



REVISED

*****DUE TO COVID-19, SEATING CAPACITY IS LIMITED TO NO MORE THAN 10 ATTENDEES*****

*****MEETING BROADCAST LIVE ON TOWN OF GUADALUPE FACEBOOK PAGE*****

Valerie Molina
Mayor

Ricardo Vital
Vice Mayor

Mary Bravo
Councilmember

Gloria Cota
Councilmember

Elvira Osuna
Councilmember

Joe Sánchez
Councilmember

Anita Cota Soto
Councilmember

Agendas/Minutes:
www.guadalupeaz.org

Town Council Chambers
9241 S. Avenida del Yaqui
Guadalupe, AZ 85283
Phone: (480) 730-3080
Fax: (480)-505-5368

**NOTICE OF REGULAR MEETING
OF THE GUADALUPE TOWN COUNCIL**

**THURSDAY, MARCH 24, 2022
6:00 P.M.**

**GUADALUPE TOWN HALL
9241 SOUTH AVENIDA DEL YAQUI, MUSEUM ROOM
GUADALUPE, ARIZONA**

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Guadalupe Town Council and to the public that the Guadalupe Town Council will hold a meeting, open to the public, on Thursday, March 24, 2022, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. INVOCATION/PLEDGE OF ALLEGIANCE
- D. APPROVAL OF MINUTES
 - 1. Approval of the February 24, 2022, Town Council Regular Meeting Minutes.
- E. CALL TO THE PUBLIC: An opportunity is provided to the public to address the Council on items that are not on the agenda or included on the consent agenda. A total of 3 minutes will be provided for the Call to the Audience agenda item unless the Council requests an exception to this limit. Please note that those wishing to comment on agenda items posted for action will be provided the opportunity at the time the item is heard.
- F. MAYOR and COUNCIL PRESENTATIONS: None.
- G. DISCUSSION AND POSSIBLE ACTION ITEMS:
 - 1. **BOYS AND GIRLS CLUB SUMMER YOUTH PROGRAM & INTERNSHIP OPPORTUNITIES:** Council will receive a presentation from Boys and Girls Club representatives inviting Guadalupe youth to participate in a summer Scholarship Youth Program at no cost to families. The program will offer various daily activities and internship opportunities to youth. Council may provide direction to the Town Manager / Clerk.



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2. PUBLIC HEARING – R-1-6 SINGLE FAMILY RESIDENTIAL DISTRICT MAXIMUM BUILDING HEIGHT ZONING CODE TEXT AMENDMENT (ORDINANCE NO. O2022.02): Council will consider and may take action to adopt Ordinance No. O2022.02 that amends the Town of Guadalupe Zoning Code section § 154.065 Single-family Residential District: R-1-9 and R-1-6(E)(1) related to area, height, and setback regulations by increasing the maximum building height for the R-1-6 zoning district from 15' to a maximum building height of 30'. Council may provide direction to the Town Manager / Clerk. *(related to G3)*

3. R-1-6 SINGLE FAMILY RESIDENTIAL DISTRICT MAXIMUM BUILDING HEIGHT ZONING CODE TEXT AMENDMENT (ORDINANCE NO. O2022.02): Council will consider and may take action to adopt Ordinance No. O2022.02 that amends the Town of Guadalupe Zoning Code section § 154.065 Single-family Residential District: R-1-9 and R-1-6(E)(1) related to area, height, and setback regulations by increasing the maximum building height for the R-1-6 zoning district from 15' to a maximum building height of 30'. Council may provide direction to the Town Manager / Clerk. *(related to G2)*

4. PROPOSED 2022 12% REVENUE SHARING GRANT REQUESTS: Council will consider the proposed 2022 12% Revenue Sharing Grant (gaming grants) requests, which include 16 individual grants for Town services, programs, equipment, and infrastructure needs totaling \$963,000. Council may provide direction to the Town Manager / Clerk. ***(Material revised)***

5. AK-CHIN INDIAN COMMUNITY GAMING GRANT (RESOLUTION NO. R2022.10): Council will consider and may adopt Resolution No. R2022.10 authorizing the submittal of an application for a grant of \$197,000 from the Ak-Chin Indian Community for Fire Department portable radio replacement, Community Action Program rental and utility assistance, Public Works roof replacement at the maintenance yard, and Senior Center flooring replacement; and, direct the Mayor, or designee, to sign all necessary documents in furtherance of this grant application. Council may provide direction to the Town Manager / Clerk.

6. FORT MCDOWELL YAVAPAI NATION GAMING GRANT (RESOLUTION NO. R2022.11): Council will consider and may adopt Resolution No. R2022.11 authorizing the submittal of an application for a grant of \$51,000 from the Fort McDowell Yavapai Nation for Fire Department roof repair and cultural heritage events programming; and, direct the Mayor, or designee, to sign all necessary documents in furtherance of this grant application. Council may provide direction to the Town Manager / Clerk.

7. GILA RIVER INDIAN COMMUNITY GAMING GRANT (RESOLUTION NO. R2022.12): Council will consider and may adopt Resolution No. R2022.12 authorizing the submittal of an application for a grant of \$152,000 from the Gila River Indian Community for Fire Department public access cardiac AEDs and equipment, Community Action Program food rescue and home delivery support, and for the purchase of two dump trucks for Public Works; and, direct the Mayor, or designee, to sign all necessary documents in furtherance of this grant application. Council may provide direction to the Town Manager / Clerk.

8. PASCUA YAQUI TRIBE GAMING GRANT (RESOLUTION NO. R2022.13): Council will consider and may adopt Resolution No. R2022.13 authorizing the submittal of an application for a grant of \$420,000 from the Pascua Yaqui Tribe for fire station truck bay renovation of floors, doors, and roof; Biehn Park renovations to the restrooms, ballpark, and playground; installation of flagpoles, renovation of a ramada, and replacement of gates at the Guadalupe Cemetery; and Public Works funding for neighborhood cleanup events; and, direct the Mayor, or designee, to sign all necessary documents in furtherance of this grant application. Council may provide direction to the Town Manager / Clerk.



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9. TOHONO O'ODHAM NATION GAMING GRANT (RESOLUTION NO. R2022.14): Council will consider and may adopt Resolution No. R2022.14 authorizing the submittal of an application for a grant of \$143,000 from the Tohono O'odham Nation for a Fire Department command/community service vehicle, Community Action Program holiday family meals (Thanksgiving/Christmas), and for the Public Works maintenance yard restroom renovation; and, direct the Mayor, or designee, to sign all necessary documents in furtherance of this grant application. Council may provide direction to the Town Manager / Clerk.

10. PERSONNEL RULES, POLICIES, AND PROCEDURES MANUAL – CESAR CHAVEZ DAY EMPLOYEE PAID HOLIDAY (RESOLUTION NO. R2022.15): Council will consider and may adopt Resolution No. R2022.15 amending the Town of Guadalupe Personnel Rules, Policies, and Procedures Manual related to the date when the Town employee holiday honoring Cesar Chavez is scheduled, which is currently observed on the third Monday in April. Should Cesar Chavez Day fall on a recognized holiday of Good Friday or Easter Monday (town holidays), Cesar Chavez Day will be observed on the Friday following Easter Monday, with Town Hall closed for business. Council may provide direction to the Town Manager / Clerk.

11. COVID-19 ACTION UPDATE: Staff will present an update regarding current Town of Guadalupe COVID-19 positive case rates, scheduled testing, vaccination information, Town services and steps taken to safeguard public health and safety in response to the Coronavirus. Council may provide direction to the Town Manager / Clerk. *Material for this agenda item will be provided at the meeting.*

12. GUADALUPE PLANNING AND ZONING APPLICATION: Staff will present a revised Town of Guadalupe Planning and Zoning application to improve customer service and administration of rezoning requests, conditional use permit requests, and variance requests. Council may provide direction to the Town Manager / Clerk.

H. TOWN MANAGERS' COMMENTS

I. COUNCILMEMBERS' COMMENTS

J. ADJOURNMENT



March 21, 2022

To: The Honorable Mayor and Town Council

From: Jeff Kulaga, Town Manager / Clerk

RE: **March 24, 2022, Town Council Regular Meeting REVISED Information Report**

The purpose of this report is to provide brief information regarding each agenda item.

Agenda Items:

D1. FEBRUARY 24, 2022, REGULAR COUNCIL MEETING MINUTES. (PAGES 10 – 15)

G1. BOYS AND GIRLS CLUB SUMMER YOUTH PROGRAM & INTERNSHIP OPPORTUNITIES (PAGES 16 – 19): Boys and Girls Club representatives will invite Guadalupe youth to summer program through their Scholarship program at no cost to families and offering internship opportunities to youth. Registration begins on April 1, 2022.

G2. PUBLIC HEARING – G3. R-1-6 SINGLE FAMILY RESIDENTIAL DISTRICT MAXIMUM BUILDING HEIGHT ZONING CODE TEXT AMENDMENT (ORDINANCE NO. O2022.02) (PAGES 20 – 27): Staff is recommending that Council adopt an ordinance to confirm the maximum building height in R-1-6 residentially zoned districts from 15' to 30', to allow for building up to two stories.

In reviewing various recent rezoning and development requests, staff discovered an inconsistency in the Town Zoning Code. The Code identified the maximum height for R-1-6 as 15 feet in Section §154.065 (E) (1) and 30 feet in Code Section §154.066 (E) (1). Additionally, all residential zoning categories identify a 30 foot maximum building height. Last, the previous planning and zoning application identified the R-1-6 building height as 30 feet.

It is recommended that R-1-6 height limitation identified in Section §154.065 (E) (1) be increased from 15 feet to 30 feet creating a uniform height limitation for all Town residential zoning categories and correcting this inconsistency.

§154.065 SINGLE-FAMILY RESIDENTIAL DISTRICTS: R-1-9 AND R-1-6 (E) (1):

Zoning District	Minimum lot area	Minimum lot width	Minimum lot depth	Minimum Yard Setbacks				Max. Bldg. Height
				Front	Side	Street side	Rear	
R-1-9	9,000 square feet	80'	100'	30'	10'	20'	10'	30'; accessory building
R-1-6	6,000 square feet	60'	90'	25'	7'*	15'	10'	15' 30'

*For ease of access, 1 side shall be at least 10 feet in width. Churches and schools 35 feet on each side.

G4. PROPOSED 2022 12% REVENUE SHARING REQUESTS: (PAGES 28 – 34) – MATERIAL REVISED: Staff proposes and recommends approval of 2022 12% revenue sharing / gaming grant requests totaling \$963,000 to five Native American entities for much needed funding to support Town services, programs, equipment, and maintenance repairs. Grant funding requests address Senior Center renovations, Community Action Program services and assistance, Public Works equipment and maintenance yard repairs, Firefighter safety equipment, Fire Station roof repairs, cemetery repairs and a flagpole installation. Revenue sharing application due dates range from April 1st through July 9th for the various entities. Adopted Council resolutions are required documentation with each application submittal.

The proposed requests are as follows:

Ak-Chin	2022	Requests
\$72,000	FD	Portable radio replacement
\$40,000	CAP	CAP family rental & utility assistance
\$15,000	PW	PW - roof replacement for barricade storage/street signs
\$70,000	SC	Senior Center renovation - flooring replacement
\$197,000	TOTAL	

Fort McDowell	2022	Requests
\$20,000	FD	Fire station roof repair
\$31,000	Events	Cultural heritage events programming
\$51,000	TOTAL	

Gila River Indian	2022	Requests
\$50,000	FD	Cardiac care - Fire Dept./public access cardiac AEDs and equipment
\$62,000	CAP	CAP food rescue & home delivery support
\$40,000	PW	PW - two dump trucks (used) \$20 k each
\$152,000	TOTAL	

Pascua Yaqui Tribe	2022	Requests
\$120,000	FD	Fire station repairs
\$225,000	Parks	Biehn Park restrooms, ballpark, playground renovations
\$25,000	Cem	Cemetery flagpoles, ramada, gates
\$50,000	PW	PW - neighborhood cleanup events
\$420,000	TOTAL	

Tohono O'odham	2022	Requests
\$95,000	FD	Command/community service vehicle
\$28,000	CAP	CAP holiday family meals: Thanksgiving & Christmas
\$20,000	PW	PW - maintenance yard restroom renovation
\$143,000	TOTAL	

\$963,000.0	TOTAL	2022 Requests
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Additionally, during the past four years, 2018 – 2021, the Town of Guadalupe has been awarded \$912,500 in gaming grant requests as outlined below:

2018:

- Senior Center Roof repairs: \$80K
- CAP Family Assistance Resources: \$80K
- Public Safety Event Services: \$37K
- Public Works Replacement Utility Trucks: \$15K
- Fire Truck payment: \$62.5K

2019:

- Firefighter Turnout Gear: \$63K
- Community Economic Assistance Programs: \$70K
- Cultural Heritage Events Programming: \$31K
- Public Safety Event Services: \$55K

2020:

- Firefighter Active Shooter Training & Protective Equipment: \$70K
- CAP Family Assistance Resources: \$25K
- Public Safety Event Services: \$25K

2021:

- Firefighter SCBA Protective Equipment: \$100K
- CAP Family Rental and Utility Assistance Resources: \$60K
- Public Safety Event Services: \$55K
- Senior Center Patio and Craft room Renovation: \$80K

The approved requests are categorized as follows:

REVISED GRANT REQUEST TABLE:

	REQUEST				TOTAL	4 year % Req
	2018	2019	2020	2021		
Business Dev.	\$0.0	\$0.0	\$40.0	\$30.0	\$70.0	2%
CAP	\$80.0	\$147.0	\$25.0	\$191.0	\$443.0	13%
Capital	\$165.0	\$499.1	\$0.0	\$0.0	\$664.1	20%
Events	\$50.0	\$86.0	\$65.0	\$55.0	\$256.0	8%
Fire Dept.	\$317.5	\$355.0	\$130.0	\$315.0	\$1,117.5	34%
Public Works	\$60.0	\$50.0	\$25.0	\$60.0	\$195.0	6%
Senior Center	\$80.0	\$348.0	\$0.0	\$160.0	\$588.0	18%
Total	\$752.5	\$1,485.1	\$285.0	\$811.0	\$3,333.6	100%

The awarded grants are as follows:

REVISED GRANT AWARD TABLE:

	APPROVED				4 Year	4 year
	2018	2019	2020	2021	TOTAL	% Req
Business Dev.	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	0%
CAP	\$80.0	\$70.0	\$25.0	\$60.0	\$235.0	24%
Capital	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	0%
Events	\$37.0	\$90.0	\$25.0	\$55.0	\$207.0	21%
Fire Dept.	\$62.5	\$63.0	\$70.0	\$100.0	\$295.5	30%
Public Works	\$15.0	\$0.0	\$0.0	\$60.0	\$75.0	8%
Senior Center	\$80.0	\$0.0	\$0.0	\$80.0	\$160.0	16%
Total	\$274.5	\$223.0	\$120.0	\$355.0	\$972.5	100%

Overall, the Town was awarded 29% of grant requests during the past four years, receiving \$972,500 of \$3,333,600 in requests, as shown below:

REVISED GRANT SUMMARY TABLE:

APPROVED	\$274.5	\$223.0	\$120.0	\$355.0	\$972.5	29%
REQUEST	\$752.5	\$1,485.1	\$285.0	\$811.0	\$3,333.6	

The requests and awards per entity per year are as follows:

	Request	Approved	Deny	%
AK-CHIN				
2018	\$145	\$80	\$65	
2019	\$234	\$63	\$171	
2020	\$110	\$70	\$70	
2021	\$130	\$100	\$30	
	\$619	\$313	\$336	50.56%

Fort McDowell				
2018	\$140	\$0	\$140	
2019	\$150	\$0	\$150	
2020	\$60	\$0	\$60	
2021	\$155	\$0	\$155	
	\$505	\$0	\$505	0.00%

Gila River				
2018	\$80	\$0	\$80	
2019	\$253	\$101	\$152	
2020	\$25	\$25	\$0	
2021	\$151	\$60	\$91	
	\$509	\$186	\$323	36.54%

REVISED PASCUA YAQUI TABLE:

Pascua Yaqui				
2018	\$265	\$132	\$133	
2019	\$515	\$55	\$460	
2020	\$65	\$25	\$40	
2021	\$230	\$115	\$115	
	\$1,075	\$327	\$748	30.42%
Tohono O'odham				
2018	\$123	\$66	\$60	
2019	\$333	\$0	\$333	
2020	\$25	\$0	\$25	
2021	\$145	\$80	\$65	
	\$626	\$146	\$483	23.26%
TOTAL	\$3,334	\$972	\$2,395	29.14%

In summary, \$972,500 of awarded grant funds have been used to replace Fire Department and Public Works equipment; repair the Senior Center; provide public safety at community events; and provide rental, utility, and food assistance to Guadalupe families in need. More importantly, these awarded grants relieve the Town General Fund of funding these programs, repairs, services, and equipment replacement.

G5. AK-CHIN INDIAN COMMUNITY GAMING GRANT – RESOLUTION NO. R2022.10 (PAGE 35): Resolution No. R2022.10 authorizes the submittal of an application for a grant of \$197,000 from the Ak-Chin Indian Community for Fire Department portable radio replacements; Community Action Program family rental and utility assistance; Public Works maintenance yard equipment storage building roof replacement; and Senior Center floor replacement.

G6. FORT MCDOWELL YAVAPAI NATION GAMING GRANT – RESOLUTION NO. R2022.11 (PAGE 36): Resolution No. R2022.11 authorizes the submittal of an application for a grant of \$51,000 from the Fort McDowell Yavapai Nation for fire station roof repair and cultural heritage events programming.

G7. GILA RIVER INDIAN COMMUNITY GAMING GRANT – RESOLUTION NO. R2022.12 (PAGE 37): Resolution No. R2022.12 authorizes the submittal of an application for a grant of \$152,000 from the Gila River Indian Community for Cardiac Care – Fire Department/public access cardiac AEDs and equipment; CAP food rescue and home delivery program and services; and two replacement Public Works dump trucks.

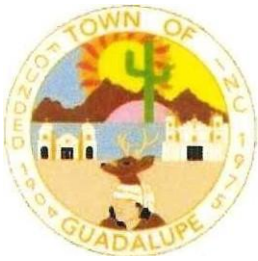
G8. PASCUA YAQUI TRIBE GAMING GRANT – RESOLUTION NO. R2022.13 (PAGE 38): Resolution No. R2022.13 authorizes the submittal of an application for a grant of \$420,000 from the Pascua Yaqui Tribe for fire station repair and renovation; Biehn Park restrooms, ballpark and playground renovation; Town Cemetery flagpole installation, gate replacement and ramada replacement; and neighborhood cleanup events.

G9. TOHONO O'ODHAM NATION GAMING GRANT – RESOLUTION NO. R2022.14 (PAGE 39): Resolution No. R2022.14 authorizes the submittal of an application for a grant of \$143,000 from the Tohono O'odham Nation for a replacement Fire Department command/community service vehicle; CAP holiday family meals; and renovation of Public Works maintenance yard restrooms.

G10. PERSONNEL RULES AND REGULATIONS – CESAR CHAVEZ DAY EMPLOYEE PAID HOLIDAY (RESOLUTION NO. R2022.15) (PAGE 40): Resolution No. R2022.15 authorizes flexibility on when a paid Town employee holiday honoring Cesar Chavez may be scheduled. Currently, the Cesar Chavez holiday is recognized on the third Monday in April. With the Council’s approval of the Monday after Easter as a holiday, the Cesar Chavez holiday and the Monday after Easter fall on the same day. It is recommended that should Cesar Chavez Day fall on the recognized holiday of Easter Monday, Cesar Chavez Day will be recognized on the Friday following Easter Monday, with Town Hall closed for business.

G11. COVID-19 ACTION UPDATE (MATERIAL WILL BE PROVIDED AT THE MEETING): Staff will continue to present an update regarding current Town of Guadalupe COVID-19 positive case rates, scheduled testing, vaccination information, Town services and steps taken to safeguard public health and safety in response to the Coronavirus.

G12. GUADALUPE PLANNING AND ZONING APPLICATION (PAGES 41 – 48): Staff will present a revised Town of Guadalupe Planning and Zoning application to improve customer service and administration of rezoning requests, conditional use permit requests, and variance requests. The revised application includes fees and clarifies specific information needed from the Applicant for staff to efficiently process each application. Applications must be received in a complete/final format 30 days prior to staff scheduling a public hearing.



Minutes Town Council Regular Meeting February 24, 2022

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Minutes of the Guadalupe Town Council Regular Meeting held on Thursday, February 24, 2022, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona.

A. Mayor Molina called the meeting to order at 6:08 p.m.

B. ROLL CALL

Councilmembers Present: Mayor Valerie Molina. The following councilmembers participated via video conference: Vice Mayor Ricardo Vital, Councilmember Mary Bravo, Councilmember Gloria Cota, Councilmember Joe Sánchez, and Councilmember Anita Cota Soto

Councilmember Absent: Councilmember Elvira Osuna

Staff Present: Jeff Kulaga – Town Manager / Clerk, Annette Padilla – Community Action Program (CAP) Director, and Livvy Ramirez – Housing Program Specialist, and Jennifer Drury – Assistant to the Town Manager; and, participating via video conference, David Ledyard – Town Attorney

C. INVOCATION/PLEDGE OF ALLEGIANCE

Councilmember Soto provided the invocation. Mayor Molina then led the Pledge of Allegiance.

D. APPROVAL OF MINUTES:

1. Approval of the February 10, 2022, Regular Council Meeting Minutes.

Motion by Councilmember Bravo to approve agenda item D1; second by Councilmember Cota. Motion passed unanimously on a voice vote 6-0.

1. Councilmembers approved the February 10, 2022, Regular Council Meeting Minutes.

E. CALL TO THE PUBLIC: No one spoke. Mayor Molina announced that Town Hall is open and that the public is welcome to address the Council in person or via e-mail.

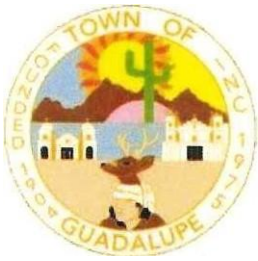
F. MAYOR and COUNCIL PRESENTATIONS: None.

G. DISCUSSION AND POSSIBLE ACTION ITEMS:

1. SCHEDULED PUBLIC APPEARANCE – DANIEL PEREZ

Mayor Molina called upon Daniel Perez, Community Response Intervention Coordinator for the Tempe Union High School District (TUHSD), to provide a presentation to the Town Council. Mr. Perez stated that he is a resident in the Town of Guadalupe. In his role as Community Response Intervention Coordinator he visits various schools within the TUHSD to redirect students and provide services as needed.

In response to questions, Mr. Perez stated that he is collaborating with two businesses that teach students a trade. It is unclear if one of the businesses has an employee union. Mr. Perez stated that a majority of the students he serves live in Guadalupe, however all students in the TUHSD have access



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to the program that he administers. He is currently exploring partnering with the East Valley Institute of Technology.

Mr. Perez outlined the services he offers to students and how and where job postings are located. A Councilmember discussed the General Education Degree (GED) programs available, the effects of the pandemic on students, and emphasized the need for youth programs in Guadalupe.

2. INTERNAL AUDIT UPDATE

Mayor Molina stated that this agenda item is the annual audit report by Colby & Powell, PLC, Certified Public Accountants for fiscal year 2020/2021 ending June 30, 2021. Jeff Kulaga, Town Manager / Clerk, introduced Scott Graff, Managing Partner, Colby & Powell, PLC, to provide the presentation.

Scott Graff reviewed various elements included in his presentation as follows: the Independent Audit Report outlines the responsibilities of the auditor and the responsibilities of the organization being audited; management's discussion and analysis; and, financial statements. Mr. Graff compared the General Fund balance from 2017 – 2021 and noted that the end of the year fund balance has increased approximately \$3 million from the 2017 fund balance. Mr. Kulaga discussed how COVID-19 funding assisted the Town in covering public safety costs and noted that staff continues to search for ways to generate revenue.

Mr. Graff then reviewed the net position of governmental activities and Enterprise Funds over the past five fiscal years. There were no findings and the audit was clean, with strong financial improvement overall.

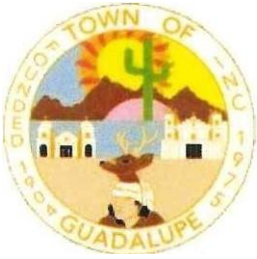
5. SALT RIVER PROJECT OVERHEAD AND UNDERGROUND POWER DISTRIBUTION EASEMENT *(item taken out of order)*

Mayor Molina stated that this agenda item is for Council to consider authorizing the Mayor, or designee, to enter into an Overhead and Underground Power Distribution Easement between the Salt River Project Agricultural Improvement and Power District (SRP) and the Town of Guadalupe that grants and conveys to SRP a non-exclusive easement to construct and maintain facilities for the transmission and distribution of electricity through and along the Easement Parcel as defined in the Overhead and Underground Power Distribution Easement. This easement is located on Guadalupe Townsite Trust property, 5441 East Calle San Angelo, and needed for the purpose of supplying electrical power to buildings located on the property.

Jeff Kulaga, Town Manager / Clerk, stated that the easement for this agenda item is located on the Guadalupe Townsite Trust property (5441 East Calle San Angelo). The easement is needed to allow Salt River Project (SRP) to provide overhead and underground power distribution facilities for the building renovations and improvements occurring at that address. There is an access easement overlay dated in 1999 to an adjoining property owner, David Myers. Guadalupe Townsite Trust property representatives have met with SRP, the town engineer, and David Myers regarding the access easement overlay. It does not appear that the proposed easement impedes Mr. Myers property access easement. A representative from the Guadalupe Yaqui Cultural Organization expressed his support for the proposed easement, via teleconference.

Mayor Molina read a statement into the record from a representative from the Catholic Diocese (a member of the Guadalupe Townsite Trust property) in support of the easement. Mr. Kulaga added that at 4:46 p.m. today, a letter was received from David Myers who is concerned that the boundaries of the easement are not clearly defined.

A Councilmember voiced support of the easement and noted that the easement is for the betterment of the community. Access to Mr. Myers property will not be impacted.



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Vice Mayor Vital stated that he participated in the meetings about the easement and was unaware that there were unresolved issues.

Motion by Vice Mayor Vital to approve agenda item G5; second by Councilmember Cota. Motion passed unanimously on a voice vote 6-0.

Councilmembers authorized the Mayor, or designee, to enter into an Overhead and Underground Power Distribution Easement (C2022-08) between the Salt River Project Agricultural Improvement and Power District (SRP) and the Town of Guadalupe that grants and conveys to SRP a non-exclusive easement to construct and maintain facilities for the transmission and distribution of electricity through and along the Easement Parcel as defined in the Overhead and Underground Power Distribution Easement. This easement is located on Guadalupe Townsite Trust property, 5441 East Calle San Angelo, and needed for the purpose of supplying electrical power to buildings located on the property.

6. COMMUNITY ACTION PROGRAM UPDATE *(item taken out of order)*

Mayor Molina stated that staff will present an update on current Community Action Program (CAP) activities, services, accomplishments, and COVID-19 impacts to programs and activities. Jeff Kulaga, Town Manager / Clerk, introduced Annette Padilla, Community Action Program (CAP) Director, and Livvy Ramirez, Housing Program Specialist.

Ms. Padilla stated that the vision for the CAP is to end poverty, hunger, and homelessness in Guadalupe. The CAP mission is to provide mortgage and rental assistance, utility assistance, and food distribution services to Guadalupe families. CAP staff have experience in working with Maricopa County, budgets, inventory, contracts, and policies and procedures. The Guadalupe CAP office is one of 12 CAP sites in Maricopa County.

Ms. Padilla discussed the various programs and projects that the CAP coordinates throughout the year. The CAP also has a volunteer program. Food is distributed to community members once a week. Ms. Padilla reviewed various extra services and products such as diapers, bus cards, gift cards, and blankets that the CAP provides to its clients. She then reviewed the in-kind and fiscal contributions, number of clients served, and challenges/opportunities. CAP has contracts with the United Food Bank, Maricopa County, the Pascua Yaqui Tribe, and the Gila River Indian Community.

Guadalupe is a qualified census tract with the United States Housing and Urban Development Program. CAP services and programs are promoted on Facebook, the Town website, and flyers. Ms. Padilla then reviewed CAP hours of operation.

In response to questions, Livvy Ramirez, Housing Program Specialist, stated that there is funding assistance available for clients that requires income verification or age eligibility. There are also programs for homeowner mortgage financial assistance. Ms. Padilla stated that approximately 1/3 of the CAP clients are elderly.

3. FISCAL YEAR 2021/2022 MID-YEAR BUDGET STATUS REPORT

Mayor Molina called upon Jeff Kulaga, Town Manager / Clerk, to present the mid-year, fiscal year (FY) 2021/22 (July 2021 – December 2021) status report that includes year to date performances of Town General Fund, special and enterprise funds and year to date revenues, expenditures, and fund balances.

Mr. Kulaga reviewed the mid-year revenue and expenditures, and transfers to other funds. Over 50% of the General Fund expenditures is allocated to public safety, which is comprised of the Maricopa County Sheriff's Office and the Guadalupe Fire Department. Should budget cuts be necessary in the future, staff will need to assess these funds to determine if budget cuts could be an option.



Valerie Molina
Mayor

Ricardo Vital
Vice Mayor

Mary Bravo
Councilmember

Gloria Cota
Councilmember

Elvira Osuna
Councilmember

Joe Sánchez
Councilmember

Anita Cota Soto
Councilmember

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Guadalupe, AZ 85283
Phone: (480) 730-3080
Fax: (480)-505-5368

Capital Improvement Projects include lighting improvements needed along the Highline Canal. By the end of March, staff should know whether federal funding will be forthcoming for this project.

Mr. Kulaga reviewed various capital project accomplishments, equipment that has been purchased, additional services that have been provided, and noted that a wage increase was provided to employees, including reserve firefighters. Items of caution that impact revenue include a decrease in population, hotel closures, employee pension obligations, competitive salaries, level of service priorities for youth development and homelessness, and various capital replacement and repair that is needed.

Looking forward, the Town is moving in a stable financial direction. The Town has benefitted from ARPA and COVID-19 grant funds, however these are not recurring funding sources. Without recurring revenue streams, the Town will continue to face fiscal challenges. Without eliminating direct services, there is nothing left to cut from the budget.

Mr. Kulaga then reviewed the status of each of the special revenue funds and provided the following:

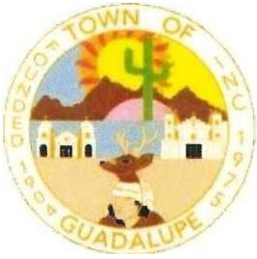
- Highway User Revenue Fund (HURF): requires coordination with the Arizona Department of Transportation; provides funding for Avenida del Yaqui Street Improvement Project.
- Local Transit Assistance Fund (LTAF): annual routine process – LTAF funds are stagnant.
- Senior Center: in check.
- Community Action Program (CAP): analysis underway – new staff, ARPA grants.
- ARPA & Pascua Yaqui Tribe COVID-19 Recovery funds – both in check and being managed per grant guidelines.
- Municipal Bond Payment – Fiscal year 2023 is the last payment of \$322,000; reduces General Fund expenditures; consider applying funds to annual pension payments.
- Mercado – repairs and upkeep are lagging.
- Wastewater/sewer Fund - \$308,000 of funds used for urgent sewer line repairs in past two years. \$550,000 in Community Block Grant (CDBG) funds awarded for priority repairs, presently applied for \$515,000 in CDBG funding for priority 2 repairs. Continued repairs will cause expenditures to exceed revenues.
- Solid Waste Fund – cost of large amount of bulk waste (roll offs) from alleys, public ways, general Town clean up expenses are exceeding projections. Ensuring customer accounts are current is a challenge. Further analysis is needed.

With the price of fuel increasing, so will expenses.

A Councilmember expressed an interest in adding a bulk waste fee to customers bills.

In response to a question, Mr. Kulaga stated that the utility assistance funding that the Community Action Program administers goes directly to the City of Tempe for water service, and to the Town of Guadalupe for sewer and trash services, depending upon where the bill delinquency is occurring. Staff will be assessing the bulk waste fees and potentially making recommendations to Council during upcoming budget presentations. It is unclear if the bulk trash is being generated by the Town or private parties. There is a problem with illegal dumping of trash in alleyways. One way to address this would be to abandon certain alleyways and dedicate that property to adjacent property owners, which would alleviate the illegal dumping option in those areas. It would also eliminate alleys that Public Works crews would otherwise have to maintain. If alleyways do not have utilities that need to be maintained, those alleyways may be candidates for elimination. A Councilmember discussed illegal activity and individuals that are homeless that are located in alleyways.

In response to questions, Mr. Kulaga noted that the decision from the Federal government for providing \$500,000 in funding for the Highline Canal Project is pending. Dibble Engineering, Town Engineer, is conducting a Town-wide streetlighting assessment. Once the assessment has been completed, staff will begin applying for Community Block Grant Funds from Maricopa County for this project, similar to how grant funding was acquired from the County for the sewer line repair project.



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In response to a question regarding how the Guadalupe Fire Department renovation is being funded, Mr. Kulaga stated that the Diamondbacks Baseball Team have provided \$100,000 in grant funding to replace flooring, update the sleeping quarters, and update the kitchen in the fire station. COVID-19 funding is also available for Fire Station renovation needs and there is an additional \$20,000 in the General Fund for unexpected renovation expenses.

4. COVID-19 ACTION UPDATE

Mayor Molina called upon Jeff Kulaga, Town Manager / Clerk to present current Town of Guadalupe COVID-19 positive case rates, scheduled testing, vaccination information, Town services and steps taken to safeguard public health and safety in response to the Coronavirus. Mr. Kulaga reported that the Guadalupe vaccination rate is 48.7%. Upcoming vaccination clinics include February 26, March 12, and March 26, 2022, all of which are occurring at the tribal building. Mr. Kulaga concluded by encouraging everyone to get vaccinated.

A Councilmember stated that vaccinations for children 6 months and older may be available in April.

H. TOWN MANAGERS' COMMENTS

Jeff Kulaga, Town Manager / Clerk

- Area Agency on Aging has provided an \$8,300 grant to the Guadalupe Senior Center to upgrade computers, monitors, and hardware. Thanked Senior Center staff for their work.
- Saturday, February 26, 2022 – Guadalupe Road bridge over Interstate 10 will be restricted to one lane. This is the first step in widening the bridge to build a proper sidewalk approaching and crossing the bridge.

I. COUNCILMEMBERS' COMMENTS

Councilmember Bravo

- Thanked staff for their work.
- She is proud of being on the Town Council.

Councilmember Cota

- Thanked staff for their work.

Councilmember Soto

- Thanked staff for their work.
- Urged everyone to stay safe.

Councilmember Sánchez

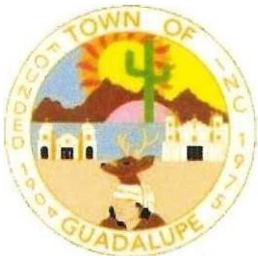
- Thanked staff for their work.
- Urged everyone to stay safe.

Jeff Kulaga, Town Manager / Clerk

- No one should be driving on private or public driveways along Avenida del Yaqui until the Arizona Department of Transportation has approved that activity. It takes a certain amount of time for concrete to cure, which could take 2-3 weeks.

Vice Mayor Vital

- Saturday, February 26, 2022 – tax preparation assistance is available for seniors at the tribal building.
- Saturday, March 5, 2022 – community shredding event.
- Saturday, February 26, 2022 – vaccination clinic.
- Thanked staff for their work.



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Vice Mayor

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Mayor Molina

- o Thanked staff for their work.
- o Directed staff to add 'Reopening of the Mercado and Town facilities' to the March 10, 2022 Regular Council meeting agenda.
- o Thanked the community for their interest in the meeting.

J. ADJOURNMENT

Motion by Vice Mayor Vital to adjourn the Regular Council Meeting; second by Councilmember Cota. Motion passed unanimously on a voice vote 6-0.

The meeting was adjourned at 8:11 p.m.

Valerie Molina, Mayor

ATTEST:

Jeff Kulaga, Town Manager / Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the February 24, 2022, Town of Guadalupe, Town Council Regular Meeting. I further certify the meeting was duly called and held, and that a quorum was present.

Jeff Kulaga, Town Manager / Town Clerk



**REGISTRATION
OPENS
APRIL 1ST**

**ALL DAY SUMMER!
PROGRAM**



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Into Summer Fun

**Programa de verano
de todo el día**



**REGISTRATION
OPENS**

APRIL 1ST

ALL DAY **SUMMER!**
PROGRAM



Into Summer Fun

**Programa de verano
de todo el día**

**REGISTRATION
OPENS
APRIL 1ST**



ALL DAY **SUM**
MER!
PROGRAM **!**

**Programa de verano
de todo el día**



Into Summer Fun

BGCAZ.org/SummerFun



Into Summer Fun

ALL DAY SUMMER PROGRAM!

Programa de verano de todo el día

7AM – 6PM

Breakfast & Lunch Included
Online Registration - April 1

Desayuno y Almuerzo Incluidos
Registro en línea - 1 de abril



BOYS & GIRLS CLUBS
OF THE VALLEY

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@BGCArizona



ORDINANCE NO. O2022.02

AN ORDINANCE OF THE TOWN OF GUADALUPE, ARIZONA, AMENDING CHAPTER 154, ZONING, COMPOSITION OF DISTRICTS, SECTION 154.065 SINGLE-FAMILY RESIDENTIAL DISTRICTS: R-1-9 AND R-1-6(E)(1) AREA, HEIGHT, AND SETBACK REGULATIONS, BY INCREASING THE MAXIMUM BUILDING HEIGHT FOR THE R-1-6 ZONING DISTRICT FROM A MAXIMUM BUILDING HEIGHT OF 15' TO A MAXIMUM BUILDING HEIGHT OF 30'.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA:

§ 154.065 SINGLE-FAMILY RESIDENTIAL DISTRICTS: R-1-9 AND R-1-6.

(E) Area, height, and setback regulations.

Zoning District	Minimum lot area	Minimum lot width	Minimum lot depth	Minimum Yard Setbacks				Max. Bldg. Height
				Front	Side	Street side	Rear	
R-1-9	9,000 square feet	80'	100'	30'	10'	20'	10'	30'; accessory building
R-1-6	6,000 square feet	60'	90'	25'	7**	15'	10'	15' 30'

*For ease of access, 1 side shall be at least 10 feet in width. Churches and schools 35 feet on each side.

PASSED AND ADOPTED by the Mayor and Council of the Town of Guadalupe, Arizona, this 24 day of March 2022.

Valerie Molina, Mayor

ATTEST:

Jeff Kulaga, Town Manager / Clerk

APPROVED AS TO FORM:

David E. Ledyard, Esq.
FAITH, LEDYARD & FAITH, PLC
Town Attorney's

The composition of the districts listed above shall be as follows.

(A) *Intent.* The single-family residential districts are intended to provide for low density, detached housing in the R-1-9 district and medium density, detached housing in the R-1-6 District.

(B) *Permitted uses.*

- (1) One-family dwelling;
- (2) Agricultural, flower and vegetable gardening, nurseries, and greenhouses for the purpose of propagating and cultivating only, provided no business shall be carried on upon the premises and provided that no obnoxious fertilizers be stored and no obnoxious soil renovations shall be carried on upon the premise; and
- (3) Home occupation.

(C) *Permitted accessory uses.*

- (1) Uses of land or structures customarily incidental and subordinate to one of the permitted principal uses, unless otherwise excluded;
- (2) Temporary offices and/or construction sheds and appurtenant signs and storage incidental to a construction project, which buildings, signs, and storage shall be removed upon completion or abandonment of the construction work;
- (3) Private garage or carport;
- (4) Private swimming pools when enclosed with a non-climbable fence at least five feet in height;
- (5) Fences, not to exceed four feet in height in front or street side yards or seven feet in height in the side or rear yards; and
- (6) Sign, on-site as provided in §§ 154.140 through 154.148.

(D) *Conditional uses.* The following uses shall be permitted as conditional uses, subject to obtaining a conditional use permit.

- (1) Public utility facilities to serve the immediate area, but not including any office facilities or maintenance yards for public utility use;
- (2) Publicly owned buildings and facilities, including libraries, police and fire stations, and other community and recreational buildings, including public schools;
- (3) Churches, accessory church facilities, and parochial schools;
- (4) Private recreational areas and facilities; and
- (5) One mobile home per lot.

(E) *Area, height, and setback regulations.*

- (1) The following requirements shall be observed for residential uses in the R-1-9 and R-1-6 zoning districts.

Zoning District	Min. Lot Area	Min. Lot Width	Min. Lot Depth	Minimum Yard Setbacks				Max. Bldg. Height
				Front	Side	Street Side	Rear	
R-1-9	9,000 square feet	80'	100'	30'	10'	20'	10'	30'; accessory building
R-1-6	6,000 square	60'	90'	25'	7'*	15'	10'	15'

*for ease of access, 1 side shall be at least 10 feet in width. Churches and schools 35 feet on each side.

(2) The minimum provisions listed above of width and area shall not apply to any lot of less than said width and area existing and of record in the office of the County Recorder before the effective date of this section, provided the owner thereof owns no adjoining land.

- (3) For planned area developments, the density per gross acre shall not exceed 4.85 dwelling unit per acre for R-1-6.

(F) *Off-street parking.* There shall be two parking spaces per dwelling unit and as provided in §§154.120 through 154.125.

§ 154.066 TWO-FAMILY R-2 DISTRICT AND MULTI-FAMILY R-3 AND R-4 DISTRICTS.

(A) *Intent.* The two-family and multi-family districts are intended to provide for a variety of lifestyles and residential densities. The R-2 District is intended to provide for medium density, one-family and two-family dwellings. The R-3 District is intended for medium density, multi-family dwellings. The R-4 District is intended for higher density, multi-family.

(B) *Permitted uses.*

- (1) Any use permitted in the R-1-6 and R-1-9 Districts;
- (2) Two-family dwellings (duplex);
- (3) Boarding houses; and
- (4) In the R-3 and R-4 Districts, multiple dwellings, including cooperative apartment houses, condominium dwellings, and row dwellings consisting of not more than six units in a continuous row.

(C) *Permitted accessory uses.*

- (1) Accessory uses permitted in and as limited in the R-1-9 and R-1-6 Districts; and
- (2) Signs, on-site, as provided in §§ 154.140 through 154.148.

(D) *Conditional uses.* The following uses shall be permitted as conditional uses, subject to obtaining a conditional use permit:

- (1) Medical clinics; and
- (2) Conditional uses permitted in and as limited in the R-1-9 and R-1-6 Districts.

(E) *Area, height, setback regulations.*

- (1) The following requirements shall be observed for permitted uses in the R-2, R-3, and R-4 Zoning Districts:

Zoning District	Min. Lot Area Per D.U. First 2 D.U.	Min. Lot Area Per D.U. Add'l D.U.	Min. Lot Width	Minimum Yard Setbacks				Max Bldg. Hgt.
				Frnt.	Side	Street Side	Street Rear	
R-2	5,000 sq. ft.		75'	25'	7'*	20'	20'	30'
R-3	5,000 sq. ft.	2,500 sq. ft.	100'	20'	7'*	15'	15'	30'
R-4	5,000 sq. ft.	1,250 sq. ft.	100'	20'	7'*	15'	15'	30'

*for ease of access, 1 side shall be at least 10 feet in width. Churches and schools 35 feet on each side.

The minimum provisions listed above shall not apply to any lot of smaller size already of record in the office of the County Recorder of Maricopa County, Arizona, before the effective date of this chapter.

- (2) The following requirements shall be observed for residential uses in the R-1-9 and R-1-6 zoning districts.

Zoning District	Minimum Yard Setbacks				Max-Height
	Front	Side	Street Side	Rear	
R-1-9	30'	10'	20'	10'	30'
R-1-6	25'	7'	15'	10'	30'

The minimum provisions listed above shall not apply to any lot of smaller size already of record in the office of the County Recorder of Maricopa County, Arizona, before the effective date of this chapter.

(F) *Off-street parking.* For two-family and multi-family dwellings, there shall be at least one space for each efficiency apartment, one and one-half spaces for each one and two bedroom dwelling unit, and two spaces for each dwelling unit containing more than two bedrooms as provided in §§ 154.120 through 154.125.

TOWN OF GUADALUPE
 9241 SOUTH AVENIDA DEL YAQUI
 GUADALUPE, ARIZONA 85283

THE FOLLOWING IS CHECKLIST OF INFORMATION / DOCUMENTS REQUIRED IN APPLYING FOR A VARIANCE, CONDITIONAL USE, OR CHANGE OF ZONE:

Documents for a variance needed to be submitted to the Town Clerk in its final form twenty (25) WORKING days prior to the scheduled Council meeting to comply with the Town Ordinance of a fifteen (15) day posting requirement. Contact the Town Clerk AT 480-730-3080 for the exact dates of the Council meetings which is held the second and fourth Thursday of the Month.

Per Article 1, Part III, Item G of the Town Zoning Code, ten (10) sets of the below re to be provided to the Town Clerk with a the appropriate filing fee:

- o A completed *Application* needs to be submitted.
- o A *Vicinity Ownership Map* needs to be provided showing all parcels within a 150' radius.
- o A typed *Ownership list* is to be submitted container the related parcel number, complete names and mailing addresses of all parcel owners within a 150' radius of the property
- o *Mailing Labels* for the Ownership List(s) is to be submitted.
- o A *Plot Plan* needs to be submitted showing all relevant information – existing and proposed set-backs.
- o A separately typed *Legal Description* is to be provided. If the description is a metes and bounds it is to be prepared by a registered engineer or licensed land surveyor.
- o A *Letter of Explanation* is to submitted.
- o *Costs for Publication of the Legal Notices* are to be paid for by the applicant.

FBES	Zoning Code	Article 1	Part III	Section G. 2.	Fees
Appeals of Administrative Decisions					\$ 25.00
Variances					
Single-family residential					25.00
All Other					50.00
Conditional Use Permits					
Mobile Homes					25.00
All Other					50.00
Amendments to the Zoning Map For:					
Single-family Residential					100.00
Multi-family Residential, Commercial Districts					200.00 + \$20acre over 1 acre to a max of \$700

ZONING ORDINANCE VARIANCE PROCEDURES

EXCERPT FROM TOWN ZONING CODE, PART III – PROCEDURES, ITEM “B” VARIANCES:

Application for a variance of zoning regulations shall be filed upon a form provided and shall be accompanied by plans and description sufficient to indicate the nature of the variance involved.

A variance from the provisions for this Ordinance shall not be authorized unless the Town Council shall find upon sufficient evidence:

- a. That there are special circumstances or conditions applying to the property, including its size, shape, topography, location, or surroundings, the strict application of this Ordinance will deprive such property of privileges enjoyed by other properties in the same district; and
- b. That such special circumstances were not created by the owner or applicant; and
- c. That the authorizing of the application will not be materially detrimental to persons residing or working in the vicinity not constitute the granting of special privileges inconsistent with the limitations of adjacent property, the neighborhood or the public welfare in general.

The Council shall prescribe such conditions as the Council may deem necessary in order to fully carry out the provisions and intent of this Ordinance. Such conditions may include, among other things, a limitation of the time for which such variance shall be valid. Violation of any such conditions shall be a violation of this Ordinance and such violation shall render the variance null and void.

From the time of filing the application until the time of such hearing, the application and all maps, plans and other accompanying data shall be available for public inspection during office hours at the office of the Town Manager.

Upon receipt in proper form any such application, the Council shall proceed to hold a public hearing upon said application not more than thirty (30) days nor less than fifteen (15) days after such filing, at which time all persons shall be given an opportunity to be heard.

Any persons aggrieved by a decision of the Council after hearing an application made by any taxpayer or municipal officer, may petition for a writ of certiorari to review the Council's decision pursuant to A.R.S. Section 9-465 (1956) as amended.

TOWN OF GUADALUPE
9241 SOUTH AVENIDA DEL YAQUI
GUADALUPE, ARIZONA 85283
480-730-3080

CASE NO. _____

APPLICATION FOR:

- Variance
- Conditional Use
- Zoning Change

Zoning District: _____

Fee: _____

Receipt #: _____

THE REASON FOR THE REQUEST IS : _____

THE SUBJECT PROPERTY IS LEGALLY DESCRIBED AS : _____

Parcel _____

AND ITS GENERAL LOCATION IS: N S E W SIDE OF CALLE _____
FEET N S E W OF CALLE _____ AND _____ FEET
BY _____ FEET TOTALING _____ SQ. FEET.

IF REQUESTING REZONING, INDICATE CHANGE : FROM _____ TO _____

APPLICANT : _____ PHONE NO : _____

ADDRESS : _____

PROPERTY OWNER : _____ PHONE NO _____

ADDRESS : _____

APPLICANT'S SIGNATURE _____ Date _____

*OWNER'S SIGNATURE _____ Date _____

*The property owner must sign above or submit a letter by owner authorizing the applicant to make the request.

Office Use Only:

PROCESSED BY : _____ DATE PROCESSED: _____

DATE OF COUNCIL MEETING: _____ APPROVED DISSAPPROVED

COMMENTS : _____

Town of Guadalupe, Az
ZONING INFORMATION
 Contact # 480-505-5380

Commercial Zoning Districts:

Zoning District	MINIMUM Yard Setbacks				Maximum Ht.
	Frnt.	Side.	Street Side	Rear	
C-1	25'	12'	15'	15'	30'
C-2	20'	12'	15'	15'	30'
C-Mix	30'	20'	30'	30'	40'

Residential Zoning Districts:

Zoning District	Minimum Yard Setbacks				Maximum Ht.
	Frnt.	Side.	Street Side	Rear	
R -1-9	30'	10'	20'	10'	30'
R-1-6	25'	7'	15'	10'	30'
R-2	25'	7'	20'	20'	30'
R-3	20'	7'	15'	15'	30'
R-4	20'	7'	15'	15'	30'



**TOWN OF GUADALUPE
NOTICE OF PUBLIC HEARING
ZONING CODE AMENDMENT – ORDINANCE NO. O2022.02**

The Guadalupe Town Council shall hold a public hearing on Thursday, March 24, 2022, at 6:00 p.m. at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Museum Room, Guadalupe, Arizona, to consider amending the Town of Guadalupe Zoning Code to increase the maximum building height in the R-1-6 Single-Family Zoning District from a maximum building height of 15' to a maximum building height of 30'.

§ 154.065 SINGLE-FAMILY RESIDENTIAL DISTRICTS: R-1-9 AND R-1-6.

Zoning District	Minimum lot area	Minimum lot width	Minimum lot depth	Minimum Yard Setbacks				Max. Bldg. Height
				Front	Side	Street side	Rear	
R-1-9	9,000 square feet	80'	100'	30'	10'	20'	10'	30'; accessory building
R-1-6	6,000 square feet	60'	90'	25'	7'*	15'	10'	15'- 30'

*For ease of access, 1 side shall be at least 10 feet in width. Churches and schools 35 feet on each side.

Written comments or objections may be filed at the Guadalupe Town Hall prior to, or at the hearing. Copies of the application and zoning requirements are available at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Guadalupe, AZ 85283.

Publish: March 11, 2022



REVISED

Proposed 2022 Revenue Sharing / Gaming Grant Requests

2022 Total Requested Amount: \$963,000

16 request

5 Entities:

- **Ak-Chin Indian Community**
- **Fort McDowell Yavapai Nation**
- **Gila River Indian Community**
- **Pascua Yaqui Tribe**
- **Tohono O'odham Nation**



Proposed 2022 Revenue Sharing / Gaming Grant Requests

Ak-Chin	2022	Requests
\$72,000	FD	Portable radio replacement
\$40,000	CAP	CAP family rental & utility assistance
\$15,000	PW	PW - roof replacement for barricade storage/street signs
\$70,000	SC	Senior Center renovation - flooring replacement
\$197,000.0	TOTAL	
Fort McDowell	2022	Requests
\$20,000	FD	Fire station roof repair
\$31,000	Events	Cultural heritage events programming
\$51,000	TOTAL	
Gila River Indian	2022	Requests
\$50,000	FD	Cardiac care - Fire Dept./public access cardiac AEDs and equipment
\$62,000	CAP	CAP food rescue & home delivery support
\$40,000	PW	PW - two dump trucks (used) \$20 k each
\$152,000	TOTAL	



Proposed 2022 Revenue Sharing / Gaming Grant Requests

Pascua Yaqui Tribe	2022	Requests
\$120,000	FD	Fire station repairs
\$225,000	Parks	Biehn Park restrooms, ballpark, playground renovations
\$25,000	Cem	Cemetery flagpoles, ramada, gates
\$50,000	PW	PW - neighborhood cleanup events
\$420,000	TOTAL	
Tohono O'odham	2022	Requests
\$95,000	FD	Command/community service vehicle
\$28,000	CAP	CAP holiday family meals: Thanksgiving & Christmas
\$20,000	PW	PW - maintenance yard restroom renovation
\$143,000.0	TOTAL	
\$963,000.0	TOTAL	2022 Requests



Proposed 2022 Revenue Sharing / Gaming Grant Requests

Four year: 2018 – 2021: Town of Guadalupe awarded grants: \$972,500.

2018:

- Senior Center Roof repairs: \$80K
- CAP Family Assistance Resources: \$80K,
- Public Safety Event Services: \$37K,
- Public Works Replacement Utility Trucks: \$15K,
- Fire Truck payment: \$62.5K.

2019:

- Firefighter Turnout Gear: \$63K,
- Community Economic Assistance Programs: \$70K,
- Cultural Heritage Events Programming: \$31K.
- Public Safety Event Services: \$55K,

2020:

- Firefighter Active Shooter Training & Protective Equipment: \$70K,
- CAP Family Assistance Resources: \$25K,
- Public Safety Event Services: \$25K,

2021:

- Firefighter SCBA Protective Equipment: \$100K
- **CAP Family Rental and Utility Assistance Resources: \$60K**
- Public Safety Event Services: \$55K,
- Senior Center Patio and Craft room Renovation: \$80K



REVISED

Revenue Sharing / Gaming Grant Four Year Summary

GRANT	AWARDS				4 Year	4 year
	2018	2019	2020	2021	TOTAL	% Req
Business Dev.	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	0%
CAP	\$80.0	\$70.0	\$25.0	\$60.0	\$235.0	24%
Capital	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0	0%
Events	\$37.0	\$90.0	\$25.0	\$55.0	\$207.0	21%
Fire Dept.	\$62.5	\$63.0	\$70.0	\$100.0	\$295.5	30%
Public Works	\$15.0	\$0.0	\$0.0	\$60.0	\$75.0	8%
Senior Center	\$80.0	\$0.0	\$0.0	\$80.0	\$160.0	16%
Total	\$274.5	\$223.0	\$120.0	\$355.0	\$972.5	100%
AWARDS	\$274.5	\$223.0	\$180.0	\$295.0	\$972.5	29%
REQUEST	\$752.5	\$1,485.1	\$345.0	\$751.0	\$3,333.6	



REVISED

Four-year analysis & Thank you.

	Request	Approved	Deny	%
AK-CHIN				
2018	\$145	\$80	\$65	
2019	\$234	\$63	\$171	
2020	\$110	\$70	\$70	
2021	\$130	\$100	\$30	
	\$619	\$313	\$336	50.56%

	Request	Approved	Deny	%
Fort McDowell				
2018	\$140	\$0	\$140	
2019	\$150	\$0	\$150	
2020	\$60	\$0	\$60	
2021	\$155	\$0	\$155	
	\$505	\$0	\$505	0.00%

	Request	Approved	Deny	%
Gila River				
2018	\$80	\$0	\$80	
2019	\$253	\$101	\$152	
2020	\$25	\$25	\$0	
2021	\$151	\$60	\$91	
	\$509	\$186	\$323	36.54%

	Request	Approved	Deny	%
Pascua Yaqui				
2018	\$265	\$132	\$133	
2019	\$515	\$55	\$460	
2020	\$65	\$25	\$40	
2021	\$230	\$115	\$115	
	\$1,075	\$327	\$748	30.42%

	Request	Approved	Deny	%
Tohono O'odham				
2018	\$123	\$66	\$60	
2019	\$333	\$0	\$333	
2020	\$25	\$0	\$25	
2021	\$145	\$80	\$65	
	\$626	\$146	\$483	23.26%

TOTAL	\$3,334	\$972	\$2,395	29.14%
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Proposed 2022 Revenue Sharing / Gaming Grant Requests

Total Requested Amount: \$963,000

16 request

5 Entities:

- **Ak-Chin Indian Community**
- **Fort McDowell Yavapai Nation**
- **Gila River Indian Community**
- **Pascua Yaqui Tribe**
- **Tohono O'odham Nation**

RESOLUTION NO. R2022.10

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA, AUTHORIZING THE SUBMITTAL OF AN APPLICATION FOR A GRANT FROM THE AK-CHIN INDIAN COMMUNITY FOR FIRE DEPARTMENT PORTABLE RADIO REPLACEMENT, COMMUNITY ACTION PROGRAM RENTAL & UTILITY ASSISTANCE, PUBLIC WORKS MAINTENANCE YARD ROOF REPLACEMENT, AND SENIOR CENTER FLOORING REPLACEMENT.

WHEREAS, the Congress of the United States has enacted into law the Indian Gaming Regulatory act, Public Law 100-497, 25 U.S.C. §2701-2721 and 18 U.S.C. §1166-1168 (the "Act") which requires a tribal state compact in order to conduct Class 111 gaming activities on the Indian lands of a tribe; and

WHEREAS, the Ak-Chin Indian Community has entered into a gaming contract with the State of Arizona and said compact requires that the Ak-Chin Indian Community contributes to Arizona communities for governmental services that benefit the general public such as public safety, mitigation of the impacts of gaming, etc., or promotion of commerce and economic development; and

WHEREAS, the Town of Guadalupe, Arizona, has a substantial population of Native Americans and other minorities and is in need of financial assistance for Fire Department portable radio replacement, Community Action Program utility assistance, Public Works maintenance yard roof replacement, and Senior Center flooring replacement; and

WHEREAS, the following needs have been identified:

Fire Department portable radio replacement:	\$72,000
Community Action Program rental & utility assistance:	\$40,000
Public Works maintenance yard roof replacement:	\$15,000
Senior Center flooring replacement:	\$70,000

WHEREAS, these needs have been identified as most pressing; and, that any grant monies received from the Ak-Chin Indian Community would be restricted to these needs; and

WHEREAS, it would be appropriate for Town staff to submit a grant funding request to the Ak-Chin Indian Community in the sum of \$197,000 for the aforementioned needs.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA AS FOLLOWS:

Town staff is directed to submit an application for grant funds in the sum of \$197,000 to the Ak-Chin Indian Community; and, that said funds shall be restricted to the needs set forth in this resolution.

DATED, this 24th day of March, 2022.

Valerie Molina, Mayor

ATTEST:

APPROVED AS TO FORM:

Jeff Kulaga, Town Manager / Clerk

David E. Ledyard, Town Attorney
FAITH, LEDYARD & FAITH, PLC
Town Attorney's

RESOLUTION NO. R2022.11

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA, AUTHORIZING AN APPLICATION FOR A GRANT FROM THE FORT MCDOWELL YAVAPAI NATION FOR THE REPAIR OF THE FIRE STATION ROOF AND CULTURAL HERITAGE EVENTS PROGRAMMING.

WHEREAS, the Congress of the United States has enacted into law the Indian Gaming Regulatory act, Public Law 100-497, 25 U.S.C. §2701-2721 and 18 U.S.C. §1166-1168 (the "Act") which requires a tribal state compact in order to conduct Class 111 gaming activities on the Indian lands of a tribe; and

WHEREAS, the Fort McDowell Yavapai Nation has entered into a gaming contract with the State of Arizona and said compact requires that the Fort McDowell Yavapai Nation contributes to Arizona communities for governmental services that benefit the general public such as public safety, mitigation of the impacts of gaming, etc., or promotion of commerce and economic development; and

WHEREAS, the Town of Guadalupe, Arizona, has a substantial population of Native Americans and other minorities and is in need of financial assistance to repair the fire station roof and for cultural heritage events programming; and

WHEREAS, the following needs have been identified:

Fire station roof repair:	\$20,000
Cultural heritage events programming:	\$31,000

WHEREAS, these needs have been identified as most pressing; and, that any grant monies received from the Fort McDowell Yavapai Nation would be restricted to these needs; and

WHEREAS, it would be appropriate for Town staff to submit a grant funding request to the Fort McDowell Yavapai Nation in the sum of \$51,000 for the aforementioned needs.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA AS FOLLOWS:

Town staff is directed to submit an application for grant funds in the sum of \$51,000 to the Fort McDowell Yavapai Nation; and, that said funds shall be restricted to the needs set forth in this resolution.

DATED, this 24th day of March, 2022.

Valerie Molina, Mayor

ATTEST:

APPROVED AS TO FORM:

Jeff Kulaga, Town Manager / Clerk

David E. Ledyard, Town Attorney
FAITH, LEDYARD & FAITH, PLC
Town Attorney's

RESOLUTION NO. R2022.12

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA, AUTHORIZING AN APPLICATION FOR A GRANT FROM THE GILA RIVER INDIAN COMMUNITY TO FUND PUBLIC ACCESS CARDIAC AEDS AND EQUIPMENT FOR THE GUADALUPE FIRE DEPARTMENT, COMMUNITY ACTION PROGRAM FOOD RESCUE & HOME DELIVERY SUPPORT, AND TWO DUMP TRUCKS FOR PUBLIC WORKS.

WHEREAS, the Congress of the United States has enacted into law the Indian Gaming Regulatory act, Public Law 100-497, 25 U.S.C. §2701-2721 and 18 U.S.C. §1166-1168 (the "Act") which requires a tribal state compact in order to conduct Class 111 gaming activities on the Indian lands of a tribe; and

WHEREAS, the Gila River Indian Community has entered into a gaming contract with the State of Arizona and said compact requires that the Gila River Indian Community contributes to Arizona communities for governmental services that benefit the general public such as public safety, mitigation of the impacts of gaming, etc., or promotion of commerce and economic development; and

WHEREAS, the Town of Guadalupe, Arizona, has a substantial population of Native Americans and other minorities and is in need of assistance to fund Fire Department public access cardiac AEDs and equipment, Community Action Program food rescue and home delivery support, and for the purchase of two dump trucks for Public Works; and

WHEREAS, the following needs have been identified:

Fire Department public access cardiac AEDs and equipment:	\$50,000
Community Action Program food rescue & home delivery support:	\$62,000
Public Works purchase of two dump trucks:	\$40,000

WHEREAS, these needs have been identified as most pressing; and, that any grant monies received from the Gila River Indian Community would be restricted to these needs; and

WHEREAS, it would be appropriate for Town staff to submit a grant funding request to the Gila River Indian Community in the sum of \$152,000 for the aforementioned needs.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA AS FOLLOWS:

Town staff is directed to submit an application for grant funds in the sum of \$152,000 to the Gila River Indian Community; and, that said funds shall be restricted to the needs set forth in this resolution.

DATED, this 24th day of March, 2022.

Valerie Molina, Mayor

ATTEST:

APPROVED AS TO FORM:

Jeff Kulaga, Town Manager / Clerk

David E. Ledyard, Town Attorney
FAITH, LEDYARD & FAITH, PLC
Town Attorney's

RESOLUTION NO. R2022.13

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA, AUTHORIZING THE SUBMITTAL OF AN APPLICATION FOR A GRANT FROM THE PASCUA YAQUI TRIBE TO FUND THE RENOVATION OF THE GUADALUPE FIRE STATION TRUCK BAY FLOORING, DOORS, AND ROOF; RENOVATION OF BIEHN PARK RESTROOMS, BALLPARK, AND PLAYGROUND; INSTALLATION OF FLAGPOLES, RENOVATION OF A RAMADA, AND REPLACEMENT OF GATES AT THE GUADALUPE CEMETERY; AND, NEIGHBORHOOD CLEAN UP EVENTS FOR PUBLIC WORKS.

WHEREAS, the Congress of the United States has enacted into law the Indian Gaming Regulatory act, Public Law 100-497, 25 U.S.C. §2701-2721 and 18 U.S.C. §1166-1168 (the "Act") which requires a tribal state compact in order to conduct Class 111 gaming activities on the Indian lands of a tribe; and

WHEREAS, the Pascua Yaqui Tribe has entered into a gaming contract with the State of Arizona and said compact requires that the Pascua Yaqui Tribe contributes to Arizona communities for governmental services that benefit the general public such as public safety, mitigation of the impacts of gaming, etc., or promotion of commerce and economic development; and

WHEREAS, the Town of Guadalupe, Arizona, has a substantial population of Native Americans and other minorities and is in need of funding assistance to fund Fire Station truck bay renovations to flooring, doors and roof; renovations to Biehn Park restrooms, ballpark, and playground; installation of flagpoles at the Guadalupe cemetery, renovation of ramada, and replacement of cemetery gates; and, neighborhood clean-up events for Public Works; and

WHEREAS, the following needs have been identified:

Fire Station renovation of truck bays flooring, doors, and roof:	\$120,000
Biehn Park restroom, ballpark, and playground renovations:	\$225,000
Installation of flagpoles, renovation of ramada, and replacement of gates at Cemetery:	\$25,000
Neighborhood clean-up events for Public Works:	\$50,000

WHEREAS, these needs have been identified as most pressing; and, that any grant monies received from the Pascua Yaqui Tribe would be restricted to these needs; and

WHEREAS, it would be appropriate for Town staff to submit a grant funding request to the Pascua Yaqui Tribe in the sum of \$420,000 for the aforementioned needs.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA AS FOLLOWS:

Town staff is directed to submit an application for grant funds in the sum of \$420,000 to the Pascua Yaqui Tribe; and, that said funds shall be restricted to the needs set forth in this resolution.

DATED, this 24th day of March, 2022.

Valerie Molina, Mayor

ATTEST:

APPROVED AS TO FORM:

Jeff Kulaga, Town Manager / Clerk

David E. Ledyard, Town Attorney
FAITH, LEDYARD & FAITH, PLC
Town Attorney's

RESOLUTION NO. R2022.14

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, MARICOPA COUNTY, ARIZONA, AUTHORIZING THE SUBMITTAL OF AN APPLICATION FOR A GRANT FROM THE TOHONO O'ODHAM NATION FOR FINANCIAL ASSISTANCE FOR THE PURCHASE OF A FIRE DEPARTMENT COMMAND/COMMUNITY SERVICE VEHICLE, COMMUNITY ACTION PROGRAM HOLIDAY FAMILY MEALS (THANKSGIVING/CHRISTMAS), AND FOR THE PUBLIC WORKS MAINTENANCE YARD RESTROOM RENOVATION.

WHEREAS, the Congress of the United States has enacted into law the Indian Gaming Regulatory act, Public Law 100-497, 25 U.S.C. §2701-2721 and 18 U.S.C. §1166-1168 (the "Act") which requires a tribal state compact in order to conduct Class 111 gaming activities on the Indian lands of a tribe; and

WHEREAS, the Tohono O'odham Nation has entered into a gaming contract with the State of Arizona and said compact requires that the Tohono O'odham Nation contributes to Arizona communities for governmental services that benefit the general public such as public safety, mitigation of the impacts of gaming, etc., or promotion of commerce and economic development; and

WHEREAS, the Town of Guadalupe, Arizona, has a substantial population of Native Americans and other minorities and is in need of financial assistance for the purchase of a Fire Department command/community service vehicle, Community Action Program holiday family meals (Thanksgiving/Christmas), and for the Public Works maintenance yard restroom renovation; and

WHEREAS, the following need has been identified:

Fire Department command/community service vehicle:	\$95,000
Community Action Program holiday family meals (Thanksgiving/Christmas):	\$28,000
Public Works maintenance yard restroom renovation:	\$20,000

WHEREAS, these needs have been identified as most pressing; and, that any grant monies received from the Tohono O'odham Nation would be restricted to these needs; and

WHEREAS, it would be appropriate for the Town staff to submit a grant funding request to the Tohono O'odham Nation in the sum of \$143,000 for the aforementioned needs.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA AS FOLLOWS:

Town staff is directed to submit an application for grant funds in the sum of \$143,000 to the Tohono O'odham Nation; and, that said funds shall be restricted to the needs set forth in this resolution.

DATED, this 24th day of March, 2022.

Valerie Molina, Mayor

APPROVED AS TO FORM:

ATTEST:

Jeff Kulaga, Town Manager / Clerk

David E. Ledyard, Town Attorney
FAITH, LEDYARD & FAITH, PLC
Town Attorney's

RESOLUTION NO. R2022.15

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA, AMENDING THE PERSONNEL RULES, POLICIES & PROCEDURES MANUAL BY REVISING WHEN THE TOWN EMPLOYEE PAID HOLIDAY HONORING CESAR CHAVEZ OCCURS.

WHEREAS, the Town Council is authorized and directed under the provisions of Ordinance No. 8 to adopt rules and regulations for the administration of the personnel system; and

WHEREAS, the objective of these rules is to facilitate efficient and economical services to the public and to provide for a fair and equitable system of personnel management in municipal government; and

WHEREAS, the current Town employee paid holiday for Cesar Chavez Day falls on the third Monday of April, per Resolution 94-05, as adopted by the Town Council on April 14, 1994, which at times conflicts with the Monday following Easter (Easter Monday) as an employee paid holiday; and

WHEREAS, Town Hall is closed for business on all Town employee paid holidays;

WHEREAS, scheduling conflicts can be avoided if the Town’s Cesar Chavez holiday is scheduled as follows: should Cesar Chavez Day fall on the recognized Town holiday of Easter Monday (the Monday following Easter), Cesar Chavez Day will be recognized on the Friday following Easter Monday.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF GUADALUPE, ARIZONA AS FOLLOWS:

To amend the Town of Guadalupe Personnel Rules, Policies & Procedures Manual related to the Town employee paid holiday, Cesar Chavez Day, to be scheduled as follows: should Cesar Chavez Day fall on the recognized holiday of Easter Monday (the Monday following Easter), Cesar Chavez Day will be recognized on the Friday following Easter Monday. Town Hall will be closed for business on the weekday that Cesar Chavez Day is recognized in the Town of Guadalupe.

DATED, this 24th day of March, 2022.

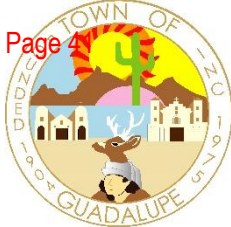
Valerie Molina, Mayor

ATTEST:

APPROVED AS TO FORM:

Jeff Kulaga, Town Manager / Clerk

David E. Ledyard, Esq.
FAITH, LEDYARD & FAITH, PLC
Town Attorney’s



PLANNING & ZONING APPLICATION FOR: VARIANCE, CONDITIONAL USE OR ZONING CHANGE

1. Please complete this application and attach all required items as outlined.
2. Once submitted, please allow a minimum of two weeks for staff to review and determine whether submittal is complete or additional information/material is needed.
3. Once application is determined complete and acceptable, staff will schedule a public hearing.
4. Complete/accepted application must be submitted to the Town Clerk in final form no less than 30 days prior to scheduled Town council meeting. **Applicant must attend all public hearings/meetings.**

GENERAL INFORMATION:

Project name: _____
 Existing use of property: _____
 Proposed use of property: _____
 Existing zoning: _____ Requested zoning (if applicable): _____

PROPERTY INFORMATION:

Address: _____
 Legal Description*: Section _____ Township _____ Range _____
 Maricopa County Assessor's Parcel Number (APN)*: _____
 Subdivision Name & Lot # (if applicable/available) _____

*Available at: <https://mcassessor.maricopa.gov/>

APPLICANT INFORMATION:

Name: _____
 Mailing Address: _____
 Contact phone #: _____ Email: _____
 Status (owner, agent, lessee, etc): _____

APPLICATION MUST INCLUDE THE FOLLOWING (per Town Code 154.036):

- Filing fee(s) (as outlined on page 2) – *attach*
- Legal description – *attach*
- Letter of explanation – *complete page 3*
- Plot plan – *attach*
- Site plan (drawn to scale, showing what is planned for the property, including lot dimensions, existing and proposed buildings, etc.) – *attach*
- Vicinity map of property owners within 150' of property – *attach*
- Mailing labels (Name/Address) for property owners within 150' of property – *attach*
- Proof of property ownership

TYPE OF REQUEST:

_____ CONDITIONAL USE PERMIT

_____ VARIANCE FOR (CHECK ALL THAT APPLY):

_____ Lot width

_____ Lot depth

_____ Building height

_____ Front setback

_____ Rear setback

_____ Sideyard setback

_____ ZONING CHANGE – AMENDMENT TO THE ZONING MAP FOR:

_____ Single-family Residential

_____ Multi-family Residential, Commercial, or Industrial Districts

_____ Planned Area Development

PROPERTY OWNER: *(If different from Applicant, complete the Property Owner Authorization statement below. Property owner’s signature must be notarized. For more than one owner, attach a separate sheet with notarized signatures, names and addresses.)*

Name: _____

Mailing Address: _____

Phone #: _____ Email: _____

PROPERTY OWNER AUTHORIZATION:

I hereby authorize _____ to file this application and act on my behalf in regard to this application.

(Signature) (Date)

Notary (Rezoning Applications Only)

The State of _____ County of _____
 Subscribed, sworn to and acknowledged before me by _____, the principal,
 and subscribed and sworn to me by _____, the witness, this _____ day of
 _____ (month), _____ (year).

(signed) _____

(Notary Public)

LETTER OF EXPLANATION:

Briefly describe the nature and intent of the proposed development and reasons justifying the request. Include references to effects on surrounding neighborhoods and the town at large.

FEE SCHEDULE:

Type of Application	Fee	Calculate Fees
Appeals of administrative decisions	\$25	
Site plan review application	\$50	
Amendments to the Zoning Map for:		
Continued items, continued at the request of the applicant after the property has been posted and public hearing notices are mailed	\$25	
Multi-family residential, commercial and industrial districts	\$400	
Planned area development	\$400	
Single-family residential	\$100	
Site plan review application	\$50 + \$25/acre for each acre over one	
Conditional Use Permits		
Manufactured homes	\$50	
All other	\$50	
Variances		
Single-family residential	\$50	
All other	\$50	
	TOTAL	

APPLICANT SIGNATURE:

(Signature) (Date)

STAFF USE ONLY

Town of Guadalupe Review Process

Case# _____

Zoning District: _____

Date of Application: _____

Fee: _____

Accepted by: _____

Date Application Deemed Acceptable by Staff: _____

Date of Legal Advertisement: _____

Date(s) of Public Hearing(s): _____

Council Decision: _____

TOWN OF GUADALUPE
 9241 SOUTH AVENIDA DEL YAQUI
 GUADALUPE, ARIZONA 85283

THE FOLLOWING IS CHECKLIST OF INFORMATION / DOCUMENTS REQUIRED IN APPLYING FOR A VARIANCE, CONDITIONAL USE, OR CHANGE OF ZONE:

Documents for a variance needed to be submitted to the Town Clerk in its final form twenty (25) WORKING days prior to the scheduled Council meeting to comply with the Town Ordinance of a fifteen (15) day posting requirement. Contact the Town Clerk AT 480-730-3080 for the exact dates of the Council meetings which is held the second and fourth Thursday of the Month.

Per Article 1, Part III, Item G of the Town Zoning Code, ten (10) sets of the below re to be provided to the Town Clerk with a the appropriate filing fee:

- o A completed *Application* needs to be submitted.
- o A *Vicinity Ownership Map* needs to be provided showing all parcels within a 150' radius.
- o A typed *Ownership list* is to be submitted container the related parcel number, complete names and mailing addresses of all parcel owners within a 150' radius of the property
- o *Mailing Labels* for the Ownership List(s) is to be submitted.
- o A *Plot Plan* needs to be submitted showing all relevant information – existing and proposed set-backs.
- o A separately typed *Legal Description* is to be provided. If the description is a metes and bounds it is to be prepared by a registered engineer or licensed land surveyor.
- o A *Letter of Explanation* is to submitted.
- o *Costs for Publication of the Legal Notices* are to be paid for by the applicant.

FBES	Zoning Code	Article 1	Part III	Section G. 2.	Fees
Appeals of Administrative Decisions					\$ 25.00
Variances					
Single-family residential					25.00
All Other					50.00
Conditional Use Permits					
Mobile Homes					25.00
All Other					50.00
Amendments to the Zoning Map For:					
Single-family Residential					100.00
Multi-family Residential, Commercial Districts					200.00 + \$20acre over 1 acre to a max of \$700

ZONING ORDINANCE VARIANCE PROCEDURES

EXCERPT FROM TOWN ZONING CODE, PART III – PROCEDURES, ITEM “B” VARIANCES:

Application for a variance of zoning regulations shall be filed upon a form provided and shall be accompanied by plans and description sufficient to indicate the nature of the variance involved.

A variance from the provisions for this Ordinance shall not be authorized unless the Town Council shall find upon sufficient evidence:

- a. That there are special circumstances or conditions applying to the property, including its size, shape, topography, location, or surroundings, the strict application of this Ordinance will deprive such property of privileges enjoyed by other properties in the same district; and
- b. That such special circumstances were not created by the owner or applicant; and
- c. That the authorizing of the application will not be materially detrimental to persons residing or working in the vicinity not constitute the granting of special privileges inconsistent with the limitations of adjacent property, the neighborhood or the public welfare in general.

The Council shall prescribe such conditions as the Council may deem necessary in order to fully carry out the provisions and intent of this Ordinance. Such conditions may include, among other things, a limitation of the time for which such variance shall be valid. Violation of any such conditions shall be a violation of this Ordinance and such violation shall render the variance null and void.

From the time of filing the application until the time of such hearing, the application and all maps, plans and other accompanying data shall be available for public inspection during office hours at the office of the Town Manager.

Upon receipt in proper form any such application, the Council shall proceed to hold a public hearing upon said application not more than thirty (30) days nor less than fifteen (15) days after such filing, at which time all persons shall be given an opportunity to be heard.

Any persons aggrieved by a decision of the Council after hearing an application made by any taxpayer or municipal officer, may petition for a writ of certiorari to review the Council's decision pursuant to A.R.S. Section 9-465 (1956) as amended.

TOWN OF GUADALUPE
9241 SOUTH AVENIDA DEL YAQUI
GUADALUPE, ARIZONA 85283
480-730-3080

CASE NO. _____

APPLICATION FOR:

- Variance
- Conditional Use
- Zoning Change

Zoning District: _____

Fee: _____

Receipt #: _____

THE REASON FOR THE REQUEST IS : _____

THE SUBJECT PROPERTY IS LEGALLY DESCRIBED AS : _____

Parcel _____

AND ITS GENERAL LOCATION IS: N S E W SIDE OF CALLE _____
FEET N S E W OF CALLE _____ AND _____ FEET
BY _____ FEET TOTALING _____ SQ. FEET.

IF REQUESTING REZONING, INDICATE CHANGE : FROM _____ TO _____

APPLICANT : _____ PHONE NO : _____

ADDRESS : _____

PROPERTY OWNER : _____ PHONE NO _____

ADDRESS : _____

APPLICANT'S SIGNATURE _____ Date _____

*OWNER'S SIGNATURE _____ Date _____

*The property owner must sign above or submit a letter by owner authorizing the applicant to make the request.

Office Use Only:

PROCESSED BY : _____ DATE PROCESSED: _____

DATE OF COUNCIL MEETING: _____ APPROVED DISSAPPROVED

COMMENTS : _____

Town of Guadalupe, Az
ZONING INFORMATION
 Contact # 480-505-5380

Commercial Zoning Districts:

Zoning District	MINIMUM Yard Setbacks				Maximum Ht.
	Frnt.	Side.	Street Side	Rear	
C-1	25'	12'	15'	15'	30'
C-2	20'	12'	15'	15'	30'
C-Mix	30'	20'	30'	30'	40'

Residential Zoning Districts:

Zoning District	Minimum Yard Setbacks				Maximum Ht.
	Frnt.	Side.	Street Side	Rear	
R -1-9	30'	10'	20'	10'	30'
R-1-6	25'	7'	15'	10'	30'
R-2	25'	7'	20'	20'	30'
R-3	20'	7'	15'	15'	30'
R-4	20'	7'	15'	15'	30'