



## NOTICE OF REGULAR MEETING OF THE GUADALUPE TOWN COUNCIL

THURSDAY, AUGUST 22, 2019

6:00 P.M.

GUADALUPE TOWN HALL

9241 SOUTH AVENIDA DEL YAQUI, COUNCIL CHAMBERS

GUADALUPE, ARIZONA

Valerie Molina  
Mayor

Ricardo Vital  
Vice Mayor

Mary Bravo  
Councilmember

Anita Cota  
Councilmember

Gloria Cota  
Councilmember

Elvira Osuna  
Councilmember

Joe Sánchez  
Councilmember

Online agendas and results  
available at  
[www.guadalupeaz.org](http://www.guadalupeaz.org)

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

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Town of Guadalupe Council and to the general public that the Guadalupe Town Council will hold a meeting, open to the public, on Thursday, August 22, 2019, at 6:00 P.M., at Guadalupe Town Hall, 9241 South Avenida del Yaqui, Council Chambers, Guadalupe, Arizona.

### AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. INVOCATION/PLEDGE OF ALLEGIANCE
- D. APPROVAL OF MINUTES: None.
- 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. DOLLY PARTON IMAGINATION LIBRARY PRESENTATION: Council will receive a presentation from Sun Lakes Rotary Club representatives regarding its partnership in bringing the Dolly Parton Imagination Library Program to the Town of Guadalupe.
  2. BOARD OF ADJUSTMENT – CONDITIONAL USE PERMIT REQUEST, 5519 EAST CALLE SONORA: Hold a public hearing to consider the issuance of a Conditional Use Permit (#CU2019-03) to locate a 16 foot x 76 foot manufactured home at 5519 East Calle Sonora, Guadalupe, AZ 85283. The property is zoned R-2 Residential; and, the lot is currently vacant. Per Resolution 95-19, Conditional Use Permits will be issued only upon substantial justification and where the manufactured home is owner occupied. The Applicant is James Gardner. *Agenda items G2 & G3 are related.*
  3. BOARD OF ADJUSTMENT – CONDITIONAL USE PERMIT REQUEST, 5519 EAST CALLE SONORA: The Guadalupe Town Council, acting as the Town of Guadalupe Board of Adjustment, will consider the issuance of a Conditional Use Permit (#CU2019-03) to locate a 16 foot x 76 foot manufactured home at 5519 East Calle Sonora, Guadalupe, AZ 85283. The property is zoned R-2 Residential. Per Resolution 95-19, Conditional Use Permits will be issued only upon substantial justification and where the manufactured home is owner occupied. The Applicant is James Gardner. *Agenda items G2 & G3 are related.*
- H. TOWN MANAGERS' COMMENTS
- I. COUNCILMEMBERS' COMMENTS
- J. ADJOURNMENT



August 16, 2019

To: The Honorable Mayor and Town Council

From: Jeff Kulaga, Town Manager / Clerk

**RE: August 22, 2019 Town Council Regular Meeting Information Report**

The purpose of this report is to provide brief information regarding each of the meeting's agenda items.

**Agenda Items:**

**G1. Dolly Parton Imagination Library Presentation:** Council will receive a presentation from Sun Lakes Rotary Club representatives regarding its partnership in bringing the Dolly Parton Imagination Library Program to the Town of Guadalupe. Through this program, parents can sign up a child from new born to five years old to receive a new book in the mail monthly, that's up to 60 books per child. The Rotary Club, our CAP Offices, PYT, the Library and Arizona Neighborhood Transformation have partnered to launch this program in Guadalupe. This partnership led by the Rotary Club will promote the program during the fall events to Guadalupe families. (Pages 3-4)

**G2. Board of Adjustment Public Hearing – Conditional Use Permit request, 5519 East Calle Sonora:** This is a public hearing to consider the issuance of a Conditional Use Permit (#CU2019-03) to locate a manufactured home at 5519 East Calle Sonora, Guadalupe, AZ 85283. The property is zoned R-2 Residential; and the lot is currently vacant. Per Resolution 95-19, Conditional Use Permits will be issued only upon substantial justification and where the manufactured home is owner occupied. If approved, the owner of the property Mr. Francisco Soto Perez and family would reside at this address.

Resolution 95-19

A resolution of the mayor and town council of the town of Guadalupe, Maricopa county, Arizona, establishing town policy against manufactured housing units (mobile homes) having frontage on Avenida del Yaqui and Guadalupe road; and establishing a town policy requiring mobile homes in the remaining areas of the town to be owner-occupied for issuance of a conditional use permit.

The Applicant is James Gardner on behalf of Mr. Perez. Prior to the issuance of a certificate of occupancy, Town staff will inspect the premises to ensure it complies with applicable Town zoning and building codes. The property has been posted, notifying the public of the conditional use permit; a legal advertisement for this public hearing has been published in the newspaper; and, property owners within 150' of the subject address have also been notified of the conditional use permit. The applicant has paid all applicable fees associated with this request.

To date, no public comment has been received regarding this conditional use permit request.

*Agenda items G2 – G3 are related. (Pages 5-23)*

**G3. Board of Adjustment – Conditional Use Permit request, 8250 South Calle Sahuaro:**

The Conditional Use Permit (#CU2019-03) request is to locate a manufactured home at 5519 East Calle Sonora, Guadalupe, AZ 85283. The Applicant is James Gardner on behalf of Mr. Perez. The property is zoned R-2 Residential. Per Resolution 95-19, Conditional Use Permits will be issued only upon substantial justification and where the manufactured home is owner occupied. The Board of Adjustment also has the authority to add various stipulations to a Conditional Use Permit. *Agenda items G2 – G3 are related. (Pages 5-23)*

## Dear Friends and Neighbors...

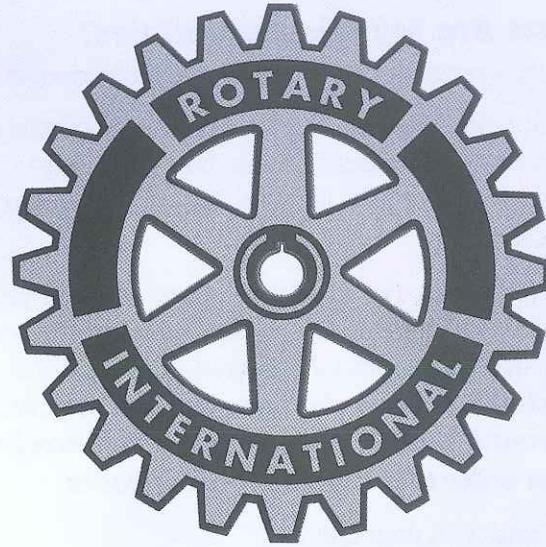
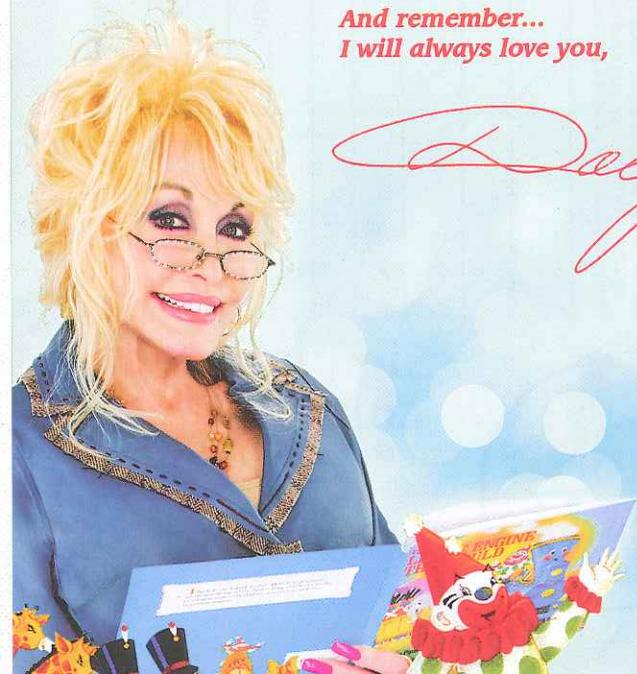
Growing up in the Smoky Mountains was a real blessing. There were some tough times, but most of our life was full of the kind of riches money can never buy. One of my most precious memories is sitting in my mother's lap and listening to her read me stories from the Bible. It felt so warm and cozy. My imagination soared to places far beyond our little cabin.

Those wonderful moments with my mother inspired me to create my Imagination Library. Thanks to **Sun Lakes Rotary Club**, all of the preschoolers in your community can now have their own Imagination Library. Just think, a book mailed to your child each month until their 5th birthday!

I hope these books inspire you to read to your child. There is nothing quite like the sparkle in a child's eye when animals come alive and clowns dance on the page.

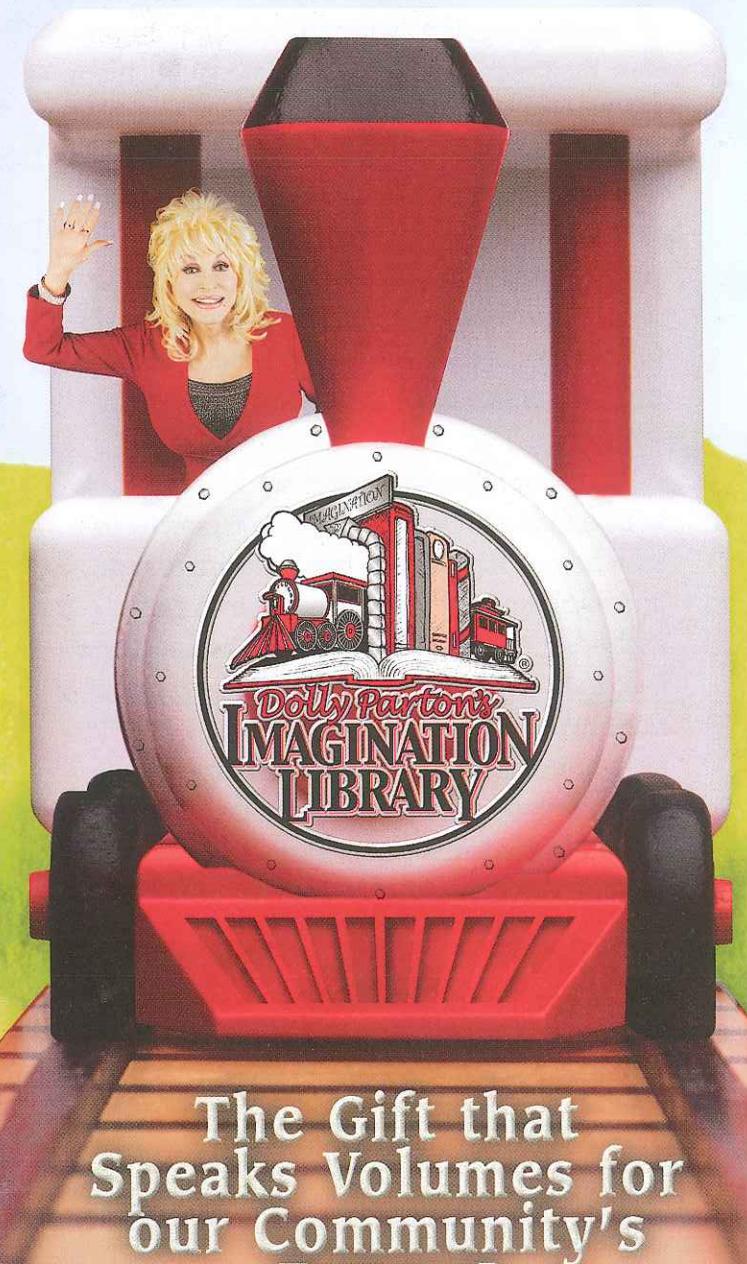
I hope you'll encourage your children to keep dreaming and to dream big. If my Imagination Library helps turn the dreams of a child into the promise of a bright future, then one of my biggest dreams will come true.

*And remember...  
I will always love you,*



# Sun Lakes Rotary Club

## PRESENTS



Sign up your child today!



The Gift that  
Speaks Volumes for  
our Community's

# What Is Dolly Parton's Imagination Library?

**Dolly Parton's Imagination Library is...FREE!**

**I**t sounds almost too simple to be true, but by reading regularly with your children during their preschool years, you are giving them the biggest boost toward a successful education they will ever get.

**Dolly Parton's Imagination Library** will help you read with your child. There are many reasons parents do not read to their child, but we can eliminate one of them. Every child will have books of their very own, **at no cost to you**, thanks to **Sun Lakes Rotary Club** and Dolly Parton.

Each month a new, carefully selected book will be mailed in your child's name directly to your home. He/she can look forward to new and exciting reading adventures from Dolly Parton's Imagination Library until he/she turns five years old as long as you remain a resident of **the town of Guadalupe, AZ**. Should the child move outside **the town of Guadalupe, AZ**, he/she automatically exits the program.

**Dolly Parton's Imagination Library is a FREE GIFT to our children! All you have to do is read to your children.**

## Who Is Eligible?

**Preschool children** (birth until their fifth birthday) **of the town of Guadalupe, AZ.**

## What Are My Responsibilities?

1. Be a resident of **the town of Guadalupe, AZ.**
2. Submit an official registration form, completely filled out by parent or guardian (form must be approved and on file with **Sun Lakes Rotary Club**).
3. Notify **Sun Lakes Rotary Club** any time your address changes. Books are mailed to the address listed on the official registration form. **If the child's address changes, you must contact your friends at the address on this brochure in order to continue receiving books.**
4. Read with your child.

## When Will I Receive Books?

Eight to ten weeks after your registration form has been received, books will begin arriving at your home and will continue until your child turns five or you move out of **the town of Guadalupe, AZ.**

## How Can I Help?

Do you know a preschool child in **the town of Guadalupe, AZ** who is not receiving Dolly Parton's Imagination Library? Give their parents a brochure/ registration form and encourage them to fill it out and mail it to the address below. Telling them about this **FREE program** can make a huge difference in their future and the future of our community.

If you know of a business, organization or individual who would like to donate funds to support this gift to your children, donations can be sent to:

**Sun Lakes Rotary Foundation 2000**  
4980 S. Alma School Road Ste. A2 #419  
Chandler, AZ 85248  
(480) 802-2215

### Dolly Parton's IMAGINATION LIBRARY Official Registration Form

1st Preschool Child's FULL Name \_\_\_\_\_

Child's Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Sex: M F Phone \_\_\_\_\_

2nd Preschool Child's FULL Name \_\_\_\_\_

Child's Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Sex: M F Phone \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Child's Home Address \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

Email Address \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

FOR OFFICE USE ONLY: Date Received: \_\_\_\_\_ SIGNATURE OF PARENT/GUARDIAN \_\_\_\_\_

Group Code: \_\_\_\_\_

I hereby explicitly consent to allow the Dollywood Foundation, Inc. to use the information provided herein for the purposes of participating in Dolly Parton's Imagination Library book-gifting program. To measure the benefits of this program we may create databases with the information provided herein and share them with research and educational advancement partners. You agree to review our full terms & conditions and Privacy Policy by visiting [imaginationlibrary.com](http://imaginationlibrary.com). By signing and submitting this form you expressly consent to the terms set forth herein.

**"This child is a resident of the town of Guadalupe, AZ."**

Cut Here



## Sign up your child today!

Simply fill out the above form and mail to:

**Sun Lakes Rotary Foundation 2000**  
4980 S. Alma School Road Ste. A2 #419  
Chandler, AZ 85248  
(480) 883-7558

CASE NO. \_\_\_\_\_

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

APPLICATION FOR:

- Variance
- Conditional Use
- Zoning Change

Zoning District: R-2

Fees: 25

Receipt #: \_\_\_\_\_

THE REASON FOR THE REQUEST IS: Install new 16x76 manufactured home

THE SUBJECT PROPERTY IS LEGALLY DESCRIBED AS: Use 4, Block 1 Guadalupe Registered

Parcel 301-16404

AND ITS GENERAL LOCATION IS: N S E W SIDE OF CALLE Sonora  
227 FEET N S E W OF CALLE Sahuaro AND 125 FEET  
 BY 99 FEET TOTALING 12276 SQ. FEET.

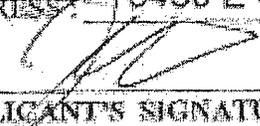
IF REQUESTING REZONING, INDICATE CHANGE: FROM \_\_\_\_\_ TO \_\_\_\_\_

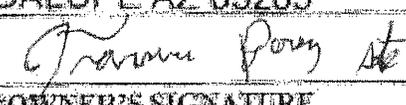
APPLICANT: James Gardner, Agent PHONE NO: 928-821-0204

ADDRESS: 846 Middlebrook Rd., Prescott, AZ 86303

PROPERTY OWNER: Francisco Soto Perez PHONE NO: 602-647-1019

ADDRESS: 5430 E CALLE NARANJO GUADALUPE AZ 85283

 7/23/19  
 APPLICANT'S SIGNATURE Date

 7/23/19  
 \*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: \_\_\_\_\_

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**AZ Permit Pushers, LLC**

1800 S. Quail Run  
Cottonwood, AZ 86326  
928-821-0204

**Francisco Soto Perez Request for Conditional Use Permit  
for Manufactured Home  
July 29, 2019**

AZ Permit Pushers, LLC, is requesting a conditional use permit pursuant to Town of Guadalupe Resolution 95-19 for a manufactured home on behalf of Francisco Soto Perez. The proposed conditional use permit is required to allow a manufactured home to be installed at 5519 E Calle Sonora, Guadalupe AZ 85283, APN 301-16-004. The manufactured home will be a 2019 model Champion home, 15'2"x76. The home will be groundset, with an engineered, state-approved block stem wall.

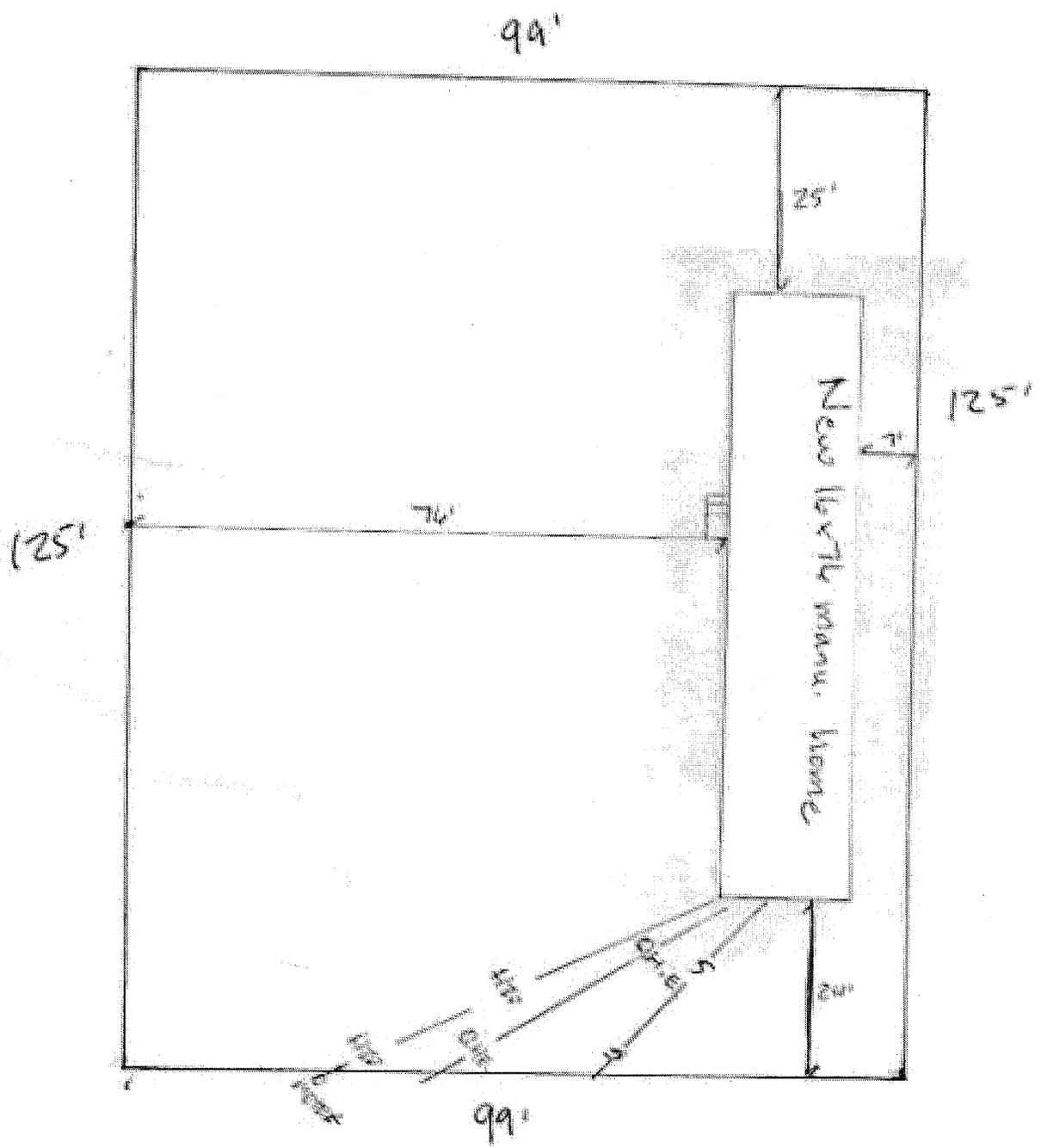
The stated request is believed to be an improvement to the neighborhood, given the current condition of the property as vacant land. The proposal will have a positive impact on the health, safety, and welfare of the Town of Guadalupe.

If you have any questions or concerns regarding this proposal, please call James Gardner, AZ Permit Pushers, LLC, at 928-821-0204, or email him at [azpermitguy@gmail.com](mailto:azpermitguy@gmail.com). Thank you for your consideration of this request.

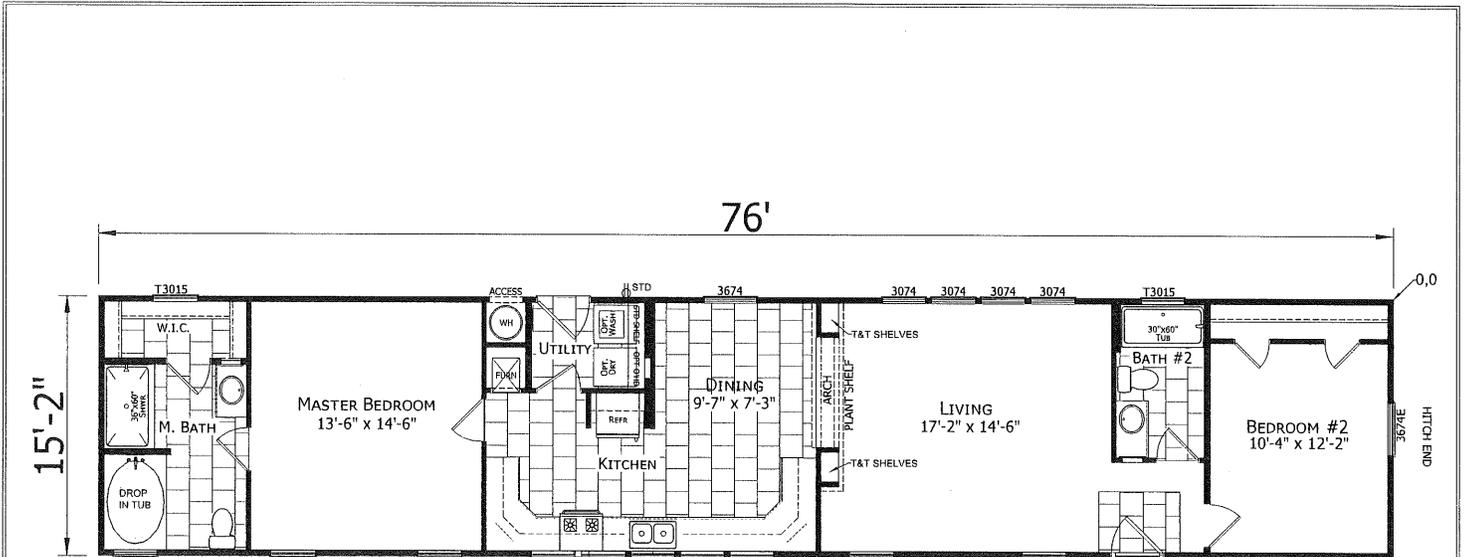
Sincerely,

James Gardner

Calle Sonora



ALLEY



**MODEL SR-1676H**  
 TOTAL AREA: 1153 SQ. FT.  
 2 BEDROOM, 2 BATH  
 REVISED 02/21/2019

INFORMATION ON THIS LITERATURE MAY VARY FROM THE ACTUAL HOME. WE RESERVE THE RIGHT TO MAKE CHANGES AT ANY TIME, WITHOUT NOTICE OR OBLIGATION.

<b>CHAMPION</b> MANUFACTURED BEAUTIFULLY™ <small>788 W. BIG ROCK RD. SUITE 1000, TROY, MI 48064                  PHONE: 313-414-6300</small>	MODIFICATIONS	PROJECT: <b>SR1676H</b> BASE MODEL	TITLE: <b>LITERATURE</b> PLAN	SHEET: <b>L-101</b> SR1676H
		<small>DRAWN BY: RP                  DATE: 06-25-18                  SCALE: 3/16" = 1'-0"</small>	<small>FILENAME: SR1676H - HOUD SLOPE</small>	<small>PROPRIETARY AND CONFIDENTIAL                  THESE DIMENSIONS AND SPECIFICATIONS ARE ORIGINAL                  PROPERTY AND CONFIDENTIAL MATERIALS OF CHAMPION.                  COPYRIGHT © 2018-2019 BY CHAMPION.</small>

QUITCLAIM DEED 04  
ra:

RECORDING REQUESTED BY:

Francisco Perez Soto

AND WHEN RCORDED MAIL TO:

Francisco Perez Soto , Grantee  
5430 Calle Naranjo  
Guadalupe, Arizona 85823

Consideration: \$35,000  
Property Tax Transfer: 0  
Real property located is: 5519 West Calle Sonora  
Assessor's Parcel No: 301-16-004

PREPARED BY: Rose Mary Arellano certifies herein that she has prepared this Deed.

Rosemary Arellano  
Signature of Preparer

May 23 2016  
Date of Preparation

Rosemary Arellano  
Printed Name of Preparer

**THIS QUITCLAIM DEED**, executed on May 23, 2016 in the County of Maricopa County, State of Arizona by Grantor(s);  
Virginia P. Bustillos whose post office address is  
4406 N. 27<sup>th</sup> Ave, Phoenix, Arizona 85017-4336  
to Grantee(s), Francisco Perez Soto whose post office address is  
5430 Calle Naranjo, Guadalupe, Arizona, 85283,

**WITNESSETH**, that the said Grantor(s) Virginia P. Bustillos, for good consideration and for the sum of Thirty-Five Thousand Dollars (\$35,000) paid by said Grantee(s), the receipt whereof is hereby acknowledged, does hereby remise, release and quitclaim unto the said Grantee(s) forever, all the right, title interest and claim which the said Grantor(s) have in and to the following described parcel of land, and improvements and appurtenances thereto in the County of Maricopa, State of Arizona and more specifically

described as set forth in EXHIBIT "A" to this Quitclaim Deed, which is attached hereto and incorporated herein by reference.

**IN WITNESS WHEREOF**, the said Grantor(s) has signed and sealed these presents the day and year first above written. Signed, sealed and delivered in presence of:

**GRANTOR(S):**

Virginia Bustillos  
Signature of Grantor

Virginia PBustillos  
Print Name of Grantor

[Signature]  
Signature of First Witness to Grantor

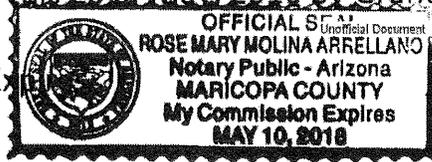
Rosario Bustillo  
Signature of Second Witness to Grantor

Jennifer Dainy  
Print Name of First Witness to Grantor

Rosario Bustillo  
Print Name of Second Witness Grantor

Signed before me this 23 of May, 2016 by Grantor, Virginia P. Bustillos.

My Commission Expires



[Signature]  
Notary Public

**GRANTEE(S):**

Francisco Perez Soto  
Signature of Grantee

FRANCISCO PEREZ SOTO  
Print Name of Grantee

Angie Perez  
Signature of First Witness to Grantee

Andrew Sanchez  
Signature of Second Witness to Grantee

Angie Perez  
Print Name of First Witness to Grantee

Andrew Sanchez  
Print Name of Second Witness Grantee

Signed before me this 23 of May, 2016 by Grantee, Francisco Perez Soto.

My Commission Expires



[Signature]  
Notary Public

301-16-004 6  
5519 East Calle Sonora  
Guadalupe, Arizona

**EXHIBIT "A"**

**DESCRIPTION OF REAL PROPERTY:**

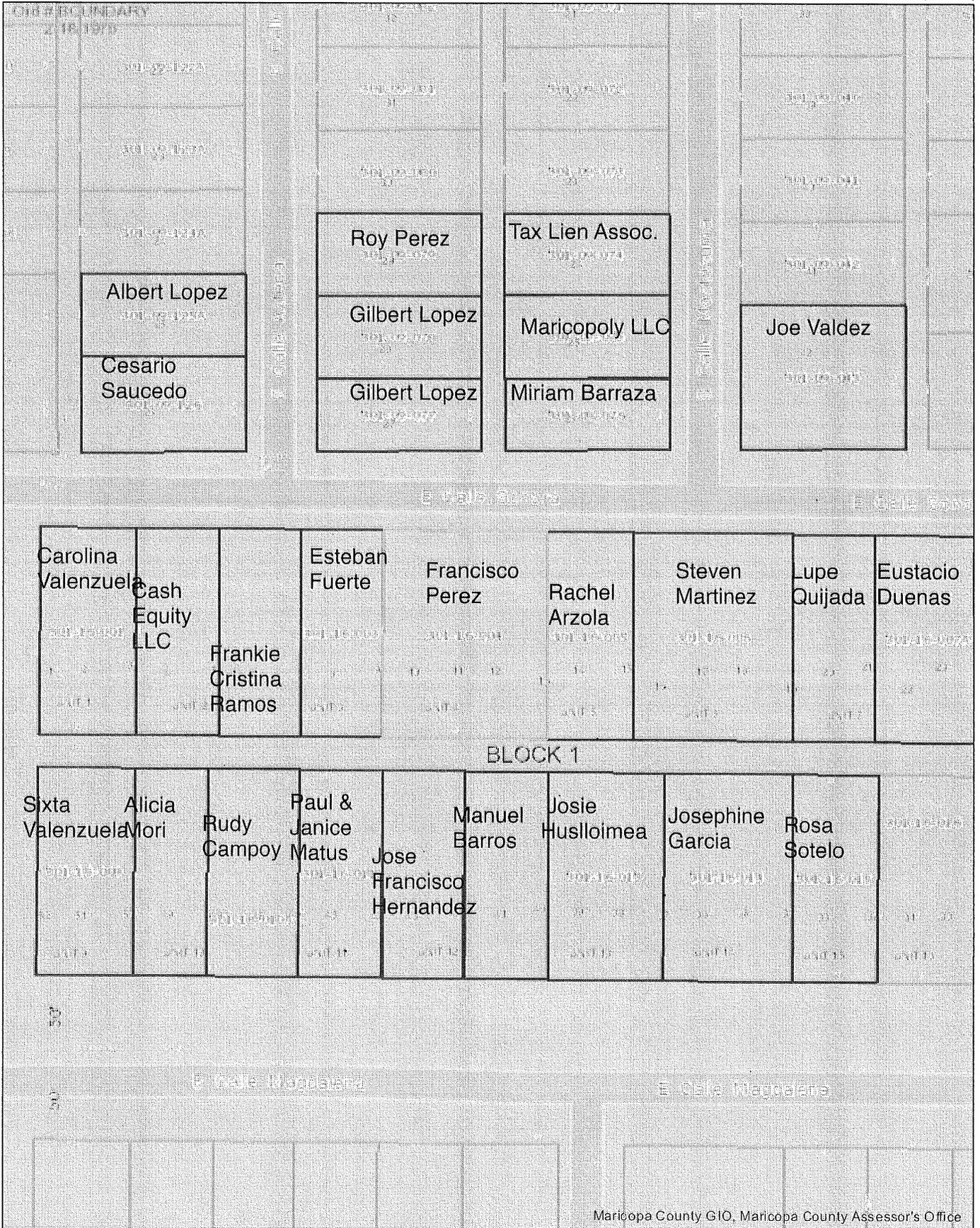
5519 W. Calle Sonora, Guadalupe, Arizona Parcel #301-16-004 6

UNIT FOUR (4) BLOCK ONE (1) GUADALUPE REPLATTED, according to Book 97 of Maps, Page 37, records of Maricopa County, Arizona, on file and of record in the Office of the County Recorder of Maricopa County, Arizona.

Unofficial Document



# Buffer Map



Parcel Number	Owner	Property Address	Mailing Address
301-09-043	VALDEZ JOE C	8243 S CALLE MOCTEZUMA GUADALUPE 85283	RT 1 BOX 356 B LAVEEN AZ 85339
301-09-074	TAX LIEN ASSOCIATES LLC	8242 S CALLE MOCTEZUMA GUADALUPE 85283	24 W CAMELBACK RD STE A PMB 95 PHOENIX AZ 85013-2529
301-09-075	MARICOPOLY LLC	8246 S CALLE MOCTEZUMA GUADALUPE 85283	3219 E CAMELBACK RD STE 801 PHOENIX AZ 85018
301-09-076	BARRAZA MIRIAM ERIVES	8250 S CALLE MOCTEZUMA GUADALUPE 85283	8250 S CALLE MOCTEZUMA GUADALUPE AZ 85283-1020
301-09-077	LOPEZ GILBERT R	8251 S CALLE AZTECA GUADALUPE 85283	P O BOX 10751 TEMPE AZ 85284
301-09-078	LOPEZ GILBERT R	8251 S CALLE AZTECA GUADALUPE 85283	P O BOX 10751 TEMPE AZ 85284
301-09-079	PEREZ ROY V/ELIDA D	8243 S CALLE AZTECA GUADALUPE 85283	8243 S CALLE AZTECA GUADALUPE AZ 85283
301-09-125A	LOPEZ ALBERT S	8246 S CALLE AZTECA GUADALUPE 85283	8246 S CALLE AZTECA GUADALUPE AZ 85283
301-09-126	SAUCEDO CESARIO OR JOHNNY G	8250 S CALLE AZTECA GUADALUPE 85283	8016 S AVENIDA DEL YAQUI GUADALUPE AZ 85283
301-16-001	VALENZUELA CAROLINA	5503 E CALLE SONORA GUADALUPE 85283	8046 S CALLE MARAVILLA GUADALUPE AZ 85283
301-16-002A	CASH EQUITY LLC	5505 E CALLE SONORA GUADALUPE 85283	230 S MESA DR MESA AZ 85210
301-16-002B	RAMOS FRANKIE & CRISTINA TORRES	5507 E CALLE SONORA GUADALUPE 85283	5507 E SONORA ST GUADALUPE AZ 85283
301-16-003	FUERTE ESTEBAN C/MONICA V	5513 E CALLE SONORA GUADALUPE 85283	5513 S CALLE SONORA GUADALUPE AZ 85283
301-16-004	SOTO FRANCISCO PEREZ	5519 E CALLE SONORA GUADALUPE 85283	5430 E CALLE NARANJO GUADALUPE AZ 85283
301-16-005	ARZOLA RACHEL S/ISABEL S	5523 E CALLE SONORA GUADALUPE 85283	5523 E CALLE SONORA GUADALUPE AZ 85283
301-16-006	MARTINEZ STEVEN	5527 E CALLE SONORA GUADALUPE 85283	5625 E CALLE IGLESA GUADALUPE AZ 85283-2602
301-16-007A	MOLINA BEATRICE/DUENAS EUSTACIO C JR	5537 E CALLE SONORA GUADALUPE 85283	9419 CALLE MARAVILLA GUADALUPE AZ 85283
301-16-007B	QUIJADA LUPE G	5531 E CALLE SONORA GUADALUPE 85283	6718 S HARDY DR GUADALUPE AZ 85283
301-16-009	VALENZUELA SIXTA	5502 E CALLE MAGDALENA GUADALUPE 85283	PO BOX 25846 TEMPE AZ 85285
301-16-010A	CAMPOY RUDY V & ANTONIA T	5510 E CALLE MAGDALENA GUADALUPE 85283	5531 E MAGDALENA GUADALUPE AZ 85283
301-16-010B	MORI ALICIA M C	5506 E CALLE MAGDALENA GUADALUPE 85283	527 E DODSON RD PHOENIX AZ 85042
301-16-011	MATUS PAUL ALVAREZ/JANICE VALENZUELA	5514 E CALLE MAGDALENA GUADALUPE 85283	5514 W CALLE MAGDALENA GUADALUPE AZ 85283
301-16-012A	HERNANDEZ FRANCISCA M/BARROS MANUEL R JR	5522 E CALLE MAGDALENA GUADALUPE 85283	5629 E MEXICO ST GUADALUPE AZ 85283
301-16-012B	HERNANDEZ JOSE FRANCISCO	5518 E CALLE MAGDALENA GUADALUPE 85283	5629 E MEXICO ST GUADALUPE AZ 85283
301-16-013	PEREZ ANGIE/HUSLLOIMEA JOSIE/NAVI/AYALA WULFRANO	5526 E CALLE MAGDALENA GUADALUPE 85283	5526 E CALLE MAGDALENA GUADALUPE AZ 85283
301-16-014	RODRIGUEZ AARON DANIEL/GARCIA JOSEPHINE A	5532 E CALLE MAGDALENA GUADALUPE 85283	5532 E MAGDALENA ST GUADALUPE AZ 85283
301-16-015	VALENZUELA DOLORES	5538 E CALLE MAGDALENA GUADALUPE 85283	5538 E CALLE MAGDALENA GUADALUPE AZ 85283

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

**Commercial Zoning Districts:**

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

**Residential Zoning Districts:**

<u>Zoning District</u>	<u>Minimum Yard Setbacks</u>				<u>Maximum Ht.</u>
	<u>Frnt.</u>	<u>Side.</u>	<u>Street Side</u>	<u>Rear</u>	
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'

Building and Safety Department  
Town of Guadalupe

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Date 10-16-2001

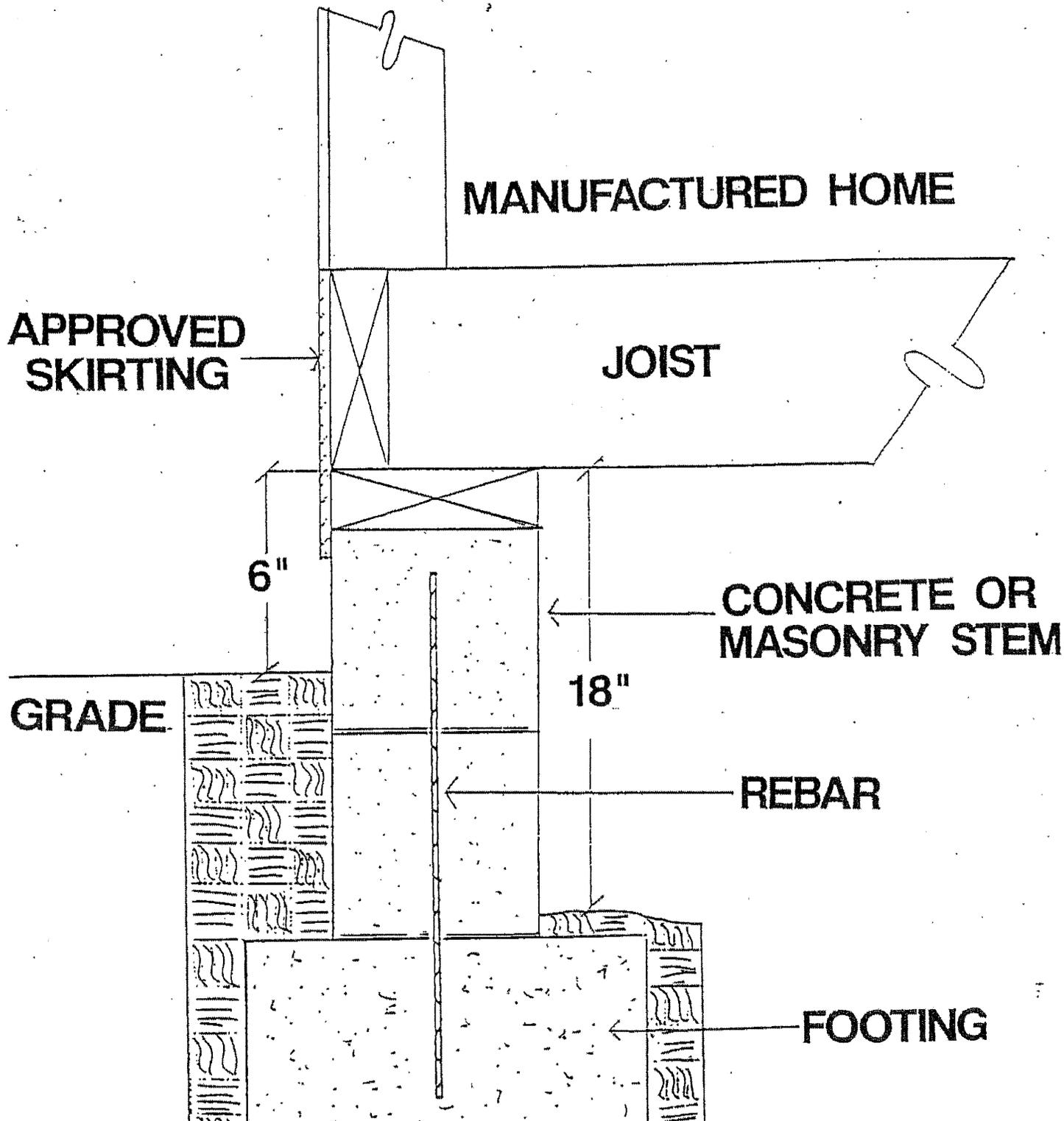
Subject: **MOBILE HOME PERMIT AND INSTALLATION STANDARDS**

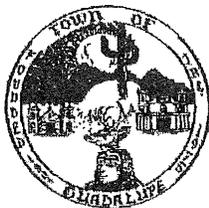
Either the mobile home owner or licensed contractor may apply for a permit to install a mobile home. The mobile home owner may also apply for the permit on behalf of a licensed contractor, but the contractor himself must complete and sign the Proof of Valid contractor's License form as part of the permit process.

The following requirements for mobile homes in the Town of Guadalupe:

- A.) Mobile/manufactured homes proposed for installation shall have affixed thereto a decal certifying that the dwelling unit has been inspected and constructed in accordance with the requirements of the US Department of Housing and Urban Development (HUD)
  
- B.) Mobile/manufactured homes proposed for installation shall be installed in compliance with the standards prescribed by the Arizona Department of building and Fire Safety, office of Manufactured Housing, for either:
  - 1) Ground set installation
  - 2) Installation of permanent visible foundation per detail
  - 3) ~~Installation of permanent patio cover on at least one side of structure.~~
  
- C.) Mobile/manufactured homes proposed for installation must have the hitch, axles and wheels removed at the time of installation.
  
- D.) Modifications or repairs to a mobile/manufactured home shall be prohibited unless such modifications are made pursuant to federal, state or local regulations as provided by adopted town codes.

# SUGGESTED PERMANENT FOUNDATION BELOW GROUND





# Town of Guadalupe

9050 SOUTH AVENIDA DEL YAQUI, GUADALUPE, ARIZONA 85283-2698, PHONE: 730-3080

## NOTICE OF A REGULAR MEETING OF THE TOWN OF GUADALUPE COUNCIL

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Town of Guadalupe Council and to the general public that the Town of Guadalupe Council will hold a meeting open to the public on August 24, 1995, at 7:00 p.m., 9050 S. Avenida del Yaqui in the Council Chambers.

The Agenda for the meeting is as follows:

- A. CALL TO ORDER
- B. INVOCATION/PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. CONSENT AGENDA
- E. APPROVAL OF MINUTES
- F. PUBLIC APPEARANCE
- G. DISCUSSION AND ACTION ITEMS:
  1. Resolution 95-17 - A resolution of the Mayor and Council of the Town of Guadalupe, Arizona, declaring as a public record that certain document filed with the town clerk and entitled "The Uniform Code for the Abatement of Dangerous Buildings - 1991 Edition"; and declaring an emergency.
  2. Ordinance 95-02 - An ordinance of the Town of Guadalupe, Arizona, adopting "The Uniform Code for the Abatement of Dangerous Buildings - 1991 Edition" by reference and providing penalties for violation thereof; and adding article 7-7 to the Town Code.
  3. Resolution 95-18 - A resolution of the Town of Guadalupe, Arizona, increasing garbage and trash collection fees.
  4. Resolution 95-19 - A resolution of the Mayor and Town Council of the Town of Guadalupe, Maricopa County, Arizona, establishing town policy against manufactured housing units (mobile homes) having frontage on Avenida del Yaqui and Guadalupe Road; and establishing a town policy requiring mobile homes in the remaining areas of the town to be owner-occupied for issuance of a conditional use permit.

Manager/Clerk  
730-3080

Finance  
730-3084

Community Services  
730-8093

Senior Center  
730-3092

Public Works  
730-3095

Fax  
730-3096

RESOLUTION 95 - 19

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF GUADALUPE, MARICOPA COUNTY, ARIZONA, ESTABLISHING TOWN POLICY AGAINST MANUFACTURED HOUSING UNITS (MOBILE HOMES) HAVING FRONTAGE ON AVENIDA DEL YAQUI AND GUADALUPE ROAD; AND ESTABLISHING A TOWN POLICY REQUIRING MOBILE HOMES IN THE REMAINING AREAS OF THE TOWN TO BE OWNER-OCCUPIED FOR ISSUANCE OF A CONDITIONAL USE PERMIT.

WHEREAS, the Mayor and Town Council wish to preserve the existing culture and lifestyle on Avenida Del Yaqui and Guadalupe Road by establishing policy prohibiting manufactured housing (mobile homes) locating on property fronting Avenida Del Yaqui and Guadalupe Road; and

WHEREAS, the Mayor and Town Council desire to hereby restate Town policy that any conditional use permit for a manufactured housing unit in a residentially zoned district must be owner-occupied; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Guadalupe, Maricopa County, Arizona, as follows:

1. Absent substantial justification, the Town Council shall not grant conditional use permits for mobile homes or manufactured housing located on Avenida Del Yaqui or Guadalupe Road;
2. Absent substantial justification, the Town Council shall grant conditional use permits only if, and only for so long as, any mobile home or manufactured housing is owner-occupied.

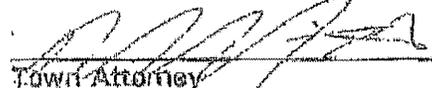
PASSED AND ADOPTED by the Mayor and Town Council of the Town of Guadalupe, Maricopa County, Arizona, on this 24 day of ~~September~~ <sup>August</sup>, 1995.

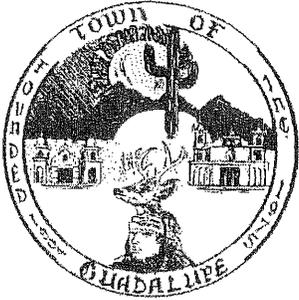
  
 Mayor

ATTEST:

  
 Town Clerk

APPROVED AS TO FORM:

  
 Town Attorney



# Town of Guadalupe

9241 South Avenida Del Yaqui ♦ Guadalupe, Arizona ♦ 85283-2598 ♦ Phone: (480) 730-3080

## Mobile Home Requirements in the Town of Guadalupe

- Per Resolution 95-19. Mobile/Manufactured homes may not be placed on any lot having frontage on Avenida Del Yaqui and Guadalupe Road.
- Per Resolution 95-19 Mobile/Manufactured homes must be owner occupied.
- All mobile/manufactured homes must be ground set on permanent foundation per detail included in this packet.
- All mobile/manufactured homes must go through the conditional use process and have Council approval prior to installation. (Average time for approval is 60 days) Conditional Use Fee is \$25.00
- All mobile/manufactured homes are subject to sewer connection fee of \$705.00
- All mobile/manufactured homes are subject to water meter fees from the City of Tempe
- All electrical panels must be inspected by the Town of Guadalupe and SRP
- All mobile/manufactured homes are subject to permit fees based on the value of the home.
- All mobile/manufactured homes must meet minimum yard setbacks in the zoning district including patios and carports.
- All mobile/manufactured homes shall have an affixed decal certifying that the dwelling unit has been inspected and constructed in accordance with the requirements of the US Department of Housing and Urban Development (HUD)
- Modifications to mobile/manufactured homes are prohibited.
- **ALL MOBILE/MANUFACTURED HOMES MUST RECEIVE A CERTIFICATE OF OCCUPANCY FROM THE TOWN OF GUADALUPE PRIOR TO OCCUPYING.**

Document Created January 2, 2018

JANICE K. BREWER  
Governor



Robert Barger  
602/777-1177

## DEPARTMENT OF FIRE, BUILDING AND LIFE SAFETY

PIMA COUNTY  
400 West Congress, Suite 121  
Tucson, Arizona 85701  
(520) 628-6920  
(520) 628-6930 FAX

MARICOPA COUNTY  
1110 West Washington, Suite 100  
Phoenix, Arizona 85007  
(602) 364-1003  
(602) 364-1052 FAX

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OFFICE OF ADMINISTRATION \* OFFICE OF MANUFACTURED HOUSING \* OFFICE OF STATE FIRE MARSHAL

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January 30, 2009

### UPDATE ON ARIZONA'S NEW INSTALLATION PROGRAM IMPLEMENTATION

January 1, 2009 is the effective date of the new Installation Program for Arizona. Due to recent inquiries and a discussion with licensees and the industry, please note the following exceptions/clarifications which are all effective today, January 30, 2009.

- Frost depth installation requirements – **continue to install and inspect to the requirements in place prior to January 1, 2009**
- Galvanized anchoring and pier components – **continue to install and inspect allowing the use of NON-GALVANIZED materials.** HUD announced a review committee assigned to research this topic.
- Crowning underneath the home is required as part of soil preparation – **Exception: homes installed in Mobile Home Parks.**
- Power to the site can be turned on by the local utility provider once all utilities have been approved by a State Installation Inspector, as evidenced by a "green-tag."
- Site-specific design plan for "sheet" flood zones – **The Department is working with an Arizona Registered Engineer to design typical installation drawings by region that will be stamped as "approved" by the State and may be used instead of a site-specific plan for each home. Until those typical installation drawings are received from the Engineer and approved by the State, homes situated in sheet flood zones will comply with the flood zone requirements as defined by the local flood zoning entity. Homes sites situated in other types of flood zone classifications, will require a site-specific design plan for installation.**

The remaining changes communicated as part of the new Arizona Installation Program were effective January 1, 2009 and are summarized below:

1. Soil Compaction and Proper Drainage to prepare home sites for installation
2. Anchoring required for ALL homes
3. Utility Testing for ALL homes
4. On-going Training and Education required
5. Installations may only be performed by licensed installers or ROC contractors
6. Homes with purchase contracts signed by both Parties prior to December 31, 2008 are installed to the requirements in place **prior** to the new Arizona Installation Program.

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:

- A completed *Application* needs to be submitted. X
- A *Vicinity Ownership Map* needs to be provided showing all parcels within a 150' radius. X
- 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 X
- *Mailing Labels* for the Ownership List(s) is to be submitted. X
- A *Plot Plan* needs to be submitted showing all relevant information – existing and proposed set-backs. X
- 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. X
- A *Letter of Explanation* is to submitted.
- *Costs for Publication of the Legal Notices* are to be paid for by the applicant.

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FEES -	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.

# THE RECORD REPORTER

~SINCE 1914~

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KAY SAVARD  
TOWN OF GUADALUPE  
9241 S AVENIDA DEL YAQUI  
GUADALUPE, AZ 85283

RR# 3281324

## COPY OF NOTICE

(Not an Affidavit of Publication. Do not file.)

Reference #

Notice Type: MCHRG NOTICE OF HEARING

Ad Description  
CU2019-03

NOTICE OF PUBLIC HEARING  
CONDITIONAL USE PERMIT The  
Guadalupe Town Council shall hold a  
public hearing on Thursday, August  
22, 2019, 6:00 p.m., at Guadalupe  
Town Hall, Council Chambers, 9241  
S. Avenida del Yaqui, Guadalupe,  
Arizona, for the following purpose:  
Conditional Use Permit Application.  
James Gardner, Applicant (Applicant).  
Applicant is requesting a Conditional  
Use Permit (CU2019-03) to install a  
16 foot x 76 foot manufactured home  
at 5519 East Calle Sonora,  
Guadalupe, AZ 85283. The parcel  
(#301-16-004) is zoned R-2,  
Residential. Written comments or  
objections may be filed at Town Hall  
prior to August 22, 2019, or may be  
submitted at the public hearing.  
Copies of the Application and  
subdivision plat are available for  
review at the Guadalupe Town Hall.  
8/7/19

RR-3281324#

To the right is a copy of the notice you sent to us for publication in THE RECORD REPORTER. Please read this notice carefully and fax or e-mail ([record\\_reporter@dailyjournal.com](mailto:record_reporter@dailyjournal.com)) any corrections. The Affidavit will be filed, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

08/07/2019

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.

Publication	\$2.00
Arizona Sales Tax	\$0.01
Total	\$2.01

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