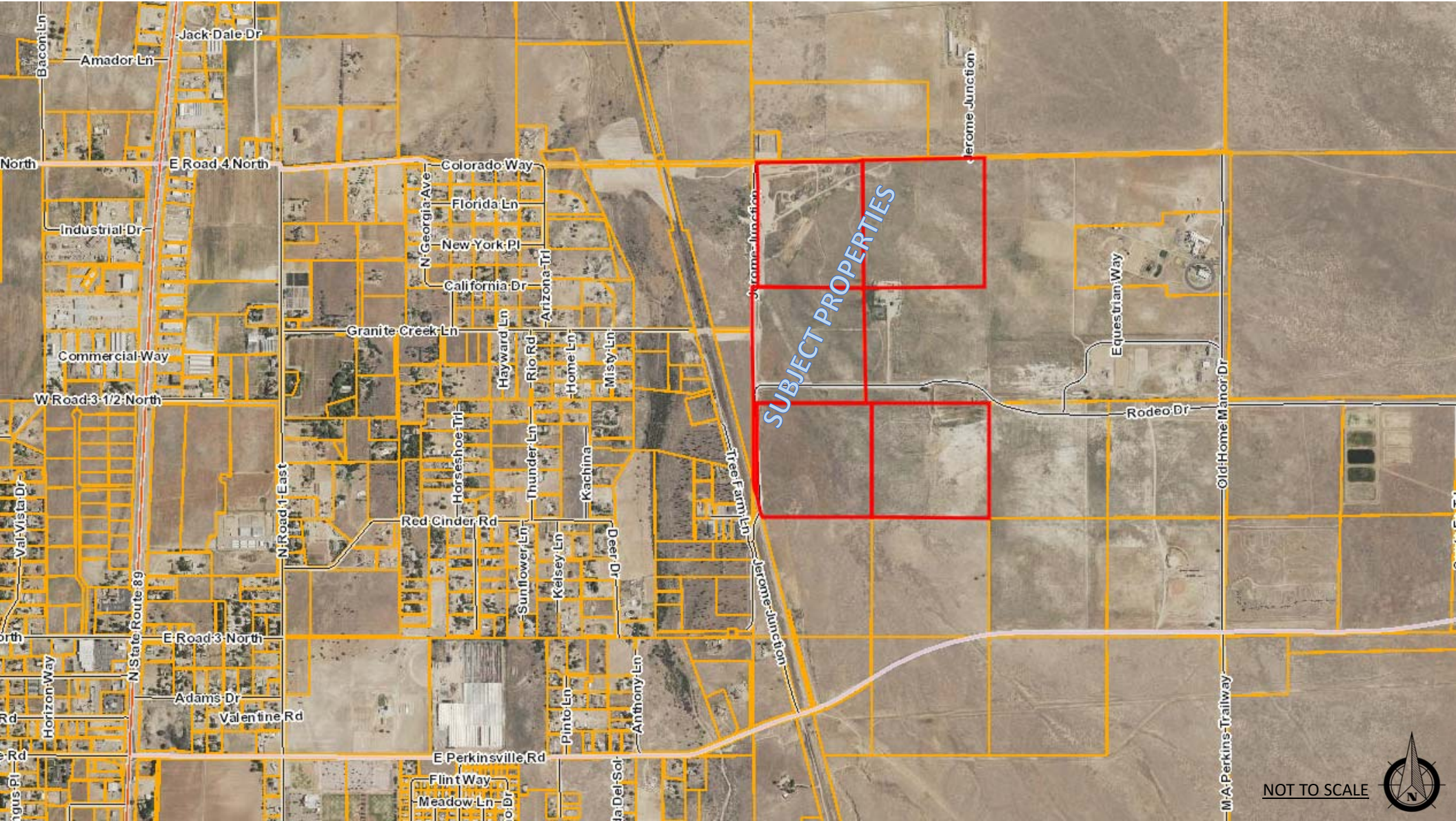
In advance of a future Planning and Zoning Commission meeting, Staff wanted to provide the Commission with general information regarding this project. The intent of this Study Session item is to afford Staff and the Commission an advance review of the project prior to a future public hearing on the case. No recommendation on this item is requested at this time.

Staff is preparing to initiate a zone change of 200 acre Town-owned property known as Old Home Manor Business Park. This will involve creating a new zoning district and initiating a zoning map amendment to the 200 acres. A draft version of the proposed Business Park zoning district has already been created and is in the process of being presented and reviewed through the citizen's review and public hearing process.

On January 24<sup>th</sup> 2019, staff met with the steering committee that was assembled to help guide the development of Chino Valley's Old Home Manor Business Park. Members of the committee were presented with a draft version of the proposed Business Park zoning district and together with staff went over the propose language. Staff received feedback from committee members as far as uses that would be allowed within the proposed zoning district. Based on the steering committee's comments and suggestions staff revised the document to reflect the committee's vision and desires for the Business Park.

On March 25 2019, staff held a neighborhood meeting/open house for residents of the Town of Chino Valley. Residents were given information regarding the proposed Business Park zoning district and the Towns intent to rezone 200 acres to this new zoning district.





SUBJECT PROPERTIES

NOT TO SCALE

