



PAGE CITY COUNCIL

697 Vista Avenue
Page, AZ 86040

Mike Farrow, Vice Mayor
Kenna Hettinger, Councilor
Tom Preller, Councilor

Debi Roundtree, Councilor
David Auge, Councilor
Amanda Hammond, Councilor

Steven Kidman, Mayor

MEETING NOTICES

Consent Agenda: This portion is a means of expediting routine matters. All items approved will be done by one undebatable motion passed unanimously. Any item may be removed for debate on request of any member of City Council. Items removed from the Consent Portion become the first items of business of the Regular Agenda.

Hear From the Citizens: The City of Page welcomes public engagement, and the public may comment and address the City Council during this portion of the agenda. To request to speak, complete and submit the Request to Speak form PRIOR to the start of the meeting. When called to speak, please step up to the lectern, speak clearly into the microphone, and begin by stating your name for the record. Hear From the Citizens provides a time for the public to speak about matters that are NOT listed on the posted Agenda. The City Council cannot discuss or take legal action on any matters during the Hear From the Citizens. At the conclusion of the Hear From the Citizens, individual members of the City Council may respond to criticism made by those who have addressed the City Council, may ask Staff to review a matter, and/or may ask that a matter be put on a future agenda. If the topic you are commenting about is listed on the current agenda, you will be called to speak during that agenda item. Comments are limited to 3 minutes each speaker and 30 minutes in total. If you are with a group, please designate a spokesperson.

This agenda may be subject to change up to 24 hours prior to the meeting.

Pursuant to A.R.S. §38.431.02, notice is hereby given to the members of the City Council and to the general public that the Page City Council will hold a meeting open to the public. Supporting documents and Staff reports, which were furnished to the City Council, with this agenda, are available for review at cityofpage.org or at the City Clerk's Office. Councilmembers of the City of Page City Council will attend either in person or by technological means. City Council may vote to go into Executive Session for the purpose of obtaining legal advice from the City Attorney on any item listed on the agenda, pursuant to A.R.S. §38-431.03 (A)(3). City Council may modify the agenda order, if necessary.

Persons with disabilities should call the City Clerk's Office, at 928-645-4205 for program and services information and accessibility.

NOTICE TO PARENTS: Parents and legal guardians have the right to consent before the City of Page makes a video or voice recording of a minor child A.R.S. §1-602.A.9.

City Council meetings are audio and video recorded. Parents or guardians may either submit a written consent to the City Clerk's Office, or by allowing a minor to be present and/or participate in the meeting, parents or guardians waive this right.

If you would like to receive email notification for City Council agendas, please sign up for subscriptions on our website at cityofpage.org.



**City Council
Regular Meeting**

**City Hall
697 Vista Ave, Page AZ
July 30, 2025 at 5:30 PM**

Notice of Public Meeting and Agenda

Page City Council may discuss and take action on any item listed on the agenda

- 1. Call to Order and Opening Activities**
- 2. Roll Call**
- 3. Consent Agenda**
 1. Monthly Cash Allocation - May 2025
 2. City Council Regular Meeting Minutes - July 9, 2025
 3. City Council Special Meeting Minutes - July 14, 2024
- 4. Public Hearings**
 1. Public Hearing for Zone Change Case #ZON 25-001 - Portion of Parcel 80114003M from Planned Development (PD) to Parks & Open Spaces Special District (POS) Zoning
- 5. Hear From The Citizens**
- 6. Reports and Announcements**
 1. Mayor's Reports and Announcements
 1. Washington DC Trip Update
 2. City Manager's Current Events Summary
- 7. Boards and Commissions**
 1. Council Liaison Reports on Board Meetings
 2. Economic Development Advisory Board Appointments
 3. Substance Abuse Task Force Appointments
 4. Planning and Zoning Commission Appointments
 5. Youth Advisory Commission Appointments
 6. Library Advisory Board Appointments
 7. Page Utility Enterprises Board Appointment - Resolution 1336-25
- 8. Unfinished Business**
 1. Presentation of a Potential Development for Parcel 80106032A (located on the Northeast portion of Newburn Road)
 2. Amendment to Professional Services Agreement between the City of Page and Norris Design
- 9. New Business**
 1. Balloon Regatta Design Contest
 2. Border Support Agreement with Coconino County Sheriffs Office

3. Airport Board & Professional Airport Manager
4. Monitoring Well Access Agreement - Phillips 66
5. Ordinance 740-25: Rezone of a Portion of Parcel No. 80114003(M) (Frost Park) to Parks and Open Space
6. Ordinance 741-25: Subdivision Regulation Amendments
7. Award Bid #257 Powell Substation North Bay Transformer
8. Update on Safety Barricades Procurement

10. Potential Future Agenda Items

1. Reinstatement of the Council Code of Ethics
2. Procedural Decorum for Council Meetings
3. Northern Arizona / New Mexico Chapter of the Red Cross
4. Police Department Pay Program
5. Define and Realign City of Page Boards

11. Executive Sessions

1. EXECUTIVE SESSION
Pursuant to A.R.S. § 38-431.03 (A)(7) The City Council may vote to go into Executive Session for the purpose of discussions regarding negotiations for the purchase, sale, or lease of real property.
Potential Land Sale of Parcel 80106032A
(located on the Northeast portion of Newburn Road)

Adjourn

Next Regular Meeting: Wednesday, August 13, 2025 at 5:30 p.m.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following places: City Hall Bulletin Board located at 697 Vista Avenue, Page, Arizona; Justice Building Bulletin Board located at 547 Vista Avenue, Page, Arizona; U. S. Post Office Lobby located at 44 Sixth Avenue, Page, Arizona, on the ____ day of _____, 2025, at _____ a.m./p.m. in accordance with the statement filed by the City of Page City Council with the City Clerk.

CITY CLERK'S OFFICE

CITY OF PAGE

MONTHLY CASH ALLOCATION COMPARISON

			Apr-25	May-25
01-1110200		LGIP - GENERAL SAVINGS ACCT	17,317,911.14	17,372,368.24
01-1110250		US BANK - GENERAL SAVINGS ACCT	9,051,449.34	9,034,593.61
01-1110350		XPRESS DEPOSIT ACCOUNT	25.00	160.00
01-1110700		BMO CASH A/P CHKNG (COMBINED)	5,495,256.36	5,169,635.37
01-1110800		BMO CASH P/R CHKNG (COMBINED)	-244,212.51	446,120.13
12-1110600		EMERG RESERVE-U.S. BANK ACCT	12,048,222.10	12,048,222.10
15-1120300		LGIP - HURF SAVINGS ACCT	1,407,186.78	1,462,989.68
32-1120500		BMO JCEF SAVINGS ACCOUNT	13,727.18	14,110.53
45-1110700		HSB CHECKING ACCOUNT	9,796,306.38	10,250,431.96
45-1110800		HSB INVESTMENT ACCT-US BANK	4,325,473.82	4,322,021.44
72-1120800		BMO -FIRE PENSION SAVINGS	33,105.10	35,161.35
72-1121100		FIRE PENSION-INVESTMENT ACCT	582,208.34	608,810.29

59,826,659.03

60,764,624.70

FUND			Apr-25	May-25
10		ALLOCATION TO GENERAL FUND	29,584,829.38	30,134,678.97
12		ALLOCATION TO EMERGENCY RES FUND	11,749,457.64	11,749,457.64
15		ALLOCATION TO HIGHWAY USER FUND	1,387,059.94	1,442,222.78
16		ALLOCATION TO SUBSTANCE ABUSE FUND	40,118.09	40,359.65
20		ALLOCATION TO DEBT SERVICE FUND	0.00	0.00
25		ALLOCATION TO MISCELLANEOUS GRANTS	536,388.11	782,827.39
32		ALLOCATION TO JCEF FUND	13,479.33	13,786.22
33		ALLOCATION TO MAGISTRATE COURT IMP FUND	22,257.95	23,364.63
34		ALLOCATION TO FILL THE GAP FUND	4,296.67	4,296.67
36		ALLOCATION TO DONATION FUND	33,532.23	33,608.61
40		ALLOCATION TO CAPITAL PROJECTS FUND	9,438,776.28	8,824,299.52
45		ALLOCATION TO HORSESHOE BEND FUND	3,212,365.66	3,668,814.06
46		ALLOCATION TO AIRPORT FUND	3,012,004.02	2,970,066.84
48		ALLOCATION TO LAND FUND	718,594.30	1,010,104.28
50		ALLOCATION TO PAGE UTILITY ENTERPRISES	-1,926.90	-6,228.07
51		ALLOCATION TO WATER FUND	-2,465.13	-4,057.78
52		ALLOCATION TO SEWER FUND	-519.89	-1,917.02
55		ALLOCATION TO GOLF FUND	-320,361.17	-342,308.82
57		ALLOCATION TO CEMETERY FUND	303,945.69	297,764.10
72		ALLOCATION TO FIRE PENSION FUND	576,759.31	605,417.51

60,308,591.51

61,246,557.18



**PAGE CITY COUNCIL
REGULAR MEETING MINUTES
July 9, 2025**

A Regular Meeting of the Page City Council was held at 5:30 p.m. on the 9th day of July, 2025, in the Council Chambers at City Hall in Page, Arizona. Mayor Steven Kidman presided. Vice Mayor Mike Farrow, and Councilors David Auge, Amanda Hammond (via Zoom), Kenna Hettinger, Tom Preller, and Debi Roundtree (via zoom) were present. There was a moment of meditation. Vice Mayor Farrow led the Pledge of Allegiance.

Mayor Kidman called the meeting to order at 5:31p.m.

Staff members present: Interim City Manager, Brian Hill; City Attorney, Joshua Smith; IT Director, Kane Scott; Police Chief, Tim Lange; Police Executive Administrative Assistant, Alie Malnack; Police Lieutenant, Ted Barnard; Building Official, Brett Slavens; Management Analyst, Robin Crowther; Deputy City Clerk, Jennifer Lange; and City Clerk Cindy Scott.

MINUTES

City Council Special Meeting Minutes on June 25, 2025

City Council Regular Meeting Minutes on June 25, 2025

Motion made by Councilor Auge to approve the Minutes. The motion was seconded by Councilor Hettinger and passed unanimously upon a vote.

HEAR FROM THE CITIZENS

No citizens addressed the City Council.

REPORTS AND ANNOUNCEMENTS

MAYOR'S REPORTS AND ANNOUNCEMENTS

Update on the Independence Day Event

Vice Mayor Farrow provided information about the event.

CITY MANAGER'S CURRENT EVENTS SUMMARY

Interim City Manager provided information.

BOARDS AND COMMISSIONS

Discussion by the City Council pertaining to reports on board meetings by Board Liaisons

Councilor Preller and Councilor Hettinger gave updates.

UNFINISHED BUSINESS

Public Information Officer (PIO) Position

Mayor Kidman provided information.

City Attorney Smith provided information.

There was discussion.

Page City Council Regular Meeting – July 9, 2025

NEW BUSINESS

Golf Cart Co-op Purchase

Clubhouse Manager, Jake Hunter provided information.

There was discussion.

Motion was made by Councilor Hammond to approve the purchase of 65 golf carts.

The motion was seconded by Councilor Auge.

Councilor Preller commented.

The motion passed unanimously upon a vote.

EDA Grant Update and Downtown Beautification Project

City Attorney Smith provided information.

There was discussion.

Motion was made by Councilor Hammond to strike the direction given on June 25th and give new direction to City Staff to revise the contract and project schedule and bring it back to Council on the next meeting for approval. The motion was seconded by Councilor Auge.

Vice Mayor Farrow asked a question.

City Attorney Smith clarified.

The motion passed unanimously upon a vote.

Direction on City Purchasing Nuisance Properties

Interim City Manager Bryan Hill provided information.

Mayor Kidman provided additional information.

There was discussion.

Staff was directed to move forward.

ADJOURN

The meeting was adjourned at 6:22 p.m.

Cindy Scott, City Clerk

Steven R. Kidman, Mayor

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the City Council Regular Meeting, held on the 9th day of July 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 30th day of July 2025

Cindy Scott, City Clerk



**PAGE CITY COUNCIL
SPECIAL MEETING MINUTES
July 14, 2025**

A Special Meeting of the Page City Council was held at 4:30 p.m. on the 14th day of July 2025, in the Council Chambers at City Hall in Page, Arizona. Mayor Steven Kidman presided. Vice Mayor Mike Farrow, and Councilors David Auge, Amanda Hammond (via Zoom), Kenna Hettinger, Tom Preller, and Debi Roundtree were present.

Mayor Kidman called the meeting to order at 4:32 p.m.

Staff members present: Interim City Manager, Bryan Hill; Interim Assistant City Manager, Linda Watson; City Attorney, Joshua Smith; Human Resources Director, Rachell French; Administrative Assistant, Deandra Slim; Deputy City Clerk, Jennifer Lange; and City Clerk Cindy Scott.

ITEMS OF BUSINESS

Special Event Liquor License – Glen Canyon Conservancy

Motion was made by Councilor Preller to approve the Special Event Liquor License.

The motion was seconded by Councilor Hettinger and passed unanimously upon a vote.

EXECUTIVE SESSION

Motion was made by Councilor Auge to enter Executive Session for one (1) Executive Session item and remain in the room at 4:33 p.m. The motion was seconded by Councilor Preller and passed unanimously upon a vote.

Mayor Kidman reconvened the Special City Council meeting at 4:40 p.m.

EXECUTIVE SESSION

Director of Economic Development - Gregg Martinez

None.

Creation of Public Information Officer (PIO) Position

Interim City Manager Hill gave background information.

There was discussion.

Staff directed to move forward with the process of creating the PIO position as suggested by the Interim City Manager.

City Manager Recruitment

Melissa Barker and Nicole Gruenhaupt from the Duffy Group gave background information and went over the process.

There was discussion.

Page City Council Special Meeting – July 14, 2025

EXECUTIVE SESSION

Motion was made by Councilor Auge to enter Executive Session for one (1) Executive Session item and remain in the room at 6:16 p.m. The motion was seconded by Vice Mayor Farrow and passed unanimously upon a vote.

Mayor Kidman reconvened the Special City Council meeting at 6:44 p.m.

EXECUTIVE SESSION

City Manager - Darren Coldwell

None.

City Manager Recruitment (continued)

Nicole and Melissa from the Duffy Group explained the process that will take place going forward.

There was discussion.

ADJOURN

The meeting was adjourned at 6:58 p.m.

Cindy Scott, City Clerk

Steven R. Kidman, Mayor

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the City Council Special Meeting, held on the 14th day of July 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 30th day of July 2025

Cindy Scott, City Clerk

REQUEST FOR COUNCIL ACTION

Request for Council Action:

Meeting Type: Regular Meeting

Meeting Date: July 30, 2025

Department: Planning and Zoning

Presented by:

Brief Title: Public Hearing for Zone Change Case #ZON 25-001 - Portion of Parcel 80114003M from Planned Development (PD) to Parks & Open Spaces Special District (POS) Zoning

Agenda Section: Public Hearings

Agenda Sub-category: Agenda Item

Action: Other

PowerPoint Needed?: No

Request for Council Action

Recommended Action:

Mayor opens Public Hearing

Mayor closes Public Hearing

Background:

A public hearing was held during the Planning and Zoning meeting on July 1, 2025. There were no proponents or opponents.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

This item was approved by the Planning and Zoning Board on July 1, 2025.

Admin Only: (text will appear on the agenda)

Zone Change Case #ZON 25-001- Portion of Parcel 80114003M from Planned Development (PD) to Parks & Open Spaces Special District (POS) Zoning

Fiscal Impact:**Attachments:**

1. Zone Change ZON 25-001 Staff Report

STAFF REPORT

PARCEL NO. 80114003M EASEMENT

ZONE CHANGE REQUEST



P & Z Commission Meeting Date: Public Hearing & Meeting: June 3, 2025
City Council Meeting Date: Public Hearing & Meeting: June 25, 2025
Staff Report Prepared by: Zach Montgomery, City Planning Director
Case Number & Title: #ZON 25-001 – **Parcel #80114003M Easement Rezone**

Applicant Information:

Property Owner/Applicant:

City of Page
697 Vista Avenue – Page, AZ 86040

Representative:

Zach Montgomery, City Planning Director

Property Description & Location:

This City-Owned subject property is undeveloped, with the assigned Coconino County APN **Parcel #80114003M**, and this entire Parent Parcel is approximately **5.81 Acres ±**, **and only the southernmost approximate 1.00 Acres± designated as an Easement, will be undergoing this zone change request**, with the remaining approximate **4.81 Acres±** to remain with its undevelopable zoning designation of Planned Development (PD) moving forward.

The Parent Parcel #80114003M is further defined by the Legal Description: “located in the S.W. & S.E. ¼ of Section 30 & N.W. & N.E. ¼ of Section 31, Township 41 North, Range 9 West, Gila & Salt River Base & Meridian, City of Page, Coconino County, Arizona.” **The only portion of Parcel #80114003M that is a part of this Zone Change Request is that southernmost area designated as the New Utility Easement** shown on the ALTA Survey, located in “**Exhibit A**”–**Parent Parcel Survey Plat & Legal Description**. Please also see “**Exhibit B**”–**Survey Plat & Legal Description of Easement Portion of Parent Parcel Being Rezoned**, “**Exhibit C**”–**Map of Existing Zoning of Subject & Surrounding Properties**, and “**Exhibit D**”–**300-Foot Property Notification Map & Property Owner Addresses**.

This Subject Property – Parcel #80114003M, is located west of multiple vacant parcels that front onto Vista Avenue, south of the Bidaji Housing Subdivision and Page Golf Course, north of approximately five (5) homes that front onto North Navajo Drive, and southwest of the Quality Inn of Page that fronts onto North Lake Powell Boulevard.

Zoning of Abutting Properties - The properties to the W and NW are zoned **Public Quasi-Public (PQP)**, the properties to the E and N are zoned **Central Business District (CBD)** and **Multi-Family Residential (RM)**, and the properties to the S are zoned **Single-Family Residential (R1-8)**. **ADDRESS:** Property is City-Owned and has not yet been addressed.

Applicant Request:

The City requests to rezone that southernmost approximate **1.00 Acre± easement portion** of their **5.81 acre± Parent Parcel 80114003M** property from **Planned Development (PD)** zoning to **Parks & Open Space Special District (POS)** zoning.

Current Land Use Designation & Zoning District Classification:

Land Use: The City’s 2040 General Plan–Future Land Use Map (FLUM) designates this property as **Multifamily Residential**. The requested zoning of **Parks & Open Space (POS)** for that southernmost Easement of the Parent Parcel is compatible with all other zoning districts and Land Uses and does not require any special considerations to allow the zone change to be enacted. The Land Uses of the abutting properties include the **Downtown Area (Commercial)** to the North and East, **Neighborhood Residential (Single-Family)** to the South, and **Open Space** to the West.

Zoning District: The City’s Official Zoning Map designates this property as **Planned Development (PD)**. The owner has requested to rezone the subject **1.00 Acre± Easement of Parent Parcel #80114003M** to **Parks & Open Space Special District (POS)** to allow for uses permitted in that district. Staff agrees this is an appropriate zoning for the property.

Proposed/Requested Zoning District Classification:

The applicant is requesting their property be changed to **Parks & Open Space (POS)** zoning to make it more desirable for a park type use and setting, as requested by the area residents of the area, and to also help preserve the existing view-shed.

The Parks & Open Space Special District (POS) Zoning Designation which has the intent and purpose to promote the public health, safety and general welfare of the community by protecting and preserving open space as a limited and valuable resource which conserves natural resources, protects scenic vistas, provides recreational opportunities, and contributes to the overall quality of life in the city.

This zone change request is for **only the Easement Portion** of the **Parent Parcel** to be rezoned to **Parks & Open Space Special District (POS)** zoning, which is compatible with all zoning district designations and uses.

The following permitted uses are allowed By-Right within the POS zoning district:

1. Arboretum or Botanical Garden
2. Community Playfields and Parks
3. Nature Preserves, Trails & Trailheads
4. Campground/RV Park (**Requires a minimum of 5-Acres to allow this use. This zone change is for only 1.00 Acres±**)

The Development Standards for the POS Zoning District Designation are as follows:

1. No minimum lot width dimensions are required or established.
2. No minimum Lot Size dimensions or acreage are required or established.
3. Minimum Building Setbacks shall be: 25-feet Front; 25-feet both Sides; and 25 feet Rear.
4. No Maximum Lot Coverage for any lots within this POS Zoning District are required or established.
5. Maximum height of any structure within this POS Zoning District is forty (40) feet.

Staff Review & Findings of Fact:

- ✓ The applicant requests a Zone Change from the City of Page, Zoning Code of Ordinances, **Chapter 152, Section 090** to change the zoning for only the designated and approximate **1.00 Acre± Easement Portion** of the subject **5.81 Acre± Parent Parcel** from **Planned Development (PD)** to **Parks & Open Space (POS)** zoning. ***The remaining 4.81 Acre± portion of the parent parcel shall remain zoned as Planned Development (PD).***
- ✓ The subject property has abutting properties that are zoned as **Central Business District (CBD)**, **Public Quasi-Public (PQP)**, **Multi-Family Residential (RM)** or **Single-Family Residential (R1-8)** and the **Parks & Open Space Special District (POS)** zoning is compatible with all these different abutting property zoning designations.
- ✓ The **Page 2040 General Plan – Future Land Use Map (FLUM)** designates the Land Use for this subject property as **Multifamily Residential**. The requested zoning of **Parks & Open Space Special District (POS)** is compatible with all zoning designations and uses, and it is in conformity with the General Plan and FLUM.
- ✓ The City's **Official Zoning Map** classifies this subject property as **Planned Development (PD)**. The requested zoning of **Parks & Open Space Special District (POS)** is compatible with all zoning designations and uses, so this zone change request conforms with City Zoning Codes.

Considerations & Conclusions of Law:

In determining whether to approve, approve with conditions, or deny proposed official zoning map amendments, issues for consideration shall include but not be limited to:

1. Consistency (or lack thereof) with the general plan, and other adopted plans; ***The requested zoning of Parks & Open Space (POS) is compatible with all Land Uses.***
2. Compatibility with the present zoning and conforming uses of nearby property and with the character of the neighborhood; ***The requested zoning of Parks & Open Space (POS) is compatible with all Zoning Districts.***
3. Suitability of the subject property for uses permitted by the proposed zoning district; ***Property is suitable for uses.***
4. Suitability of the subject property for uses permitted by the existing district; ***Property is suitable for uses.***
5. Availability of sewer and water facilities. ***Sewer, Water, Electric and all other utilities are available to this site.***

Public Comments & Neighborhood Meeting Summary:

As of the date of the posting of the agenda involving this Staff Report, 5/29/2025, no written comments have been received either in favor of, or in opposition to this proposed zone change request. Verbal comments were made, and questions were asked at the required Neighborhood Meeting held on 5-19-25 by the six (6) local residents in attendance.

Neighborhood Meeting: As mandated by City Zoning Codes, the applicant hosted a Neighborhood Meeting after notifying all property owners within 300 feet of the boundaries of the subject property to undergo the zone change. Said **Neighborhood Meeting was held at City Hall on Monday, May 19, 2025, from 5:30 until 6:05 P.M.** and six (6) residents attended, including Mr. & Mrs. Greisch of 307 N. Navajo; Ms. Stein of 301 N. Navajo; Ms. Halcomb of 313 N. Navajo; and, Mr. & Mrs. Leightner representing multiple residents along N. Navajo Drive. **(35-minute meeting)**

The City Planning Director, Zach Montgomery presented the zone change request and the residents asked several questions which were answered by Mr. Montgomery and previous City Councilor Rich Leightner. Some questions were related to the subject zone change request and some had to do with the general development in Page. ***After all questions were asked and answered, none of the residents present were opposed to this requested zone change request, as presented.***

Staff Recommendation:

Staff recommends approval of this Zoning Map Amendment (*Zone Change Request*) to change the zoning from **Planned Development (PD)** to **Parks & Open Space Special District (POS)** for the southernmost approximate **1.00 Acre± Easement** of the **subject 5.81 Acre± Parent Parcel #80114003M property**, as further defined in more detail by Exhibits A, B, C & D following this Staff Report, subject to the following Staff recommended **Condition(s) of Approval**, and where the remaining **4.81 Acres± of Parent Parcel #80114003M** to remain zoned as Planned Development (PD) moving forward.

Staff Recommended Condition(s) of Approval:

1. Approval of this zone change does not approve the site or building construction plans, nor does it authorize any site or building construction to occur. All construction plans must first be approved by the Site Plan Review Committee and Chief Building Official respectively, before building permits can be issued for construction, in accordance with all applicable approved Subdivision, Planning, Zoning, Development and Building Codes in effect at the time of submittals, to include, but not be limited to, any required outside agency reviews and permits.
2. The **remaining 4.81 Acre± of Parcel #80114003M** will retain the ***undevelopable* Planned Development (PD)** zoning until someone desires to develop said property, where a developable zoning designation must then be approved through the city approved Zoning Amendment process as further defined in the City Zoning Codes, Chapter 152, Section 090.

Possible Motions:

Approval: Based upon the Findings of Fact and Conclusions of Law, I move to **recommend City Council approve Zone Change Case #ZON 25-001**, to change the zoning designation for the **Easement portion of Parent Parcel #80114003M** from **Planned Development** to **Parks & Open Space Special District zoning**, **to include the Staff recommended Condition(s) of Approval as set forth in the Staff Report.**

Denial: I move to **recommend City Council deny Zone Change Case #ZON 25-001**, to change the zoning designation for the **Easement portion of Parent Parcel #80114003M** from **Planned Development** to **Parks & Open Space Special District zoning**, **based upon the following criteria:**

--End of Staff Report--

EXHIBITS TO FOLLOW:

EXHIBIT A - Parent Parcel Survey Plat & Legal Description

EXHIBIT B - Survey Plat & Legal Description of Easement Portion of Parent Parcel Being Rezoned

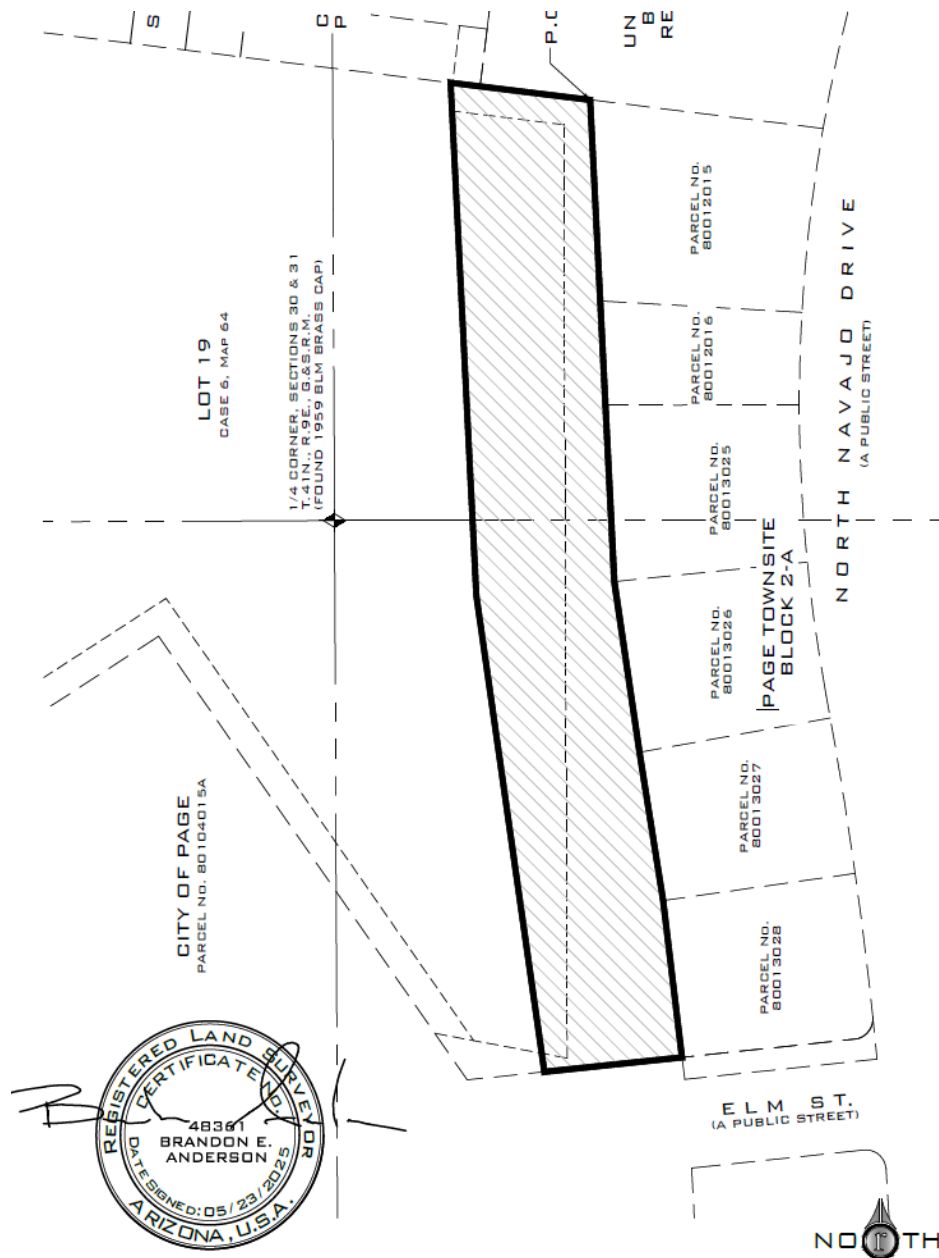
EXHIBIT C - Map of Existing Zoning of Subject & Surrounding Properties

EXHIBIT D - 300-Foot Property Notification Map & Property Owner Addresses

ALTA/NSPS LAND TITLE SURVEY
LOCATED IN THE S.W. & S.E. 1/4 OF
SECTION 30 & N.W. & N.E. 1/4 OF SECTION 31
T.41 N., R.9 W., GILA & SALT RIVER BASE & MERIDIAN
CITY OF PAGE | COCONINO COUNTY | ARIZONA

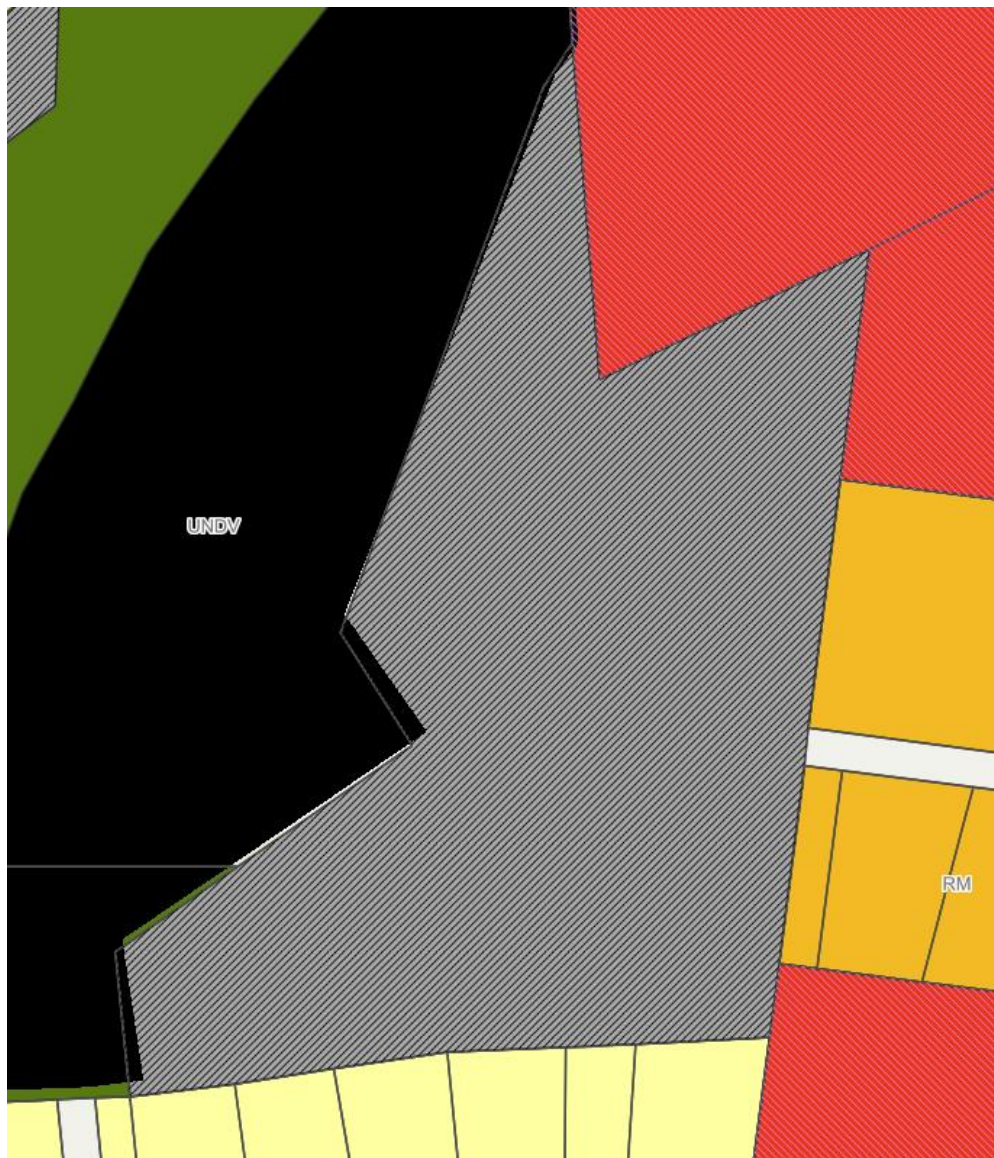


Survey Plat of Easement Portion of Parent Parcel to be Rezoned:



Beginning at the southeast corner of Lot 19, of Case 6 Map 64, as found on record with the Coconino County Recorder's Office, said point being North 89°45'06" East 227.03 feet along the section line and South 139.45 feet from the North Quarter Corner of Section 31, Township 41 North, Range 9 East, Gila & Salt River Base & Meridian, and running; thence the following (5) courses along said Lot 19; thence South 87°06'47" West 260.28 feet; thence South 81°35'46" West 93.19 feet; thence South 80°53'03" West 81.03 feet; thence South 83°06'23" West 85.22 feet; thence North 05°58'14" West 75.00 feet; thence North 81°51'16" East 259.84 feet; thence North 87°06'47" East 276.97 feet; thence South 07°00'18" West 76.13 feet to and along said Lot 19 to the Point of Beginning. Containing approximately 1.00 acres±.

EXHIBIT C
Map of Existing Zoning of Subject & Surrounding Properties



ZONING MAP LEGEND

 PD - Planned Development District

(The Subject Property)

 UNDV - Undevelopable District

 CBD - Central Business District

 PQP - Public / Quasi-Public

 R1-8 - Single-Family Residential 8,000

 RM - Multi-Family Residential 3

EXHIBIT D
300-Foot Property Notification Map

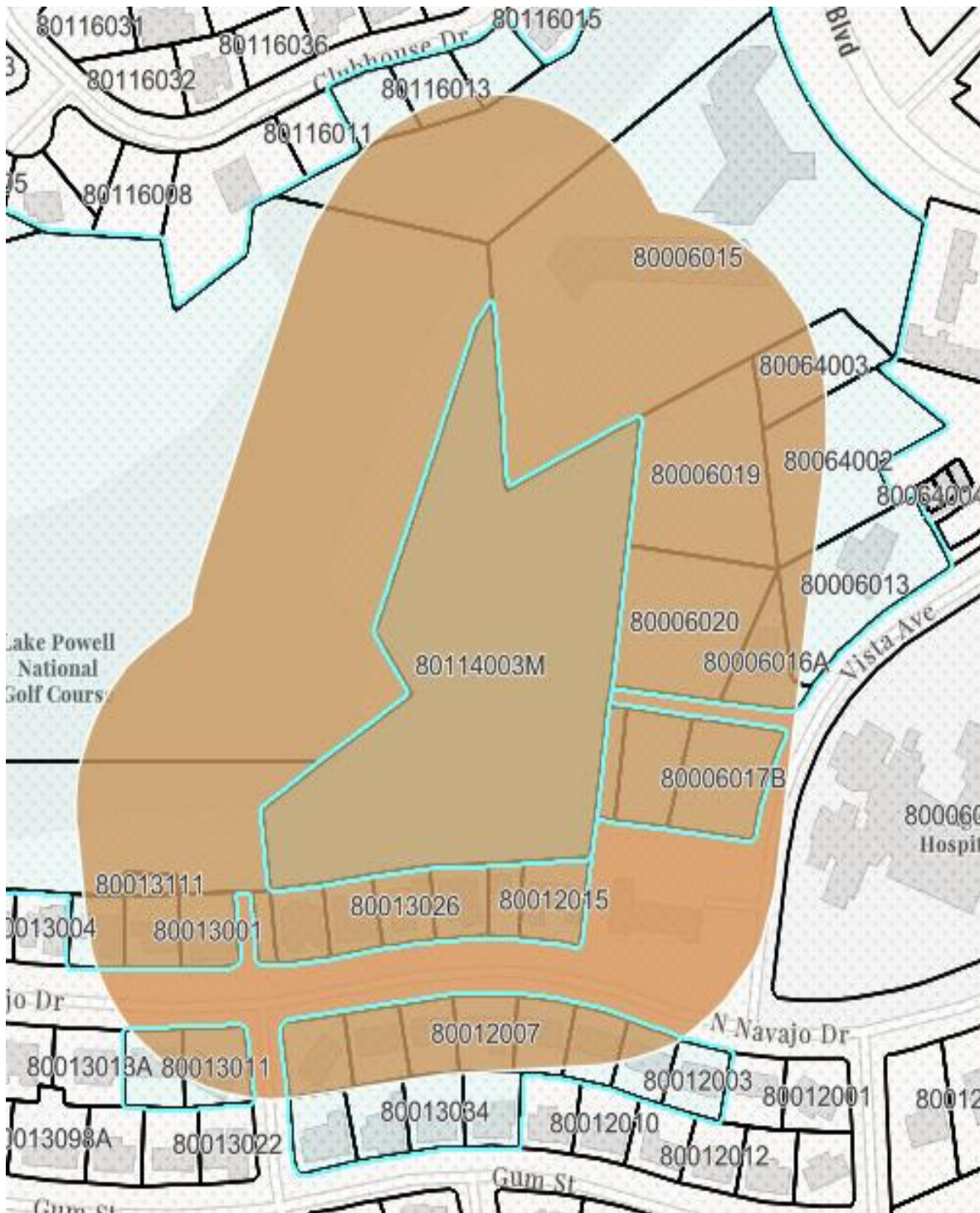


EXHIBIT D – (CONTINUED)
300-Foot Property Owner Addresses
(Excluding any duplicates and the City)

1. Parcel 80012007, PO Box 2559 - 318 N. Navajo Dr., Page, AZ, 86040
2. Parcel 80012015, PO Box 485 - 331 N. Navajo Dr., Page, AZ, 86040
3. Parcel 80012016, PO Box 3445 - 319 N. Navajo Dr. Page, AZ, 86040
4. Parcel 80013026, PO Box 2469 - 313 N. Navajo Dr., Page, AZ 86040
5. Parcel 80013027, PO Box 236 - 307 N. Navajo, Page, AZ, 86040
6. Parcel 80013028, PO Box 4747 - 301 N. Navajo Dr., Page, AZ. 86040
7. Parcel 80116012, PO Box 1897 - 334 Clubhouse Dr. Page, AZ, 86040
8. Parcel 80116013, PO Box 1897 - 330 Clubhouse Dr., Page, AZ 86040
9. Parcel 80116014, PO Box 1897 - 324 Clubhouse Dr., Page, AZ, 86040
10. Parcel 80012003, 342 N. Navajo, Page, AZ, 86040 - 600 E. Pinon St, Farmington, NM, 87401
11. Parcel 80006013, PO Box 505 - 530 Vista Ave., Page, AZ 86040
12. Parcel 80006015, PO Box 400 - 287 N. Lake Powell Blvd., Page, AZ 86040
13. Parcel 80013003, 243 N. Navajo Dr., Page, AZ, 86040 - 1256 Loma Verde Ct., Sparks, NV, 89436
14. Parcel 80013011, 242 N. Navajo Dr., Page, AZ 86040 - 10405 E. Palomino Rd., Flagstaff, AZ 86004
15. Parcel 80013012, PO Box 3154 - 236 N. Navajo Dr., Page, AZ 86040
16. Parcel 80013029, PO Box 4392 - 312 N. Navajo Dr., Page, AZ 86040
17. Parcel 80013030, PO Box 3136, 306 N. Navajo Dr., Page, AZ 86040
18. Parcel 80013031, 300 N Navajo Dr. Page, AZ 86040 - 3522 N Stone Gully, Mesa, AZ 85207
19. Parcel 80013001, 255 N. Navajo Dr., Page, AZ, 86040 – 15240 E. Lincoln Ave., Parlier, CA 93648
20. Parcel 80013002, PO Box 72, 249 N. Navajo Dr., Page, AZ, 86040
21. Parcel 80006016A, 436 Vista Ave., Page, AZ, 86040 – 301 S. Lake St., Farmington, NM, 87401
22. Parcel 80012004, 336 N. Navajo Dr., Page, AZ, 86040 – 600 E. Pinon St Farmington, NM 87401
23. Parcel 80012005, PO Box 4468, Page, AZ, 86040 – 330 N. Navajo Dr., Page, AZ 86040
24. Parcel 80012006, 324 N. Navajo Dr., Page – 2325 W. Shadow Valley Ranch Rd., Prescott, AZ, 86305

- END OF EXHIBITS –

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Council**Meeting Date:** July 30, 2025**Presented by:**

Steven Kidman, Mayor

Brief Title: Washington DC Trip Update**Agenda Section:** Reports and Announcements**Agenda Sub-category:** Agenda Item**Action:** Other**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

TBD

Background:

Mayor Kidman will provide updates on his trip to Washington DC

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Washington DC Trip Update

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

None

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Meeting Date:** July 30, 2025**Department:** City Council**Presented by:****Brief Title:** Council Liaison Reports on Board Meetings**Agenda Section:** Boards and Commissions**Agenda Sub-category:** Administrative Report**Action:** Other**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

N/A

Background:

Reports on the most recent Board meetings by Board Liaisons (The most recent Board Agendas can be found on the City of Page website <https://cityofpage.org/government/public-meetings/>):

Mayor Kidman – Page Utility Enterprises Board

Mayor Kidman – Page Public Safety Personnel Retirement Systems Board

Mayor Kidman – Volunteer Firefighter Pension Board

Vice Mayor Farrow – Youth Advisory Commission

Councilor Auge - Substance Abuse Task Force

Councilor Hettinger - Parks and Recreation Advisory Board

Councilor Preller – Planning and Zoning Commission

Councilor Hammond – Economic Development Advisory Board

Councilor Roundtree – Library Advisory Board

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Council Liaison Reports on Board Meetings

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:

Attachments:
None

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Clerk**Meeting Date:** July 30, 2025**Presented by:**

Steven Kidman, Mayor

Brief Title: Economic Development Advisory Board Appointments**Agenda Section:** Boards and Commissions**Agenda Sub-category:** Agenda Item**Action:** Motion**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Move to re-appoint/appoint _____ to the Economic Development Advisory Board with a term ending June 30, 2028.

Move to re-appoint/appoint _____ to the Economic Development Advisory Board with a term ending June 30, 2028.

Move to re-appoint/appoint _____ to the Economic Development Advisory Board with a term ending June 30, 2028.

Background:

There are three (3) vacancies on the Economic Development Advisory Board. The City has received two (2) requests from Vicki Alexander and Erik Stanfield to remain on the Board. The City has also received one (1) application from Dawnell Robertson to be appointed to the Economic Development Advisory Board.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Economic Development Advisory Board Appointments

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:

Attachments:

1. End of Term - EStanfield - 2025 - Signed
2. End of Term - VAlexander - 2025 - Signed
3. End of Term - SSlim - 2025 - Signed
4. Application - DRobertson



TO: Mayor and City Council
RE: Expiration of Economic Development Advisory Board Term
FROM: Erik Stanfield

On June 30, 2025, my term expires for the Economic Development Advisory Board.

☒ I am requesting reappointment for another term.

☐ I do not wish to be reappointed to another term.

Sincerely,

		5/9/2025
Signature		Date

Please return by e-mail, regular mail, or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov or cityclerk@pageaz.gov

Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



TO: Mayor and City Council
RE: Expiration of Economic Development Advisory Board Term
FROM: Vicki Alexander

On June 30, 2025, my term expires for the Economic Development Advisory Board.

☒ I am requesting reappointment for another term.

☐ I do not wish to be reappointed to another term.

Sincerely,


Signature

5/5/25
Date

Please return by e-mail, regular mail, or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov or cityclerk@pageaz.gov
Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



TO: Mayor and City Council
RE: Expiration of Economic Development Advisory Board Term
FROM: Sarah Slim

On June 30, 2025, my term expires for the Economic Development Advisory Board.

☐ I am requesting reappointment for another term.

☒ I do not wish to be reappointed to another term.

Sincerely,

Signature

Date

Please return by e-mail, regular mail, or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov or cityclerk@pageaz.gov

Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



City of Page | Board Appointment Application

* Required field

Date: *

07/16/2025

Personal Information:

First Name: *

Dawnell

Last Name: *

Robertson

Street Address: *

[REDACTED]

P.O. Box: *

[REDACTED]

City: *

Page

State: *

AZ

Zip: *

86040

Home Phone: *

[REDACTED]

Work Phone:

[REDACTED]

Fax:

Email Address: *

Boards upon which you wish to serve (you may apply for up to two Boards.):

Advisory Boards and Commissions:

- ☐ Community Center Advisory Board
- ☐ Economic Development Advisory Board
- ☐ Library Advisory Board
- ☐ Parks and Recreation Advisory Board
- ☐ Planning and Zoning Commission
- ☐ Public Safety Personnel Retirement System Board
- ☐ Youth Advisory Commission

City Authorities

- ☐ Substance Abuse Task Force
- ☐ Page Utility Enterprises
- ☐ Board of Adjustment

Brief statement of your qualifications for and/or reasons for applying for these Boards: *

I am applying for this board because I know that the city needs its citizens to get involved. I chose this particular board because I'd love to see Page continue to be healthy and prosperous through growth and development.

Questionnaire for Board Candidates:

Board(s) for which you are applying:

Economic Development Advisory Board

1. Tell us about yourself and why you are interested in serving on this Board:

I grew up in Page, graduated from Page High School in 1989, left to pursue my education and obtained a career working for a decade as a court reporter in Portland, Oregon and Boise, Idaho. I then returned to Page in 2010 with my family. Since my return, I have worked at Page High School and Middle School part time in the music/theatre departments. I also own/manage my own vacation homes, among other things. I would like to get more involved in my city and felt that volunteering for a board is a good place to start. I am very level-headed and I believe that I can help my city by volunteering.

2. What do you think the relationship should be between the City Council and this Board?

The City Council and any Board should be able to work with each other respectfully and professionally. I think the Board should take direction from the Council to look into/research an idea or issue and be able to give advice and feedback to the Council. I believe that the City Council can benefit greatly by listening to the advice and ideas coming from its boards.

3. What do you hope to accomplish by being on this Board and what innovations or ideas do you have that you think might help this Board become more customer oriented?

Honestly, I don't really know all of the items that fall under the Economic Development Advisory Board. But I am a fast learner and am interested particularly in advocating for ways to beautify our city and make it more attractive to businesses. Good communication is key to being customer oriented.

4. What positive and negative issues do you foresee if you are appointed to this Board?

I really have no idea what to expect as this is my first time applying to be on a board. I know that people can be very opinionated and sometimes it's a challenge to find neutral ground on any issue, especially if emotions get involved. I am hopeful that the positives outweighs the negatives though.

5. Tell us why we should be interested in appointing you to this Board?

If you need volunteers and are willing to allow me to learn along the way, then I will do my very best.

Demographic Information:

This section is **entirely optional**, and your responses will remain confidential. You may select all that apply or choose not to answer.

Age:

Gender:

Ethnicity:

CITY OF PAGE BOARD INFORMATION

COMMUNITY CENTER ADVISORY BOARD - This board is comprised of five (5) Council appointed citizens for staggered three year terms. This board will act in an advisory and review capacity to the City Council regarding the operation, programming and fundraising activities of the Community Center.

ECONOMIC DEVELOPMENT ADVISORY BOARD - This board is comprised of seven (7) Council appointed citizens for staggered three year terms. The Economic Development Advisory Board shall act as the advisory board to the Page City Council on matters pertaining to the economic development, airport and tourism industries. The board shall advise the Council on goal setting, strategic planning, beautification, construction, marketing strategies, hospitality and business recruitment, retention and expansion.

LIBRARY ADVISORY BOARD - This board is comprised of seven (7) Council appointed citizens for staggered three year terms. This board will act in an advisory and review capacity to the City Council regarding the operation and programming of the Page Public Library.

PARKS AND RECREATION ADVISORY BOARD - This board is comprised of seven (7) Council appointed citizens for staggered three year terms. This board will act in an advisory and review capacity to the City Council regarding the operation, maintenance, promotion, improvement and activities of the City parks, recreation facilities, playgrounds, trails, and playing and sports fields.

PLANNING AND ZONING COMMISSION - This commission is comprised of seven (7) Council appointed citizens for staggered three year terms. This commission will assist in the preparation of a General Plan; assist in the preparation of development controls; review development proposals, proposed changes to ordinances and changes in development policies; hold public hearings and meetings; assist in preparation of a capital improvements program; make recommendations on proposed boundary changes; and make recommendations on a uniform schedule of fees for service.

PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM BOARD - This board is comprised of five (5) members pursuant to Arizona Statute §38-847. This board shall have the responsibilities and duties as set forth in A.R.S. § 38-847, as it may be amended from time to time.

YOUTH ADVISORY COMMISSION - This board is comprised of seven (7) Council appointed members who must be actively enrolled students in a public or private high school in Page (including charter and home schools) between ninth and twelfth grade. The board will assist and advise the Parks and Recreation Board on issues concerning youth in Page; present recommended improvements to the City Council of public projects and programs relating to youth; and assist in planning youth/recreation activities and events.

SUBSTANCE ABUSE TASK FORCE - This task force is comprised of five (5) Council appointed citizens for staggered four year terms. This board is responsible for fostering the health and well being of the citizens of Page, Arizona by coordinating efforts to establish and strengthen programs to reduce and prevent substance abuse in the community.

PAGE UTILITY ENTERPRISES BOARD - This board shall be composed of a total of six (6) members who shall live within the city limits of Page, Arizona. Five (5) members shall be appointed by resolution of the Council and serve for staggered five year terms. The sixth members shall be the Mayor or designee who shall serve as an ex-officio member without the privilege of voting. The board was established as an independent body to operate the Page Utility Enterprises, as more specifically set out in Ordinance No. 588-12. The board has general powers to operate the electric, water, and sewer systems; procure and erect all buildings and facilities for the use of the utilities; appoint a General Manager; and recommend rates, fees, and charges for adoption by City Council.

BOARD OF ADJUSTMENT - This board is comprised of five (5) Council appointed citizens for staggered three year terms, pursuant to Arizona Statute section 9-462-06. **ADJUSTMENT** - Meets as necessary when appeals have been filed; Duties are to hear and decide appeals for variances from terms of the zoning ordinances and to hear and decide appeals in alleged error in the order, requirement, or decision made by the Zoning Administrator.

APPEALS - The board has the authority to hear cases in which a citizen wishes to overturn the decision of the building official on matters pertaining to the adopted Uniform Building Codes. This board does not have the power to hear variances on individual cases. They are primarily concerned with code interpretation and alternate use of building materials whenever a request is denied by the building official. The board should be trained in the Uniform Code and have background in building construction or design. Occasionally the board may be used as a review board to recommend code changes.

FIRE - The board hears matters on petition by a citizen when an interpretation or ruling is needed on the Uniform Fire Code. When such a request is filed, the board sets a meeting date and information on the reason for the interpretation under consideration is presented in report form by the Fire Department. The petitioner presents information in the hearing and the board makes a ruling based on its findings after considering the information and the wording of the Code. Revised December 4, 2018 Ordinance 650-18 Section §31.20

Please confirm your signature by typing your full name in the box below.

Dawnell Robertson

I agree this is a legal representation of my signature for all purposes just the same as a pen-and-paper signature.

Signed On: 7/16/2025

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Clerk**Meeting Date:** July 30, 2025**Presented by:**

Steven Kidman, Mayor

Brief Title: Substance Abuse Task Force Appointments**Agenda Section:** Boards and Commissions**Agenda Sub-category:** Agenda Item**Action:** Motion**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Move to re-appoint/appoint _____ to the Substance Abuse Task Force with a term ending June 30, 2029.

Move to re-appoint/appoint _____ to the Substance Abuse Task Force with a term ending June 30, 2029.

Move to re-appoint/appoint _____ to the Substance Abuse Task Force with a term ending June 30, 2029.

Background:

There are three (3) vacancies on the Substance Abuse Task Force. The City has received two (2) requests from Madison Kavaia and Michael Barnes to remain on the Board and one (1) application from Ron MacDonald to be appointed to the Substance Abuse Task Force.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Substance Abuse Task Force Appointments

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:

Attachments:

1. End of Term - MKavaiya - 2025 - Signed
2. End of Term - MBarnes - 2025 - Signed
3. End of Term - CHansen - 2025 - Signed
4. Application - RMacdonald



TO: Mayor and City Council
RE: Expiration of Substance Abuse Task Force Term
FROM: Madison Kavaia

On June 30, 2025, my term expires for the Substance Abuse Task Force

☒ I am requesting reappointment for another term.

☐ I do not wish to be reappointed to another term.

Sincerely,

Madison Kavaia 5-21-25
Signature Date

Please return by e-mail, regular mail, or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov Or cityclerk@pageaz.gov

Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



TO: Mayor and City Council
RE: Expiration of Substance Abuse Task Force Term
FROM: Michael Barnes

On June 30, 2025, my term expires for the Substance Abuse Task Force

☒ I am requesting reappointment for another term.

☐ I do not wish to be reappointed to another term.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Barnes", is written over a horizontal line.

Signature

May 7TH, 2025

Date

Please return by e-mail, regular mail, or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov Or cityclerk@pageaz.gov

Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



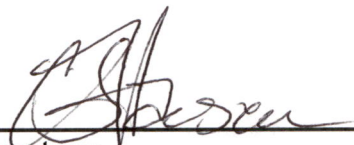
TO: Mayor and City Council
RE: Expiration of Substance Abuse Task Force Term
FROM: Christopher J. Hansen

On June 30, 2025, my term expires for the Substance Abuse Task Force

☐ I am requesting reappointment for another term.

☒ I do not wish to be reappointed to another term.

Sincerely,



Signature

5-20-25

Date

Please return by e-mail, regular mail, or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov Or cityclerk@pageaz.gov
Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



City of Page | Board Appointment Application

* Required field

Date: *

06/26/2025

Personal Information:

First Name: *

Ron

Last Name: *

Macdonald

Street Address: *

[REDACTED]

P.O. Box: *

[REDACTED]

City: *

Page

State: *

Arizona

Zip: *

86040-0988

Home Phone: *

[REDACTED]

Work Phone:

[REDACTED]

Fax:

(928) 645-3254

Email Address: *

[REDACTED]

Boards upon which you wish to serve (you may apply for up to two Boards.):

Advisory Boards and Commissions:

- ☐ Community Center Advisory Board
- ☐ Economic Development Advisory Board
- ☐ Library Advisory Board
- ☐ Parks and Recreation Advisory Board
- ☐ Planning and Zoning Commission
- ☐ Public Safety Personnel Retirement System Board
- ☐ Youth Advisory Commission

City Authorities

- ☐ Substance Abuse Task Force
- ☐ Page Utility Enterprises
- ☐ Board of Adjustment

Brief statement of your qualifications for and/or reasons for applying for these Boards: *

Served on SATF 2013 to 2017, Served as SATF president for a year. Currently serving on Arizona Board for Certification of Addictions Counselors, a state professional certification board for addictions counselors

Questionnaire for Board Candidates:

Board(s) for which you are applying:

Substance Abuse Task Force

1. Tell us about yourself and why you are interested in serving on this Board:

32 years as a state licensed addictions counselor, the last 24 years serving here in Page with Encompass, The Navajo Nation Dept. of Behavioral Health Service. Formerly managed Page Detox. Very familiar with the reality of alcoholism and drug use in Page. Wish to share that knowledge

2. What do you think the relationship should be between the City Council and this Board?

Have served on many City boards and helped with many projects that were ultimately rejected by council. Boards research and advise council but council makes the final decision.

3. What do you hope to accomplish by being on this Board and what innovations or ideas do you have that you think might help this Board become more customer oriented?

Help find ways to apply the court fees to reduce alcoholism and addiction in Page. Last time on SATF helped get the first drug dog.

4. What positive and negative issues do you foresee if you are appointed to this Board?

To apply my years of experience in the field to potential solutions to alcohol and drug problems in town.

5. Tell us why we should be interested in appointing you to this Board?

32 years front line experience working with alcohol and drug client referred by the criminal justice system for residential inpatient, outpatient, detox treatment. Have professional certification as an Advanced Addiction Counselor and as a Criminal Justice Addictions Professional. State Licensed as a Professional Counselor and Independent Addictions Counselor. Personally recovered from alcoholism for over 35 years. Understand the using side too. Active in the local recovery community meetings for 24 years.

Demographic Information:

This section is **entirely optional**, and your responses will remain confidential. You may select all that apply or choose not to answer.

Age:

Gender:

Ethnicity:

CITY OF PAGE BOARD INFORMATION

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PARKS AND RECREATION ADVISORY BOARD - This board is comprised of seven (7) Council appointed citizens for staggered three year terms. This board will act in an advisory and review capacity to the City Council regarding the operation, maintenance, promotion, improvement and activities of the City parks, recreation facilities, playgrounds, trails, and playing and sports fields.

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YOUTH ADVISORY COMMISSION - This board is comprised of seven (7) Council appointed members who must be actively enrolled students in a public or private high school in Page (including charter and home schools) between ninth and twelfth grade. The board will assist and advise the Parks and Recreation Board on issues concerning youth in Page; present recommended improvements to the City Council of public projects and programs relating to youth; and assist in planning youth/recreation activities and events.

SUBSTANCE ABUSE TASK FORCE - This task force is comprised of five (5) Council appointed citizens for staggered four year terms. This board is responsible for fostering the health and well being of the citizens of Page, Arizona by coordinating efforts to establish and strengthen programs to reduce and prevent substance abuse in the community.

PAGE UTILITY ENTERPRISES BOARD - This board shall be composed of a total of six (6) members who shall live within the city limits of Page, Arizona. Five (5) members shall be appointed by resolution of the Council and serve for staggered five year terms. The sixth members shall be the Mayor or designee who shall serve as an ex-officio member without the privilege of voting. The board was established as an independent body to operate the Page Utility Enterprises, as more specifically set out in Ordinance No. 588-12. The board has general powers to operate the electric, water, and sewer systems; procure and erect all buildings and facilities for the use of the utilities; appoint a General Manager; and recommend rates, fees, and charges for adoption by City Council.

BOARD OF ADJUSTMENT - This board is comprised of five (5) Council appointed citizens for staggered three year terms, pursuant to Arizona Statute section 9-462-06. **ADJUSTMENT** - Meets as necessary when appeals have been filed. Duties are to hear and decide appeals for variances from terms of the zoning ordinances and to hear and decide appeals in alleged error in the order, requirement, or decision made by the Zoning Administrator.

APPEALS - The board has the authority to hear cases in which a citizen wishes to overturn the decision of the building official on matters pertaining to the adopted Uniform Building Codes. This board does not have the power to hear variances on individual cases. They are primarily concerned with code interpretation and alternate use of building materials whenever a request is denied by the building official. The board should be trained in the Uniform Code and have background in building construction or design. Occasionally the board may be used as a review board to recommend code changes.

FIRE - The board hears matters on petition by a citizen when an interpretation or ruling is needed on the Uniform Fire Code. When such a request is filed, the board sets a meeting date and information on the reason for the interpretation under consideration is presented in report form by the Fire Department. The petitioner presents information in the hearing and the board makes a ruling based on its findings after considering the information and the wording of the Code. Revised December 4, 2018 Ordinance 650-18 Section §31.20

Please confirm your signature by typing your full name in the box below.

Ron Macdonald

I agree this is a legal representation of my signature for all purposes just the same as a pen-and-paper signature.

Signed On: 6/26/2025

Copyright ©2022 City of Page, Arizona

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Clerk**Meeting Date:** July 30, 2025**Presented by:**

Steven Kidman, Mayor

Brief Title: Planning and Zoning Commission Appointments**Agenda Section:** Boards and Commissions**Agenda Sub-category:** Agenda Item**Action:** Motion**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Move to re-appoint/appoint _____ to the Planning and Zoning Commission with a term ending June 30, 2028.

Move to re-appoint/appoint _____ to the Planning and Zoning Commission with a term ending June 30, 2028.

Background:

There are two (2) vacancies on the Planning and Zoning Commission. The City has received two (2) requests from Kelly Pullins and Chris Van Meenen to remain on the Planning and Zoning Commission.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Planning and Zoning Commission Appointments

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:

Attachments:

1. End of Term - KPullins - 2025 - Signed
2. End of Term - CMeenen - 2025 - Signed



TO: Mayor and City Council
RE: Expiration of Planning and Zoning Commission Term
FROM: Kelly Pullins

On June 30, 2025, my term expires for the Page Planning and Zoning Commission.

☒ I am requesting reappointment for another term.

☐ I do not wish to be reappointed to another term.

Sincerely,



Signature

5-06-2025

Date

Please return by e-mail, regular mail, or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov Or cityclerk@pageaz.gov
Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



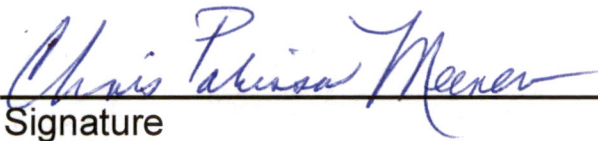
TO: Mayor and City Council
RE: Expiration of Planning and Zoning Commission Term
FROM: Chris Van Meenen

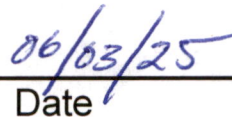
On June 30, 2025, my term expires for the Page Planning and Zoning Commission.

☒ I am requesting reappointment for another term.

☐ I do not wish to be reappointed to another term.

Sincerely,


Signature


Date

Please return by e-mail, regular mail, or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov Or cityclerk@pageaz.gov
Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Clerk**Meeting Date:** July 30, 2025**Presented by:**

Steven Kidman, Mayor

Brief Title: Youth Advisory Commission Appointments**Agenda Section:** Boards and Commissions**Agenda Sub-category:** Agenda Item**Action:** Motion**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Move to re-appoint/appoint _____ to the Youth Advisory Commission with a term ending June 30, 2028.

Move to re-appoint/appoint _____ to the Youth Advisory Commission with a term ending June 30, 2028.

Move to re-appoint/appoint _____ to the Youth Advisory Commission with a term ending June 30, 2028.

Move to re-appoint/appoint _____ to the Youth Advisory Commission with a term ending June 30, 2028.

Background:

There are four (4) vacancies on the Youth Advisory Commission. The City has received two (2) requests from Kyrianna Sloan and Natalie June to remain on the Youth Advisory Commission.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Youth Advisory Commission Appointments

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:

Attachments:

1. End of Term - NJune - 2025 - Signed
2. End of Term - KSloan - 2025 - Signed
3. End of Term - MBurton - 2025 - Signed
4. End of Term - DThompson - 2025 - Signed



TO: Mayor and City Council
RE: Expiration of Youth Advisory Commission Term
FROM: Natalie June

On June 30, 2025, my term expires for the Youth Advisory Commission.

☒ I am requesting reappointment for another term.

☐ I do not wish to be reappointed to another term.

Sincerely,

A handwritten signature in black ink that reads "Natalie June".

Signature

5 / 7 / 25

Date

Please return by e-mail, regular mail or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov or cityclerk@pageaz.gov

Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



TO: Mayor and City Council
RE: Expiration of Youth Advisory Commission Term
FROM: Kyrianna Sloan

On June 30, 2025, my term expires for the Youth Advisory Commission.

☒ I am requesting reappointment for another term.

☐ I do not wish to be reappointed to another term.

Sincerely,

Kyrianna Sloan
Signature

May 7th, 2023
Date

Please return by e-mail, regular mail or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov or cityclerk@pageaz.gov

Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



TO: Mayor and City Council
RE: Expiration of Youth Advisory Commission Term
FROM: Mia Burton

On June 30, 2025, my term expires for the Youth Advisory Commission.

☐ I am requesting reappointment for another term.

☒ I do not wish to be reappointed to another term.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mia Burton", is written over a horizontal line.

Signature

6/7/25

Date

Please return by e-mail, regular mail or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov or cityclerk@pageaz.gov

Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



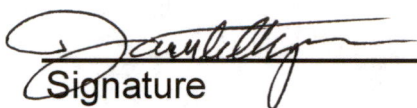
TO: Mayor and City Council
RE: Expiration of Youth Advisory Commission Term
FROM: Dante Thompson

On June 30, 2025, my term expires for the Youth Advisory Commission.

☐ I am requesting reappointment for another term.

☒ I do not wish to be reappointed to another term.

Sincerely,


Signature

25/07/2025
Date

Please return by e-mail, regular mail or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov or cityclerk@pageaz.gov

Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Clerk**Meeting Date:** July 30, 2025**Presented by:**

Steven Kidman, Mayor

Brief Title: Library Advisory Board Appointments**Agenda Section:** Boards and Commissions**Agenda Sub-category:** Agenda Item**Action:** Motion**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Move to re-appoint/appoint _____ to the Library Advisory Board with a term ending June 30, 2028.

Move to re-appoint/appoint _____ to the Library Advisory Board with a term ending June 30, 2028.

Background:

There are two (2) vacancies on the Library Advisory Board. The City has received one (1) request from Terrie Simmons to remain on the Library Advisory Board. The City has also received one (1) application from Jenise Bartholomew to be appointed to the Library Advisory Board.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Library Advisory Board Appointments

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

1. End of Term - TSimmons - 2025 - Signed
2. End of Term - KSpellman - 2025 - Signed
3. Application - JBartholomew



TO: Mayor and City Council
RE: Expiration of Library Advisory Board Term
FROM: ~~Kathleen Spellman~~ *Terrie Simmons*

On June 30, 2025, my term expires for the Page Library Advisory Board.

☒ I am requesting reappointment for another term.

☐ I do not wish to be reappointed to another term.

Sincerely,

Terrie Lee B. Simmons

Signature

5-15-2025

Date

Please return by e-mail, regular mail or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov Or cityclerk@pageaz.gov

Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



TO: Mayor and City Council
RE: Expiration of Library Advisory Board Term
FROM: Kathleen Spellman

On June 30, 2025, my term expires for the Page Library Advisory Board.

☐ I am requesting reappointment for another term.

☒ I do not wish to be reappointed to another term.

Sincerely,

Kathleen Spellman
Signature

May 6 2025
Date

Please return by e-mail, regular mail or in person by June 12, 2025 to:

E-mail: jlange@pageaz.gov Or cityclerk@pageaz.gov
Mail: City of Page, P.O. Box 1180, Page, AZ 86040,
Attn: Jennifer Lange, Deputy City Clerk



City of Page | Board Appointment Application

* Required field

Date: *

06/22/2025

Personal Information:

First Name: *

Jenise

Last Name: *

Bartholomew

Street Address: *

[REDACTED]

P.O. Box: *

[REDACTED]

City: *

Page

State: *

AZ

Zip: *

86040

Home Phone: *

[REDACTED]

Work Phone:

Fax:

Email Address: *

Boards upon which you wish to serve (you may apply for up to two Boards.):

Advisory Boards and Commissions:

- ☐ Community Center Advisory Board
- ☐ Economic Development Advisory Board
- ☐ Library Advisory Board
- ☐ Parks and Recreation Advisory Board
- ☐ Planning and Zoning Commission
- ☐ Public Safety Personnel Retirement System Board
- ☐ Youth Advisory Commission

City Authorities

- ☐ Substance Abuse Task Force
- ☐ Page Utility Enterprises
- ☐ Board of Adjustment

Brief statement of your qualifications for and/or reasons for applying for these Boards: *

I retired from teaching a year ago and have wanted to contribute to my community. The library is a great resource for the community and serves children and adults in a variety of ways. I know it is important children develop a love for books and reading to learn about the world around them. I am organized, dependable and creative. I am hardworking and honest.

Questionnaire for Board Candidates:

Board(s) for which you are applying:

Library Advisory Board

1. Tell us about yourself and why you are interested in serving on this Board:

I have lived in Page for 42 years and raised 5 children here. I have taught reading first through fifth grade, first grade, second grade, gifted teacher, and substitute teacher at Lake View Primary School for 30 years. I love to read and have a desire to contribute to the community.

2. What do you think the relationship should be between the City Council and this Board?

I believe the City Council and the board should be able to work together to provide fun and safe activities to benefit the community.

3. What do you hope to accomplish by being on this Board and what innovations or ideas do you have that you think might help this Board become more customer oriented?

I think our library does a fantastic job at offering fun things at the library for different ages. I took a field trip to the library with my students and they learned about weather and then the students checked out a book if they had a card. They loved it. This is a great way to get kids and parents to come to the library. Offering other events, activities, or mini classes for all ages: preschool age, children, teens, adults, and even seniors to use this great resource to benefit the variety of needs. Asking guest speakers in the community is an idea as well as offering mini classes on how to do a new skill with your computer, phone, or learn to paint, draw, crochet, etc.

4. What positive and negative issues do you foresee if you are appointed to this Board?

I don't see any negative issues. For a positive, I will support the librarian and the library.

5. Tell us why we should be interested in appointing you to this Board?

I hope you will consider me for the Library board. I will do my best to support our public library and do what is best for all members of the community. Thank you for your consideration.

Demographic Information:

This section is **entirely optional**, and your responses will remain confidential. You may select all that apply or choose not to answer.

Age:

Gender:

Ethnicity:

CITY OF PAGE BOARD INFORMATION

COMMUNITY CENTER ADVISORY BOARD - This board is comprised of five (5) Council appointed citizens for staggered three year terms. This board will act in an advisory and review capacity to the City Council regarding the operation, programming and fundraising activities of the Community Center.

ECONOMIC DEVELOPMENT ADVISORY BOARD - This board is comprised of seven (7) Council appointed citizens for staggered three year terms. The Economic Development Advisory Board shall act as the advisory board to the Page City Council on matters pertaining to the economic development, airport and tourism industries. The board shall advise the Council on goal setting, strategic planning, beautification, construction, marketing strategies, hospitality and business recruitment, retention and expansion.

LIBRARY ADVISORY BOARD - This board is comprised of seven (7) Council appointed citizens for staggered three year terms. This board will act in an advisory and review capacity to the City Council regarding the operation and programming of the Page Public Library.

PARKS AND RECREATION ADVISORY BOARD - This board is comprised of seven (7) Council appointed citizens for staggered three year terms. This board will act in an advisory and review capacity to the City Council regarding the operation, maintenance, promotion, improvement and activities of the City parks, recreation facilities, playgrounds, trails, and playing and sports fields.

PLANNING AND ZONING COMMISSION - This commission is comprised of seven (7) Council appointed citizens for staggered three year terms. This commission will assist in the preparation of a General Plan; assist in the preparation of development controls; review development proposals, proposed changes to ordinances and changes in development policies; hold public hearings and meetings; assist in preparation of a capital improvements program; make recommendations on proposed boundary changes; and make recommendations on a uniform schedule of fees for service.

PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM BOARD - This board is comprised of five (5) members pursuant to Arizona Statute §38-847. This board shall have the responsibilities and duties as set forth in A.R.S. § 38-847, as it may be amended from time to time.

YOUTH ADVISORY COMMISSION - This board is comprised of seven (7) Council appointed members who must be actively enrolled students in a public or private high school in Page (including charter and home schools) between ninth and twelfth grade. The board will assist and advise the Parks and Recreation Board on issues concerning youth in Page; present recommended improvements to the City Council of public projects and programs relating to youth; and assist in planning youth/recreation activities and events.

SUBSTANCE ABUSE TASK FORCE - This task force is comprised of five (5) Council appointed citizens for staggered four year terms. This board is responsible for fostering the health and well being of the citizens of Page, Arizona by coordinating efforts to establish and strengthen programs to reduce and prevent substance abuse in the community.

PAGE UTILITY ENTERPRISES BOARD - This board shall be composed of a total of six (6) members who shall live within the city limits of Page, Arizona. Five (5) members shall be appointed by resolution of the Council and serve for staggered five year terms. The sixth members shall be the Mayor or designee who shall serve as an ex-officio member without the privilege of voting. The board was established as an independent body to operate the Page Utility Enterprises, as more specifically set out in Ordinance No. 588-12. The board has general powers to operate the electric, water, and sewer systems; procure and erect all buildings and facilities for the use of the utilities; appoint a General Manager; and recommend rates, fees, and charges for adoption by City Council.

BOARD OF ADJUSTMENT - This board is comprised of five (5) Council appointed citizens for staggered three year terms, pursuant to Arizona Statute section 9-462-06. **ADJUSTMENT** - Meets as necessary when appeals have been filed. Duties are to hear and decide appeals for variances from terms of the zoning ordinances and to hear and decide appeals in alleged error in the order, requirement, or decision made by the Zoning Administrator.

APPEALS - The board has the authority to hear cases in which a citizen wishes to overturn the decision of the building official on matters pertaining to the adopted Uniform Building Codes. This board does not have the power to hear variances on individual cases. They are primarily concerned with code interpretation and alternate use of building materials whenever a request is denied by the building official. The board should be trained in the Uniform Code and have background in building construction or design. Occasionally the board may be used as a review board to recommend code changes.

FIRE - The board hears matters on petition by a citizen when an interpretation or ruling is needed on the Uniform Fire Code. When such a request is filed, the board sets a meeting date and information on the reason for the interpretation under consideration is presented in report form by the Fire Department. The petitioner presents information in the hearing and the board makes a ruling based on its findings after considering the information and the wording of the Code. Revised December 4, 2018 Ordinance 650-18 Section §31.20

Please confirm your signature by typing your full name in the box below.

Jenise Bartholomew

I agree this is a legal representation of my signature for all purposes just the same as a pen-and-paper signature.

Signed On: 6/23/2025

Copyright ©2022 City of Page, Arizona

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Clerk**Meeting Date:** July 30, 2025**Presented by:**

Steven Kidman, Mayor

Brief Title: Page Utility Enterprises Board Appointment - Resolution 1336-25**Agenda Section:** Boards and Commissions**Agenda Sub-category:** Agenda Item**Action:** Motion**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Clerk to introduce Resolution No. 1336-25 by title only.

Move to adopt Resolution No. 1336-25 with _____ being re-appointed/appointed to the Page Utility Enterprises Board for a term ending June 30, 2030.

or

Move to appoint _____ to the Page Utility Enterprises Board for a term ending June 30, 2030.

Background:

There is one (1) vacancy on the Page Utility Enterprises Board. The Board opening has been published in the local newspaper for two (2) consecutive weeks. The City has received one (1) request from Jeff Jones to remain on the Page Utility Enterprises Board.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

PUE Board recommends the appointment of Jeff Jones. See attached letter.

Admin Only: (text will appear on the agenda)

Page Utility Enterprises Board Appointment - Resolution 1336-25

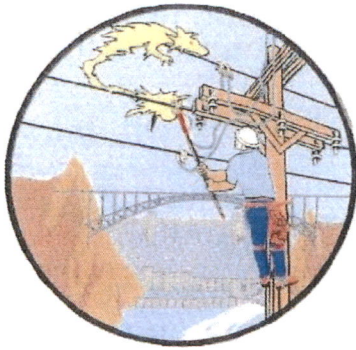
Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:

Attachments:

1. End of Term - JJones - 2025 - Signed
2. Reappointment Letter - JJones
3. Resolution 1336-25 - PUE Board
4. PUE Board Recommendation



Page Utility Enterprises

electric and water services for the people . . . by the people



640 Haul Rd., * P.O. Box 1955 * Page, Arizona 86040
Fax: (928) 645-5322 Phone: (928) 6452419



TO: Honorable Mayor Steve Kidman & Page City Council
FROM: Jeff Jones, Vice Chairman, PUE Board of Directors
Cc: Jennifer Lange, Deputy Page City Clerk
Donna Roberts, PUE Executive Secretary
DATE: May 9, 2025
RE: Request to renew term on Page Utility Board

Dear Mayor Kidman and City Council,

I wanted to take a moment to thank you all for your continued support and assistance with our efforts to continue to make our City one of the best places to live in the U.S..

I have enjoyed being a Utility Board member for some 15 years now and am hopeful to continue that for the next five years.

As you know, we are in the middle of negotiations to obtain funding from the Federal and State governments to upgrade our single water intake system to a fully redundant system.

I feel this is of paramount importance to the City to ensure a viable system in the future. One of the greatest weaknesses our city faces is the "single straw" we now are fully dependent upon. I'm hopeful before I retire from the Board we will have a water system we can all depend upon to supply us all the future water we need, without catastrophic failure.

I also want to see our waste water system continued to be improved to meet our future needs.

Our successful efforts to keep our first-class Electrical Systems in top shape is continuing every year also.

Again, Thank you for your continued support and consideration in my request.

Respectfully,

Jeff Jones
Vice Chairman, PUE Board of Directors

RESOLUTION NO. 1336-25

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL
OF THE CITY OF PAGE, COCONINO COUNTY,
ARIZONA, MAKING AN APPOINTMENT TO THE PAGE
UTILITY ENTERPRISES BOARD PER CHAPTER 31
CITY ORGANIZATIONS SECTION 31.57 PAGE UTILITY
ENTERPRISES BOARD OF THE PAGE, ARIZONA
CODE OF ORDINANCES.**

WHEREAS, on January 29, 1985, the voters of Page at a Special Election, overwhelmingly approved a bond issuance for the purpose of acquiring the Electric Distribution system in Page and its environs; and

WHEREAS, the City Council created the Page Utility Enterprises Board to govern Page's Utilities; and

WHEREAS, Chapter 31, Section 31.57 of the Page, Arizona Code of Ordinances provides that five (5) board members will be appointed for terms of five (5) years on the Page Utility Enterprises Board; and

WHEREAS, Chapter 31, Section 31.57 of the Page, Arizona Code of Ordinances provides that the appointments to the Board will be by Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Page, Coconino County, Arizona, that _____ shall be appointed to the Page Utility Enterprises Board to serve a five (5) year term ending June 30, 2030.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA this 30th day of July 2025 by the following vote:

Ayes	_____
Nays	_____
Abstentions	_____
Absent	_____

CITY OF PAGE

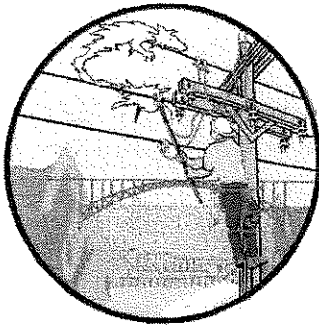
**By _____
MAYOR**

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY



Page Electric Utility

electric power service for the people . . . by the people



640 Haul Rd., * P.O. Box 1955 * Page, Arizona 86040
Fax: (928) 645-5322 Phone: (928) 6452419

TO: Honorable Mayor Steven Kidman & Page City Council

FROM: Tony Ferrando, Chairman, PUE Board of Directors

Cc: Cindy Scott, Page City Clerk
Donna Roberts, PUE Executive Secretary

DATE: July 25, 2025

RE: Board Recommendation for PUE Board Appointment

The PUE Board met on Tuesday, July 15, 2025, and reviewed the Board vacancy applications. The Board felt the applicants were well qualified. However, having to choose one, the Board felt that the best suited individual would be Jeff Jones and voted unanimously to recommend him to Council.

Respectfully,

Tony Ferrando, Chairman
PUE Board of Directors

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Manager**Meeting Date:** July 30, 2025**Presented by:**

Bryan Hill, Interim City Manager

Brief Title: Presentation of a Potential Development for Parcel 80106032A

(located on the Northeast portion of Newburn Road)

Agenda Section: Unfinished Business**Action:** Other**Agenda Sub-category:** Presentation**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

TBD

Background:

Jarrett Edwards has requested to present information regarding the property on Newburn Road.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Presentation of a Potential Development for Parcel 80106032A

(located on the Northeast portion of Newburn Road)

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

1. Approximate Location Map



Imagery ©2025 Airbus, Maxar Technologies, USDA/FPAC/GEO, Map data ©2025 Google 200 ft

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Attorney**Meeting Date:** July 30, 2025**Presented by:**

Josh Smith, City Attorney

Brief Title: Amendment to Professional Services Agreement between the City of Page and Norris Design**Agenda Section:** Unfinished Business**Action:** Motion**Agenda Sub-category:** Agreement/Contract**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Move to approve the Amendment to the Professional Services Agreement between the City of Page and Norris Design.

Background:

Council had requested staff work with Norris Design to revise the schedule and amend the contract.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Amendment to Professional Services Agreement between the City of Page and Norris Design

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

1. Norris Amendment - revised Scope of Work.docx

AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

This Amendment to Professional Services Agreement (“Amendment”) is made and entered into this ____ day of July, 2025 (the “Effective Date”), by and between the City of Page, an Arizona municipal corporation (“City”), and Norris Design AZ LLC a Colorado limited liability company (“Provider”), collectively referred to as “parties.”

RECITALS

A. City and Provider are parties to that certain Professional Services Agreement dated May 27, 2025 (the “Agreement”), stemming from the issuance of a Request for Statements of Qualification – Downtown Beautification and Revitalization (“RFQ”); and

B. The RFQ provisions and the Provider’s Statement of Qualifications were incorporated by reference into the Agreement as Contract Documents; and

C. The parties desire to amend the Agreement and the Scope of Work of the Agreement based upon the following terms and conditions.

AMENDMENT

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree to amend the Agreement as follows:

1. Except as outlined herein, the Professional Services Agreement, entered into by the parties on or about May 27, 2025, is hereby incorporated by reference into this Amendment. The parties hereto agree to be bound by all terms, conditions, covenants, and obligations in said Agreement as if each were again fully set forth verbatim herein.
2. The “Project Description” in the RFQ required that: “Public scoping and site selection shall be completed by August 15, 2025, and 100% construction drawings for Phase 1 shall be completed by or before February 2, 2026.” This sentence is hereby deleted from the RFQ and any documents referencing these deadlines, including the Provider’s Statement of Qualifications in response to the RFQ.
3. Exhibit A to the Agreement outlined the Scope of Work. The parties agree that Exhibit A shall be modified and replaced by Exhibit A attached hereto and incorporated herein by reference.

IN WITNESS WHEREOF, the parties hereto have entered into this Amendment on the date indicated above.

///

///

///

///

City of Page

Norris Design AZ LLC

DocuSigned by:
Jason Kuklinski
C1B3A08B787441D5

Mayor

Name

Attest: _____

Principal

Title

City Clerk

Approved as to form:

City Attorney

EXHIBIT A SCOPE OF WORK

Initial Services:

1. Facilitate project kickoff meeting with City staff and City Council. This meeting will set forth the project requirements and City and EDA criteria for a successful project. City staff and Council will provide applicable information to the selected team including the City's vision, goals, concepts, budget and schedule, along with any EDA Grant requirements.
2. Assist the City to define the specific area, scope, and style of the downtown improvements.
3. Provide project management, planning, and scheduling as required to deliver a successful project for the City of Page, on-schedule and on-budget.
4. Conduct Geotechnical investigation of the project area, as needed.
5. Conduct topographic survey of the project area, as needed. It is not expected that a boundary survey will be required, however, this may be added to the scope of work if deemed necessary.
6. As needed, the team shall prepare a site investigation assessment to identify existing utility infrastructure in and around the project site, and provide potholing services to aid in verifying locations of underground utilities.
7. The team shall meet regularly with City staff to ensure the timely progress of the project.
8. Members of the team will be required to participate in public meetings to assist with concept development, provide feedback, and answer questions from City Council, City Staff and the public. Because Page is a significant distance from other major cities, many meetings required in the Scope will be conducted by phone or video conference, but some meetings will require an onsite presence.
9. Assist with public outreach and public input opportunities regarding the project.
10. Prepare conceptual renderings as requested.
11. Other related tasks as identified by City of Page staff.

Design Services:

1. Prepare 30% Schematic Design (SD) documents for the entire downtown project. Documents shall include at a minimum:
 - a. A Basis of Design Report that describes the proposed improvements, studies used to develop the concept design, the standards which govern the design of each improvement, and any variances to standards.
 - b. Schematic level design plans that graphically present the design intent of all major project elements.
 - c. Graphic renderings and perspective imagery.
 - d. An opinion of probable construction cost that will be used to confirm available funding. If the opinion of probable construction cost exceeds the available funding, the team shall present design elements that may be modified to bring the overall project estimate within the budget.
 - e. The team shall submit the 30% Schematic Design documents to the City and other applicable review agencies for review and comment.
 - f. The design team may be required to participate in public meetings to solicit input and convey the design concept to the public and other City Stakeholders.

2. Based upon available funding, the City will determine whether to proceed with construction and any phasing of the construction.
3. If the City proceeds with construction, prepare 60% Design Development (DD) documents as directed by the City based on comments provided on the 30% (SD) documents. The 60% DD documents should include an updated Opinion of Probable Construction Cost as well as outline project specifications in CSI format.
4. The design team shall submit the 60% Design Development documents to the City and other applicable review agencies for review and comment.
5. Prepare 100% Construction Documents (CD) based on comments provided on the 60% (DD) documents. The 100% CD's should include an updated Opinion of Probable Construction Cost, Project Specifications in CSI format, a Bid Schedule and other applicable submittal forms required by reviewing agencies. The design team shall submit the 100% Construction Documents to the City and other applicable review agencies for review and comment or approval. 100% Construction Documents shall be sealed by an appropriately licensed professional in the State of Arizona.

If additional comments are provided after 100% Construction Documents are reviewed, the design team shall address each comment and resubmit the revised 100% Construction Documents for final approval.

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** Economic Development**Meeting Date:** July 30, 2025**Presented by:**

Lissette De La Cruz

Brief Title: Balloon Regatta Design Contest**Agenda Section:** New Business**Action:** Other**Agenda Sub-category:** Presentation**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

TBD

Background:

Special Events would like to present information regarding the Balloon Regatta Design Contest.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Balloon Regatta Design Contest

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

1. 2025 Balloon Regatta Design Contest Flyer

22nd Annual Balloon Regatta T-Shirt Design Contest

The Balloon Regatta is returning to Page and we're looking for a creative design to celebrate this extraordinary festival!

The City of Page invites community members to submit a unique logo that will be featured on the official 2025 Balloon Regatta T-Shirt and other special promotional materials.

Designs should highlight hot air balloons, Page and the surrounding landscapes, and reflect local culture.

The winning artist will receive a \$200 money prize.



Drop off your artwork

 **Page City Hall**
697 Vista Avenue

or submit by email

 **events@pageaz.gov**

**Submissions
are due
September 1,
2025.**

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** Police Department**Meeting Date:** July 30, 2025**Presented by:**

Tim Lange

Brief Title: Border Support Agreement with Coconino County Sheriffs Office**Agenda Section:** New Business**Agenda Sub-category:** Presentation**Action:** Motion**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Move to approve the Border Support Subrecipient Agreement between the City of Page and Coconino County Sheriffs Office.

Background:

Will be provided by the Chief of Police.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Border Support Agreement with Coconino County Sheriffs Office

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

1. CCSO AGREEMENT - PD



Coconino County SHERIFF'S OFFICE

Bret Axlund, Sheriff

June 18, 2025

Chief Tim Lange
Page Police Department
808 Coppermine Road
Page, AZ 86040

Re: Subrecipient Agreement
Border Support

Dear Chief Lange,

Enclosed, please find the subrecipient agreement. Please obtain signatures and mail the original back to me at:

Coconino County Sheriff's Office
Attn: Kathleen Levinson
911 E Sawmill Road
Flagstaff, AZ 86001

We look forward to our continuing partnership. If you have any questions, I may be reached on 928-226-5074.

Sincerely,

A handwritten signature in cursive script that reads "Kathleen Levinson".

Kathleen Levinson
Senior Administrative Manager

Enc



"SERVICE TO COMMUNITY"

SUBRECIPIENT AGREEMENT
BETWEEN
COCONINO COUNTY
AND
CITY OF PAGE
FOR LOCAL BORDER SUPPORT GRANT FUNDS

This subrecipient agreement is entered into this 10th day of June 2025, by and between Coconino County, a political subdivision of the State of Arizona, on behalf of the Coconino County Sheriff's Office, hereinafter referred to as "County", and the City of Page, an Arizona municipal corporation, on behalf of Page Police Department, hereinafter referred to as "City."

RECITALS

WHEREAS, the County applied for certain grant funds for Local Border Support from the Arizona Department of Public Safety ("DPS") for the purpose of enhancing law enforcement services to deter, apprehend, prosecute and detain individuals charged with drug trafficking, human smuggling, and other border-related crimes within Coconino County;

WHEREAS, County entered into an agreement with the DPS to receive grant funds for local border support purposes, attached hereto and incorporated by reference as Exhibit A;

WHEREAS, as a condition of this Agreement, County agreed to distribute \$92,000.00 (Ninety-Two Thousand dollars) ("Grant Distribution") to the City for the purpose of purchasing canine-related equipment to support their existing two narcotics detection canine teams, to include one vehicle outfitted for a canine unit and equipment to outfit an existing city owned police vehicle for canine use; and

WHEREAS, City is willing to accept the Grant Distribution under the terms and conditions set forth in this Agreement.

AGREEMENT

NOW THEREFORE, in consideration of the mutual promises and undertakings of the parties hereinafter set forth, it is hereby agreed as follows:

1. Purpose and Scope.

The County shall distribute the Grant Distribution allocated to Page Police Department to the City on a reimbursement basis as set forth below. City will accept the Grant Distribution and use the funds for the purchase canine-related equipment to support their existing two narcotics detection canine teams, to include one vehicle outfitted for a canine unit and equipment to outfit an existing city owned police vehicle for canine uses set forth in Exhibit A. The police vehicles and equipment will be fully owned by the City, and the County shall have no present or future interest in this vehicle or equipment, its use, or disposition.

2. Compensation and Billing.

To receive reimbursement for expenses authorized by this Agreement, City shall provide County appropriate documentation of the authorized expenses for the canine-related equipment to support their existing two narcotics detection canine teams, to include one vehicle outfitted for a canine unit and equipment to outfit an existing city owned police vehicle for canine use. The County shall provide reimbursement to City within 30 days upon County's receipt and approval of invoices. All requests for reimbursement must be provided to the County no later than thirty days prior to the expiration of the Term to ensure compliance with the DPS grant terms set forth in Exhibit A.

3. Term.

The term of this Agreement shall be from the effective date and shall remain in effect until June 30, 2026. All equipment must be received and fully paid for by June 15, 2026. Any funds unexpended will be deobligated and returned to DPS. This Agreement may not be renewed or extended without written consent from DPS.

4. Records.

All records regarding the Agreement, including deputies' time accounting logs, must be retained for five years in compliance with A.R.S. 35-214. All accounts, reports, files and other records relating to this Agreement shall be open to reasonable inspection and audit by the other party during that period. Audits may be conducted, at a time mutually agreed upon by the parties, by any appropriate political subdivision or agency of the State of Arizona.

5. Indemnification and Insurance.

Each Party (as "Indemnitor") agrees to indemnify, defend and hold harmless the other Party ("as Indemnitee") for, from, and against any claims, losses, liability, costs or expenses, including reasonable attorney fees, (hereinafter collectively referred to as "Claims") arising out of this Agreement, but only to the extent that such Claims which result in vicarious or derivative liability to the Indemnitee are caused by act, omission, negligence, misconduct, or other fault of the Indemnitor, its officer, officials, agents, employees or volunteers. The Parties shall obtain and maintain general liability, automobile liability, workers compensation and employer's liability insurance in such amounts as may be required to protect themselves from claims, damages or other losses.

6. Cancellation for Conflict of Interest

This Agreement may be canceled pursuant to A.R.S. § 38-511, the pertinent provisions of which are fully incorporated herein by reference.

7. Availability of Funds.

Every payment obligation of the County under the Agreement is conditioned upon the availability of funds appropriated or allocated for payment of such obligation, and that the funds are received from DPS. If funds are not allocated and available for the continuance of this Agreement, this Agreement may be terminated by the County at the end of the period for which funds are available. No liability shall accrue to County in the event this provision is exercised, and the County shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

8. Non-Assignability

Neither Party may assign any right or delegate a duty or responsibility under this Agreement without the prior written consent of the other Party.

9. Immigration and Scrutinized Business Compliance

- a. Both parties warrant their compliance with all federal immigration laws and regulations that relate to their employees and their compliance with A.R.S. § 23-214.
- b. A breach of warranty under paragraph (a) (above) shall be deemed a material breach of the agreement that is subject to penalties up to and including termination of the contract.
- c. Each party retains the legal right to inspect the papers of the other party or subcontractor employee who works on the contract to ensure that the other party or subcontractor(s) is complying with the warranty provided under paragraph (a) (above).
- d. Per A.R.S. § 41-4401, each party hereby warrants compliance with the Federal Immigration and Nationality Act (FINA) and all other Federal immigration laws and regulations related to the immigration status of its employees.

10. Compliance with Non-Discrimination Laws

Both parties agree to comply with the non-discrimination provisions of the Governor's Executive Order 2023-001.

11. Entire Agreement/Amendment

This Agreement, and its attachment as noted herein, constitutes the entire agreement between the Parties, and, except as previously noted, all prior or contemporaneous oral or written agreements are superseded by this Agreement. There are no representations or other provisions other than those contained herein, and any amendment or modification of this Agreement shall be made in writing and signed by the Parties to this Agreement.

12. Invalidity of Part of the Agreement

If any part of this Agreement is held to be illegal, invalid or void by a court of competent jurisdiction, the remainder of this Agreement shall remain in full force and effect with those offending portions omitted.

13. Governing Law

This Agreement shall be construed under the laws of the State of Arizona and shall incorporate by reference all laws governing intergovernmental agreements and mandatory contract provisions of state agencies required by statute or executive order.

14. Notice

All notices, requests for payment, or other correspondence between the Parties regarding this Agreement shall be mailed United States postage prepaid or delivered personally to the respective parties at the following addresses:

If to County:

Bret Axlund, Sheriff
Coconino County Sheriff's Office
911 East Sawmill Road
Flagstaff, Arizona 86001

If to City:

Chief Tim Lange
Page Police Department
808 Coppermine Road
Page, Arizona 86040

[Signature page to follow]

IN WITNESS WHEREOF, the governing boards of each of the parties hereto have approved this Agreement on the day and year first written below.

CITY OF PAGE

COCONINO COUNTY

Steven Kidman, Mayor Page

Patrice Horstman, Chairperson

Board of Supervisors

ATTEST:

Date

Lindsay Daley, Clerk of the Board

6/10/25

Date

Attorney Approval:

This Agreement has been reviewed pursuant to A.R.S. § 11-952 by the undersigned attorneys who have determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona to those parties of the Agreement represented by the undersigned attorney.

APPROVED AS TO FORM
AND FOUND TO BE WITHIN
THE POWERS OF A MUNICIPALITY
UNDER THE LAWS
OF ARIZONA:

Page City Attorney

APPROVED AS TO FORM AND
FOUND TO BE WITHIN THE
POWERS OF THE BOARD OF
SUPERVISORS UNDER THE
LAWS OF ARIZONA:

Deputy County Attorney

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Meeting Date:** July 30, 2025**Department:** City Manager**Presented by:****Brief Title:** Airport Board & Professional Airport Manager**Agenda Section:** New Business**Agenda Sub-category:** Agenda Item**Action:** Motion**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

TBD

Background:

Interim City Manager will provide information

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Airport Board & Manager

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

None

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Attorney**Meeting Date:** July 30, 2025**Presented by:**

Josh Smith, City Attorney

Brief Title: Monitoring Well Access Agreement - Phillips 66**Agenda Section:** New Business**Action:** Motion**Agenda Sub-category:** Agreement/Contract**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Move to approve the Environmental Access Agreement with Phillips 66.

Background:

Phillips 66 has about 17 monitoring wells in city rights of way. This agreement provides them permission to operate, maintain and access these wells. Because these wells are required by ADEQ, our ability to limit or prohibit them is limited. But this agreement does require a small payment (\$3000) in exchange for the agreement and does require the owner to maintain the wells and remove them when they are no longer needed.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)**Fiscal Impact:****Fiscal Year:** 25-26**Amount Requested:** 0**Line Item(s):**

Budget Impact: \$3k revenue

Notes:**Attachments:**

1. P66 Executed Environmental Access Agreement (MW-34)

ENVIRONMENTAL ACCESS AGREEMENT

This Environmental Access Agreement (“Access Agreement”) is entered into and becomes effective on July __, 2025 (“Effective Date”), by and between the City of Page, an Arizona municipal corporation (“Licensor”) and Phillips 66 Company (“Licensee”). Licensor and Licensee are referred to herein individually as a “Party” and together as the “Parties.”

RECITALS

- A. **WHEREAS**, the Parties previously entered into a License Agreement dated March 20, 2017 (“Agreement”), granting Licensee access to the Property for purposes of the Work as defined under Recital B of the Agreement; and
- B. **WHEREAS**, Licensee subsequently extended the Agreement under a License Agreement Extension Notification dated February 11, 2022, in accordance with Section 1 of the Agreement; and
- C. **WHEREAS**, the Parties agree that this Access Agreement shall supersede and, except as to the terms described in Recital D below, hereby terminates the March 20, 2017, License Agreement and the February 11, 2022, License Agreement Extension Notification.
- D. **WHEREAS**, the Parties agree that Licensee shall have continued access for a period of five (5) years from the Effective Date from this Access Agreement to the right-of-way located on Lake Powell Boulevard and on North Navajo Drive, Page, Arizona (the “Historical ROW”) for the purpose of monitoring, sampling, maintenance and the decommissioning and abandonment of four (4) existing groundwater monitoring wells, MW-11, MW-21, MW-22, and MW-23, and thirteen (13) soil vapor monitoring wells, VB-2 and BV-6 through VB-17 as shown on Exhibit A (the “Historical Work”).
- E. **WHEREAS**, Licensee, as required by the Arizona Department of Environmental Quality (“ADEQ”), installed the groundwater monitoring wells as directed by the Arizona Department of Water Resources (“ADWR”) for further site characterization, discussed in a Preapproval Kick Off Meeting on September 6, 2023, and will decommission/abandon each well within six (6) months after the well is no longer needed for remediation or after ADEQ issues case closure, whichever first occurs.
- F. **WHEREAS**, Licensee, as required by the ADEQ, installed soil vapor wells and will decommission/abandon each soil vapor well within six (6) months after the soil vapor well is no longer needed for remediation or after ADEQ issues case closure, whichever first occurs.
- G. **WHEREAS**, Licensee requires access to the real property of Licensor located on Lake Powell Boulevard and on North Navajo Drive, Page, Arizona, and in the vicinity of the Circle K Marketing Site #0583, located at 3 North Lake Powell Boulevard, Page, Arizona (the “ROW Property,” collectively with the “Historical

ROW” hereinafter referred to as the “ROW”), for the purpose of installing one (1) monitoring well, MW-34, and conducting periodic monitoring, sampling, maintenance, and the decommissioning and abandonment of said well in accordance with all local, state and federal rules and regulations (the “Additional Work”). The location of the Licensee’s proposed well is depicted on the map attached and labeled “Exhibit B.”

- H. **WHEREAS**, The Parties desire to state the terms upon which Licensee and its contractors may enter upon and use the ROW.

AGREEMENT

Now, therefore, the Parties agree as follows:

1. Recitals. The Recitals and Exhibits are incorporated into and made a material part of this Access Agreement.
2. Warranty of Ownership. Licensors are the only owners of, and hold equitable and legal title to, and have possession of the ROW. Licensors have the authority to enter into this Access Agreement.
3. Grant of Right of Access. Licensors grant to Licensee and its contractors the right to enter on, use, and occupy the ROW for the purpose of conducting the Historical Work and the Additional Work and for no other purpose whatsoever. This Access Agreement is intended and shall be construed as a license; not an easement. The Parties agree that this Access Agreement does not create any partnership, joint venture, business enterprise, agency, or similar relationship between Licensee and Licensors. If access to the ROW is restricted, Licensors will have any entry gate or door opened at Licensee’s request. Licensee shall bear the cost of the Historical Work and the Additional Work.
4. Compensation. In consideration for this grant of access, Licensee shall pay to Licensors Three Thousand Dollars (\$3,000) within thirty (30) calendar days of the Effective Date of this Access Agreement.
5. Grant of Right to Sample Licensee Well. Licensee grants to Licensors the right to access and sample all wells and/or soil vapor wells installed as part of the Historical Work and/or the Additional Work. Licensors shall use reasonable efforts to give Licensee at least two (2) weeks prior notice of the sampling event. Licensors shall ensure that all sampling events are conducted in compliance with all applicable federal, state, and local laws, rules, and regulations.
6. Collection of Split Samples. Both Parties shall be given the opportunity to collect split samples during the other Party’s sampling event of all wells and/or soil vapor wells installed as part of the Historical Work and/or the Additional Work. Should either Party choose to collect split samples, such Party shall bring its own sample

bottles and shall be responsible for sample preservation, chain of custody, transport of the samples to a laboratory for analysis, and all associated analysis costs.

7. Duty of Care. The Parties may use the ROW to an extent not inconsistent with this Access Agreement. Licensee shall use reasonable efforts not to hinder or interfere with any activity conducted on the ROW by Licensor. Licensee shall not damage or tamper with any equipment, utilities, or other things located on the ROW without Licensor's prior consent.
8. Notice of Activities. Licensee shall give Licensor at least two (2) weeks prior notice of the Historical Work and/or the Additional Work it intends to conduct on the ROW. Licensee shall ensure that all Historical Work and/or Additional Work is conducted in compliance with all applicable federal, state, and local laws, rules, and regulations.
9. Notices Required Under This Access Agreement. Any notice provided for herein or otherwise required to be given hereunder if given by telephone shall be deemed effective at the time the telephone call is received, or if given in writing, when personally served or three (3) days after mailing by certified or registered United States mail, return receipt requested, postage prepaid, or by facsimile machine, with transmission and receipt confirmed, or by nationally recognized overnight delivery service, addressed as follows:

To Licensor: City Attorney
P.O. Box 1180
Page, Arizona 86040
Attention: City Attorney
Telephone: 928.645.8861
Facsimile: 928.645.4250
Email: jsmith@pageaz.gov

To Licensee: Phillips 66 Company
Real Estate Services Manager
2331 City West Boulevard
Houston, Texas 77042

With copies to: Phillips 66 Company
18781 El Camino Real
Atascadero, CA 93422
Attention: Tracey R. Brown
Telephone: 805.541.8910
Email: Tracey.R.Brown@p66.com

And: Phillips 66 Company
1660 West Anaheim Street
Wilmington, California 90744
Attention: Atir Chak
Phone: 949.702.8503

Email: Atir.Chak@p66.com

Wherever used in this Access Agreement, “days” means calendar days, excluding Saturdays, Sundays, and legal holidays.

If either Party changes its telephone number or mailing address for purposes of notice under this Access Agreement, written notice of the change shall be promptly given to the other Party.

10. Reports. A Party who collects samples and conducts analysis pursuant to this Access Agreement agrees to promptly provide the other Party, free of charge, a copy of the final groundwater monitoring report.
11. Insurance. While this Access Agreement is in effect, Licensee shall maintain insurance.

Licensee, at its own expense, shall purchase and maintain the herein stipulated insurance with companies duly licensed and subject to legal process within the State of Arizona, possessing a current A.M. Best, Inc. Rating of A- or better.

All insurance required herein shall be maintained in full force and effect until all work or services required to be performed under the terms of this Access Agreement are satisfactorily completed; failure to do so may, at the sole discretion of Licensor, constitute a material breach of this Access Agreement.

To the extent of the risks, liabilities and indemnification obligations assumed by Licensee in the Agreement, Licensee’s insurance shall be primary insurance in regard to the Licensor, and any insurance or self-insurance maintained by Licensor shall not contribute to it. To the extent of the risks, liabilities, and indemnification obligations assumed by Licensee in the Agreement, the insurance policies shall contain a waiver of transfer rights of recovery (subrogation) against Licensor, its agents, officers, officials and employees for any claims arising out of Licensee’s acts, errors, mistakes, omissions, work or services. To the extent of the risks, liabilities, and indemnification obligations assumed by Licensee in the Agreement, Licensor shall be named as an additional insured.

Prior to commencing work or services under this Access Agreement, Licensee shall furnish the Licensor with Certificates of insurance, or formal endorsements as required by this Access Agreement, issued by Licensee’s insurer(s), as evidence that policies providing the required coverage, conditions and limits required herein are in full force and effect. All Certificates of Insurance shall be identified with the bid number and title.

If a policy does expire during the life of this Access Agreement, a renewal certificate must be sent to Licensor five days prior to the expiration date.

Insurance required herein shall not expire, be cancelled, or materially changed without thirty (30) days written notice to Licensor.

The Licensee shall carry at all times the following insurance coverage:

Comprehensive Commercial General Liability:

Limits: Combined single Limit Bodily Injury/Property damage of \$5,000,000.

Automobile Liability:

Combined Single Limit Per Accident for Bodily Injury and Property Damage - of \$5,000,000.

Workers' Compensation:

The Licensee shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction over the Licensee's employees engaged in the performance of the work or services; and, Employer's Liability insurance of \$100,000 for each accident, \$100,000 disease for each employee, and \$500,000 disease policy limit.

In case any work is subcontracted, this Access Agreement will require the Subcontractor to provide Workers' Compensation and Employer's Liability to at least the same extent as required of this Licensee.

12. Indemnity. Licensee agrees that it will indemnify and hold Licensor harmless from and against any claims, demands, actions, suits, judgments, losses, damages, costs or expenses incurred as a result of personal injury, ROW damage, civil penalties or fines to the extent proximately caused in whole or in part by the negligent acts or omissions of Licensee or its authorized contractors and employees in conducting the Historical Work and/or the Additional Work. However, this indemnity and hold harmless obligation shall not apply to any such claims, demands, actions, suits, judgments, losses, damages, costs, or expenses to the extent caused by the negligence or willful misconduct of Licensor. This indemnity is expressly conditioned on the following:

- (a) In the event Licensor shall identify any matter to which this indemnity may apply or receive a notice or claim from any third party of such matter, it shall immediately, and in every case within forty-five (45) days of said notice or claim, notify Licensee in writing of such matter.
- (b) Licensor shall cooperate with Licensee by allowing Licensee, its agents, representatives, contractors and consultants prompt and ready access to the ROW for the purpose of investigating any matter to which this indemnity may apply. Licensor shall provide Licensee with copies of all investigative reports, data, or other information in any form which Licensor, its consultants or attorneys may have pertaining to any such matter, upon request of Licensee.

The amount and type of insurance coverage requirements set forth within this Agreement shall in no way be construed as limiting the scope of the indemnity as set forth herein.

13. Permits. Licensee shall obtain any permit and pay any fee that is required to conduct any Historical Work and/or Additional Work under this Access Agreement.
14. Well and Soil Vapor Well Abandonment and Restoration of the Property. Licensee at its own cost shall promptly repair any material damage it causes to the ROW related to any Historical Work and/or Additional Work. Within no more than fifteen (15) calendar days of receiving written notice sent by Licensor that maintenance and/or repairs are required at a well or soil vapor well location, Licensee will conduct such maintenance and/or repairs at its own cost. Within five (5) calendar days of completing the maintenance and/or repairs, Licensee will provide Licensor with documentation of said maintenance and/or repairs being completed. Should Licensee fail or refuse to conduct the maintenance and/or repairs as required herein, Licensor, at its discretion, may conduct the maintenance and/or repairs. Within fifteen (15) calendar days of receipt of an invoice from Licensor, Licensee shall fully reimburse Licensor for all costs and fees incurred in conducting the maintenance and/or repairs.

Licensee may abandon any well and/or soil vapor well it installed or installs on the ROW, which shall be restored to a substantially similar condition as is reasonably practicable. Each well and/or soil vapor well will be decommissioned/abandoned within six (6) months after the well and/or soil vapor well is no longer needed for remediation or after ADEQ issues case closure, whichever first occurs. However, prior to abandonment of any well and/or soil vapor well, Licensor will be given thirty (30) days' notice with an option to enter into Licensee's standard form of Well Ownership Transfer and Responsibility Agreement ("Well Transfer Agreement") for purposes of taking ownership of the well and/or soil vapor well. If Licensor does not notify Licensee of its intent to take ownership of the well and/or soil vapor well within thirty (30) days, then such abandonment shall be conducted by Licensee in accordance with ADWR and/or ADEQ rules for well abandonment and any and all other local, state or federal rules and regulations.

For Arizona Department of Water Resources registered wells located outside of an easement, such abandonment shall be conducted by the Licensee in accordance with applicable local, state, and federal rules and regulations and the Arizona Department of Water Resource's rules for well abandonment by "removal;" but, at the discretion of Licensor, at a minimum Licensee will remove the well casing, pipes and ancillary equipment installed within the top 20 feet from ground surface. Upon abandonment, for all wells and underground pipes permitted by Licensor to remain on the ROW, such wells and underground pipes shall be in a condition that does not interfere with pedestrian or vehicular traffic on the ROW.

15. Well Abandonment At Termination of the Agreement. Thirty days prior to the termination of the Access Agreement, Licensee will offer ownership of any remaining wells and/or soil vapor wells on the ROW to the Licensor. If Licensor does not accept ownership within the thirty days, Licensee will abandon said wells and/or soil vapor wells pursuant to paragraph 14 above.
16. Transfer of Well to Licensor. Should Licensor request to take ownership of well(s) pursuant to Paragraphs 14 and 15 above, as consideration for Licensor's grant of access under this Access Agreement, Licensee agrees to identify and transfer legal ownership to Licensor of well(s). Legal ownership of the well(s) shall be transferred to Licensor by Licensee's Well Transfer Agreement that may be recorded by Licensor in the county where the ROW is located. Licensee shall transfer ownership of the identified well(s) to Licensor pursuant to the terms of the Well Transfer Agreement. Ownership of the well(s) shall not be transferred to Licensor unless and until Licensee determines that the well(s) is (are) no longer needed for the Historical Work and/or the Additional Work as described herein.
17. No Admission of Liability. By entering into this Access Agreement, Licensor does not admit any liability for any contamination on the ROW or in the groundwater thereunder.
18. Cancellation. This Access Agreement may be canceled pursuant to A.R.S. § 38-511.
19. Compliance with Government Requirements. Licensee warrants compliance with all applicable Federal immigration laws and regulations relating to employees and subcontractors and warrants its compliance with A.R.S. § 41-4401, incorporated herein by reference, including the E-verify program. A breach of this provision shall be deemed a material breach of the Access Agreement and is subject to penalties up to and including termination of the Access Agreement. Licensor retains the legal right to inspect the papers of Licensee or any subcontractor employee who works under the Access Agreement to ensure compliance with this provision.
20. Licensee Certification. Pursuant to A.R.S. §35-394, incorporated herein by reference, Licensee certifies that it does not currently, and agrees for the duration of the Access Agreement that it will not, use:
 - (a) The forced labor of ethnic Uyghurs in the People's Republic of China.
 - (b) Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.
 - (c) Any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

If Licensee becomes aware during the term of the Access Agreement that it is not in compliance with the written certification, Licensee shall notify Licensor within

five business days after becoming aware of the noncompliance. If Licensee does not provide Licensors with a written certification that Licensee has remedied the noncompliance within one hundred eighty days after notifying the Licensors of the noncompliance, the Access Agreement terminates.

21. Default. If either Party defaults under this Access Agreement and the default continues for more than twenty (20) days after the effective date of written notice stating the specific nature of the default, then the other Party may treat the default as a material breach of this Access Agreement and may exercise any remedy available to it under any local, state and federal law, rule, and regulation. Notwithstanding the foregoing, if Licensee determines that its default should not or cannot be cured within the twenty-day notice period, then the default shall be deemed cured if Licensee commences efforts to cure the default within the twenty-day notice period.
22. Dispute Resolution. To the extent required by A.R.S. § 12-1518(B), the Parties shall resolve any breach or dispute arising out of this Access Agreement by arbitration. Proper venue for any civil action, proceeding, or arbitration arising out of this Access Agreement shall be Coconino County, Arizona.
23. Governing Law. This Access Agreement shall be interpreted and enforced according to the laws of the State of Arizona.
24. Entire Agreement. This Access Agreement expresses the entire agreement of the Parties. No modification of this Access Agreement is valid or enforceable unless the terms of the modification are in writing and signed by the Parties.
25. Successors and Assigns. This Access Agreement binds and inures to the benefit of the Parties and their agents, heirs, successors, assigns, transferees, executors, and personal representatives.
26. Reservation of Rights. Notwithstanding any provision of this Access Agreement, Licensors retain all access rights and all other rights and remedies provided under any applicable law, statute, rule, and regulation.
27. Possession of Original. Licensors shall retain possession of the fully executed original of this Access Agreement and all modifications of this Access Agreement, and Licensee shall receive accurate copies.
28. Effective Date. This Access Agreement is effective on the date stated in the first paragraph of this Access Agreement.
29. Term and Termination. This Access Agreement shall continue for a period of five (5) years from the Effective Date. Thereafter, Licensee may elect to renew this Access Agreement for up to two (2) additional years upon written request to Licensors no less than thirty (30) days before expiration. Any further requests for extension requires the prior written consent of Licensors and a written amendment to this Access Agreement.

30. Miscellaneous. The Parties agree that neither is relying on any promise, agreement, or representation made by the other Party except as stated in this Access Agreement.
31. Counterparts. This Access Agreement may be signed in counterparts, each of which shall be treated as an original but which, when taken together, shall constitute one and the same instrument. The Parties hereto agree that an electronic copy of the signature of the person executing this Access Agreement on behalf of each Party (including but not limited to signatures contained in PDF files) may be used for any and all purposes, with the same force and effect as an original of any such signature.

[SIGNATURE PAGE FOLLOWS]

CITY OF PAGE,
An Arizona municipal corporation, Licensors

PHILLIP 66 COMPANY,
A Delaware corporation, Licensee

By: _____
William R. Diak
Mayor

By: Tracey R. Brown
Tracey R. Brown
Attorney-in-Fact

Date: _____

Date: 7/14/2025

APPROVED AS TO FORM:

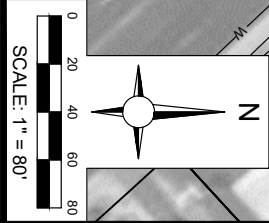
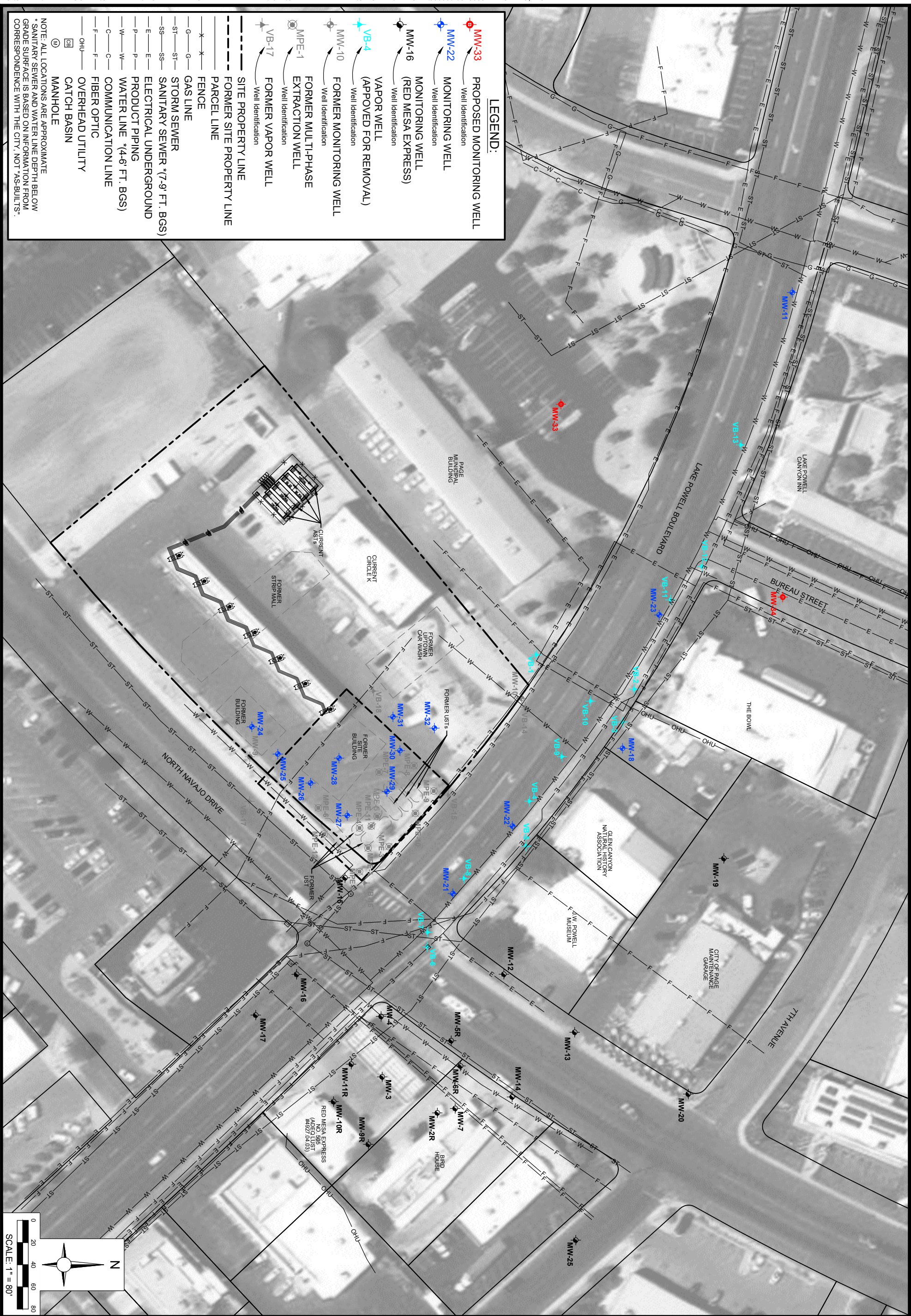
By: _____
Joshua Smith
City Attorney

Date: _____

ATTEST

By: _____
Cindy Scott
City Clerk

Date: _____



Project Number: 1052058312
Date: 05/21/2024
Dwn. By: DH
Scale: AS SHOWN
Ckd. By: WF

VICINITY MAP

CIRCLE K STORE NO. 00583
3 NORTH LAKE POWELL BOULEVARD
PAGE, ARIZONA

Exhibit A





Exhibit B

Legend

- Proposed groundwater monitor well

Google Earth

Imagery © 2023 Airbus

Proposed Well Location: MW-34

Circle K Store No. 0583

3 North Lake Powell Boulevard

Page, Arizona 86040

Project Number:

1052058312

Drawn By:

M. Railsback

Figure

1



9185 South Farmer Avenue, Suite 111

Tempe, Arizona 85284

Phone: +1 480 894 2056

Fax: +1 480 894 2497

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** Planning and Zoning**Meeting Date:** July 30, 2025**Presented by:**

Josh Smith, City Attorney

Brief Title: Ordinance 740-25: Rezone of a Portion of Parcel No. 80114003(M) (Frost Park) to Parks and Open Space**Agenda Section:** New Business**Action:** Ordinance**Agenda Sub-category:** Ordinance**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Clerk to introduce Ordinance 740-25. Move to adopt Ordinance 740-25.

Background:

See Staff Report.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

Unanimous approval by Planning and Zoning Commission.

Admin Only: (text will appear on the agenda)**Fiscal Impact:****Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact: None

Notes:**Attachments:**

1. Frost Park Property Zone Change Ordinance No. 740-25 revised
2. Zone Change ZON 25-001 Staff Report

ORDINANCE NO. 740-25

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA, AMENDING THE PLANNED DEVELOPMENT (PD) ZONING DISTRICT DESIGNATION OF A 1.00 ACRE± PORTION OF PARCEL NO. 80114003(M) TO PARKS & OPEN SPACE SPECIAL DISTRICT (POS) ZONING.

WHEREAS, the City of Page Planning and Zoning Commission held a public hearing on Zoning Case No. ZON 25-001 on June 3, 2025, to consider amending the Planned Development (PD) zoning of a 1.00 Acre± portion of the 5.81 Acre± city-owned Parcel 80114003(M) to Parks & Open Space Special District (10), with the remaining 4.78 Acre± portion of Parcel 80114003(M) remaining zoned as Planned Development (PD), as set forth herein;

WHEREAS, due and proper notice of such public hearing before the City of Page Planning and Zoning Commission was given in the time, form, substance and manner provided by law; and

WHEREAS, the City of Page Planning and Zoning Commission has unanimously recommended the adoption of Zoning Case No. ZON 25-001 as aforesaid; and

WHEREAS, the Mayor and City Council have determined that this zoning district amendment conforms to the City of Page 2040 General Plan and Land Uses shown on the Future Land Use Map (FLUM), and after consideration of the information presented, desire to accept the recommendation of the City of Page Planning and Zoning Commission and amend the zoning accordingly.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA, as follows:

Section 1. The zoning of southernmost 1.00 Acre± portion of the 5.81 Acre± Parcel 80114003(M), as more particularly described in Exhibit A, incorporated herein by reference, is hereby amended from Planned Development (PD) to Parks & Open Space Special District (POS).

Section 2. The remaining 4.78 Acre± portion of Parcel 80114003(M) shall remain zoned as Planned Development (PD).

Section 3. All development shall be in accordance with all relevant City Zoning, Subdivision, Building, Fire and Life Safety and Development codes.

Section 4. That the City of Page Zoning Map is hereby amended to reflect the zoning designation change.

Section 5. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed, effective thirty (30) days from the adoption hereof.

Section 6. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA, this 30th day of July, 2025, by the following vote:

Ayes	_____
Nays	_____
Abstentions	_____
Absent	_____

CITY OF PAGE

By _____
Mayor

ATTEST:

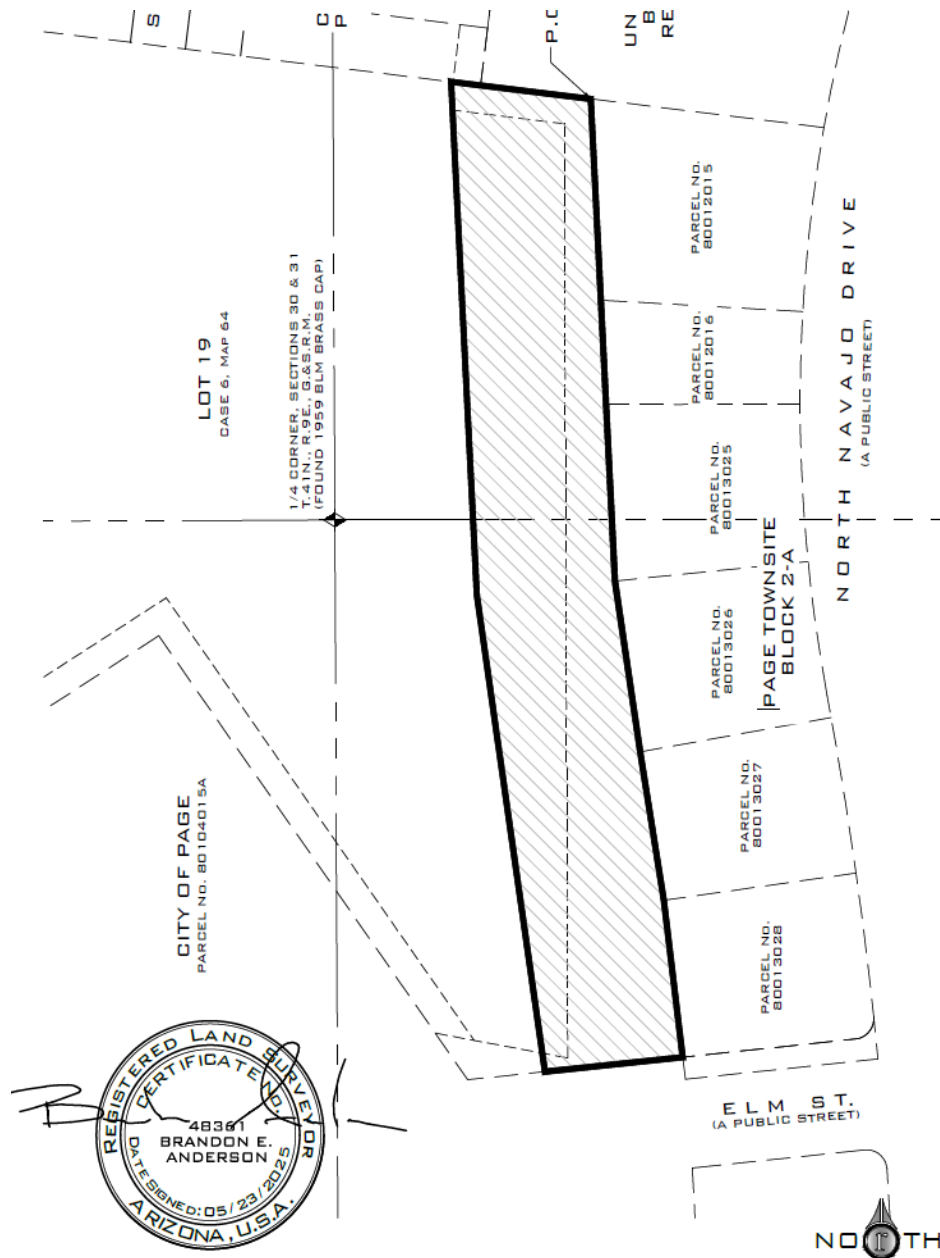
APPROVED AS TO FORM:

CITY CLERK

CITY ATTORNEY

**EXHIBITS ON FILE AT THE PAGE CITY CLERK'S OFFICE:
697 Vista Ave., Page, AZ**

EXHIBIT A **Survey Plat & Legal Description for Parcel #80114003(M)**



Legal Description of Parcel to be Rezoned:

Beginning at the southeast corner of Lot 19, of Case 6 Map 64, as found on record with the Coconino County Recorder's Office, said point being North 89°45'06" East 227.03 feet along the section line and South 139.45 feet from the North Quarter Corner of Section 31, Township 41 North, Range 9 East, Gila & Salt River Base & Meridian, and running; thence the following (5) courses along said Lot 19; thence South 87°06'47" West 260.28 feet; thence South 81°35'46" West 93.19 feet; thence South 80°53'03" West 81.03 feet; thence South 83°06'23" West 85.22 feet; thence North 05°58'14" West 75.00 feet; thence North 81°51'16" East 259.84 feet; thence North 87°06'47" East 276.97 feet; thence South 07°00'18" West 76.13 feet to and along said Lot 19 to the Point of Beginning. Containing approximately 1.00 acres.

STAFF REPORT

PARCEL NO. 80114003M EASEMENT

ZONE CHANGE REQUEST



P & Z Commission Meeting Date: Public Hearing & Meeting: June 3, 2025
City Council Meeting Date: Public Hearing & Meeting: June 25, 2025
Staff Report Prepared by: Zach Montgomery, City Planning Director
Case Number & Title: #ZON 25-001 – **Parcel #80114003M Easement Rezone**

Applicant Information:

Property Owner/Applicant:

City of Page
697 Vista Avenue – Page, AZ 86040

Representative:

Zach Montgomery, City Planning Director

Property Description & Location:

This City-Owned subject property is undeveloped, with the assigned Coconino County APN **Parcel #80114003M**, and this entire Parent Parcel is approximately **5.81 Acres ±**, **and only the southernmost approximate 1.00 Acres± designated as an Easement, will be undergoing this zone change request**, with the remaining approximate **4.81 Acres±** to remain with its undevelopable zoning designation of Planned Development (PD) moving forward.

The Parent Parcel #80114003M is further defined by the Legal Description: “located in the S.W. & S.E. ¼ of Section 30 & N.W. & N.E. ¼ of Section 31, Township 41 North, Range 9 West, Gila & Salt River Base & Meridian, City of Page, Coconino County, Arizona.” **The only portion of Parcel #80114003M that is a part of this Zone Change Request is that southernmost area designated as the New Utility Easement** shown on the ALTA Survey, located in “**Exhibit A**”–**Parent Parcel Survey Plat & Legal Description**. Please also see “**Exhibit B**”–**Survey Plat & Legal Description of Easement Portion of Parent Parcel Being Rezoned**, “**Exhibit C**”–**Map of Existing Zoning of Subject & Surrounding Properties**, and “**Exhibit D**”–**300-Foot Property Notification Map & Property Owner Addresses**.

This Subject Property – Parcel #80114003M, is located west of multiple vacant parcels that front onto Vista Avenue, south of the Bidaji Housing Subdivision and Page Golf Course, north of approximately five (5) homes that front onto North Navajo Drive, and southwest of the Quality Inn of Page that fronts onto North Lake Powell Boulevard.

Zoning of Abutting Properties - The properties to the W and NW are zoned **Public Quasi-Public (PQP)**, the properties to the E and N are zoned **Central Business District (CBD)** and **Multi-Family Residential (RM)**, and the properties to the S are zoned **Single-Family Residential (R1-8)**. **ADDRESS:** Property is City-Owned and has not yet been addressed.

Applicant Request:

The City requests to rezone that southernmost approximate **1.00 Acre± easement portion** of their **5.81 acre± Parent Parcel 80114003M** property from **Planned Development (PD)** zoning to **Parks & Open Space Special District (POS)** zoning.

Current Land Use Designation & Zoning District Classification:

Land Use: The City’s 2040 General Plan–Future Land Use Map (FLUM) designates this property as **Multifamily Residential**. The requested zoning of **Parks & Open Space (POS)** for that southernmost Easement of the Parent Parcel is compatible with all other zoning districts and Land Uses and does not require any special considerations to allow the zone change to be enacted. The Land Uses of the abutting properties include the **Downtown Area (Commercial)** to the North and East, **Neighborhood Residential (Single-Family)** to the South, and **Open Space** to the West.

Zoning District: The City’s Official Zoning Map designates this property as **Planned Development (PD)**. The owner has requested to rezone the subject **1.00 Acre± Easement of Parent Parcel #80114003M** to **Parks & Open Space Special District (POS)** to allow for uses permitted in that district. Staff agrees this is an appropriate zoning for the property.

Proposed/Requested Zoning District Classification:

The applicant is requesting their property be changed to **Parks & Open Space (POS)** zoning to make it more desirable for a park type use and setting, as requested by the area residents of the area, and to also help preserve the existing view-shed.

The Parks & Open Space Special District (POS) Zoning Designation which has the intent and purpose to promote the public health, safety and general welfare of the community by protecting and preserving open space as a limited and valuable resource which conserves natural resources, protects scenic vistas, provides recreational opportunities, and contributes to the overall quality of life in the city.

This zone change request is for **only the Easement Portion** of the **Parent Parcel** to be rezoned to **Parks & Open Space Special District (POS)** zoning, which is compatible with all zoning district designations and uses.

The following permitted uses are allowed By-Right within the POS zoning district:

1. Arboretum or Botanical Garden
2. Community Playfields and Parks
3. Nature Preserves, Trails & Trailheads
4. Campground/RV Park (**Requires a minimum of 5-Acres to allow this use. This zone change is for only 1.00 Acres±**)

The Development Standards for the POS Zoning District Designation are as follows:

1. No minimum lot width dimensions are required or established.
2. No minimum Lot Size dimensions or acreage are required or established.
3. Minimum Building Setbacks shall be: 25-feet Front; 25-feet both Sides; and 25 feet Rear.
4. No Maximum Lot Coverage for any lots within this POS Zoning District are required or established.
5. Maximum height of any structure within this POS Zoning District is forty (40) feet.

Staff Review & Findings of Fact:

- ✓ The applicant requests a Zone Change from the City of Page, Zoning Code of Ordinances, **Chapter 152, Section 090** to change the zoning for only the designated and approximate **1.00 Acre± Easement Portion** of the subject **5.81 Acre± Parent Parcel** from **Planned Development (PD)** to **Parks & Open Space (POS)** zoning. ***The remaining 4.81 Acre± portion of the parent parcel shall remain zoned as Planned Development (PD).***
- ✓ The subject property has abutting properties that are zoned as **Central Business District (CBD)**, **Public Quasi-Public (PQP)**, **Multi-Family Residential (RM)** or **Single-Family Residential (R1-8)** and the **Parks & Open Space Special District (POS)** zoning is compatible with all these different abutting property zoning designations.
- ✓ The **Page 2040 General Plan – Future Land Use Map (FLUM)** designates the Land Use for this subject property as **Multifamily Residential**. The requested zoning of **Parks & Open Space Special District (POS)** is compatible with all zoning designations and uses, and it is in conformity with the General Plan and FLUM.
- ✓ The City's **Official Zoning Map** classifies this subject property as **Planned Development (PD)**. The requested zoning of **Parks & Open Space Special District (POS)** is compatible with all zoning designations and uses, so this zone change request conforms with City Zoning Codes.

Considerations & Conclusions of Law:

In determining whether to approve, approve with conditions, or deny proposed official zoning map amendments, issues for consideration shall include but not be limited to:

1. Consistency (or lack thereof) with the general plan, and other adopted plans; ***The requested zoning of Parks & Open Space (POS) is compatible with all Land Uses.***
2. Compatibility with the present zoning and conforming uses of nearby property and with the character of the neighborhood; ***The requested zoning of Parks & Open Space (POS) is compatible with all Zoning Districts.***
3. Suitability of the subject property for uses permitted by the proposed zoning district; ***Property is suitable for uses.***
4. Suitability of the subject property for uses permitted by the existing district; ***Property is suitable for uses.***
5. Availability of sewer and water facilities. ***Sewer, Water, Electric and all other utilities are available to this site.***

Public Comments & Neighborhood Meeting Summary:

As of the date of the posting of the agenda involving this Staff Report, 5/29/2025, no written comments have been received either in favor of, or in opposition to this proposed zone change request. Verbal comments were made, and questions were asked at the required Neighborhood Meeting held on 5-19-25 by the six (6) local residents in attendance.

Neighborhood Meeting: As mandated by City Zoning Codes, the applicant hosted a Neighborhood Meeting after notifying all property owners within 300 feet of the boundaries of the subject property to undergo the zone change. Said **Neighborhood Meeting was held at City Hall on Monday, May 19, 2025, from 5:30 until 6:05 P.M.** and six (6) residents attended, including Mr. & Mrs. Greisch of 307 N. Navajo; Ms. Stein of 301 N. Navajo; Ms. Halcomb of 313 N. Navajo; and, Mr. & Mrs. Leightner representing multiple residents along N. Navajo Drive. **(35-minute meeting)**

The City Planning Director, Zach Montgomery presented the zone change request and the residents asked several questions which were answered by Mr. Montgomery and previous City Councilor Rich Leightner. Some questions were related to the subject zone change request and some had to do with the general development in Page. ***After all questions were asked and answered, none of the residents present were opposed to this requested zone change request, as presented.***

Staff Recommendation:

Staff recommends approval of this Zoning Map Amendment (*Zone Change Request*) to change the zoning from **Planned Development (PD)** to **Parks & Open Space Special District (POS)** for the southernmost approximate **1.00 Acre± Easement** of the **subject 5.81 Acre± Parent Parcel #80114003M property**, as further defined in more detail by Exhibits A, B, C & D following this Staff Report, subject to the following Staff recommended **Condition(s) of Approval**, and where the remaining **4.81 Acres± of Parent Parcel #80114003M** to remain zoned as Planned Development (PD) moving forward.

Staff Recommended Condition(s) of Approval:

1. Approval of this zone change does not approve the site or building construction plans, nor does it authorize any site or building construction to occur. All construction plans must first be approved by the Site Plan Review Committee and Chief Building Official respectively, before building permits can be issued for construction, in accordance with all applicable approved Subdivision, Planning, Zoning, Development and Building Codes in effect at the time of submittals, to include, but not be limited to, any required outside agency reviews and permits.
2. The **remaining 4.81 Acre± of Parcel #80114003M** will retain the ***undevelopable* Planned Development (PD)** zoning until someone desires to develop said property, where a developable zoning designation must then be approved through the city approved Zoning Amendment process as further defined in the City Zoning Codes, Chapter 152, Section 090.

Possible Motions:

Approval: Based upon the Findings of Fact and Conclusions of Law, I move to **recommend City Council approve Zone Change Case #ZON 25-001**, to change the zoning designation for the **Easement portion of Parent Parcel #80114003M** from **Planned Development** to **Parks & Open Space Special District zoning**, **to include the Staff recommended Condition(s) of Approval as set forth in the Staff Report.**

Denial: I move to **recommend City Council deny Zone Change Case #ZON 25-001**, to change the zoning designation for the **Easement portion of Parent Parcel #80114003M** from **Planned Development** to **Parks & Open Space Special District zoning**, **based upon the following criteria:**

--End of Staff Report--

EXHIBITS TO FOLLOW:

EXHIBIT A - Parent Parcel Survey Plat & Legal Description

EXHIBIT B - Survey Plat & Legal Description of Easement Portion of Parent Parcel Being Rezoned

EXHIBIT C - Map of Existing Zoning of Subject & Surrounding Properties

EXHIBIT D - 300-Foot Property Notification Map & Property Owner Addresses

ALTA/NSPS LAND TITLE SURVEY
LOCATED IN THE S.W. & S.E. 1/4 OF
SECTION 30 & N.W. & N.E. 1/4 OF SECTION 31
T.41 N., R.9 W., GILA & SALT RIVER BASE & MERIDIAN
CITY OF PAGE | COCONINO COUNTY | ARIZONA

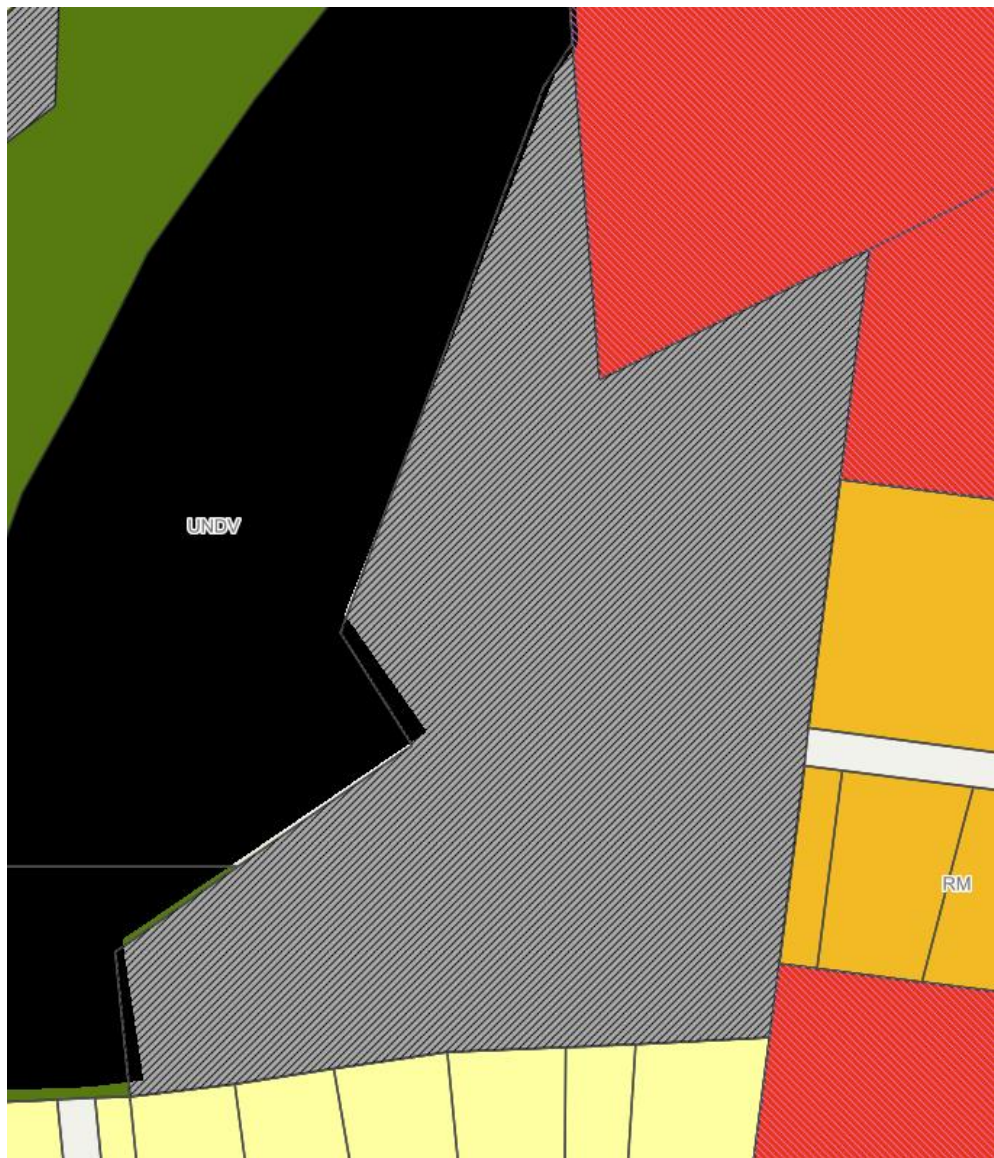


Survey Plat of Easement Portion of Parent Parcel to be Rezoned:



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EXHIBIT C
Map of Existing Zoning of Subject & Surrounding Properties



ZONING MAP LEGEND

 PD - Planned Development District

(The Subject Property)

 UNDV - Undevelopable District

 CBD - Central Business District

 PQP - Public / Quasi-Public

 R1-8 - Single-Family Residential 8,000

 RM - Multi-Family Residential 3

EXHIBIT D
300-Foot Property Notification Map

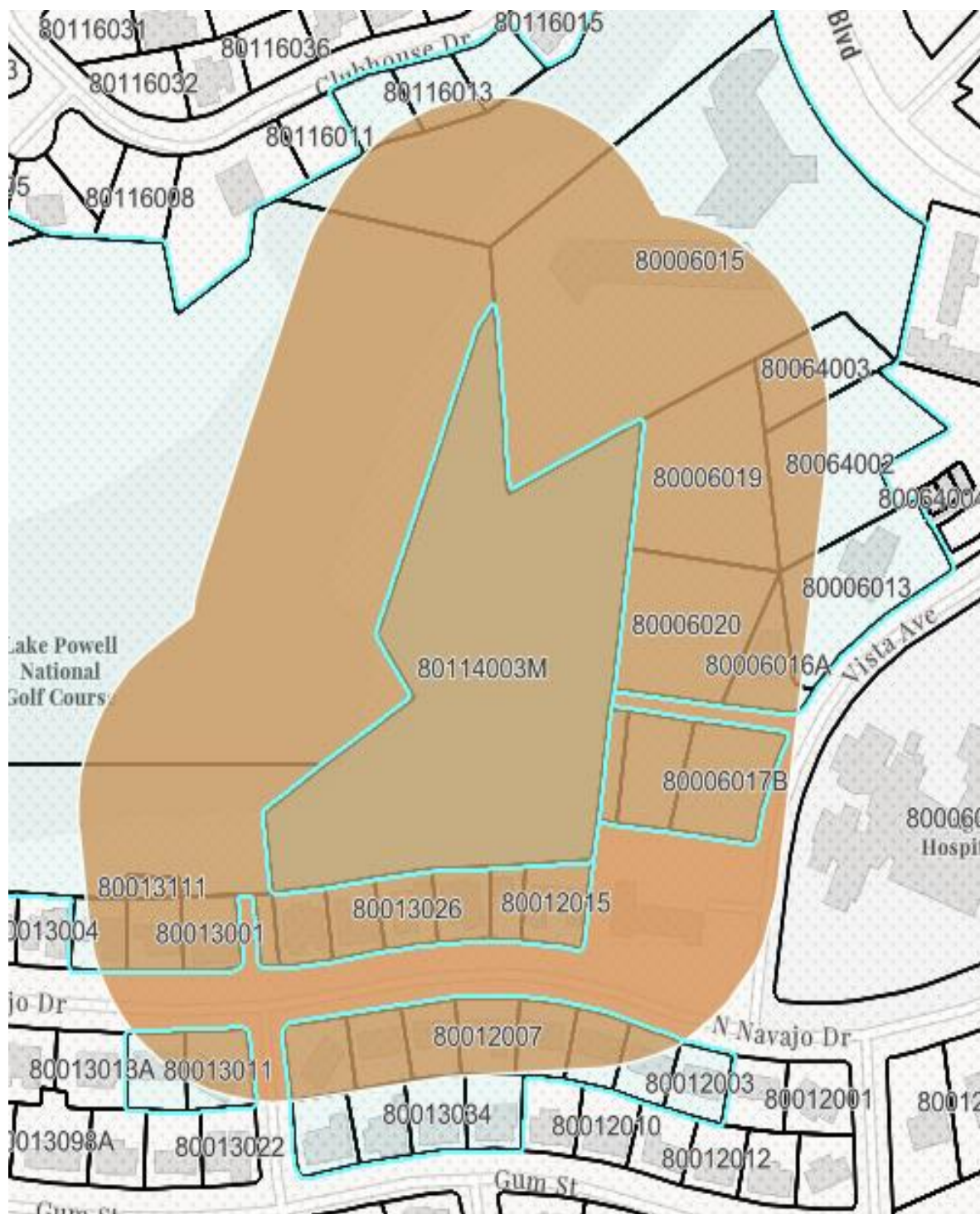


EXHIBIT D – (CONTINUED)
300-Foot Property Owner Addresses
(Excluding any duplicates and the City)

1. Parcel 80012007, PO Box 2559 - 318 N. Navajo Dr., Page, AZ, 86040
2. Parcel 80012015, PO Box 485 - 331 N. Navajo Dr., Page, AZ, 86040
3. Parcel 80012016, PO Box 3445 - 319 N. Navajo Dr. Page, AZ, 86040
4. Parcel 80013026, PO Box 2469 - 313 N. Navajo Dr., Page, AZ 86040
5. Parcel 80013027, PO Box 236 - 307 N. Navajo, Page, AZ, 86040
6. Parcel 80013028, PO Box 4747 - 301 N. Navajo Dr., Page, AZ. 86040
7. Parcel 80116012, PO Box 1897 - 334 Clubhouse Dr. Page, AZ, 86040
8. Parcel 80116013, PO Box 1897 - 330 Clubhouse Dr., Page, AZ 86040
9. Parcel 80116014, PO Box 1897 - 324 Clubhouse Dr., Page, AZ, 86040
10. Parcel 80012003, 342 N. Navajo, Page, AZ, 86040 - 600 E. Pinon St, Farmington, NM, 87401
11. Parcel 80006013, PO Box 505 - 530 Vista Ave., Page, AZ 86040
12. Parcel 80006015, PO Box 400 - 287 N. Lake Powell Blvd., Page, AZ 86040
13. Parcel 80013003, 243 N. Navajo Dr., Page, AZ, 86040 - 1256 Loma Verde Ct., Sparks, NV, 89436
14. Parcel 80013011, 242 N. Navajo Dr., Page, AZ 86040 - 10405 E. Palomino Rd., Flagstaff, AZ 86004
15. Parcel 80013012, PO Box 3154 - 236 N. Navajo Dr., Page, AZ 86040
16. Parcel 80013029, PO Box 4392 - 312 N. Navajo Dr., Page, AZ 86040
17. Parcel 80013030, PO Box 3136, 306 N. Navajo Dr., Page, AZ 86040
18. Parcel 80013031, 300 N Navajo Dr. Page, AZ 86040 - 3522 N Stone Gully, Mesa, AZ 85207
19. Parcel 80013001, 255 N. Navajo Dr., Page, AZ, 86040 – 15240 E. Lincoln Ave., Parlier, CA 93648
20. Parcel 80013002, PO Box 72, 249 N. Navajo Dr., Page, AZ, 86040
21. Parcel 80006016A, 436 Vista Ave., Page, AZ, 86040 – 301 S. Lake St., Farmington, NM, 87401
22. Parcel 80012004, 336 N. Navajo Dr., Page, AZ, 86040 – 600 E. Pinon St Farmington, NM 87401
23. Parcel 80012005, PO Box 4468, Page, AZ, 86040 – 330 N. Navajo Dr., Page, AZ 86040
24. Parcel 80012006, 324 N. Navajo Dr., Page – 2325 W. Shadow Valley Ranch Rd., Prescott, AZ, 86305

- END OF EXHIBITS –

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** Planning and Zoning**Meeting Date:** July 30, 2025**Presented by:**

Josh Smith, City Attorney

Brief Title: Ordinance 741-25: Subdivision Regulation Amendments**Agenda Section:** New Business**Action:** Ordinance**Agenda Sub-category:** Ordinance**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Clerk to introduce Ordinance 741-25. Move to adopt Ordinance 741-25.

Background:

Earlier this year, the state legislature adopted regulations that require cities to provide for administrative approval of subdivision plats and for administrative approval of other subdivision processes. Previously, P&Z and City Council approval were required for major subdivision preliminary and final plats. In accordance with the new law, these will be approved by the Planning and Zoning Director after review by staff and the utility.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

Unanimous approval by the Planning and Zoning Commission.

Admin Only: (text will appear on the agenda)**Fiscal Impact:****Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact: None

Notes:**Attachments:**

1. Ordinance 741-25 - Subdivision Administrative Approvals

ORDINANCE NO. 741-25

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PAGE, ARIZONA, AMENDING THE PAGE CITY CODE OF ORDINANCES BY AMENDING CHAPTER 154: SUBDIVISION REGULATIONS, RELATING TO THE ADMINISTRATIVE APPROVAL OF SUBDIVISION PLATS AND OTHER SUBDIVISION PROCESSES.

WHEREAS, Ariz. Rev. Stat. § 9-500.49 as amended in 2025 requires that cities and towns adopt certain subdivision code amendments related to the administrative approval of plats;

WHEREAS, the City Council has considered the probable impact of this ordinance on the cost to construct housing for sale or rent and has considered the individual property rights and personal liberties of the residents of the City; and

WHEREAS a public hearing was held by the Planning and Zoning Commission and the Commission unanimously recommended approval.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Page, as follows:

Section 1. Chapter 154: Subdivision Regulations, of the City of Page Code of Ordinances is hereby amended by adopting the revised Chapter 154: Subdivision Regulations, as set forth in “Exhibit A,” the amended regulations replacing the existing Subdivision Regulations in their entirety.

Section 2. 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 3. The effective date of this Ordinance shall be 30 days following adoption by the City Council.

Section 4. This Ordinance does not affect the rights and duties that matured, penalties that were incurred, or proceedings that were begun before the effective date of this Ordinance.

Section 5. 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.

Section 6. Section 7. Any person found responsible for violating this Ordinance shall be subject to the penalties set forth in Section 154.130 of Exhibit A, VIOLATIONS AND PENALTIES:

(A) It shall be a Class 1 misdemeanor to violate any provision of this chapter, or to achieve, or attempt to achieve a land split or combination, or to establish, or attempt to establish a subdivision of any land, or to record, or attempt to record a subdivision plat, land split or combination or boundary line adjustment of any land within the City of Page corporate limits with the Coconino County Recorder if such land split, combination, adjustment, subdivision, plat or map has not first been approved as required by applicable regulations, or the necessary signatures of approval have not been obtained, as required by this chapter.

(B) The city shall not issue any building or other development permit for property that has been divided without meeting the requirements of these subdivision regulations.

(C) Nothing contained in these subdivision regulations shall be construed as relieving an applicant from the requirements imposed by the Arizona Revised Statutes.

(D) Until a preliminary plat and final plat of subdivision, as applicable, have been approved in accordance with these subdivision regulations, no person proposing a subdivision within the city shall subdivide or file a record of survey, map or plat for record, or sell any part of a subdivision, or proceed with any improvement or other work on same.

Section 7. The City Clerk is authorized to correct typographical and grammatical errors, as well as errors of wording and punctuation, as necessary; and that the City Clerk is authorized to make formatting changes needed for purposes of clarity and form, if required, to be consistent with the Page City Code of Ordinances.

PASSED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PAGE, COCONINO COUNTY, ARIZONA this 30th day of July, 2025, by the following vote:

Ayes	_____
Nays	_____
Abstentions	_____
Absent	_____

CITY OF PAGE

By _____
Mayor

ATTEST:

APPROVED AS TO FORM:

CITY CLERK

CITY ATTORNEY

**EXHIBITS ON FILE AT THE PAGE CITY CLERK'S OFFICE:
697 Vista Ave., Page, AZ**

EXHIBIT A

CHAPTER 154: SUBDIVISION REGULATIONS

Section

Minor Subdivision Land Splits and Combinations

- 154.001 Purpose and intent
- 154.002 Land split or combination procedures and requirements
- 154.003 Pre-application conference
- 154.004 Land split or combination applications

Property Boundary Line Adjustments

- 154.015 Property boundary line adjustments

Major Subdivision Design Standards and Requirements

- 154.025 General requirements
- 154.026 Lot design
- 154.027 Street design
- 154.028 Alley, lane and easement design
- 154.029 Block design

Major Subdivision Minimum Improvements Required

- 154.040 In general
- 154.041 Minimum improvements required (specific and general)

Limited Modifications to Requirements

- 154.055 Limited modifications to requirements

Major Subdivision Approval Process

- 154.060 General approval process and procedures
- 154.061 Purpose and requirements of the preliminary plat
- 154.062 Purpose and requirements of the final plat

Construction Plan Submittal and As-Builts

- 154.075 Site construction plan review process and requirements
- 154.076 Building construction plan review process and requirements

154.077 Certificate of occupancy and temporary certificate of occupancy

154.078 As-built submittal requirements for the city and Page Utility Enterprises

Reversion of Subdivided Land

154.090 Purpose

154.091 Reversion request ~~required~~

~~154.092 Notification and advertisement~~

~~154.093 Process and procedures~~

154.09~~2~~4 Recording the survey/plat

Abandonment or Vacation of Public Right-of-Way

154.105 Purpose

154.106 Process and procedures

154.107 Effective date and recording vacation resolution and/or plat

154.108 Appeals

Annexation

154.120 Annexation

Violations and Penalties

154.130 Violations and penalties

Appeals

154.140 Appeal decision made by the Director

154.141 Appeal decision made by Board of Adjustment

Definition of Terms

154.155 Definition of terms

MINOR SUBDIVISION LAND SPLITS AND COMBINATIONS

§ 154.001 PURPOSE AND INTENT.

The intent of these regulations is to provide procedures consistent with Arizona law that promote the health, safety and general welfare for all citizens of the city by allowing for orderly growth and harmonious development of the city in a manner that:

(A) Is consistent with the zoning ordinance, design requirements, and all other city codes and ordinances.

(B) Establishes and maintains safe and effective vehicular and non-vehicular circulation through coordinated street, transit, bicycle and pedestrian systems with relation to major thoroughfares, adjoining subdivisions and public facilities.

(C) Ensures the adequate provisions to all property for water, sewer and other utilities, drainage and stormwater retention, and other health and safety requirements.

(D) Ensures the provision for adequate sites for schools, recreation, open space and other public facilities.

(E) Promotes the conveyance of land by accurate legal description.

(Ord. 692-22, passed 5-11-2022)

§ 154.002 LAND SPLIT OR COMBINATION PROCEDURES AND REQUIREMENTS.

The preparation, submittal, review and approval of all land splits or combinations located within the city limits shall proceed through the following process, except as otherwise provided in this chapter:

(A) Optional pre-application conference with staff.

(B) Submittal of a surveyed plat and required fees by the applicant, and review and approval of the land split or combination application and survey by the ~~P & Z Department~~ ("Director") or designee.

(C) Recordation of the approved land split or combination map and any associated legal description with the Coconino County Recorder's office by the applicant.

(Ord. 692-22, passed 5-11-2022)

§ 154.003 PRE-APPLICATION CONFERENCE.

(A) The pre-application conference is optional and precedes the submittal of the land split/combination application by the applicant. The applicant can initially present the land split/combination proposal through a sketch plan to city staff who shall advise the applicant of specific public objectives and requirements related to the property and the procedure for the land split/combination review.

(B) The city staff will review the sketch plan to determine if the approval process authorized by this section, or §§ 154.090 et seq., Reversion of Subdivided Land, should be used instead. The Director may require the applicant to submit whatever information is necessary to make this determination, including, but not limited to, a copy of the Coconino County Assessor's map showing the land being divided and all lots or parcels previously

divided from that tract of land and all contiguous land under the same ownership 15 years prior to May 11, 2022, the effective date of these regulations.

(Ord. 692-22, passed 5-11-2022)

§ 154.004 LAND SPLIT OR COMBINATION APPLICATIONS.

(A) Application submittal.

(1) All land split or combination applications shall include the following:

(a) A minimum of two surveys stamped by a land surveyor/civil engineer licensed in the State of Arizona, plus any additional copies required by the applicant, showing the proposed land split/combination, existing conditions including the location of all structures, rights-of-way, easements, and building setbacks from property lines;

(b) Any information required as part of the land split/combination submittal shall be shown graphically on the plans by note and/or details, and if needed, sheets showing various elements of the supporting data. All mapped data for the same map shall be drawn at the same scale, which cannot be greater than 100 feet to one inch;

(c) A completed city land split or combination application form;

(d) A non-refundable land split/combination application fee ~~(Reference City of Page application and fee schedule)~~.

(2) Only complete application packets will be accepted and reviewed. If city staff determines the application to be incomplete, it will be rejected and returned to the applicant at the applicant's cost. The city will not hold incomplete applications for the applicant.

(B) Application approval standards.

(1) All land split/combination applications shall be designed to comply with the requirements of the specific zoning district within which it is located, including minimum lot area, lot depth, lot width and minimum access requirements, while showing all building setbacks.

(2) No lot or parcel shall be divided in such a way that any division contains more dwelling units than are permitted by the zoning regulations in the district where the lot or parcel is located.

(C) Process for approval and notifications.

(1) The applicant shall submit all documents, data and other information for approval of a land split/combination to the Planning and Zoning Department. The applicant shall furnish any additional information and materials relevant to the application that are reasonably believed to be necessary to evaluate and understand the application request, and to ensure compliance with the requirements of this section. Compliance shall be as determined by city staff.

(2) The procedures for approval, modification or denial of a land split/combination application shall be as follows:

(a) The Director shall approve or disapprove applications for land splits/combinations pursuant to the provisions of this chapter and to ensure compliance with any applicable conditions of approval.

(b) The applicant may appeal a final action to the P & Z COMMISSION BOARD OF ADJUSTMENT in accordance with § 154.140 of this chapter.

(c) No notification of adjacent property owners, signage posting, nor newspaper ad is required.

(Ord. 692-22, passed 5-11-2022)

PROPERTY BOUNDARY LINE ADJUSTMENTS

§ 154.015 PROPERTY BOUNDARY LINE ADJUSTMENTS.

(A) When a common lot line between two adjoining parcels requires adjustment, the submittal requirements and procedures for a land split/combination provided in §§ 154.001 et seq., Minor Subdivision Land Splits and Combinations shall be followed for review and approval by the city staff. No notification of adjacent property owners, posting of signage nor newspaper advertisement is required.

(B) In addition to the submittal requirements for a land split/combination application established in §§ 154.001 et seq. Minor Subdivision Land Splits and Combinations, the notarized, written consent of all involved property owners of the real property associated with the proposed boundary line adjustment shall be provided with the application.

(Ord. 692-22, passed 5-11-2022)

MAJOR SUBDIVISION DESIGN STANDARDS AND REQUIREMENTS

§ 154.025 GENERAL REQUIREMENTS.

Except where expressly modified by the City Council, each major subdivision plat shall be in conformity with the standards set forth or referred to in this subchapter, and the common engineering standards shall apply, as set forth in the MAG SPECS (Maricopa Association of Governments Standard Specifications and Details for Public Works Construction), the most current adopted edition.

(A) All lots or parcels created by the subdivision of land shall have their own frontage to a public or private street. Public and private streets shall be designed and improved to public street standards in accordance with § 154.027, Street Design, the common

engineering standards and details set forth in MAG SPECS, the most current adopted edition, and all current and adopted Americans with Disabilities Act (ADA) standards and requirements, where applicable.

(B) Driveways, sidewalks, curbs, gutters, stormwater drainage, sewer and water facilities and transmission lines, and all other utilities and site developments for a subdivision shall be designed in accordance with the engineering standards set forth in MAG SPECS, and the ADA standards and requirements, most current adopted editions, where applicable.

(C) The site planning standards, including all landscaping, walls, fences, open spaces, on- and off-street parking facilities, loading and unloading zones, community and public facilities, signage and all other site plan amenities, shall be designed as provided for in the City of Page Chapter 152: Zoning Code, where the site planning standards shall be applied to the maximum extent feasible.

(Ord. 692-22, passed 5-11-2022)

§ 154.026 LOT DESIGN.

(A) The size, shape, and orientation of lots in the subdivision shall be appropriate to the location of the proposed subdivision, to the type of development contemplated, and shall be designed in accordance with the specific development requirements of the zoning district within which the subdivision is located. The lot width, depth, frontage, lot area, developable area, building setbacks and building heights shall comply with the minimum requirements of the City of Page Chapter 152: Zoning Code, and the specific development requirements of the specific zoning district where the subdivision is located. Where unusual topography, rock outcroppings, soil conditions or drainage issues exist or prevail, special lot width, depth and area standards may be considered. (See § 154.055 Limited Modifications to Requirements). Innovative development approaches, such as a clustered development should be explored in the interest of producing unique, environmentally-sensitive projects.

(B) No remnants of property shall be left in the subdivision that does not conform to lot requirements, unless required for a private utility, a designated open space or other public purpose.

(C) All subdivisions shall result in the creation of lots which are capable of being lawfully built upon. Except for parcels or tracts to be maintained as open space, no subdivision shall create lots which are physically unsuitable for improvement due to size or shape, steepness of terrain, location of water courses, problems of sewage or driveway grades, or other natural physical conditions.

(D) Lots having double frontage shall be avoided except where necessary to provide separation of residential development from traffic arterials, to provide ingress and egress in commercial or industrial subdivisions, or to overcome specific disadvantages of topography and orientation.

(E) Corner lots may be required to be wider than interior lots to provide for the principal front yard and secondary street side yard setback requirements.

(F) Lot lines shall be located on or near the crest of ridges to preclude prominent line of sight building construction. Where feasible, the buildable area of a lot (i.e., the area within the setbacks) shall not be located on or near the crest of ridge lines.

(G) The construction envelope or buildable area on a lot shall be determined by the setback requirements for the lot and the location of easements and natural topographic features such as watercourses, rock outcrops, native vegetation and trees.

(Ord. 692-22, passed 5-11-2022)

§ 154.027 STREET DESIGN.

(A) The minimum requirements for street design are as established in the common engineering standards and details set forth in MAG SPECS, the most current adopted editions, as applicable.

(B) Standard utility design and locations shall comply with the common engineering standards and details set forth in MAG SPECS, the most current adopted edition.

(C) Local streets should be designed to promote connectivity by creating a grid-like network of vehicular, pedestrian, and bicycle connections to provide diversity of route choices between the proposed subdivision and existing streets and routes unless topographic conditions prohibit it.

(D) Names of streets should be consistent with the natural alignments and extensions of existing streets and the city's addressing guidelines. New street names should not duplicate or be easily confused with existing street names.

(E) Local circulation systems and land development patterns shall be designed so that multiple modes of transportation are considered and that the efficiency of bordering arterial routes is maintained.

(F) Proposed streets shall be extended to the tract boundary to provide future connection with adjoining undeveloped lands. The street pattern in the subdivision shall not land lock any adjacent property nor unduly prevent access to public lands. All dead-end streets shall be provided with a minimum 50 foot turn-around radius to accommodate emergency service vehicles and delivery trucks.

(G) The functional classification of streets shall be as assigned by the city and shall include any street, avenue, boulevard, road, lane, parkway, place, drive or right-of-way which is an existing state, county or municipal roadway; or a vehicular access way shown on a plat which has been approved by the CITY STAFF, elected body or agency given the statutory authority to do so, and duly recorded in the Office of the Coconino County Recorder. A street includes all land within the right-of-way whether improved or unimproved, pavement, shoulders, curbs, gutters, sidewalks, parking space, bridges, viaducts and landscaping.

(1) ARTERIAL ROUTE. A general term including freeways, expressways, major arterial streets and interstate, state or county highways and usually section line roads. Arterials have between three to five lanes of traffic with a minimum right-of-way width of 100 feet.

(2) COLLECTOR STREET. A street with limited continuity serving the primary function of carrying traffic from local streets to arterial routes, and the secondary function of providing access to abutting properties. Collector Streets have a minimum of two lanes of traffic with a minimum right-of-way width of 60 feet.

(3) LOCAL/PRIVATE STREET. A street with a primary function of providing access to abutting property and they have a minimum of two lanes of traffic and a right-of-way width of 50 feet.

(4) CUL-DE-SAC. A short local street no longer than 600 feet long which has one end permanently terminating in and including a vehicular turn-around area with a minimum radius of 50 feet.

(H) Whenever a tract to be subdivided includes any part of a street designated in an adopted street plan, the street shall be platted in conformance with that plan.

(I) Whenever a tract to be subdivided is located within an area for which a development master plan has been approved by the ~~cCity-Council~~, the street arrangement shall conform substantially to this most recent approved plan.

(J) Streets shall be designed in relation to existing topography to produce streets of reasonable gradient to facilitate adequate drainage and to produce desirable lots of maximum utility. Where feasible, streets shall be placed along the top of ridges to minimize the extent of grading and reduce the visual impacts of development.

(K) Boundary streets (half streets) shall be discouraged except where necessary to provide right-of-way to complete a half street already constructed, or a street pattern already started, or to ensure reasonable development of a number of adjoining parcels. Where a platted half street abuts the tract to be subdivided, the remaining half of the street shall be platted within the tract.

(Ord. 692-22, passed 5-11-2022)

§ 154.028 ALLEY, LANE AND EASEMENT DESIGN.

(A) Alleys and lanes shall be designed and constructed in accordance with city regulations and the common engineering standards set forth in MAG SPECS, the most current adopted edition.

(B) Easements shall be provided and dedicated where deemed necessary for specific purposes for use by the general public, public or private utility corporations, or the City of Page. Easements necessary to assure access to adjacent public lands shall be provided to the satisfaction of city staff. Such easements shall not prevent the reasonable improvement of any development. Pedestrian, bicycle or equestrian access easements may be required where essential for circulation or access to schools, parks, trails, playgrounds, shopping

centers, transportation and other community facilities. Easements may be used for a combination of shared uses, such as drainage, utility and/or access, as approved by the Director, and when and where required, by the Public Works Director, or PUEPAGE UTILITY ENTERPRISES.

(C) Where a double frontage or corner lot exists, vehicular ingress/egress shall only be allowed on the local street side of the lot. No vehicular ingress/egress shall be permitted on the collector or arterial street side of the lot.

(D) The applicant shall dedicate a storm drainage easement conforming substantially to the line of any existing watercourse that traverses the land; or at the option of the city, provide by dedication further and sufficient easements or detention ponds, or both, to dispose of such surface and stormwater, upon the direction of the applicant's Civil Design Engineer, and as approved by the city.

(Ord. 692-22, passed 5-11-2022)

§ 154.029 BLOCK DESIGN.

(A) Blocks shall not normally be more than 1,200 feet in length, measured from the property lines, except in topographically challenged developments or where a subdivision of 1/2 acre lots or larger justify or require a variation from this requirement, or where there exists other unusual natural conditions of the property being subdivided, as approved by city staff.

(B) Blocks shall normally have sufficient width for an ultimate layout of two back-to-back rows of contiguous lots of appropriate size, without dedicated alleys between the rows, in accordance with the minimum lot design requirements of the zoning district in which the subdivision is proposed.

(Ord. 692-22, passed 5-11-2022)

MAJOR SUBDIVISION MINIMUM IMPROVEMENTS REQUIRED

§ 154.040 IN GENERAL.

(A) It shall be the responsibility of the applicant to improve all streets, pedestrian ways, alleys, sidewalks, curbs, gutters, utilities, landscaping, and easements in the subdivision, and adjacent to it, as required to serve the subdivision.

(B) No permanent improvement work shall be commenced until the final plat has been approved and the construction plans have been reviewed and approved by the city's Site Plan Review Committee (SPRC), which is the construction plan reviewing agency for the city to ensure all construction is in compliance with all current local, state and/or federal development and building codes. The SPRC is comprised of one member each from the following city departments: Planning and Zoning, Public Works, Building Code and Safety,

Fire, and Police who are all required members. The SPRC also requires one member each from the ~~Public~~-PAGE Utility EnterpriseS (PUE) Electric Utility and the Water and Sewer Utility to serve on the SPRC for all required reviews. Various outside agencies are also required to participate on the SPRC whenever their easement(s), rights-of-way, utilities or public infrastructure is, or will be located on or adjacent to a property subject to a site plan review, such as: cable TV, gas/propane; fiberoptic, telephone and cell tower utility providers, as appropriate; as well as the National Park Service, Federal Bureau of Reclamation, Arizona Department of Transportation (ADOT), Western Area Power Administration (WAPA), United States Postal Service (USPS), the State Fire Marshal and/or County Health Office, or other agency to be included at the discretion of the Director.

(C) In addition to division (B) above, no permanent improvement work shall be commenced until after the appropriate building permits have been approved for the subject work by the Chief Building Official/ Building Inspector. Improvements shall be installed to the permanent line and grade and to the satisfaction of the approved plans, the city, and in accordance with the standard subdivision specifications of this Code, the MAG SPEC standards and details and ADA regulations and specifications, most current editions. The cost of all inspections shall be paid in full by the applicant.

(D) For subdivisions platted and developed in more than one single phase, the final plat and assurance of performance for improvements shall represent only the limits of each individual development phase. Each phase of a subdivision shall have improvements designed to be fully operational and functional into perpetuity without reliance on the development of future phases. Construction plans submitted for approval shall not represent multiple phases without showing how each phase can be sectioned off to make each individual phase independently operational and functional.

(Ord. 692-22, passed 5-11-2022)

§ 154.041 MINIMUM IMPROVEMENTS REQUIRED (SPECIFIC AND GENERAL).

(A) Each subdivision will have its own specific needed improvements, which will be determined by the Site Plan Review Committee during their review of the site plans for each subdivision, based upon the existing topography and natural conditions, available utilities and infrastructure, soil conditions, drainage issues, and various other demands that may be determined to be specific to each subdivision. Those specific minimum improvements will be shared with the applicant during the Site Plan Review Committee meeting. Any specific conditions of approval ~~as approved by the City Council~~ shall ~~also~~ be adhered to in the development of the subdivision.

(B) Each subdivision will need to adhere to the minimum requirements for all general improvements required, and as dictated by the most current editions of these regulations, the City of Page Zoning Code, the MAG SPEC public improvements minimum requirements, and any other applicable regulations or rules for the design and layout of the lots, public rights-of-way, sidewalks, paths, easements, landscaping, on and off-street parking, street and property lighting, signage, lot coverage, lot area, building setbacks, and building heights.

(C) Developers of all residential, commercial, industrial or other types of properties are responsible for the cost of design, materials, and installation of street lighting on all streets within and adjacent to their development site(s). Street lighting plans shall be prepared and sealed by a licensed electrical engineer registered in the State of Arizona. The street lighting design shall be reviewed and approved by the Site Plan Review Committee. Street light spacing shall be at intervals not to exceed 300 feet. Intersections shall have the minimum number of street lights installed based upon the table below.

Intersection type	Minimum street light quantity
Local/local or local/private	1
Local/collector, collector/collector, or local/arterial	2
Arterial/collector	3
Arterial/arterial	4

(Ord. 692-22, passed 5-11-2022; Ord. 728-24, passed 4-10-2024)

LIMITED MODIFICATIONS TO REQUIREMENTS

§ 154.055 LIMITED MODIFICATIONS TO REQUIREMENTS.

(A) Where, in the opinion of the Director, and as approved by City Council, there exists extraordinary conditions of topography, rock outcroppings, soil conditions, land ownership, adjacent development, or other circumstances not provided for in these regulations, City Council may modify the provisions of this Code in such a manner, and to such extent as it may deem appropriate to the public interest. The burden of proof for City Council determination of a modification rests with the applicant. The written request for modification shall be made to the city and shall be submitted to the P & Z Commission and City Council after said modifications have been sufficiently reviewed by the Site Plan Review Committee. A recommendation of said modification(s) by the P & Z Commission shall then be sent to City Council for a final decision. Modifications are specific to each case and do not set a precedent due to the extraordinary and specific circumstances involved with each case.

(B) In modifying the standards and/or requirements of these provisions, as outlined above, City Council may make such additional requirements as deemed necessary to be in the best interest of the public, and without creating an undue hardship upon the applicant, to secure substantially the objectives and general intent of the standards or requirements so modified.

(Ord. 692-22, passed 5-11-2022)

MAJOR SUBDIVISION APPROVAL PROCESS

§ 154.060 GENERAL APPROVAL PROCESS AND PROCEDURES.

(A) The process shall be initiated by the holding of a pre-application meeting with city staff and the applicant, and it shall include the following, at a minimum:

(1) A brief written summary explaining how the applicant is interested in subdividing the subject property, listing the general number of proposed lots, streets and any major structures, and a list of any phasing, and the types of structures to be included in the subdivision, such as: single-family detached homes, duplexes, multi-family type apartments/condominiums, mobile homes, or commercial subdivisions; and

(2) A location/vicinity map of the area proposed to be subdivided; and

(3) A sketch plan showing how the property is proposed to be subdivided, showing a general layout of the lots, streets, phasing and major structures, if any are proposed.

(B) The applicant shall then prepare and submit the zone change application package, if required, or the preliminary plat application package, if no zone change is required.

(1) If a zone change is required, refer to § 152.090 of the city Zoning Codes for the process for approval of the requested zone change.

(2) If no zone change is required, the applicant shall submit the following in one complete preliminary plat application package.

(C) Upon receipt of the package, the Director will provide it to all members of the Site Plan Review Committee (SPRC) and schedule a meeting.

(D) No public notice, newspaper ad, posting of signage on the property nor sending letters to property owners within 300 feet is required for preliminary or final subdivision plats.

(E) City staff will create a staff report based on the findings from the SPRC for each specific subdivision preliminary or final plat case.

(F) The ~~DIRECTOR SHALL P & Z Commission shall hear the request for a subdivision preliminary plat and the final plat, where they can vote to recommend~~ approve ~~or~~ approve with conditions, or deny the request for the preliminary plat and ~~/OR~~ the final plat.

~~—(G) City Council shall hear the request for a subdivision preliminary plat and final plat, where they can vote to approve, approve with conditions, or deny the request for the final plat.~~

(~~G~~H) For final plats, once approved, ~~by City Council,~~ the applicant shall secure all signatures on two Mylar originals and get both recorded with the Coconino County Recorder's office, and provide one executed original Mylar ~~back to the city for their records.~~

(Ord. 692-22, passed 5-11-2022)

§ 154.061 PURPOSE AND REQUIREMENTS OF THE PRELIMINARY PLAT.

This stage includes preparation, submission, review and approval of the preliminary plat. Processing will be expedited by submission of all information essential to determine the intended character and general acceptability of the proposal.

(A) Preliminary plat submission.

(1) Filing and meeting dates. An application for plat approval, together with 15 copies of the Preliminary Plat and one PDF electronic version, and required supporting data, prepared in accordance with this chapter, shall be filed with the city at least 14 days prior to the initial meeting with the Site Plan Review Committee.

(2) Zoning amendment. The preliminary plat shall be designed to meet all requirements of the zoning district in which it is located; however, if an amendment of zoning is deemed necessary, such application shall accompany submission of the preliminary plat.

(3) Filing fees. Application for preliminary plat approval shall include payment to the city in accordance with the city's fee schedule. The filing fee shall also cover filing of the site plan review fee. If it meets all requirements, the application shall be assigned a case number; otherwise, it shall be rejected, and the subdivider shall be notified as to the deficiencies.

(B) Preliminary plat review.

(1) It shall be the duty of the Site Plan Review Committee to review the preliminary plat for technical and engineering compliance with this chapter and to review the plat for compliance with good planning principles.

(2) On receipt of the preliminary plat, the Director shall distribute copies to the Site Plan Review Committee, which includes the following city staff and outside agencies, and schedule the Site Plan Review Committee meeting for the next Thursday that is approximately 14 days away:

(a) The Site Plan Review Committee shall determine compliance with provisions of this chapter, the Maricopa Association of Governments (MAG SPEC) design standards, the Americans with Disabilities Act (ADA) specifications, and the appropriate International Building Codes, most current adopted edition(s).

(b) The Public Works Director for the review of street plans and compliance with city street standards, compliance with flood plain regulations, and for tentative determination of street and drainage improvement requirements.

(c) The ~~Public PAGE Utilities~~ UTILITY EnterpriseS (PUE) for review of water and sewage disposal.

(d) The Western Area Power Authority (WAPA) for any work involving their easements.

(e) Where the land abuts a state highway, to the Arizona Department of Transportation (ADOT) for recommendations regarding rights-of-way and intersection design.

(f) The Director shall review the preliminary plat for compliance with public objectives, giving special attention to design principles and standards as set forth in this chapter, to utility methods and systems, to existing and proposed zoning and land use of the tract and environs, and to land required for schools, parks, open spaces and public facilities.

(g) The ~~Public~~PAGE Utilit~~Yies~~ Enterprise~~S~~ (PUE) for review of the electric utilities.

(h) Fire, police and ambulance departments.

(3) The reviewing staff and outside agencies shall bring their review comments, questions and/or concerns to the Site Plan Review Committee meeting, to discuss with the applicants and their professional representatives.

(C) Site Plan Review Committee (SPRC) meeting and actions.

(1) The SPRC shall meet with the applicant/representatives and discuss the review of the plan.

(2) If it appears to the SPRC that the requirements of this chapter have been met, they shall submit its recommendations to the ~~DIRECTOR P & Z Commission~~ for preliminary plat approval.

~~—(3) If satisfied that all objectives of these regulations have been met, the P & Z Commission shall recommend approval of the preliminary plat to the City Council.~~

~~—(4) If the plat is generally acceptable but requires minor revision before preparation of the final plat, the P & Z Commission shall recommend conditional approval and specify the recommended revisions in its meeting minutes.~~

~~(35)~~ If the ~~DIRECTOR P & Z Commission~~ determines that the plat contains major deficiencies, and if the applicant agrees to correct such deficiencies, the case may be held over pending revision, resubmission and reprocessing; otherwise, the ~~DIRECTOR P & Z Commission~~ shall ~~recommend rejection~~ THE PLAT. If ~~THE DIRECTOR~~the P & Z Commission ~~recommends rejection of~~REJECTS the plat, reasons for the ~~recommendation~~REJECTION shall be ~~recorded~~PROVIDED IN WRITING in the minutes. Thereafter, any new filing of a plat for the same tract, or any part thereof, shall follow normal procedures and be subject to a new filing fee.

~~(46)~~ ~~The preliminary plat and the P & Z Commission's recommendation shall be forwarded to the City Council for final action. If Council rejects the plat, the reasons for rejection shall be recorded in the minutes. Any new filing of a plat for the same tract, or any part thereof, shall follow normal procedures and be subject to a new filing fee.~~ If the plat is generally acceptable but requires minor revisions before preparation of the final plat, THE DIRECTOR ~~City Council~~ shall PROVIDE~~find~~ conditional approval and specify the required revision(s) ~~in its minutes. City Council may empower t~~The Director SHALL~~to~~ review and approve the plat when so revised.

(57) Any zoning change required may be heard by the P & Z Commission ~~at the same time as~~CONCURRENT TO the preliminary plat REVIEW AND approval,~~but both cases shall be heard and acted on separately.~~

(D) Significance of approval.

(1) Approval of a preliminary plat constitutes authorization for the applicant to proceed with the preparation of the final plat and engineering plans. Preliminary approval is valid for a period of 12 months and may be extended once for six months at the discretion of the Director if he/she determines that the subdivision has not been abandoned. The applicant may submit the final plat, or any part thereof, on or before the expiration date. If approval expires prior to filing the final plat, the preliminary plat shall be resubmitted for approval as a new case, and a new fee paid.

(2) If the SPRC's review of a resubmitted plat reveals no substantial change from the previously approved preliminary plat and that conditions under which previous approval was granted have not changed, the filing fee shall be refunded and the resubmitted plat SHALL BE APPROVED BY THE DIRECTOR~~rescheduled for hearing by the P & Z Commission.~~

(E) Information required for preliminary plat submission.

(1) Form and scale. Preliminary plat information shall be presented on one or more plan sheets with written data entered directly thereon or contained in letters attached thereto. All mapped data for the same plat shall be drawn at the same standard engineering scale, said scale have not more than 100 feet to the inch.

(2) Identification data.

(a) Proposed subdivision name; location by section, township and range; reference by dimension and bearing to a section corner or 1/4 section corner.

(b) Name, address and phone number of subdivider/applicant.

(c) Name, address and phone number of person preparing plat.

(d) Scale, north point and date of preparation including any revision dates.

(3) Existing conditions data.

(a) Topography by contours, related to USGS survey datum or other datum approved by the applicant's Design Engineer, shown on same sheet as the subdivision layout. Contour interval shall usually be: two feet for grades up to 5%; five feet for grades of 5% to 10%, and ten feet for grades over 10%.

(b) Precise location of water wells; washes and drainage ditches, including direction of flow; location and extent of areas subject to inundation and data regarding frequency of inundation, and delineation of the 100-Year Flood Boundary and its elevation.

(c) Location, widths and names of all platted streets, alleys, rights-of-way of public record; public areas and permanent structures to be retained within or adjacent to tract.

(d) Name, book and page numbers of recorded plats abutting the tract or across a boundary street.

(e) Dimensions of tract boundaries and acreage of tract.

(4) Proposed conditions data.

(a) Street layout, including location and width of all streets, alleys, crosswalks and easements and proposed names of streets.

(b) Lot layout, including scaled dimensions of typical lots; minimum and maximum size lots; number of lots; width and depth of all corner lots and lots on street curves; each lot numbered consecutively and total number of lots; total acreage; proposed density.

(c) Location, width and proposed use of easements.

(d) Location, extent and proposed use of all land to be dedicated or reserved for public use.

(e) Location and boundaries of all existing and proposed zoning classifications.

(f) Draft of proposed deed restrictions.

(5) Proposed utilities. The preliminary plat shall include the layout of all proposed utilities. Preliminary drainage calculations and layout of the proposed storm drainage system shall be submitted, including location of outlets.

(Ord. 692-22, passed 5-11-2022)

§ 154.062 PURPOSE AND REQUIREMENTS OF THE FINAL PLAT.

This stage includes final design of the subdivision, final engineering of public improvements, submittal of plat and plans by the applicant, plat review by the Site Plan Review Committee and final APPROVALhearing by the DIRECTOR~~City Council~~. No plat shall be submitted for final approval by the DIRECTOR~~City Council~~ until plans for all off-site improvements have been approved by the Site Plan Review Committee (SPRC).

(A) Pre-submission requirements.

(1) Zoning. The final plat shall meet all requirements of the zoning district in which it is located, and necessary zoning amendments shall have been adopted by the City Council prior to filing of the final plat.

(2) Preparation of final plat. The final plat shall be in substantial conformance to the approved preliminary plat and be prepared in accordance with this chapter.

(3) Easements. Final plat submission shall include letters signifying approval of utility easements by the public utilities.

(B) Final plat submission. The final plat and four true copies thereof, plus one PDF electronic version shall be filed with the city at least 1421 days prior to the SITE PLAN

REVIEW COMMITTEE (SPRC)~~City Council~~ meeting ~~WHERE~~~~at which~~ the case is to be heard. City staff shall record the date of filing. At the time of submission for final plat approval, a final plat and site plan review fee (when required due to conformity with preliminary plat) shall be paid in accordance with the city fee schedule.

(1) The Director shall check the submittal for completeness. If incomplete, it shall be returned to the applicant at the applicant's expense, and the filing date shall be voided. If complete and if the final plat substantially conforms to the approved preliminary plat, the Director shall SUBMIT THE FINAL PLAT~~summarize recommendations~~ for REVIEW BY THE SPRC~~presentation to the City Council~~.

(2) If, in the opinion of the Director, the final plat does not substantially conform to the approved preliminary plat, the plat shall be presented to the SPRC for its recommendation ~~on changes that need to be made~~FOR REQUIRED REVISIONS~~to the P&Z Commission~~.

(C) Final plat approval and recordation.

(1) Upon notification from the Director that the plat is in order, the DIRECTOR ~~case shall be placed on the agenda of the next regular meeting of the City Council whereupon they~~ shall approve or reject the plat. If THE DIRECTOR~~City Council~~ rejects the plat for any reason whatsoever, the reasons shall be recorded AND PROVIDED TO THE APPLICANT IN WRITING~~in the minutes~~. If THE DIRECTOR~~City Council~~ approves the plat, the DIRECTOR~~City Clerk~~ shall transcribe ~~a certificate of~~ approval upon the plat, ~~first making sure that~~IF the other certificates required in this chapter have been duly executed.

(2) If the plat is approved, the applicant shall secure all required signatures and record two original Mylars of the plat in the Coconino County Recorder's office. The applicant shall pay all recording fees. The applicant shall provide one Mylar original to the city ~~for its records~~.

(3) All rights-of-way and improvements intended to be dedicated to the city for maintenance and operation shall be constructed and/or installed within the time period agreed upon pursuant to an agreement to install improvements. Dedications and improvements shall not be considered complete until the ~~City Council, upon recommendation of the~~ Director, ~~and~~ Public Works Director, AND/OR PAGE UTILITY ENTERPRISES, ~~accepts~~ such dedications and improvements into the city's street and utility system. If accepted, the DIRECTOR~~City Clerk~~ shall then record such dedications and improvements in the Coconino County Recorder's office. Engineering plans for required improvements must be submitted within 90 days after approval of the final plat.

(D) Information required for final plat submission.

(1) Medium of presentation.

(a) The final plat shall be drawn in India ink on plastic or other non-shrinking material on a sheet or sheets of 24 inches by 36 inches.

(b) The plat shall be drawn to an accurate scale having not more than 100 feet to one inch.

(c) Copies of the final plat shall be reproduced with black ink prints on a white background.

(2) Identification data.

(a) Name of subdivision and location by section, township, range and county.

(b) Name, address and registration number or seal of the registered professional engineer or registered land surveyor preparing the plat.

(c) Scale, north point and date of plat preparation.

(3) Survey data.

(a) Boundaries of the tract fully balanced and closed, showing all bearings and distances, determined by an accurate survey in the field; all dimensions expressed in feet and decimals thereof.

(b) Any exceptions within the plat boundaries located by bearings and distances expressed in feet and decimals thereof, determined by an accurate survey in the field.

(c) Location and description of cardinal points to which all dimensions, angles, bearings and similar data on the plat are referenced; two corners of the subdivision traverse shall be tied by course and distance to separate section or quarter section corners.

(d) Location and description of all physical encroachments upon boundaries of the tract.

(e) Establish and permanently set a minimum of one elevation monument for every 20 acres in the proposed subdivision.

(4) Descriptive data.

(a) Name, right-of-way lines, courses, lengths, width of all public streets, alleys, crosswalks, and utility easements; radii points of tangency, and central angles of all curvilinear streets and alleys and radii of all rounded street intersections.

(b) All drainage ways, designated as such and dedicated to the public.

(c) All utility and public service easements, including any limitations of easements; construction within such easements shall be limited to utilities, landscaping and wood, wire or removable section type fences.

(d) Location and all dimensions of all lots.

(e) All lots numbered consecutively throughout the plat; exceptions and tracts shall be dimensioned and identified by letter or number.

(f) Location of all adjoining subdivisions with date, book and page number of recordation noted, or if unrecorded, so marked.

(g) Any private deed restrictions to be imposed upon the plat or any part thereof, typewritten and attached to the plat and to each copy thereof.

(h) The flood zone as established by the Federal Emergency Management Agency (FEMA) shall be indicated for each lot or parcel within the proposed subdivision.

(i) Existing and approved future improvements. Required improvements to be shown on the plat may include streets, utilities, stormwater drainage and retention, recreation and open space facilities, survey monuments, landscaping, streetlights, street and traffic control signs, and fencing.

(5) Dedication and acknowledge.

(a) Streets, rights-of-way and public easements. Statement of dedication of all streets, alleys, crosswalks, drainage ways and easements for public purposes by the owners and spouses of the owners; if land to be dedicated is mortgaged, the mortgagee shall also sign the plat. Dedication shall include a written description by section, township and range of the tract. If the plat contains private streets, public utilities shall be reserved the right to install and maintain utilities in the street rights-of-way. The applicant's Design Engineer shall establish required dedication language.

(b) Private utility easements. All easements required to be dedicated to a private utility shall be identified on the plat. The final plat shall contain an offer of dedication for all such easements to the appropriate utility company. Acceptance of such offers shall be the responsibility of the utility company.

(6) Certifications.

~~____(a) _____(a) THE FOLLOWING CERTIFICATIONS MUST BE INCLUDED ON THE FINAL PLAT IN THE FORM AS DETERMINED BY THE DIRECTOR:~~

~~____(i) Certification by the registered professional engineer or registered land surveyor making the plat that it is correct and accurate, and that the monuments described in it have been located as described.~~

~~____(ii) Certificates CERTIFICATION of approval by P & Z Commission THE DIRECTOR.~~

~~(c) Certificate of approval of the City Council by the City Clerk.~~

— ~~(iii)~~ (i) Certification of recordation by the Coconino County Recorder.

(Ord. 692-22, passed 5-11-2022)

CONSTRUCTION PLAN SUBMITTAL AND AS-BUILTS

§ 154.075 SITE CONSTRUCTION PLAN REVIEW PROCESS AND REQUIREMENTS.

This section applies to all single-family residential and commercial site construction plans for development within the city limits of Page, Arizona. For the purposes of this chapter, a commercial development is defined as any residential development larger than a single-

family detached residence on a single lot, and any commercial or industrial building or development for sale or lease. All commercial developments and all major subdivisions require the review and approval by the Site Plan Review Committee before any building permits can be submitted for review, and before any preliminary or final plats can be reviewed by the ~~DIRECTOR P & Z Commission or City Council~~ for approval. Noncommercial single-family residential developments only require the site and building permit review and approval from the Chief Building Official/Building Inspector. All residential developments are reviewed and approved in accordance with the residential building and development codes, the most current adopted editions. All commercial and industrial developments are reviewed and approved in accordance with the commercial building and development codes, the most current adopted editions. The following requirements shall apply to all commercial developments:

(A) Commercial site plans shall be submitted as a complete package to city staff. Partial/incomplete submittals and/or partial submittals by different entities will not be accepted and they will be returned to the applicant at their expense. The city will not be responsible for coordinating partial submittals at different times and/or from different entities. Complete site plan submittals shall be submitted in the following format:

- (1) A completed City of Page application for construction plan submittal.
- (2) One electronic version of the complete site plan in PDF format for distribution purposes.
- (3) Two bound sets of the complete site plan on 24 inch by 36 inch paper with a white background.
- (4) Supporting documentation, studies or reports shall be submitted the same as divisions (A)(2) and (3) above. The city will not make paper copies for the applicant to complete the applicant's application package, including construction plans, supporting documentation, studies or reports.
- (5) If the development requires fire sprinklers or fire protection due to code requirements, a third complete set of paper plans shall be submitted for the Fire Marshal's review and approval.

(B) For a site plan to be considered complete, it must include and show the following, at a minimum:

- (1) All buildings, structures and above and below ground utilities that will be built on the site; and
- (2) All public/private rights-of-way, easements, and all areas to be designated as open space; and
- (3) All sidewalks, paths, and vehicular, pedestrian, equestrian and/or bicycle travel ways; and
- (4) All areas to be designated for parking, driveways and loading/unloading zones or areas; and

(5) All ADA required van/vehicular parking spaces, sidewalks, ramps, and crosswalks; and

(6) All site required landscaping, screen-fencing and all areas designated for landscaping; and

(7) All site drainage, retention or detention holding ponds, with appropriate calculations; and

(8) All site signage, whether for directional or advertisement purposes, with specifications; and

(9) All property boundaries and measurements for all the above from the property boundaries; and

(10) All topographic and/or geologic issues that will affect the development of the site; and

(11) Anything else added or removed from the site in order for the development to be completed.

(C) Upon receipt of the complete site plan package, city staff will distribute the PDF version of it to all members of the Site Plan Review Committee (SPRC) and schedule a formal SPRC meeting. The applicant and/or their civil design engineer is required to attend said meeting either in person or via videoconferencing, to answer any questions posed by the members at the meeting.

(D) Once the site plan has received approval from the SPRC, and the Fire Marshal when required, and any other required outside agencies, the applicant shall then work directly with the city's Chief Building Official/Building Inspector to pull any building permits required for construction of the site, such as: grubbing and grading, foundations and utilities, and so on.

(E) Building permits for signage, landscaping, structures and buildings located on the site can then be pulled, as approved by the Director, Building Inspector, and Fire Marshal as required, in accordance with the requirements outlined in § 154.076.

(Ord. 692-22, passed 5-11-2022)

§ 154.076 BUILDING CONSTRUCTION PLAN REVIEW PROCESS AND REQUIREMENTS.

Any applications for building permits shall be made directly through the city's Chief Building Official/Building Inspector, regardless of whether for a residential, commercial or industrial development. This includes any applications for site development, including grubbing, clearing, grading, foundations, utilities, signage, building construction, or any type of building demolition.

(A) Applications for all building or demolition permits shall be submitted as a complete package to the Chief Building Official/Building Inspector. Partial and/or incomplete submittals and/or submittals submitted by different entities will not be accepted and they

will be returned to the applicant at the expense of the applicant. The city will not be responsible for coordinating partial submittals. Complete site plan submittals shall be submitted in the following format:

- (1) A completed City of Page application for a building, signage or demolition permit.
- (2) One electronic version of the building or demolition plans in PDF format for our records.
- (3) Two bound sets of the complete building or demolition permit plans on 24 inch by 36 inch paper with a white background.
- (4) Supporting documentation, studies or reports shall be submitted the same as divisions (A)(2) and (3). The city will not make paper copies for the applicant to complete the applicant's application package, including construction plans, supporting documentation, studies or reports.
- (5) If the development requires fire sprinklers or fire protection due to code requirements, a third complete set of paper plans shall be submitted for the Fire Marshal's review and approval.

(B) Application packets for a building, signage or demolition permit shall include everything required by the most current adopted editions of the International Building Codes (IBC), the International Residential Codes (IRC), the Fire, Electrical and Plumbing Codes, the MAG SPECS, and the city Zoning Codes, as required and as amended and adopted by City Council from time to time.

(Ord. 692-22, passed 5-11-2022)

§ 154.077 CERTIFICATE OF OCCUPANCY AND TEMPORARY CERTIFICATE OF OCCUPANCY.

The city's Chief Building Official/Building Inspector is the city's representative authorized to issue either a Temporary Certificate of Occupancy (TCO) or final Certificate of Occupancy (C of O). A TCO may be issued at the Building Inspector's discretion for either 30, 60 or 90 days, as requested by the applicant and as circumstances present at the site dictate, warranting the issuance of a TCO instead of a final C of O. No occupancy of any structures shall be allowed until all of the required subdivision improvements are complete and have been approved by the Chief Building Official.

(Ord. 692-22, passed 5-11-2022)

§ 154.078 AS-BUILT SUBMITTAL REQUIREMENTS FOR THE CITY AND PAGE UTILITY ENTERPRISES.

Following are the requirements for as-built drawings that must be provided to the City of Page and the Page Utility Enterprises, before any utility services can be provided to the site:

(A) As-builts shall be provided to the city and to Page Utility Enterprises in three different formats:

(1) A copy of the working drawing which is the approved site construction and utility plan with changes marked in red per these requirements.

(2) A paper copy with only the actual constructed utilities (not as-design utilities) shown on it stamped and signed by a registered Arizona engineer with the sheet labeled "as-built".

(3) An electronic AutoCAD file with only the actual constructed utilities (not as-design utilities).

(B) Contractor shall keep a working drawing onsite for viewing by the city/utilities at any time. The working drawing shall have all changes shown in red.

(C) When changes occur, such as pipe sizes, lengths, etc., a line or "X" shall be drawn through the changes with the actual installed size, material, quantity, etc. written next to the change. Improvements deleted in the field shall be crossed out with an "X" and labeled "not built" or "not installed". The following additional requirements shall be provided and shown on all as-builts:

(1) Provide exact details of changes or additional information, including but not limited to fabrication, erection, installation, location, sizing, material, dimensions, etc.

(2) Provide project control information, including coordinate system and vertical datum basis.

(3) Water systems shall show bends, valves, fire hydrants, blow-offs, air release valves, water meters, services, thrust blocks, etc. Pipes shall be labeled with the type of pipe, size, length and depth to top of pipe. Horizontal bend locations shall be determined by surveying, include coordinates on as-builts.

(4) Sewer systems shall show inverts in and out and lid elevations of manholes, cleanouts, services, lift stations, etc. Pipes shall be labeled with the type of pipe, size, length and slope. Inverts shall be determined by surveying.

(5) Storm drain systems shall show invert and grate/opening elevations and length of curb inlet for the catch basins. Pipes shall be labeled with type of pipe, size, length and slope. Inverts shall be determined by surveying.

(6) Electric utilities shall show the location of transformers, j-boxes, conduit, light poles, and the number of conduit and size shall be labeled on the drawing as well as any spare conduits.

(7) Gas/propane utility line location and size shall be shown on the as-builts.

(8) Cable and communication utility lines and size shall be shown on the as-builts.

(9) All existing and any new easements shall be shown on the paper and electronic as-builts.

(10) Any utility crossings shall be detailed with the depths and separation between utilities.

(11) Any changes or special situations that can't be shown clearly on the drawing shall be shown in a blown-up detail. Such as bends used to raise or lower a waterline.

(12) If utilities share the same trench, a cross section of the trench shall be provided.

(D) No utility services will be provided to the site or development until all as-builts are provided.

(Ord. 692-22, passed 5-11-2022)

REVERSION OF SUBDIVIDED LAND

§ 154.090 PURPOSE.

This subchapter establishes the procedures for the reversion of acreage of any subdivided lands under single ownership into one parent parcel, upon recommendation of approval by THE DIRECTOR~~staff and City Council.~~

(Ord. 692-22, passed 5-11-2022)

§ 154.091 REVERSION REQUEST ~~REQUIRED.~~

To initiate a reversion of acreage, a written request for reversion must be filed with the Planning and Zoning Department staff. The request shall include the reason for the request, proof of single ownership of all properties, supporting documentation substantiating the need for the reversion, and the appropriate fee for the reversion as established in city planning and zoning fee schedule. Upon receipt of a complete application for reversion to acreage, city staff shall ~~investigate~~ REVIEW the ~~case~~ MATTER and MAKE A DETERMINATION TO APPROVE, APPROVE WITH CONDITIONS, OR DENY THE REQUEST BASED UPON THE FOLLOWING REQUIREMENTS: listed herein. ~~property and prepare a report for presentation to the City Council at a public meeting.~~

(A) THAT THE SUBDIVIDED LANDS TO REVERT TO ACREAGE ARE UNDER ONE (1) OWNERSHIP ENTITY;

(B) THAT NO IMMEDIATE USE OF SUCH SUBDIVIDED LANDS AS THEY WERE INTENDED APPEARS IMMINENT; AND

(C) THAT SUCH REVERSION TO ACREAGE WILL NOT BE DETRIMENTAL TO THE GENERAL WELFARE OF THE PUBLIC.

(Ord. 692-22, passed 5-11-2022)

~~§ 154.092 NOTIFICATION AND ADVERTISEMENT.~~

~~—None required.~~

~~{Ord. 692-22, passed 5-11-2022}~~

~~§ 154.093 ACTION BY THE CITY COUNCIL.~~

~~—The City Council shall conduct a public meeting to hear the request for reversion to acreage and they shall approve, approve with conditions, or deny the application. Any action to approve shall be based on the following findings and any specific conditions of approval:~~

~~—(A) That the subdivided lands to revert to acreage are all under single ownership; and~~

~~—(B) That no immediate use of such subdivided lands as they were intended appears imminent; and~~

~~—(C) That such reversion to acreage will not be detrimental to the general welfare of the public.~~

~~{Ord. 692-22, passed 5-11-2022}~~

§ 154.09~~2~~4 RECORDING THE SURVEY/PLAT.

The applicant shall record the survey/plat with the Coconino County Recorder for all lands approved for reversion to acreage prepared by a State of Arizona licensed land surveyor or engineer, along with a copy of the abandonment of subdivision which shall be filed with the Arizona Department of Real Estate.

(Ord. 692-22, passed 5-11-2022)

ABANDONMENT OR VACATION OF PUBLIC RIGHT-OF-WAY

§ 154.105 PURPOSE.

The purpose of this division is to provide procedures for the abandonment or vacation of public rights-of-way or portions thereof (which could include dedicated public streets, alleys, travel ways or open space).

(Ord. 692-22, passed 5-11-2022)

§ 154.106 PROCESS AND PROCEDURES.

(A) Initiation. The abandonment or vacation of public right-of-way may be initiated by the City Council, City Manager, Public Works Director, Director, or any property owner who owns land adjoining the public right-of-way under consideration for abandonment or vacation. If the application is made by a private property owner, the appropriate fee shall be paid as established in the city planning and zoning fee schedule. If the city initiates the process, no fee is charged for this abandonment/vacation request. As applicable, A.R.S. §§ 28-7201 et seq. will govern this process. Otherwise, the processes outlined herein will control.

(B) Process.

(1) The process shall be initiated by written request for abandonment/vacation by any authorized entity, and it shall include the following, at a minimum: A location map of the area proposed to be abandoned/vacated; the subject right-of-way; any abutting properties; a vicinity map, if necessary; and a memorandum stating the reasons for requesting the abandonment or vacation.

(2) The information for the requested abandonment/vacation shall be forwarded to all public utility companies, applicable city departments and outside agencies serving the proposed area to be abandoned/vacated to request their review and comments.

(3) For public rights-of-way, including roadways as defined in A.R.S. § 28-7201, notice shall be provided as specified in A.R.S. § 28-7202 Disposition of Unnecessary Public Roadways.

(4) The City Council shall hear the request at their next regularly scheduled meeting as a public hearing, where they can vote to approve, approve with conditions, or deny the request.

(C) Staff report. City staff shall prepare and transmit a staff report to the City Council. The report shall include an evaluation of the practicality of the proposed vacation/abandonment with the General Plan, Zoning Code, and any other applicable city plans, and all applicable utilities and Public Works Department standards. The staff report shall also provide an analysis and recommendation. A copy of the staff report shall be made available to the public and any affected parties prior to the public hearing.

(D) Notification and advertisement. For public rights-of-way only, including roadways as defined in A.R.S. § 28-7201, notice shall be provided as specified in A.R.S. § 28-7202, Disposition of Unnecessary Public Roadways.

(E) Action by the City Council. The City Council shall conduct a public hearing. Upon completion of this hearing, Council shall approve, approve with conditions, or deny the application. Approval shall be made by resolution. (Unless specifically approved otherwise, vacated/abandoned public rights-of-way property shall equally revert to the property owners on either side of vacation/abandonment.)

(Ord. 692-22, passed 5-11-2022)

§ 154.107 EFFECTIVE DATE AND RECORDING VACATION RESOLUTION AND/OR PLAT.

The effective date of vacation of public rights-of-way is the date of City Council approval. Upon approval, the Director shall be responsible for recording the final vacation resolution and/or plat with the Coconino County Recorder's office.

(Ord. 692-22, passed 5-11-2022)

§ 154.108 APPEALS.

Decisions of the City Council on the vacation of streets, rights-of-way and easements are final.

(Ord. 692-22, passed 5-11-2022)

ANNEXATION

§ 154.120 ANNEXATION.

(A) Purpose. The purpose of this section is to provide procedures consistent with applicable state requirements for the annexation of real property into the corporate limits of the city.

(B) Initiation of annexations. Following are the requirements for initiating an annexation procedure:

(1) Council or City Manager. The City Council or City Manager may direct staff to review specific property to determine whether it may be legally annexed and to contact property owners to determine whether they will sign an annexation petition in support.

(2) Property owner initiation. One or more property owners may submit an application to annex property owned by them into the city.

(C) Process. All annexation proceedings shall be conducted in conformance with A.R.S. § 9-471 and any other applicable state law requirements for the annexation of land into the city.

(D) Application. The application shall include at a minimum a site survey, legal description, and a notarized letter requesting application from all involved property owners.

(Ord. 692-22, passed 5-11-2022)

VIOLATIONS AND PENALTIES

§ 154.130 VIOLATIONS AND PENALTIES.

(A) It shall be a Class 1 misdemeanor to violate any provision of this chapter, or to achieve, or attempt to achieve a land split or combination, or to establish, or attempt to establish a subdivision of any land, or to record, or attempt to record a subdivision plat, land split or combination or boundary line adjustment of any land within the City of Page corporate limits with the Coconino County Recorder if such land split, combination, adjustment, subdivision, plat or map has not first been approved ~~by the City Council or Director~~, as required BY APPLICABLE REGULATIONS, or the necessary signatures of approval have not been obtained, as required by this chapter.

(B) The city shall not issue any building or other development permit for property that has been divided without meeting the requirements of these subdivision regulations.

(C) Nothing contained in these subdivision regulations shall be construed as relieving an applicant from the requirements imposed by the Arizona Revised Statutes.

(D) Until a preliminary plat and final plat of subdivision, as applicable, have been approved in accordance with these subdivision regulations, no person proposing a subdivision within the city shall subdivide or file a record of survey, map or plat for record, or sell any part of a subdivision, or proceed with any improvement or other work on same.

(Ord. 692-22, passed 5-11-2022)

APPEALS

§ 154.140 APPEAL DECISION MADE BY THE DIRECTOR.

(A) Discretionary decisions of the Director may be appealed to the Board of Adjustment when such decisions involve one or more of the following:

(1) Any requirement that exceeds or is in addition to the minimum development requirements as defined in this chapter.

(2) Any requirement not specified in the Page City Code or other legislative act of the City of Page.

(3) Any requirement resulting from a discretionary act of an administrative official of the City of Page.

(B) Appeals to the Board of Adjustment may be submitted by the developer or owner of the property proposed for development which is affected by a discretionary decision of the Director. The appeal shall be submitted within 30 days of such decision by filing with the Director a notice of appeal. No fee is required for this appeal.

(C) The ~~Hearing Officer~~BOARD OF ADJUSTMENT shall schedule a time for the appeal to be heard, which shall be no later than 30 days from receipt of the appeal. The appellant shall be given at least ten days' prior notice of the date and time set for the hearing. The ~~Hearing Officer~~BOARD OF ADJUSTMENT shall decide the appeal within five working days from the date the appeal hearing concludes.

(D) The Board of Adjustment shall act upon the appeal within 45 days of the date upon which the appeal was filed with the Director, unless circumstances beyond the control of the Board of Adjustment require a longer review period. In this case, the Director shall notify the appellant when the appeal will be heard, but in no case shall the review period be longer than 60 days from the date the appeal is filed with the city.

(Ord. 692-22, passed 5-11-2022)

§ 154.141 APPEAL DECISION MADE BY THE BOARD OF ADJUSTMENT.

A person aggrieved by a decision of the Board of Adjustment may file a complaint for special action in the superior court to review the Board of Adjustment decision. All appeals shall be filed within 30 calendar days of the Board of Adjustment decision.

(Ord. 692-22, passed 5-11-2022)

DEFINITION OF TERMS

§ 154.155 DEFINITION OF TERMS.

As used in this chapter, the following terms and phrases shall have the meaning ascribed to them in this section, unless the context in which they are used clearly requires otherwise.

ALLEY. A minor way (public or private) that is used primarily for vehicular access to the back or side of properties otherwise abutting on a street.

APPLICANT. Any person applying for any permit, approval or decision governed or required by this chapter.

BLOCK. That property abutting one side of a street and lying between the two nearest intersections or intercepting streets on subdivided land.

CITY COUNCIL. The governing body of the City of Page, Arizona.

COMMERCIAL DEVELOPMENT. A commercial development is defined as any residential development larger than a single-family detached residence on a single lot, and any commercial or industrial building or development for sale or lease. All commercial developments and all major subdivisions require the review and approval by the Site Plan Review Committee before any building permits can be submitted for review, and before

any preliminary or final plats can be reviewed by the ~~DIRECTOR-P & Z Commission or City Council for approval.~~

CONSTRUCTION PLANS. The set of documents which will govern the development and/or construction of buildings, structures, infrastructure, and development sites, whether located on a single lot or subdivision, which includes the following:

(1) **CONSTRUCTION DRAWINGS.** Specific and detailed graphical representation of the work which will be completed in constructing a building, structure or a lot for development.

(2) **CONSTRUCTION SPECIFICATIONS.** Written directions coordinated with the construction drawings, which detail materials, construction methods, quantities of work and/or design specifications.

CUL-DE-SAC. A local street, one end of which is closed and consists of a circular turn around.

DIRECTOR/PLANNING DIRECTOR. The Director of the City Planning and Zoning Department.

EASEMENT. Is a right to use a portion of the land of another for a special purpose or public use such as, by way of example, vehicular or transportation access, drainage, or public utilities.

ENGINEERING STANDARDS. For the development of subdivisions, streets, and all public utilities and infrastructure, the City of Page engineering design and construction standards for development are in accordance with the most current adopted editions of the International Building Codes (IBC), the International Residential Codes (IRC), the appropriate Fire, Electrical and Plumbing Codes, the City of Page Zoning Code, the Maricopa Association of Governments Standard Specifications and Details for Public Works Construction (MAG SPECS), and the Americans with Disabilities Act (ADA) requirements, as may be required and as amended from time to time.

LOT. A single tract or piece of property located in a recorded subdivision having frontage on a publicly dedicated and accepted street or a private road approved by the city that is described and denoted as such. A lot also includes a parcel of land, shown in the records of the Coconino County Assessor's office, divided to be used separately from other parcels of property by description, as on a recorded survey map or by metes and bounds for purposes of sale, lease or separate use in a legal manner pursuant to all state, county and city requirements for the development and proposed use of that property.

LOT, CORNER. A lot having frontage on two public streets which intersect at a corner of the lot.

LOT, DOUBLE-FRONTAGE. A lot which abuts a street on two opposing ends. The rear lot line shall be established as that side of the lot that abuts an arterial street, highway or other disadvantaged use.

MAJOR SUBDIVISION.

(1) Improved or unimproved land or lands divided for the purpose of financing, sale or lease, whether immediate or future, and whether zoned as residential, commercial or industrial, into:

- (a) Four or more lots, tracts or parcels of land;
- (b) If a new street is involved, any such property which is divided into two or more lots, tracts, or parcels of land; or
- (c) Any such property, the boundaries of which have been fixed by a recorded plat, which is divided into more than two parts.

(2) SUBDIVISION also includes any condominium, cooperative, community apartment, townhouse, or similar project containing two or more parcels, in which an undivided interest in the land is coupled with the right of exclusive occupancy of any unit located within the subdivision, but plats of such projects need not show the buildings or the manner in which the buildings or airspace above the property shown on the plat are to be divided. Subdivision does not include the following:

- (a) The sale or exchange of parcels of land to or between adjoining property owners if such sale or exchange does not create additional lots.
- (b) The partitioning of land in accordance with other statutes regulating the partitioning of land held in common ownership.
- (c) The leasing of apartments, offices, stores, or similar space within a building or trailer park, nor to mineral, oil, or gas leases.

MINOR SUBDIVISION. The same as major subdivision but with three lots or less and not including any streets, more commonly known as land splits or combinations, and boundary line adjustments between lots, and not involving more than three lots, unless the result of the combination is three lots or less.

PLANNING AND ZONING COMMISSION (P & Z COMMISSION). The designated advisory agency to the City Council on all matters pertaining to planning and zoning cases and development of the city, including current and long-range planning. Serves as the steering committee for any updates and rewrites to the City Subdivision and Zoning Codes and the City General Plan, all of which are amended from time to time, as required by state statutes and as development needs and/or trends dictate.

PLAT/SURVEY. Means a map drawn by a land surveyor or civil engineer licensed in the State of Arizona to draw a single lot or multiple lots onto a map where all lots are bound by property boundary lines, and it may or may not include streets and other rights-of-way, easements, building setbacks, contour lines, floodplains, topographical issues, dimensions, where everything has been surveyed in the filed for accuracy.

RIGHT(S)-OF-WAY. A public way established or dedicated for public purposes by duly recorded plat, deed, grant, governmental authority, or by operation of the law.

SKETCH PLAT. Means a drawing sketched by hand which is preparatory to a preliminary plat, site or development plan, which are drawn by land surveyors or engineers, for the

purpose of a pre-application meeting for discussions with all involved parties to demonstrate meeting development requirements established by the city through this chapter, the Zoning Codes and/or other city documents, plans and maps.

(Ord. 692-22, passed 5-11-2022)

REQUEST FOR COUNCIL ACTION

Request for Council Action:

Meeting Type: Regular Meeting

Meeting Date: July 30, 2025

Department: Page Utility Enterprises

Presented by:

Bryan Hill, Interim City Manager

Brief Title: Award Bid #257 Powell Substation North Bay Transformer

Agenda Section: New Business

Agenda Sub-category: Agreement/Contract

Action: Motion

PowerPoint Needed?: No

Request for Council Action

Recommended Action:

Move to award Bid #257 to Pacific Power Reps-Virginia Transformer, for the purchase of the 15 MVA, 69kV Power Transformer in the amount of \$1,010,300.00 plus tax.

Background:

The Powell Substation North Bay 7.5 MVA 69kV Transformer has served Page for no less than 50 years. In early 2024 the transformer failed with an internal winding insulation breakdown and was taken out of service. Staff immediately engaged transformer experts to inspect and evaluate, and it was determined the transformer had reached end of life & impractical to repair. ICPE Engineering (the firm assisting the Utility with the Substation upgrade design) crafted a detailed bid specification/package with a Value Analysis Scoring Factor System for the purchase of one (1) new 15 MVA, 69/21.6kV Power Transformer. The new transformer is a higher capacity unit to accommodate future Page growth. Utility staff & ICPE Engineering advertised bids to the replace the failed unit and bids were received from 5 separate vendor/manufacture representatives. All bids were evaluated for:

1. Cost,
2. Conformity to specification requirements.
3. Value Analysis Factors Scoring, as provide for in the bid specification,

After detailed analysis of the bids, the Virginia Transformer offered by Pacific Power Reps was evaluated as the resulting low & best overall bidder.

Bids were evaluated for “upfront cost” plus cost of ownerships (due to losses) and consideration for product knowledge. SPX overall bid is as follows:

Staff recommends the purchase of the 15MVA, 69kV-21.6kV power transformer be to Pacific Power Reps-Virginia Transformer.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

The Page Utility Board met during their regularly scheduled monthly meeting on July 8, 2025; and discussed the transformer bid. The Board voted to recommend onto Page City Council the Award of Bid #257 to Pacific Power Reps-Virginia Transformer.

Admin Only: (text will appear on the agenda)

Award Bid #257 Powell Substation North Bay Transformer

Fiscal Impact:

Fiscal Year: 2026

Amount Requested: 1,010,300.00 plus tax

Line Item(s):

Budget Impact:

Notes:

Funding for the transformer will be available through the anticipated Council approved budget (PUE Electric Fund 50 Capital Replacements & Capital Additions FY 25/26 **50-000-3621** budget line item. Delivery will be approximately January 2019. *Progress payment schedules will come from FY 25/26 however some fund due to lead time may come from FY26/27.*

Please note that, due to volatile market prices, the quoted cost is valid for 30 days from receipt of quote and prompt action is required to preserve the quoted value (i.e. April 28, 2018)

Attachments:

1. ICPE Recommendation



1145 East South Union Avenue
Midvale, Utah 84047
(801) 255-1111

MEMORANDUM

Date: 16 July 2025
To: Phil Faulk, Eng. – Project Management
Email: phil@pageutility.com
From: Joseph Wisden
Re: #257 Transformer Bid Evaluation and Recommendation

On June 23, 2025, bids were received for the purchase of one (1) 67-21.6Y/12.47 kV, 15 MVA Power Transformer for the Powell Substation North Bay Upgrade project.

In total, bids were received from five (5) vendors for the 67-21.6Y/12.47 kV, 15MVA Power Transformer. All bids were evaluated for cost, lead time, and conformity to specification requirements. With application of the value analysis factors provided for in the specifications, the total evaluated costs are summarized:

Virginia Transformer (PPR).....	\$1,188,800
WEG (Direct).....	\$1,311,328
WEG (Border States)	\$1,382,718
Pennsylvania Transformer Technology (SSCO)	\$1,388,726
GE Prolec (Rogers-Strong).....	\$1,597,619

Lead Times for the bids are as follows:

Virginia Transformer (PPR).....	72-74 Weeks
WEG (Direct).....	Q1 2027
WEG (Border States).....	Q1 2027
Pennsylvania Transformer Technology (SSCO).....	78-82 Weeks
GE Prolec (Rogers-Strong).....	117-130 Weeks

The Bids were evaluated for upfront costs, loss evaluation costs (due to losses), lead time, conformity to specification requirements, and some consideration for product history, quality, and familiarity. Based on ICPE's evaluation, it was determined that Virginia Transformer should be recommended for purchase. The Virginia Transformer overall upfront bid is as follows:

Transformer.....	\$869,300
Freight.....	\$32,500
Offload.....	\$30,000
On-Site Assembly.....	\$55,000
On-Site Testing.....	\$6,500
Travel Cost for Purchaser Representatives.....	\$5,000
Five-Year Warranty.....	\$12,000
 Total Cost.....	 \$1,010,300

The indicated purchase price should include transformer freight, delivery, placement on the foundation, transformer dressing (radiator and fan installations, bushing and spade installations, arrester installations, oil filling, and testing), and a five-year warranty. Note that sales tax is not included.

ICPE is recommending that the purchase of one (1) 67-21.6Y/12.47 kV, 15 MVA Power Transformer for the Powell Substation North Bay Upgrade project be through Virginia Transformer for total upfront cost of \$1,010,300.

Please note that the quote received is only valid for thirty (30) days from the date of the bid offer, as per Virginia Transformer's General Terms and Conditions of Sale. Therefore, prompt action is required to preserve the quoted value(s).

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** Public Works**Meeting Date:** July 30, 2025**Presented by:**

Kyle Christiansen, Public Works Director

Brief Title: Update on Safety Barricades Procurement**Agenda Section:** New Business**Action:** Motion**Agenda Sub-category:** Agenda Item**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

Motion to approve the purchase and allow the City Manager to move forward with the procurement process.

Background:

Safety barricades were approved during the budget process, however, the price exceeds the initial approval.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Update on Safety Barricades Procurement

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

None

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Clerk**Meeting Date:** July 30, 2025**Presented by:**

David Auge, Councilmember

Brief Title: Reinstatement of the Council Code of Ethics**Agenda Section:** Potential Future Agenda
Items**Agenda Sub-category:** Agenda Item**Action:** Other**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

TBD

Background:

TBD

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Reinstatement of the Council Code of Ethics

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

None

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Clerk**Meeting Date:** July 30, 2025**Presented by:**

David Auge, Councilmember

Brief Title: Procedural Decorum for Council Meetings**Agenda Section:** Potential Future Agenda Items**Agenda Sub-category:** Agenda Item**Action:** Other**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

TBD

Background:

TBD

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Procedural Decorum for Council Meetings

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

None

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Council**Meeting Date:** July 30, 2025**Presented by:**

David Auge, Councilmember

Brief Title: Northern Arizona / New Mexico Chapter of the Red Cross**Agenda Section:** Potential Future Agenda
Items**Agenda Sub-category:** Agenda Item**Action:** Other**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

TBD

Background:

Councilor Auge will provide background information on this item.

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Northern Arizona / New Mexico Chapter of the Red Cross

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

None

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** Police Department**Meeting Date:** July 30, 2025**Presented by:**

Mike Farrow, Vice Mayor

Brief Title: Police Department Pay Program**Agenda Section:** Potential Future Agenda
Items**Agenda Sub-category:** Agenda Item**Action:** Other**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

TBD

Background:

N/A

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Police Department Pay Program

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

None

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Council**Meeting Date:** July 30, 2025**Presented by:**

Steven Kidman, Mayor

Brief Title: Define and Realign City of Page Boards**Agenda Section:** Potential Future Agenda Items**Agenda Sub-category:** Agenda Item**Action:** Other**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

TBD

Background:

N/A

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

Define and Realign City of Page Boards

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:**Attachments:**

None

REQUEST FOR COUNCIL ACTION

Request for Council Action:**Meeting Type:** Regular Meeting**Department:** City Council**Meeting Date:** July 30, 2025**Presented by:**

Steven Kidman, Mayor

Brief Title: EXECUTIVE SESSION

Pursuant to A.R.S. § 38-431.03 (A)(7) The City Council may vote to go into Executive Session for the purpose of discussions regarding negotiations for the purchase, sale, or lease of real property.

Potential Land Sale of Parcel 80106032A

(located on the Northeast portion of Newburn Road)

Agenda Section: Executive Sessions**Action:** Other**Agenda Sub-category:** Executive Session**PowerPoint Needed?:** No

Request for Council Action

Recommended Action:

TBD

Background:

Confidential

Alternatives Considered:

N/A

Advisory Board/Commission Action:

N/A

Admin Only: (text will appear on the agenda)

EXECUTIVE SESSION

Pursuant to A.R.S. § 38-431.03 (A)(7) The City Council may vote to go into Executive Session for the purpose of discussions regarding negotiations for the purchase, sale, or lease of real property.

Potential Land Sale of Parcel 80106032A

(located on the Northeast portion of Newburn Road)

Fiscal Impact:**Fiscal Year:****Amount Requested:****Line Item(s):**

Budget Impact:

Notes:

Attachments:

None