

Planning and Zoning Commission Meeting Minutes September 6, 2022

A regular meeting of the Town of Chino Valley Planning and Zoning Commission was held on Tuesday, September 6, 2022, at the Town of Chino Valley Council Chambers, 202 N. State Route 89, Chino Valley, Arizona.

PLANNING AND ZONING COMMISSION MEMBERS present were; Chair Chuck Merritt; Vice-Chair Gary Pasciak, Commissioner Teena Meadors, Commissioner Ron Penn, Commissioner David Somerville, Commissioner Robert Switzer, Commissioner William Welker. Alternate Commissioner Richard Zamudio was present but did not participate in the proceedings.

STAFF MEMBERS present were Will Dingee, Senior Planner; Bethan Heng, Planner; Dee Dee Moore, Process Coordinator; Lawrence Digges, Audio/Video Technician.

CALL TO ORDER: Chair Merritt called the meeting to order at 6:00 p.m. Commission began with the Pledge of Allegiance

CONSENT CALENDAR – A motion was made by **Meadors** and seconded by **Pasciak** to approve the items on the Consent Calendar with the following change as noted to the August 9, 2022 Special Meeting approved minutes:

To add in Laurie Lineberry, Development Services Director, to the Staff Members present. This motion passed unanimously by a 7-0 vote.

CASE# TA-2022-05 – *This is a request to amend the Town of Chino Valley Unified Development Ordinance, Chapter 154, Chapter 2 related to the meaning of words and terms, certain provisions of Chapter 4 related to lot size, certain provisions of Chapter 5 related to subdivisions, subdivision processes, land splits, water design and sewer design, providing for repeal of conflicting ordinances; and providing for severability, for consistency with recent Chapter 50 and 51 amendments.*

Will Dinger, Senior Planner, presented the staff report and shared that Staff was recommending **APPROVAL**. He added that these administrative changes were related to the recent amendments to Chapters 50 and 51, and to add Subdivision definitions, refine the Final Plat process and to make modifications to plat time limits.

Switzer questioned the water and sewer connection changes, and **Dingee** shared that Town Council had added that provision in 2020 that will expire in 2025.

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

MOTION - A motion was made by **Commissioner Meadors** and seconded by **Vice-Chair Pasciak** to approve TA-2022-05, as presented by staff. This motion passed with a 7-0 vote.

ACTION ITEMS: THERE WERE NO ACTION ITEMS

INFORMATION ITEMS – FROM STAFF: **COUNCIL ACTION ON PRIOR P&Z CASES:** **Dingee** shared that the ZC-2022-04 for Jacob Rokey was approved at the Town Council Meeting. **Dingee** added that the Text Amendment regarding the Guest Houses has been indefinitely postponed. There was no direction for staff or the commission moving forward at that meeting.

The second information item was an update on the General Plan. **Dingee** stated committees will be formed to help guide the General Plan. There will be a Steering Committee, which will be appointed by the Town Council, and Stakeholder Groups identified for input. **Meadors** asked about updates to the building code. **Dingee** stated that there would be a Building Advisory Board created to help with that process but it would not take place at the same time as the general plan. **Somerville** asked about the timing of that committee and **Dingee** stated within a year. **Switzer** asked if the Steering Committee members were at the Town Councils' own recommendation, **Dingee** confirmed that comment.

INFORMATION ITEMS – FROM THE COMMISSIONERS: Meadors asked if the town was going to put a moratorium on swimming pools in Town Limits because of concerns about water resources. Marbury shared that our town source of water is from ground water, not the Colorado or the Verde Rivers. Dingee stated staff would research this issue and report back to the Commission. Somerville asked about recent chemicals (PFOA) in Prescott wells. Discussion ensued about whether the P&Z Commission was the appropriate venue to discuss water quality issues. Marbury stated that there was no regulation concerning testing and that he has not received any direction from Council in that regards.


Switzer stated that he had listened to the Town Council meeting regarding the guesthouse text amendment and felt that it might be beneficial for the Commission and Council to meet together to discuss this text amendment. Merritt added that perhaps a joint study session to explain the commission's point of view might be helpful. He shared that the text amendment seemed straight forward to the Commission. Switzer shared that there were questions and some confusion about whether multiple meters were allowed on one lot. Marbury added that he has the authority to grant additional meters, but clarified that double meters mean double installation and double monthly fees. Merritt suggested that staff research if such a meeting is feasible and agreeable with the Council.

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 6:23 p.m.



for Charles Merritt
Chair



Dee Dee Moore
Prepared By