

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

March 1, 2016
6:00 P.M.

The Planning and Zoning Commission of the Town of Chino Valley, Arizona, 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 Merritt called the meeting to order at 6:00 pm.

2) PLEDGE OF ALLEGIANCE

Commissioner Lane led the Pledge of Allegiance.

3) ROLL CALL

Present: Chair Chuck Merritt; Vice-Chair Gary Pasciak; Commissioner Michael Bacon;
Commissioner Claude Baker; Commissioner Annie Lane; Commissioner Florence
Sloan; Alternate Commissioner Julie Van Wuffen

Staff Present: Associate Planner James Gardner; Town Clerk Assistant (Recorder) Amy Lansa

4) MINUTES

- a) Consideration and possible action to approved the February 2, 2016 meeting minutes.

MOVED by Vice-Chair Gary Pasciak, seconded by Commissioner Claude Baker to approve the February 2, 2016 meeting minutes.

Vote: 7 - 0 PASSED - Unanimously

5) STAFF REPORTS

- a) Presentation of upcoming UDO amendments to Section 4.21, Sign Regulations, and methods for community and business outreach on this process.

Planner Gardner discussed the effect of Reed v. Gilbert relating to revision of the Sign Code and outlined upcoming steps regarding the Sign Code UDO amendments including:

- Discussion and updates at Planning & Zoning meetings
- Dissemination of survey
- Create Sign Code Committee
- Attend Chamber of Commerce Luncheons
- Continued communication
- Final steps: public hearings at P& Z and Town Council

Items for possible consideration include:

- Increase of maximum sign sizes
- Speed or roadway classification to correlate with sign size
- Minimum size requirements to ensure visibility and reduce visual clutter
- How to manage multiple signs on a single site?
- How to manage temporary signs, especially those in Town or ADOT right-of-way.

6) PUBLIC HEARING

- a) Consideration and possible action to hold a public hearing to recommend adoption to the Town Council of Ordinance 16-814, to rezone approximately 2.31 acres of real property, located at 868 Adams Dr., Chino Valley, AZ, consisting of a portion of the North half of the Northeast quarter of Section 15, Township 16 North, Range 02 West, Gila and Salt River Base and Meridian (Yavapai County Assessor's Parcel Number 306-20-103) from SR-2.5 (Single Family Residential, 2.5 acre minimum) to SR-1 (Single Family Residential, 1 acre minimum). Applicant: Jeb Merlyn. Staff: James Gardner

The property will have a shared well and meets the separation requirement for the septic. The location of the septic was permitted by the County.

MOVED by Commissioner Michael Bacon, seconded by Vice-Chair Gary Pasciak to recommend approval of this rezone from SR-2.5 to SR-1 known as the Merlyn rezone at 868 Adams Drive.

Vote: 7 - 0 PASSED - Unanimously

- b) Consideration and possible action to recommend approval of Ordinance 16-812 amending the Unified Development Ordinance ("UDO"), Chapter 1, Administration and Procedures, Section 1.9 Review and Approval Processes, Sub-Section 1.9.5 Citizen Review Process, changing requirements for Neighborhood Meetings for Conditional Use Permits, Zone Changes, and Planned Area Developments in the Town of Chino Valley, to provide citizens with another opportunity to give comments regarding the proposed amendments.

Planner Gardner responded to Commissioner Bacon's concerns about the Conditional Use Permit forms and submittal requirements.

MOVED by Vice-Chair Gary Pasciak, seconded by Commissioner Michael Bacon to recommend approval of Ordinance 16-812 as written.

Vote: 7 - 0 PASSED - Unanimously

- c) Consideration and possible action to recommend approval of Ordinance 16-813 to the Town Council, amending the Unified Development Ordinance Chapter 4, General Regulations, Section 4.22 Off-Street Parking and Loading, Subsection 4.22.5 Parking Standards for Non-Residential and Mixed Uses, Sub-subsections 4.22.5(E) Joint Use Parking for PAD, and Subsection 4.22.8 Determination of Required Parking by deleting Sub-subsections (B) and (H) and renumbering the remaining subsections to conform, and amending the Table. The proposed amendments include: expansion of Joint Use Parking to non-Planned-Area-Development uses (4.22.5(E)); removal of maximum parking requirements; and removal of requirements for Recreational Vehicle (RV) parking at apartment and condominium complexes (4.22.8).

MOVED by Vice-Chair Gary Pasciak, seconded by Commissioner Claude Baker to recommend approval of Ordinance 16-813 and forward it to Town Council, as written.

Vote: 7 - 0 PASSED - Unanimously

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

Commissioner Van Wuffen inquired how a traffic study is done before a building is constructed. Commissioner Pasciak responded based on his experience working at ADOT.

8) **DISCUSSION ITEMS**

There were no discussion items.

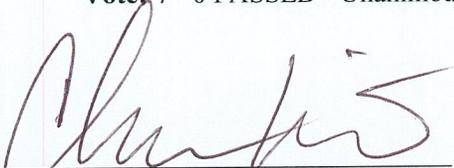
9) **PUBLIC COMMENTS**

There were no public comments.

10) **ADJOURN**

MOVED by Vice-Chair Gary Pasciak, seconded by Commissioner Florence Sloan to adjourn the meeting at 7:05 pm.

Vote: 7 - 0 PASSED - Unanimously



Chair Charles Merritt

4-13-16
Date