

**MINUTES OF THE TOWN OF FLORENCE COUNCIL WORK SESSION HELD ON MONDAY, SEPTEMBER 24, 2018, AT 6:00 P.M., IN THE CALIENTE CLUB HOUSE, LOCATED AT 3502 N. PINAL PARKWAY, FLORENCE, ARIZONA.**

**CALL TO ORDER**

Mayor Walter called the meeting to order at 6:00 p.m.

**ROLL CALL:**

Present: Walter, Woolridge, Hawkins, Guilin, Anderson, Wall, Larsen

**WORKSESSION WITH THE CALIENTE DEL SOL BOARD TO DISCUSS ISSUES MOVING FORWARD REGARDING EXISTING AND NEW DEVELOPMENT.**

The following Caliente Casa De Sol Boardmembers were present:

President: Rene Burns

Vice-President: Dale Lass

Secretary: Carolyn Leifson – appeared telephonically

Treasurer: Bruce Long – appeared telephonically

Director: Yvonne Woolston

Director: Ron Rowley

Director: Ron Sower

Mr. Ron Sower, Director, Caliente Casa Del Sol (Caliente) stated that the Caliente Casa de Sol Board (Board) has been working over the last year to make improvements not only for Caliente, but for their neighborhoods to remain safe as well as provide room on their lots for living and recreational space. They have worked with the Town in a positive manner regarding setbacks and safety issues.

Mr. James (Jim) Allen, Building Official, stated that they met with members of Caliente to address their concerns and apply the Code pertaining to Life Safety and Building Safety. He stated some of the main concerns are unit placements and fire separation. He reviewed the most current version of the CC&Rs for Caliente and they have several requirements, including a nine-foot parking area. He stated that a five-foot separation on both sides, as outlined in the Code is not practical as it would not allow for a parking area

Mr. Allen stated that he has done a lot of research and there is a lot of differences on how municipalities deal with unique issues, such as this. There is no consistency amongst any of the municipalities that he researched. A municipality in Yuma County has similar concerns and opted to get an exception into the Building Code to allow a three-foot separation into non-conforming RV parks but there are some stipulations that they must still comply with.

Mr. Allen stated that the Town is in the process of proposing adoption of the 2012 Building Code. The five-foot separation was changed in the 2006 Building Code. Had the three-foot separation been maintained and adopted at that time, this issue could have been long passed. The Caliente Park was recorded between 1973 and 1978. At that time, the Building Code, for certain, was a

three-foot setback. He stated that this was what was in place; however, he does not know how it was applied or enforced.

Mr. Allen is proposing that an amendment be made to the current Code and to future Codes to allow a three-foot fire separation distance in the Caliente area, zoned under RV Park. This will allow the numbers to coincide with the nine-foot parking area, and three feet of required egress out of the livable unit. All of the items that Caliente requested will be met.

Mr. Allen provided a presentation in which he outlined the following and pointed out the concessions:

- Caliente del Sol - Improvement Methods
  - Replace Existing Structure
  - New Construction complying with code amendments to the 2012 IRC Table 302.1(1). Exterior walls.
- Requirements for replacement (within existing footprints)
  - Prior to removal of existing unit
    - Have an approved permit through Building Safety, Planning and Zoning, and Fire Department
    - Schedule an inspection so that existing unit location can be documented. That location will be allowed for the replacement unit
    - If replacement unit is wider than the previous unit, that difference will be accommodated to the inside of the lot
  - Replacement with new unit
    - No greater than five years old
    - All electric, no propane or natural gas appliances
    - Factory-installed, hard-wired operational smoke detectors with minimum of one carbon monoxide or combination type smoke detector
    - Four-inch maximum eave projection on side facing the lot line.
- 2012 Code Amendment (proposed) to Section R302, Table R302(1) Exterior Walls
  - New installation of dwelling unit in RV parks with non-conforming lots
    - This would apply in RV parks and other applicable zoning districts with non-conforming lots, which are existing at the time of this code adoption and would only apply for new installations. It would allow for a new installation of a Dwelling unit (Park Model) to be located less than five feet from the lot line but must maintain a minimum Fire Separation of three feet from lot line. Unit must have no more than 4 inches of projection past exterior wall.
    - These dwelling units shall meet the same requirements as the existing replacement dwelling unit requirements
  - New installation of Arizona Rooms in RV parks with non-conforming lots
    - In RV parks and other applicable zoning districts with non-conforming lots, which are existing at the time of this code adoption, the following would apply for new installations only. Arizona Rooms may be located less than five feet from the lot line but must maintain a minimum Fire Separation of three feet from lot line. No projections such as overhangs or eaves are allowed on the sides of the structure which face the lot lines.
  - New construction of Shades, Awnings, and Carports in RV parks with non-conforming lots

- In RV parks and other applicable zoning districts with non-conforming lots, which are existing at the time of this code adoption, the following would apply for new installations only. The installation of non-habitable structures (awnings, shades, and carports) will be permitted, with unlimited unprotected openings, and no projections, located at a minimum Fire Separation of three feet from the lot line.
  - These structures shall be constructed of non-combustible materials. Structural supports for these structures which are less than feet, but not less than three feet from the lot lines, must be constructed of steel or an approved non-combustible material and installed in accordance with approved engineering. At no point shall these structures be enclosed.
  - Steel beams/horizontal supports shall be C-type or I-beam type.
  - Steel columns/posts shall be at least (3 inches x 3 inches) and have a minimum wall thickness of 3/16 inch.
- New construction of Accessory Structures in RV\_parks with non-conforming lots
  - In RV parks and other applicable zoning districts with non-conforming lots, which are existing at the time of this code adoption, the following would apply for new installations only. Storage sheds and other accessory structures shall have no openings or projections on the sides of the structure which face the lot lines, may be located less than five feet from the lot line, but must maintain a minimum Fire Separation of three feet from lot line
- Next steps when seeking permits
  - Each property and/or situation is unique, and often requires individualized or complex solutions
  - The Town wants to assist you in the improvement of your property, while ensuring the property remains safe and enjoyable
  - If you have concerns or questions, please reach out to us. We are always available for information concerning potential improvements
- Other Discussion Points
  - Town Sponsored Zoning Amendment
    - Front Yard Setback / Easement Protection (Utilities)
  - Continue Fire Safe Seniors Program
    - Smoke Detectors, Carbon Monoxide Detectors, Cooktop Suppressors
  - Fire/Police Department Assistance
    - Hydrant Testing
    - Emergency Response Plan
    - Safety Education
  - Town Assistance
    - WIFA Assistance (Water Infrastructure Replacement)
    - List of Structural Engineers
- International Residential Code
  - (IRC) R104.10 Modifications. Wherever there are practical difficulties involved in carrying out the provisions of this code, the Building Official shall have the authority to grant modifications *for individual cases*, provided the Building Official shall first find that the special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code *and that such modification does not lessen health, life, fire and structural safety requirements*. The details of action granting

modifications shall be recorded and entered in the files of the Development Services Department, Building Safety Division.

- Existing Structures
  - (IBC) 3403.1 Existing buildings or structures. Additions or alterations to any building or structure shall comply with the requirements of the code for new construction. Additions or alterations shall not be made to an existing building or structure *that will cause the existing building or structure to be in violation of any provisions of this code*. An existing building plus additions shall comply with the height and area provisions of Chapter 5. Portions of the structure not altered and not affected by the alteration are not required to comply with the code requirement for a new structure.

Mr. Sower outlined items that the Board will do to make their community safer, such as:

- New units need to be all electric
- Move units up to the curb line, but will need to change the deed restrictions
  - Vacate 22 inches off of the back to help with water main replacements
- Purchase lots that have old units on them and remove the old units and sell the property as vacant lots
- Continued Fire Safe Senior Program
- Joint venture with the Town to investigate grants and other financing mechanisms to help the residents convert from propane or natural gas to electric.
- Annual meeting with the Fire Department to discuss fire safety
- Sell the units that have had removal of old unit as vacant

Mr. Brent Billingsley, Town Manager, responded to Mr. Sower's requests:

- Setback change
  - Town sponsored zoning amendment
  - No fees
- Continue Fire Safe Seniors Program
- Fire and Police Assistance
  - Hydrant testing on an annual basis
  - Assistance with the Emergency Response Plan
- Assistance with water infrastructure replacement and help with structural engineers

Mr. Larry Harmer, Community Development Director, stated that the Town-sponsored amendment for the rear setback going from 1.5 feet to five feet will provide better access to the waterline utility that runs along the rear of the lots. He stated that a five-year limit on the age of the unit is already in the Development Code for manufactured homes. This would put Caliente as the same realm as Florence Gardens.

Councilmember Larsen inquired how long will it take to complete the amendment.

Mr. Harmer stated that it would take approximately 60 days.

Mr. David Strayer, Fire Chief, stated that Fire Safe Seniors Program is an ongoing program that the Fire Department will continue until there is no longer a need for the program. They have installed over 400 smoke detectors, conducted over 200 home inspections and utilized the Dial for Life Program. He suggested that they add suppression technology for cooking fires. Cooking

is the number one cause for fires and number two cause for fire deaths in the United States. They will continue to add new technology to the program as it comes out.

Chief Strayer stated that hydrant testing is somewhat problematic because they can cause damage to a property by closing a hydrant. They will work through those issues as they are encountered. There are some hydrants that are slated to be replaced.

Chief Strayer stated that the Emergency Response Plan is the Board's Plan and the Fire Department can assist in developing their plan; however, they need to have a dialogue with the Board on what it is they would like from the Fire Department.

Chief Strayer stated that they can continue with the Safety Education Program.

Mayor Walter inquired about seeking grants for assistance with the carbon monoxide detectors.

Chief Strayer stated that they have approximately 100 detectors that they can begin the program with. They also have an unlimited amount of smoke detectors and approximately 20 fire extinguishers left. He stated that the cooking fire device is fairly new type of equipment and will be installed above the stove.

Mr. Daniel Hughes, Police Chief, stated they can assist with the Emergency Response Plan as well as crime prevention inclusive of elder abuse and scams.

Mr. Bruce Ling, Caliente Casa De Sol Treasurer, stated that he appreciates the Town Council working with the Board and the Caliente Residents.

Mr. Sower inquired of Mr. Harmer if he is in favor of the five-foot setbacks.

Mr. Harmer stated that he does not see a problem with the five-foot setbacks.

Mayor Walter thanked Caliente for allowing the Council the opportunity to host them at their facility and thanked them for working together.

Mr. Terry Christen, Caliente Resident, stated that he was on the Board last year and it is nice to see this come to fruition as they have been working on it since last year.

Councilmember Anderson inquired if the five-foot setbacks will be for the sides of the property.

Mr. Harmer stated that the five-foot setbacks will be for the rear of the property.

Mr. Sower stated that they will not be able to accomplish the 22" setbacks until February, when they have their next Board meeting.

Mr. Billingsley stated that when they change a Code, specifically, a zoning Code, the Town would wait for Caliente's election first. The Town is not governed by their election; however, they are governed by the Town's decision, so the Town should wait until they get feedback from their Association.

Mr. Sower stated that they will try and expedite the process.

**ADJOURNMENT**

On motion of Councilmember Anderson, seconded by Councilmember Guilin, and carried (7-0) to adjourn the meeting at 6:31 pm.

  
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Tara Walter, Mayor

ATTEST:

  
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Lisa Garcia, Town Clerk

I certify that the following is a true and correct copy of the minutes of the Florence Town Council meeting held on September 24, 2018, and that the meeting was duly called to order and that a quorum was present.

  
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Lisa Garcia, Town Clerk