



**PUBLIC NOTICE  
REGULAR MEETING FOR THE COMMON COUNCIL OF  
YOUNGTOWN, ARIZONA**

The Town of Youngtown provides notice that it will conduct its Town Council meeting on **November 5, 2020** through technological means in order to minimize the spread of COVID-19. Council members will attend the Council meeting via telephone, as authorized by A.R.S. Section 38-431(4). The public may listen to the Town Council meeting by calling in telephonically using the conference call and meeting identification number provided below.

**Please state your name when you call in, then mute your telephone for the remainder of the call to ensure the Town Council can conduct its meeting without interference. No in-person attendance is available.**

The Mayor authorizes this action to serve the goal of protecting Town residents, staff, and in the interests of public safety. We thank you for your understanding. If you would like to comment on any matter on the agenda, please download a public comment form and submit it via email to Town Clerk Nicole Smart at least one hour before the meeting. **The Town Clerk will read public comments submitted before the meeting into the record. You may also comment during the public hearing portion of the agenda by unmuting your phone and providing verbal comments.**

**DATE:** November 5, 2020  
Immediately following the Board of Adjustment  
5:30 p.m.

**PLACE:** Join the Regular Meeting by phone: 1-346-248-7799  
Meeting ID: 951 3555 6601  
Password: 745218  
Link to the zoom meeting:  
<https://zoom.us/j/95135556601?pwd=VndOcmdpRk1UVXlxRzQwMldvbDR1dz09>

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance and Invocation**
4. **Summary of Current Events:** Brief Summary of Current Events pursuant to ARS § 38-431.02(K). Council may not propose, discuss or take legal action on the current event updates.
  - A. Summary of Current Events from Mayor and Council.
  - B. Summary of Current Events from Town Manager.
5. **Staff Reports:** Staff may provide reports to Council on the following subjects which may include discussion with Council. Council will not take legal action.
  - A. **Library:** The Library Manager may report to Council on library operations, monthly activities, book club events, and upcoming author visits.

- B. Public Works:** The Public Works Manager may report to Council regarding maintenance of Town facilities, recreational facilities, streets, parks, and schedules for work in the Town.
- C. Community Development:** The Community Development Manager and/or Community Development Coordinator may report to Council regarding business outreach, economic development projects, and code enforcement operations and activity reports.
- D. Finance:** The Finance Manager may report to Council regarding the Town's budget and monthly expenditures.
- E. Town Clerk:** The Town Clerk may report to Council regarding Town events, activities, meetings, and promotion of the Town on its website and social media sites.
- F. Municipal Court:** The Court Administrator may report to Council regarding activities of the Municipal Court, citations, hearings and schedules.

## **6. Response to Call to the Community**

- 7. Citizens Comments/Appearances from the Floor:** Please complete a speaker request form for the Town Clerk, listing the subject you would like to discuss. Each speaker is limited to five (5) minutes. Before you begin to speak, identify yourself clearly by stating for the record your name and address. **Non-Agenda items:** This is the time for citizens who would like to address the Town Council on any non-agenda item. The Council will listen to comments, and may take one of the following: 1) Respond to criticism; 2) Request that staff investigate and report on the matter; or 3) Request that the matter be scheduled on a future agenda.

## **8. Consent**

### **A. Approval of Minutes:**

- i. Regular meeting minutes of **October 15, 2020**

## **9. Business**

- A. Presentation, Discussion and/or Action Re: Case Z2020-02** – The Town of Youngtown is proposing a Text Amendment to the Youngtown Town Code, amending Title 17 Zoning, Chapter 17.08 Zoning Hearing Officer, Section 17.08.070 Duties of the Zoning Hearing Officer, to authorize the Zoning Hearing Officer to conduct design review in compliance with adopted design review standards (Arrington)
  - i. Staff Report including review of Planning and Zoning Hearing Officer Recommendation
  - ii. Applicant Presentation
  - iii. Open Public Hearing and take testimony from the public related to the Text Amendment.
  - iv. Close Public Hearing
  - v. Action to approve, deny, or approve with modifications the Proposed Ordinance 2020-03.
- B. Presentation, Discussion and/or Action Re: Case Z2020-03** – The Town of Youngtown is proposing adoption of Application Procedures and Standards for Planning and Zoning Design Review of Residential Standard Plans which will have the effect of adopting design review standards for the Town (Arrington)
  - i. Staff Report including review of Planning and Zoning Hearing Officer Recommendation
  - ii. Applicant Presentation
  - iii. Open Public Hearing and take testimony from the public related to the Text Amendment.
  - iv. Close Public Hearing
  - v. Action to approve, deny, or approve the Application Procedures and Standards for Planning and Zoning Design Review of Residential Standard Plans which will have the effect of adopting design review standards for the Town.

**C. Presentation, Discussion and/or Action Re:** Approval of notice of intent to adopt new subdivision construction quantity fees (Arrington)

**10. Call to Executive Session:** Convene Executive Session pursuant to ARS § 38-431.03(A) (3) for discussion or consultation for legal advice with the Town Attorney regarding any above agenda items, as needed.

**11. Future Agenda & Meetings**

A. There may be discussion of whether to place an item on a future agenda and the date, but not the merits of the item.

B. Announcement of the next Regular Council Meeting: **Thursday, November 19, 2020.**

**Adjournment**

\*NOTE: Persons with special accessibility needs, including large print materials or interpreter, should contact the Town Clerk's office at (623) 933-8286 or TDD (623) 974-3665 no later than 24 hours in advance of regular scheduled meeting times. Citizens may appear before the Council to present their views on any subject concerning Town Government. The Council, however, may not discuss, consider or decide items NOT on the Agenda (ARS § 38-431.02 (H)) The Council will, if necessary, follow up at a later date. Due to limitation of time, citizens' comments are requested not to exceed five (5) minutes.

**POSTING CERTIFICATION OF THIS NOTICE**

The undersigned hereby certified that a copy of the attached notice and agenda were duly posted by 6:00 p.m. on **November 2, 2020** in the Town's designated posting locations pursuant to Resolution No. 06-04 on the Town's website.

  
Nicole Smart, Town Clerk



**STAFF REPORT TO COUNCIL**

<b>DEPARTMENT: <i>General Government</i></b>	<b>DEPARTMENT REPORT SUBMITTED BY: <i>Town Manager, Jeanne Blackman</i></b>
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**REPORT:**

- Mayor LeVault and I met with Bob Hazlett and Town Engineer Grant Anderson on the Peoria Wrap and other transportation projects in Youngtown
- Mayor LeVault, Public Works Manager Marty Mosbrucker and I met with staff from ADEQ regarding additional monitoring wells to be drilled in Youngtown
- Hired New Code Enforcement Officer Corbin Collins
- Mayor LeVault, Community Development Manager Gregory Arrington and I met with Joe Burton regarding the multi family development project in Youngtown
- Participated in the Maricopa Association of Governments Prop 400 Working Group meeting



**STAFF REPORT TO COUNCIL**

**DEPARTMENT:**  
LIBRARY

**DEPARTMENT REPORT SUBMITTED BY:**  
HEIDI SPEED

**REPORT:**

The Library remains closed to the public however we have e-books, photocopies, faxes, Wi-Fi, and reference services available Monday thru Friday from 10:00 am – 4:00 pm.

We continue to offer Curbside Service Monday thru Thursday, from 10:30 am – 3:30 pm, for checking out books and movies.

Our Card Catalog is linked to the Town website and our Facebook page, to provide patrons with an ability to put books and movies on hold for pick-up.

Reopening plans are continually being evaluated with the Town Manager on a regular basis.



## STAFF REPORT TO COUNCIL

<b>DEPARTMENT:</b> Public Works	<b>DEPARTMENT REPORT SUBMITTED BY:</b> Marty Mosbrucker, Public Works Manager
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### REPORT:

- Attended stakeholder meetings with ADEQ, re: issuance of new stormwater permit.
- Attended pre-construction meetings and attended activities relative to the LGI Homes development.
- Citizens' Dog Park closed until November 9<sup>th</sup> maturation winter rye grass seed. Note: Landscape contractor scalped the grass and applied contractor supplied seed at no cost to the Town.
- Arizona Dept. of Environmental Quality drilled shallow wells (15' deep) on 113<sup>th</sup> Dr., north of Tennessee Ave. These shallow wells are testing for petroleum-based products.
- The Town janitor has resigned to move to Tucson. The Town will contract with a cleaning company to clean the Town buildings.
- Replaced the Court door keypad.
- Computer server room a/c unit preventive maintenance service performed.
- Maricopa Lake aeration system pump rebuilt.
- Built computer panel: Community Development Building.



## STAFF REPORT TO COUNCIL

**DEPARTMENT: Community Development**

**DEPARTMENT REPORT SUBMITTED BY:**  
*Community Development Manager, Gregory Arrington*

- ENVIRONMENTAL PROTECTION AGENCY -LEAD SAFETY IN CODE ENFORCEMENT
  - STAKEHOLDERS MEETING FOR CLASS CREATION
- ARIZONA ASSOCIATION FOR ECONOMIC DEVELOPMENT
  - GOVERNMENT AFFAIRS COMMITTEE
    - STATE LEGISLATORS TASK FORCE
- TOWN OF YOUNGTOWN
  - PLANNING AND ZONING HEARING
    - VARIANCE
    - DUTIES OF THE HEARING OFFICER
    - DESIGN REVIEW GUIDELINES
- CODE ENFORCEMENT LEAGUE OF ARIZONA
  - CODE ENFORCEMENT CLASSES-INSTRUCTOR
    - OFFICER SAFETY
    - INTRODUCTION TO ZONING
- TOWN OF YOUNGTOWN
  - CODE ENFORCEMENT INTERVIEW



### STAFF REPORT TO COUNCIL

<b>DEPARTMENT:</b> Town Clerk/Community Development Coordinator	<b>DEPARTMENT REPORT SUBMITTED BY:</b> Nicole Smart
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#### **REPORT:**

- The Town of Youngtown is doing great in the Census reporting. The total response rate for Youngtown is 70%, Maricopa County is 68%, Arizona is 64%, and the United States is at 67%.
- Attended Planning and Zoning for a Variance, duties of the hearing officer, and design review guidelines.
- Continue to work on record retention and cleanup of old files that have exceeded the required retention period.
- Continue work on Town inventory list.
- I would encourage all staff and Council to “like” the Town’s page and submit pictures and stories. [www.facebook.com/townofyoungtownaz](https://www.facebook.com/townofyoungtownaz).





## STAFF REPORT TO COUNCIL

<b>DEPARTMENT:</b> Youngtown Municipal Court	<b>DEPARTMENT REPORT SUBMITTED BY:</b> <i>Court Administrator – Lisa Lipinski</i>
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### **REPORT:**

No formal presentation will be given on the following items:

#### **Health screening protocols for the courts of Arizona:**

The statewide protocol from August ([Admin Directive 2020-17](#)) will be updated soon based on the latest CDC guidance. The CDC's guidance now accounts for cumulative exposure to others. It is no longer 15 minutes continuous exposure, but 15 minutes exposure within a 24-hour period. All are encouraged to maintain social distancing, mask wearing, washing hands, and cleaning, as COVID-19 cases are increasing nationally.

All the provisions of A.O. 2020-143 remain in effect.

If cases increase significantly (a second wave,) we will move back to Phase I.

#### **The Youngtown Municipal Court daily operations include:**

Handling general inquires, payments in person and by phone, collection contact for past due cases, sentencing of cases and processing warrants for failure to appear/non-compliance on classes, jail or probation. Assisting citizens to refer to correct court for handling cases, providing contact information for law enforcement, animal control, directions to other town services and local businesses.



**MINUTES OF THE REGULAR TELEPHONIC  
MEETING COMMON COUNCIL OF YOUNGTOWN, AZ  
12033 N. CLUBHOUSE SQUARE, TOWN COUNCIL CHAMBERS  
THURSDAY, OCTOBER 15, 2020 at 5:30 P.M.**

1. **Call to Order:** Mayor LeVault called the meeting to order at 5:30 p.m.
2. **Roll Call:** Council present telephonically: Mayor Michael LeVault, Vice Mayor Chuck Vickers, Council Members, Margaret Chittenden, June Miller, Susan Hout, Karen Haney Duncan. Absent Councilmember Jack Duran.

Mayor Michael LeVault noted that a quorum is established for transacting business.

Staff present telephonically: Town Manager Jeanne Blackman, Town Attorney Trish Stuhan, Community Development Manager Gregory Arrington, Library Manager Heidi Speed and Town Clerk Nicole Smart.

1. **Pledge of Allegiance and Invocation:** Councilmember Miller led the Pledge and Councilmember Chittenden gave the Invocation.
2. **Summary of Current Events:**
  - A. Summary of Current Events from Mayor and Council.

Mayor Michael LeVault mentioned where we stand in regards to COVID-19, and we are continuing to follow CDC Guidelines. Mayor LeVault mentioned that he attends all his meetings virtually, and we will continue having our Town Council meetings virtually. He will continue to monitor the situation on a monthly basis.

Mayor LeVault mentioned LGI is the builder for Ridgeview, and they have started working on the development. This development will have 135 new homes built.

Councilmember Chittenden wanted to say thank you to the Mayor, Public Works, Town Manager, for the reseeding of the dog park. We are having a virtual meeting this Saturday.

**B. Summary of Current Events from Town Manager**

Town Manager Blackman stated we have the drop box in the Town Hall lobby, and just this morning we had sixty people that came in to drop their ballots off. Also, Maricopa County Elections will be in the council chambers during elections on November 2<sup>nd</sup> and 3<sup>rd</sup>.

Town Manager Blackman stated she met with the Mayor LeVault, Town Engineer Grant Anderson and Vince Hernandez from LGI Homes who is the homebuilder for Ridgeview. We will continue having meetings with LGI. LGI has started with the grading, and they will provide a schedule, which we will provide to Council.

Community Development Manager Arrington stated that he will be working with the Town Clerk to put an article in the Youngtown Village Reporter and on the Website in regards to the construction.

Town Manager Blackman participated in the Maricopa Association of Governments monthly Managers' meeting, and the West Valley Mayors' and Managers' meeting

Community Development Manager Gregory Arrington stated that we had received nine (9) bids for the addition of the library. The lowest bid for the library was \$401,000, and the others were around the \$500,000 mark. The architect will be preparing a report for the Town, and will get back to us with their recommendation, and staff with present to Council with the architect's recommendation.

Captain Brian Stutsman mentioned that he would like to speak with the Town Manager in regards to security during the election in November.

**3. Staff Reports:**

- A. Library:** No formal report was given.
- B. Public Works:** No formal report was given.
- C. Community Development:** No formal report was given.
- D. Finance:** No formal report was given.
- E. Town Clerk:** No formal report was given.
- F. Municipal Court:** No formal report was given.

**4. Response to Call to the Community:** No response to Call to the Community.

**5. Citizens Comments/Appearances from the Floor:** No comments from the floor.

**6. Consent**

**A. Approval of Minutes:**

Regular meeting minutes of **October 1, 2020**

Motion to approve the Consent Agenda – Vice Mayor Chuck Vickers

Second – Councilmember June Miller

***Motion passed unanimously on a voice vote with all Councilmembers in attendance voting.***

**7. Business**

**A. Presentation and/or Discussion Re: Sun City Fire and Medical District (SCFD) Report,** which may include discussion of inspections, fire prevention, staffing levels, response times, community needs, and ambulance services.

Kenny Kovack was in attendance to present the Sun City Fire and Medical District (SCFD) July report, which may include discussion of inspections, fire prevention, staffing levels, response times, community needs, and ambulance services, and answer questions from Council.

Kenny Kovack mentioned if the Town needs any assistance in regards to the addition to the library they are available to help.

Town Manager Blackman thanked Kenny, and we will let him or Jim Fox know if we need their assistance.

- B. Presentation and/or Discussion Re: Maricopa County Sheriff's Office (MCSO) Report,** which may include discussion of crime statistics, specific crimes including traffic violations, thefts, violent crimes, trespass and issues with homelessness, crime prevention, MCSO staffing levels, community needs, and response times.

Captain Brian Stutsman was in attendance to present the Maricopa County Sheriff's Office (MCSO) June and July reports, which may include discussion of crime statistics, specific crimes including traffic violations, thefts, violent crimes, trespass and issues with homelessness, crime prevention, MCSO staffing levels, community needs, and response times, and answer questions from Council.

Captain Brian Stutsman stated that on October 25<sup>th</sup>, we will have deputies in the river bottom to remove the homeless individuals, and people that do not belong there. If they return, they will be arrested.

Discussion followed including community outreach, homeless in the river bottom, and monitoring the QuikTrip.

- C. Presentation, Discussion, and/or Action Re: The El Sol Energy Storage Center special use permit, Case No. Z19-06,** which may include discussion of the status of the project, design, and permitting and consideration of a request by the applicant for an extension of time pursuant to Town Code Section 17.56.060.

Community Development Manager Gregory Arrington was in attendance to present the El Sol Energy Storage Center special use permit, Case No. Z19-06, which may include discussion of the status of the project, design, and permitting and consideration of a request by the applicant for an extension of time pursuant to Town Code Section 17.56.060, and answer questions from Council.

Community Development Manager Arrington mentioned that the Town approved a special use permit for the EL Sol Energy Center on June 20, 2019 (Z19-06). One of the conditions of approval was that the building permit application be filed within 18 months. Pursuant to Youngtown Code of Ordinances 17.56.060(C) and for good cause shown, El Sol Energy Center LLC is writing to request that the Town of Youngtown amend this SUP condition to allow the project 30 months from the date of the SUP to submit its building permit application.

Arizona Public Service Company (APS) has delayed the Commercial Operations Date (COD) for this project from the original date in June 2021 out until June 2022. This extension allows APS, Invenergy, and our contractors to review the findings of the McMicken fire investigation and apply lessons learned to the safety measures being incorporated at this battery energy storage system.

For this good cause, El Sol Energy Center, LLC respectfully requests that the Town of Youngtown amend SUP condition 12, approval of an extension of **30 months from the date of SUP approval** for the application to obtain a building permit

This would allow 30 months from June 30, 2019, the date of the SUP approval, for the project to submit a building permit application. This would be an extension of one year and we would plan to submit the application no later than December 20, 2021.

Councilmember June Miller mentioned that we were told that no one will be living onsite. How can they determine if there are any unusual activities going on in the building?

Susan Innis from Invenergy stated they will be monitoring the building by camera, and that they have technicians that have key cards to enter the building.

*Approval of the El Sol Energy Storage Center special use permit, Case No. Z19-06; is requesting an extension of 30 months from the date of the SUP for the application to obtain a building permit. This would allow 30 months from June 30, 2019, the date of the SUP approval, for the project to submit a building permit application. This would be an extension of one year and they plan to submit the application no later than December 20, 2021.*

*Councilmember Chittenden  
Second – Councilmember Haney Duncan*

***Motion passed unanimously on a voice vote with all Councilmembers in attendance voting.***

**8. Call to Executive Session:** No Call to Executive Session.

**9. Future Agenda & Meetings**

A. Future Agenda Items – None.

B. The next Regular Council Meeting will be held on **Thursday, November 5, 2020** beginning at 5:30 p.m.

#### **Adjournment**

*Motion to Adjourn – Councilmember Miller*

*Seconded – Councilmember Hout*

***Meeting Adjourned 6:13 p.m.***

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Michael LeVault, Mayor

Attest:

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Nicole Smart, Town Clerk

Minutes approved at the November 5, 2020 regular meeting

# Town of Youngtown



## YOUNGTOWN COUNCIL HEARING STAFF REPORT

**RE:** Z20-02-PUBLIC HEARING ON A ZONING TEXT  
AMENDMENT

**CASE:** DUTIES OF THE ZONING HEARING OFFICER

**FROM:** GREGORY ARRINGTON  
COMMUNITY DEVELOPMENT MANAGER

**DATE:** NOVEMBER 5, 2020

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**SUMMARY:** The Town of Youngtown is proposing the adoption of Application Procedures and Standards for Planning and Zoning Design Review of Residential Standard Plans which will have the effect of adopting design review standards for the Town.

The proposed amendments to the Youngtown Town Code, will amend Title 17 Zoning, Chapter 17.08 Zoning Hearing Officer, Section 17.08.070 Duties of the Zoning Hearing Officer to conduct design review in compliance with adopted design review standards.

## **CRITERIA FOR TEXT AMENDMENTS**

### **1. CONSISTENCY WITH GUIDING DOCUMENTS.**

The proposed text amendment supports enforcement and penalties, related to the amendment of the Duties of the Zoning Hearing Officer requirements in residential districts.

The Town of Youngtown's 2025 General Plan sets a goal to promote the community as a desirable place to live, work, and visit. The Town's amendment is aligned with this effort.

### **2. COMPATIBLE WITH THE SURROUNDING AREA.**

This Town's amendment is compatible with current areas within the community. The proposed amendment is compatible with the goals of the Town and would assure that new development is meeting the expectation of high-quality development throughout the Town.

### **3. PROMOTION OF HEALTH, SAFETY, OR GENERAL WELFARE.**

This proposed amendment promotes a healthy environment and the general welfare of Youngtown citizens.

### **4. FACILITATION OF INFRASTRUCTURE.**

The proposed amendment does not impact the facilitation of infrastructure.

### **5. THERE ARE CHANGED CONDITIONS.**

There are existing and proposed residential establishments that justify the need for this amendment.

### **6. AFFECT ON NATURAL ENVIRONMENT.**

The proposed amendment does not impact the natural environment.

### **7. COMMUNITY NEED.**

The proposed text amendment compliments the current aesthetic standards in the Youngtown Town Code, and advances the quality of development in Youngtown.

### **NEIGHBORHOOD IMPACT/INTERFACE**

A Notice of Hearing was posted at the following locations as required by established public hearing procedures;

Town's Information Boards

Web Site

Newspaper

**On October 20, 2020, a Citizens' Review Hearing was held.**

**On October 27, 2020, a Planning & Zoning Hearing was held.**

**Planning and Zoning Officer Ray Jacobs recommends approval of the following items:**

- Adoption of the Application Procedures and Standards for Planning and Zoning Design Review of Residential Standard Plans, which will have the effect of adopting design review standards for the Town.
- Amendments to the Youngtown Town Codes will amend Title 17 Zoning, Chapter 17.08 Zoning Hearing Officer, Section 17.08.070 Duties of the Zoning Hearing Officer to conduct design review in compliance with adopted design review standards.



## ORDINANCE NO. 2020-03

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF YOUNGTOWN, ARIZONA, AMENDING THE CODE OF YOUNGTOWN, ARIZONA, TITLE 17 ZONING, CHAPTER 17.08 ZONING HEARING OFFICER, BY AMENDING SECTION 17.08.070 DUTIES OF THE ZONING HEARING OFFICER; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING FOR SEVERABILITY.

WHEREAS, the Town Council desires to update its Zoning Code to establish a design review process and authorize its Zoning Hearing Officer to conduct such reviews in accordance with adopted design standards;

NOW THEREFORE, BE IT ORDAINED by the Mayor and Common Council of the Town of Youngtown, Arizona, as follows:

### Section I. In General.

The Code of Youngtown, Arizona, Title 17 Zoning, Chapter 17.08 Zoning Hearing Officer, Section 17.08.070 Duties of the Zoning Hearing Officer is hereby amended to read as follows (additions in ALL CAPS; deletions in ~~strikeout~~):

#### 17.08.070 - Duties of the zoning hearing officer.

The zoning hearing officer shall hold public hearings when necessary and make recommendations to the town council on all matters concerning the creation of zoning districts, the boundaries thereof and appropriate regulations to be enforced therein, the determination of nonconforming uses, the amendment of the zoning ordinances, DESIGN REVIEW IN COMPLIANCE WITH ADOPTED DESIGN STANDARDS, and any other matter within the scope of the zoning power. The zoning hearing officer shall fix a reasonable time for hearing on the application and give notice as required by A.R.S. Section 9-462.04.

### Section II. Providing for Repeal of Conflicting Ordinances.

All ordinances and parts of ordinances in conflict with the provisions of this Ordinance or any part of the Code adopted herein by reference are hereby repealed.

### Section III. Providing for Severability.

If any section, subsection, sentence, clause, phrase or portion of this Ordinance or any part of the Code adopted herein by reference, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by the Common Council of the Town of Youngtown, Arizona, this \_\_\_\_ day of \_\_\_\_\_, 2020, by the following vote:

AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_ ABSENT: \_\_\_\_\_

EXCUSED: \_\_\_\_\_ ABSTAINED: \_\_\_\_\_

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Michael E. LeVault, Mayor

ATTEST:

\_\_\_\_\_  
Nicole Smart, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Gust Rosenfeld, P.L.C.  
Town Attorneys  
By Trish Stuhan

I, NICOLE SMART, TOWN CLERK, DO HEREBY CERTIFY THAT A TRUE AND CORRECT COPY OF THE ORDINANCE NO. 2020-03 ADOPTED BY THE COMMON COUNCIL OF THE TOWN OF YOUNGTOWN ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2020, WAS POSTED IN THREE PLACES ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
Nicole Smart, Town Clerk

# Town of Youngtown



## YOUNGTOWN COUNCIL HEARING STAFF REPORT

**RE:** Z20-03-PUBLIC HEARING ON A ZONING TEXT AMENDMENT

**CASE:** ADOPTION OF DESIGN REVIEW STANDARDS

**FROM:** GREGORY ARRINGTON  
COMMUNITY DEVELOPMENT MANAGER

**DATE:** NOVEMBER 5, 2020

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**SUMMARY:** The Town of Youngtown is proposing the adoption of Application Procedures and Standards for Planning and Zoning Design Review of Residential Standard Plans which will have the effect of adopting design review standards for the Town.

### **NEIGHBORHOOD IMPACT/INTERFACE**

A Notice of Hearing was posted at the following location as required by established public hearing procedures;

- Town's Information Boards
- Web Site
- Newspaper

**On October 20, 2020, a Citizens' Review Hearing was held.**

**On October 27, 2020, a Planning and Zoning Hearing was held.**

**Planning and Zoning Officer Ray Jacobs recommends approval of the following items:**

- Front character elevation will wrap on each side of elevation to the fence at a minimum.
- Administrative Approval of front yard setback to achieve variation of front yard setback; i.e., staggered.



# **Planning and Zoning Design Review Residential Standard Plans**

## **Application & Process Guide**

## **Application Procedures**

### **Planning and Zoning Design Review Residential Standard Plans**

#### **1. Application Completeness**

For an application to be accepted, the Applicant must provide all of the required information described on the submittal checklist, as incomplete applications will be rejected.

#### **2. Forms/Review**

- a. Completeness Review: Staff will review the application to make sure all required documents and information have been included. If required information is missing, Applicant will be notified that the application has been rejected until all required information is submitted. If the application is rejected, upon resubmittal, a new Completeness Review will be required.
- b. Substantive Review: When complete, the application will be routed to Town staff and affected agencies for review and comment for compliance with the design standards set forth below. After this review is completed, the comments are consolidated and returned to the Applicant. The Applicant is responsible for addressing staff comments, revising and amending the application as required, and submitting a complete set of revised plans for a second review to ensure all comments have been addressed to the satisfaction of the Town. If all comments have been adequately addressed, the legislative process will begin by scheduling the design review project for a public hearing before the Planning Hearing Officer.
- c. If all comments and issues identified in the Substantive Review have not been addressed to the satisfaction of Staff in the resubmission, the application will be denied. In lieu of denial, the Applicant may, either in writing or electronically, agree to allow Youngtown to submit supplemental requests for additional information. If Youngtown issues a comprehensive written or electronic request or a supplemental request, the Substantive Review timeframes are suspended until the additional information is submitted by the Applicant.

**Planning and Zoning Review  
Residential Standard Plans Application**

**Project Name:** \_\_\_\_\_

**Address or Location:** \_\_\_\_\_

**Proposed Project Details:** \_\_\_\_\_

\_\_\_\_\_

**Tax Parcel Numbers:** \_\_\_\_\_

**Character Area:**

Zoning:	_____	No. of Standard Plans:	_____
Density:	_____	Total No. of Lots:	_____
Net Acres:	_____		_____

**Property Owner: (Please print - all information must be provided)**

Name (print):	_____	E-mail:	_____
Address:	_____		
City, Zip:	_____		
Phone:	_____	Fax:	_____
Signature*:	_____	Date:	_____

\* A letter of authorization from the property owner is required if the application is not signed by the owner.

**Applicant/Contact: (Please print - all information must be provided)**

Company:	_____		
Contact	_____		
Name: (print)	_____	E-mail:	_____
Address:	_____		
City, Zip:	_____		
Phone:	_____	Fax:	_____
Signature:	_____	Date:	_____

**For Staff Use Only**

Submittal Date	_____	Case Number	_____
Fee Paid	Base + \$/ plan over 5 = _____	Permit Number	_____
Receipt Number	_____		

## Planning and Zoning Design Review Residential Standard Plans Checklist

Submittal items should not be placed in notebooks or sleeve protectors.

### **Required Materials**

Applicant  
Checklist

Staff  
Verification

PDF copy on disk of ALL required items on checklist with images formatted no larger than 11" x 17", saved in a single layer with no write protection .....

☐☐

**Submit hard copy of ALL required items below:**

**Application**.....

☐☐

**Fee** (see Planning fee schedule) .....

☐☐

**Project Narrative**.....

☐☐

Maricopa County Assessor Parcel Map (8.5" x 11") (Highlight project area and provide parcel numbers) .....

☐☐

- 1 copy - (11" x 17") laser print for each standard plan.....

☐☐

Floor Plans:

☐☐

- 1 copy - (11" x 17") laser print for each standard plan.....

☐☐

Elevations:

- 1 copy - (11" x 17") COLOR copy to scale.....

☐☐



**Materials/Color Board:**

- (9" x 14" - maximum) material/color board(s) providing actual color chips, veneer and roof material, including glazing, noting color name and manufacturer - all samples must be sized to fit on the color board or comparable (pamphlets, cut-sheets)
- Catalog cut sheets illustrating roof and veneer material color selection
- 1 - (8.5" x 11" - minimum) Photo or color copy of the board(s) for archival purposes

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## **Required Items and Design Standards for Residential Standard Plan**

### **Planning and Zoning Design Review Application**

#### **1. Plot Plan**

- Scale, north arrow, and dimensions;
- Home Builder and Subdivision Name;
- Plan Number;
- Minimum lot area;
- Typical lot lines;
- Location of ground mounted mechanical equipment screened from public view and illustrating they do not encroach into clear zone areas;
- Identify the following features: plan options: roof overhangs, upper levels, building projections identified with a dashed line, distance of overhangs/ projections to property line;
- Required building setbacks;
- Proposed and allowed building lot coverage;
- Identify adjacent easements;
- Location of typical driveway; and
- Provide additional plot plans for each elevation style (A, B and C) if footprints, setbacks or lot coverage vary.

## **2. Elevations**

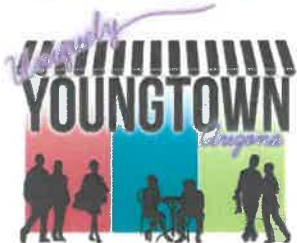
- Scale and exterior dimensions;
- Home Builder and Subdivision Name;
- Minimum of three standard plans;
- Minimum of three elevations per standard plan;
- Building elevations for all sides;
- Minimum of three different garage door designs for each standard plan;
- Identify materials proposed, including decorative elements and garage doors as standard features;
- Identify accent features such as window trims or other features that project from the main wall plane and note their depth;
- Identify accents, details (i.e. corbels, exposed rafter tails, etc.) and any other areas requiring fire rating per IRC 2012 Sec.R 302.1;
- Identify gutters and downspouts painted to match, if applicable;
- All elevations must be oriented consistently with the floor plans;
- Registered Design Professional signature and seal.

## **3. Materials/Colors**

- Samples of actual color chips noting the color and material name and manufacturer's number mounted on a maximum 9" x 14" foam core or cardboard. A supplemental larger size material board may be submitted if desired;
- One or two samples of all veneer and roof material, and;
- A matrix listing all proposed color schemes, noting color and material names and manufacturer's number.

#### **4. Standard Plan Notes**

1. A minimum of three architecturally different covered patio designs shall be provided for each standard plan on lots that back to common open space or public streets. The designs will incorporate differing rooflines such as a parapet design, a gabled design or other appropriate design given the main structure rooflines. All patio columns shall be of substantial dimensions (i.e. 12" stucco column) and constructed of materials compatible with the exterior elevations.
2. A minimum of three (3) different garage doors shall be offered as a standard feature for each standard plan. Different designs may include short vs. long panels and decorative, divided-light panels.
3. No house product of the same floor plan and elevation shall be built adjacent or across from one another. Across is defined as any lots having common frontage.
4. The same color scheme is not permitted on adjacent residences.
5. Provide reverse elevations, where possible, on adjacent lots to keep the garage doors from always being on the same side of the lots.
6. Detailing (i.e. veneer stone, brick, shutters, window mullions, decorative corbels, etc.) as shown on the approved elevations shall be standard and clearly labeled on the construction documents. Substantial deviations from the approved elevations shall be reviewed by the Design Review Board.
7. No similar rear elevations shall be allowed adjacent to one another along open spaces or public rights-of-way. Window detailing shall be applied to the side or rear elevations that side or back onto an open space or public street. The detailing shall be clearly noted on the construction documents.
8. Wainscoting pop outs and other horizontal banding details applied to the front elevation shall be wrapped around the corner of the house to the return wall or to a prominent end-column feature.
9. All exposed metal roof vents and utility equipment shall be painted to match the adjacent roof or building color. This shall be clearly noted on the construction documents.
10. All ground-mounted mechanical equipment within a side or rear yard of a lot enclosed by a view wall shall be fully screened by a finished wall.
11. These conditions and any additional conditions approved by the Design Review Board shall be placed on the cover sheet of the first house plan construction submittal and all subsequent submittals for each individual standard.



# **COUNCIL HEARING**

November 5, 2020

## **Case Z20-03**

**Adoption of Application Procedures  
and Standards for Planning and  
Zoning Design Review of Residential  
Standard Plans**

**Description:**

The Town of Youngtown is proposing the adoption of Application Procedures and Standards for Planning and Zoning Design Review of Residential Standard Plans

**Purpose:**

The purpose of design review is to ensure that designs of projects that are subject to review will result in improvements that are visually and functionally appropriate to their site conditions and harmonious with their surroundings. Additional purposes of design review are to ensure that signs are consistent with the character and scale of the buildings and streets; that retention and maintenance of existing buildings and landscape features are considered; that site access and vehicular parking are sufficient.

# **Planning and Zoning Design Review Residential Standard Plans**

## **Application & Process Guide**

# **Application Procedures Planning and Zoning Design Review Residential Standard Plans**

## ***Application Completeness***

For an application to be accepted, the Applicant must provide all of the required information described on the submittal checklist, as incomplete applications will be rejected.

## ***Forms/Review***

Completeness Review: Staff will review the application to make sure all required documents and information have been included. If required information is missing, applicant will be notified that the application has been rejected until all required information is submitted. If the application is rejected, upon resubmittal, a new Completeness Review will be required



# **Application Procedures**

## **Planning and Zoning Design Review Residential**

### **Standard Plans – Cont.**

#### **2. *Forms/Review***

- a. Completeness Review: Staff will review the application to make sure all required documents and information have been included. If required information is missing, Applicant will be notified that the application has been rejected until all required information is submitted. If the application is rejected, upon resubmittal, a new Completeness Review will be required.
- b. Substantive Review: When complete, the application will be routed to Town staff and affected agencies for review and comment for compliance with the design standards set forth below. After this review is completed, the comments are consolidated and returned to the Applicant. The Applicant is responsible for addressing staff comments, revising and amending the application as required, and submitting a complete set of revised plans for a second review to ensure all comments have been addressed to the satisfaction of the Town. If all comments have been adequately addressed, the legislative process will begin by scheduling the design review project for a public hearing before the Planning Hearing Officer.

## **Application Procedures Planning and Zoning Design Review Residential Standard Plans – Cont.**

- c. If all comments and issues identified in the Substantive Review have not been addressed to the satisfaction of Staff in the resubmission, the application will be denied. In lieu of denial, the Applicant may, either in writing or electronically, agree to allow Youngtown to submit supplemental requests for additional information. If Youngtown issues a comprehensive written or electronic request or a supplemental request, the Substantive Review timeframes are suspended until the additional information is submitted by the Applicant.

# Planning and Zoning Review Residential Standard Plans Application

Project Name: \_\_\_\_\_

Address or Location: \_\_\_\_\_

Proposed Project Details: \_\_\_\_\_  
\_\_\_\_\_

Tax Parcel Numbers: \_\_\_\_\_

Character Area: \_\_\_\_\_

Zoning: \_\_\_\_\_ No. of Standard Plans: \_\_\_\_\_  
Density: \_\_\_\_\_ Total No. of Lots: \_\_\_\_\_  
Net Acres: \_\_\_\_\_

Property Owner: (Please print - all information must be provided)

Name (print): \_\_\_\_\_ E-mail: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Signature\*: \_\_\_\_\_ Date: \_\_\_\_\_

\* A letter of authorization from the property owner is required if the application is not signed by the owner.

Applicant/Contact: (Please print - all information must be provided)

Company: \_\_\_\_\_  
Contact \_\_\_\_\_  
Name: (print) \_\_\_\_\_ E-mail: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## For Staff Use Only

Submittal Date	_____	Case Number	_____
Fee Paid	Base + \$/plan over 5 = _____	Permit Number	_____
Receipt Number	_____		

# Planning and Zoning Design Review Residential Standard Plans Checklist

## Required Materials

PDF copy on disk of ALL required items on checklist with images formatted no larger than 11" x 17", saved in a single layer with no write protection .....

Checklist      Verification

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Submit hard copy of ALL required items below:

Application.....

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Fee (see Planning fee schedule) .....

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Project Narrative.....

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Completed Project Data Sheet.....

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Lot Fit Analysis (8.5" x 11") .....

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Maricopa County Assessor Parcel Map (8.5" x 11") (Highlight project area and provide parcel numbers) .....

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• Typical Plot Plans:

☐
☐

• 1 copy - (11" x 17") laser print for each standard plan.....

Floor Plans:

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☐

• 1 copy - (11" x 17") laser print for each standard plan.....

☐
☐

Elevations:

• 1 copy - (11" x 17") COLOR copy to scale.....

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# Planning and Zoning Design Review Residential Standard Plans Checklist – Cont.

## Materials/Color Board:

- 1- (9" x 14" - maximum) material/color board(s) providing actual color chips, veneer and roof material, including glazing, noting color name and manufacturer all samples must be sized to fit on the color board or comparable (pamphlets, cut-sheets) .....

☐☐

- Catalog cut sheets illustrating roof and veneer material color selection

☐☐

- 1 - (8.5" x 11" - minimum) Photo or color copy of the board(s) for archival purposes.....

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# Planning and Zoning Design Review Application

## 1. Plot Plan

- Scale, north arrow, and dimensions;
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- Required building setbacks;
- Proposed and allowed building lot coverage;
- Identify adjacent easements;
- Location of typical driveway; and
- Provide additional plot plans for each elevation style (A, B and C) if footprints, setbacks or lot coverage vary.

# **Planning and Zoning Design Review Application – Cont.**

## **1. Elevations**

- Scale and exterior dimensions;
- Home Builder and Subdivision Name;
- Minimum of three standard plans;
- Minimum of three elevations per standard plan;
- Building elevations for all sides;
- Minimum of three different garage doors designs for each standard plan;
- Identify materials proposed, including decorative elements and garage doors as standard features;
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- Identify gutters and downspouts painted to match, if applicable;
- All elevations must be oriented consistently with the floor plans;
- Registered Design Professional signature and seal.

## **Planning and Zoning Design Review Application – Cont.**

### **1. Materials/Colors**

- Samples of actual color chips noting the color and material name and manufacturer's number mounted on a maximum 9" x 14" foam core or cardboard. A supplemental larger size material board may be submitted if desired;
- One or two samples of all veneer and roof material, and;
- A matrix listing all proposed color schemes, noting color and material names and manufacturer's number.



# **Planning and Zoning Design Review Application – Cont.**

## **1. Design Review Notes**

A minimum of three architecturally different covered patio designs shall be provided for each standard plan on lots that back to common open space or public streets. The designs will incorporate differing rooflines such as a parapet design, a gabled design or other appropriate design given the main structure rooflines. All patio columns shall be of substantial dimensions (i.e. 12" stucco column) and constructed of materials compatible with the exterior elevations.

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## **Planning and Zoning Design Review Application – Cont.**

Detailing (i.e. veneer stone, brick, shutters, window mullions, decorative corbels, etc.) as shown on the approved elevations shall be standard and clearly labeled on the construction documents. Substantial deviations from the approved elevations shall be reviewed by the Design Review Board.

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All exposed metal roof vents and utility equipment shall be painted to match the adjacent roof or building color. This shall be clearly noted on the construction documents.

All ground-mounted mechanical equipment within a side or rear yard of a lot enclosed by a view wall shall be fully screened by a finished wall.

These conditions and any additional conditions approved by the Design Review Board shall be placed on the cover sheet of the first house plan construction submittal and all subsequent submittals for each individual standard.





**TOWN COUNCIL ACTION FORM**

**SUBJECT:** Presentation and or Approval Re: Amending the Community Development Department Fee Schedule relating to Exhibit A Site Development (Engineering) Permit Fees

**STAFF PRESENTER:** Gregory Arrington-Community Development Manager

**RECOMMENDATION:** Staff recommends approval to Amend the Community Development Department Fee Schedule (Engineering) relating to Exhibit A – adding, Youngtown Certificate of Construction Quantities Schedule.

**COMMUNITY BENEFIT:** Consistent application of the Community Development Department Fee Schedule (Engineering) based on the Project Valuation and the assessment of the appropriate fee for a project.

**DISCUSSION:** Currently Exhibit A of the Community Development Department Fee Schedule does not address development fees associated with subdivision construction quantities. The new fee is intended to recoup costs associated with managing new subdivisions within the Town.

**FISCAL IMPACT:**

**REVIEWED BY:**

**PREPARED BY:**

via email

Trish Stuhan, Town Attorney

via email

Gregory Arrington-Community Development Manager

  
Jeanne Blackman Town Manger

9-499.15. Proposed new or increased municipal taxes and fees; notification; exceptions

A. A municipality may not levy or assess any new taxes or fees or increase existing taxes or fees pursuant to statute on a business without complying with this section.

B. A municipality that proposes to levy or assess a tax or fee shall:

1. Prepare a schedule of the proposed new or increased tax or fee that includes the amount of the tax or fee and a written report or data that supports the new or increased tax or fee. A copy of the report or data shall be filed in the office of the clerk of the municipality.

2. If the imposition of the proposed tax or fee is a new charge, provide written notice of the proposed charge, the schedule of the proposed new charge and the written report or data that supports the new charge on the home page of the municipality's website at least sixty days before the date the proposed new tax or fee is approved or disapproved by the governing body of the municipality.

3. If the municipality proposes to increase the rate of an existing tax or fee on a business, provide written notice of the proposed increase, the schedule of the proposed increased tax or fee and the written report or data that supports the proposed increased tax or fee on the home page of the municipality's website at least sixty days before the date the proposed new rate is approved or disapproved by the governing body of the municipality.

4. Prepare a notice of intent to establish or increase taxes, assessments or fees including assessments pursuant to section 48-572, subsection B, paragraph 1. The notice of intent shall include the date, time and place of the meeting of the governing body of the municipality in which the proposed new or increased tax or fee will be considered and a statement that a schedule of the proposed new or increased tax or fee that includes the amount of the tax or fee and a written report or data that supports the new or increased tax or fee is available on the municipality's website. The notice of intent shall be posted on the municipality's website at least fifteen days before the date the proposed new or increased tax or fee will be approved or disapproved by the governing body of the municipality. If the municipality uses social media or other electronic communication tools, the notice of intent shall be distributed through the municipality's social media accounts or other electronic communication tools.

C. All departments, boards or other subdivisions of a municipality that are authorized to establish or modify taxes or fees shall follow the notice requirements prescribed in subsection B of this section before the date of the entity's consideration of the new or increased tax or fee.

D. Technological issues that either prevent the posting of the notice on the municipality's website or distribution of the notice through social media or other electronic communication tools does not preclude the governing body of the municipality from approving or disapproving the new or increased tax or fee at the meeting provided on the notice of intent.

E. A municipality shall demonstrate that the taxes or fees are imposed pursuant to statute.

F. Subsections A and B of this section do not apply to:

1. Any fee adopted pursuant to section 9-463.05.

2. Water and wastewater rates or rate components.

3. Fees for registration-based classes, programs or activities provided by the municipality.

4. Court fees established pursuant to state law.

5. Fees or charges established pursuant to federal law for public housing or other federally funded programs.

6. Other fees whose amounts are set by state or federal law.

G. If information is made available relating to the fees provided in subsection F of this section, that information shall be posted on the municipality's website and, if the municipality uses social media or other electronic communication tools, distributed through social media or other electronic communication tools.

H. In addition to any other limitation that may be imposed by law, a municipality shall not levy or impose an assessment, fee or tax on hospital revenues, discharges, beds or services for the purpose of receiving services or payments pursuant to title 36, chapter 29.

**TOWN OF YOUNGTOWN  
NOTICE OF INTENT - PROPOSED NEW OR INCREASED FEES**

Pursuant to A.R.S. § 9-499.15, the Town of Youngtown, Arizona, ("Town"), hereby gives notice that it may adopt a resolution to impose a new or increased fee.

**SUBDIVISION CONSTRUCTION QUANTITIES FEE SCHEDULE**

The following fees schedule shall be paid for Subdivision Construction Quantities Fees:

SEE ATTACHED EXHIBIT A

The proposed fees schedule for subdivision construction quantities fee is intended to recoup costs associated with managing new subdivisions within the Town.

The Town Council will consider this matter at its regular Town Council meeting to be held at the Town Hall, located at 12030 North Clubhouse Square, Youngtown, Arizona, on November 5, 2020 at 5:30 p.m. Following such consideration, the Town Council may approve, disapprove or modify said fee increases.

Information about the proposed fees are available at the Town Clerk's office during normal office hours, Monday through Friday, 8:00 a.m. through 4:00 p.m., and on Town's website at <http://www.Youngtownaz.org/>

DATE POSTED ON TOWN WEBSITE:

11/05/2020



## YOUNGTOWN CERTIFICATE OF CONSTRUCTION QUANTITIES SCHEDULE

**PROJECT NAME:** \_\_\_\_\_

Item	Unit Charge	Quality	Item Cost
------	-------------	---------	-----------

### 1. Paving

ENG20-_____ C of Q Date _____ App. Date _____			
Paving – A. C. (Base Course)	\$0.48 per s. y.		
Paving – Overlay or Top Course	\$0.24 per s. y.		
Barricading – (Permanent – Wooden)	\$47.15 each		
Guard Rail	\$0.35 per l. f.		
Survey Monuments	\$8.25 each		
Adjust Monuments	\$8.25 each		

### 2. Concrete

ENG20-_____ C of Q Date _____ App. Date _____			
Driveways	\$0.53 per s. f.		
Paving – P.c., Concrete or Bomanite	\$0.53 per s. f.		
Sidewalk .	\$0.13 per s. f.		
Curb and Gutter	\$0.24 per l. f.		
Valley Gutter	\$0.53 per s. f.		
Concrete Apron Including Curb and/or Wheelchair Ramp	\$41.15 each		
Scuppers and Building Drains	\$23.55 each		
Alley Surfacing (Non A.C.)	\$0.18 per s .f.		
Cutoff Walls	\$0.24 per l. f.		
Slope Protection	\$0.41 per s. y.		
Decorative Sidewalk/Paving	\$0.41 per s. y.		

### 3. Drainage

ENG20-_____ C of Q Date _____ App. Date _____			
Drywell (Maxwell or Similar)	\$87.70 each		
Irrigation and Storm Drain Pipe	\$1.06 per l. f.		
Pressure Manholes	\$59.00 each		
Catch Basins, Headwalls, Irrigation Storm Drains and Water Manholes	\$59.00 each		

### 4. Landscape

ENG20-_____ C of Q Date _____ App. Date _____			
Landscape Inspections	\$0.03 per s. f.		

**Town of Youngtown**  
 Engineering  
 12030 N. Clubhouse Square  
 Youngtown, AZ 85363



## 5. Utilities

ENG20- _____ C of Q Date _____ App. Date _____			
T.V. Underground Cable or Conduit	\$0.24 per l. f.		
Utility Trenching and Backfill	\$0.24 per l. f.		
Splice and Repair Pits (Backfill and Patch)	\$41.15 each		
Adjustment: Manholes, Valves, Cleanouts, Etc.	\$23.55 each		

## 6. Site Grading

ENG20- _____ C of Q Date _____ App. Date _____			
Site Grading	\$76.85 plus \$17.55 per acre		
Commercial Sites	\$295.00		

## 7. Application Fee

Application fee	\$88.00		
	<b>Total Costs</b>		

S.Y. = squared yard

S.F. = square foot

L.F. = lineal foot

I hereby certify these quantities are accurate and that they correspond to the plans and specifications that I have prepared for the improvements of this project.

SIGNATURE \_\_\_\_\_

ARIZONA REGISTRATION NUMBER \_\_\_\_\_

DATE \_\_\_\_\_

**Town of Youngtown**  
Engineering  
12030 N. Clubhouse Square  
Youngtown, AZ 85363