

SHOW LOW CITY COUNCIL
Regular Meeting – Tuesday, January 15, 2019

PURSUANT to A.R.S. Section 38-431.02, notice is hereby given to the Show Low City Council and to the general public, that a **Regular Meeting** of the Show Low City Council will be held on Tuesday, January 15, 2019, at 7:00 p.m. in the City Council Chambers, 181 North 9th Street, Show Low, Navajo County, Arizona. The agenda for this meeting is as follows:

1. Call to Order.
2. Roll Call.
3. Invocation.
4. Pledge of Allegiance.
5. **CALL TO THE PUBLIC:**

Any citizen desiring to speak on a matter that is within the jurisdiction of the City Council may do so at this time. Comments may be limited to three minutes per person and shall be addressed to the City Council as a whole, and not to any individual member. Issues raised shall be limited to those within the jurisdiction of the City Council. Pursuant to the Arizona Open Meeting Law, the City Council cannot discuss or act on items presented at this time. At the conclusion of the call to the public, individual City Council members may (1) respond to criticism made by those who have spoken, (2) ask staff to review a matter, and (3) ask that a matter be put on a future agenda.

6. **SPECIAL EVENTS:**

- A. Presentation of “State of the City” Address. (City Council)

7. **CONSENT CALENDAR:**

- A. Consideration of Amendment to Professional Services Contract with Armstrong Consultants, Inc. for Runway 06/24 Rehabilitation Project. (Thomas Bahr)
- B. Consideration of Minutes of Show Low City Council meetings:
 - (1) Special Meeting of January 2, 2018.

8. **NEW BUSINESS:**

- A. Consideration of Ordinance No. 2019-02 Revising Chapters 11 (*Sewers*), 12 (*Land Division*), and 14 (*Water*) of the Show Low City Code and

Adopting Resolution No. R2019-02 Declaring as a Public Record that Document Titled “Revisions to Chapters 11 (Sewers), 12 (Land Division), and 14 (Water) of the Show Low City Code.” (Bill Kopp/Justen Tregaskes)

- B. Consideration of Noncommercial Ground Lease with Rory W. Ray Trust. (Thomas Bahr)
- C. Consideration of Award Purchase of Police Vehicles. (Joe Shelley)

9. **SUMMARY OF CURRENT EVENTS:**

- A. Council Members
- B. Mayor
- C. City Manager

10. **SCHEDULING OF MEETINGS:**

Scheduling of meetings, which may be brought up at this time.

11. **EXECUTIVE SESSION.**

- A. Confidentiality Statement.
- B. Discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale, or lease of real property. Pursuant to A.R.S. Section 38-431.03(A)(7).
 - (1) City Campus.
- C. Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation. Pursuant to A.R.S. Section 38-431.03(A)(4).
 - (1) Development Agreement – Evergreen Lane.
- D. Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of a public officer, appointee, or employee of any public body. Pursuant to A.R.S. Section 38-431.03(A)(1).
 - (1) Annual Evaluation of City Manager.

- E. Discussion or consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law. Pursuant to A.R.S. Section 38-431.03(A)(2).

(1) Executive Session Minutes of December 4, 2018.

12. **POST EXECUTIVE SESSION.**

Consideration of any item on the Executive Session portion of this agenda, which the Council may wish to take action upon in Open Session.

- A. Consideration of Approval of the Minutes of the Executive Session of the Show Low City Council Held on December 4, 2018.

13. **ADJOURNMENT.**

SCHEDULED MEETINGS/EVENTS:

01/15/19	6:00 PM	CITY COUNCIL – BUDGET STUDY SESSION
01/15/19	7:00 PM	CITY COUNCIL – REGULAR MEETING
01/24/19	6:00 PM	TOWN HALL BUDGET MEETING FOR CITIZEN INPUT
01/29/19	9:30 AM	CITY COUNCIL – PRESENTATION AND INFORMAL DISCUSSION WITH SPORTS FACILITIES ADVISORY
01/29/19	6:00 PM	JOINT CITY COUNCIL/SHOW LOW SCHOOL BOARD MEETING

NOTICE TO PARENTS AND LEGAL GUARDIANS: Parents and legal guardians have the right to consent before the City of Show Low makes a video or voice recording of a minor child, pursuant to A.R.S. § 1-602(A)(9). The Show Low City Council regular meetings are recorded and may be viewed on the City of Show Low's website. If you permit your child to attend/participate in a televised City Council meeting, a recording will be made. You may exercise your right not to consent by not allowing your child to attend/participate in the meeting.

Ann Kurasaki, City Clerk

I, Ann Kurasaki, do hereby certify that the foregoing notice was posted on Friday, January 11, 2019.

CITY OF SHOW LOW STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Amendment to Professional Services Contract with Armstrong Consultants, Inc. for Runway 06/24 Rehabilitation Project (Thomas Bahr)

RECOMMENDATION

I **MOVE** to approve Task Order F as part of the professional services contract with Armstrong Consultants, Inc., in an amount not to exceed \$120,100, with the City's cost share not to exceed \$3,002.50, for construction engineering services for the Show Low Regional Airport's runway 06/24 rehabilitation project.

BACKGROUND

The City has a five-year on-call agreement with Armstrong Consultants, which includes the runway 06/24 rehabilitation project. This project is funded by a Federal Aviation Administration (FAA) cost-share grant, with the FAA contributing 95% and the City and Arizona Department of Transportation (ADOT) each paying 2.5%. The City Council authorized the Mayor to sign the grant for the runway project at its June 5, 2018, meeting.

The FAA requires an independent fee estimate (IFE) for all projects and their phases (tasks). Rood & Associates provided an IFE for construction engineering services for the rehabilitation project (Task Order F) in the amount of \$151,150. On September 4, 2018, the Council authorized Task Order F in an amount not to exceed \$105,050.

However, it was later discovered that as a result of some confusion on the amount for Task Order F in an invoice received from Armstrong, the wrong amount was approved. The amount for Task Order F should be in an amount not to exceed \$120,100, an increase of \$15,050, increasing the City's share by \$376.25. The FAA will contribute \$114,095 of the total services cost (estimated at \$120,100), and ADOT and the City will each pay 2.5% or \$3,002.50.

Staff recommends the Council approve Task Order F with Armstrong Consultants, Inc. in an amount not to exceed \$120,100, an increase of \$15,050, with the City's cost share not to exceed \$3,002.50, for construction engineering services for the runway 06/24 rehabilitation project at the Show Low Regional Airport.

Attachments:
None

FISCAL IMPACT

Anticipated cost: \$120,100 (City \$3,002.50, FAA \$114,095, ADOT \$3,002.50)
Funding source: Runway 06/24 Rehabilitation Project (11-750-495-7300-1601/1601)

MINUTES OF THE SPECIAL MEETING OF THE SHOW LOW CITY COUNCIL HELD ON WEDNESDAY, JANUARY 2, 2019 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 181 NORTH 9TH STREET, SHOW LOW, NAVAJO COUNTY, ARIZONA

1. Call to Order.

Mayor Seymore called the meeting to order at 7:00 p.m.

2. Roll Call.

COUNCIL MEMBERS PRESENT: Mayor Seymore, Vice Mayor Allsop, Councilman Crittenden, Councilman Hatch, and Councilwoman Kakavas.

COUNCIL MEMBERS ABSENT: Councilman Kelley and Councilman Leech.

STAFF MEMBERS PRESENT: Ed Muder, City Manager; F. Morgan Brown, City Attorney; Justin Johnson, Administrative Services Director; Justen Tregaskes, Planning and Zoning Director; Bill Kopp, Public Works Director; Shane Hemesath, City Engineer; Shirley Patterson, Magistrate; Joe Shelley, Police Chief; Tamra Reidhead, Deputy City Clerk; and Ann Kurasaki, City Clerk.

GUESTS: Kenneth Patterson, Laura Singleton, Jim Reidhead, and Lloyd Wilmes.

3. Invocation.

Mayor Seymore gave the invocation.

4. Pledge of Allegiance.

Councilwoman Kakavas led the Council and audience in the pledge of allegiance.

5. **CALL TO THE PUBLIC:**

Any citizen desiring to speak on a matter that is within the jurisdiction of the City Council may do so at this time. Comments may be limited to three minutes per person and shall be addressed to the City Council as a whole, and not to any individual member. Issues raised shall be limited to those within the jurisdiction of the City Council. Pursuant to the Arizona Open Meeting Law, the City Council cannot discuss or act on items presented at this time. At the conclusion of the call to the public, individual City Council members may (1) respond to criticism made by those who have spoken, (2) ask staff to review a matter, and (3) ask that a matter be put on a future agenda.

None.

6. **SPECIAL EVENTS:**

- A. Proclamation by the Mayor Proclaiming January 21, 2019 as MARTIN LUTHER KING, JR. DAY OF SERVICE in the City of Show Low.

Mayor Seymore read the proclamation aloud.

7. **CONSENT CALENDAR:**

- A. Consideration of Acceptance of East Thornton and Westwood Subdivision Roadway Reconstruction, City of Show Low Project No. R-0319. (Shane Hemesath)
- B. Consideration of Minutes of Show Low City Council meetings:
 - (1) Regular Meeting of December 4, 2018.

COUNCILMAN CRITTENDEN MOVED TO APPROVE THE CONSENT CALENDAR AS PRESENTED; SECONDED BY VICE MAYOR ALLSOP; PASSED 5 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KAKAVAS VOTING IN FAVOR.

8. **NEW BUSINESS:**

- A. Consideration of Ordinance No. 2019-01 Repealing Section 9-4, *Property Maintenance*, of Chapter 9, *Health and Sanitation*, of the Show Low City Code and Adopting Resolution No. R2018-01 Declaring as a Public Record That Document Titled "Article 9-4, *Property Maintenance*, of Chapter 9, *Health and Sanitation*, of the Show Low City Code." (Justen Tregaskes)

Mr. Tregaskes said at the October 30, 2018, Council retreat, staff presented information and discussed amending Article 9-4, *Property Maintenance*, regarding the steps for enforcing codes. Currently, there were three steps outlined in the City Code for enforcement. The first was the "judicial" procedure, most commonly used by staff, which began with a verbal notice to the alleged violator. The second and third steps, "administrative" and "emergency" procedures, respectively, had never been used.

Mr. Tregaskes said when the Property Maintenance section was revised in 2003, it added establishing a Volunteer Assistance Committee whose members would provide assistance or information to any violators. As stated in the section, it was the Mayor's responsibility to appoint committee

members and the Volunteer Assistance Committee was established in 2003. The committee was used once after it was formed, but it never reconvened after a second case arose.

Mr. Tregaskes said by following the current code, two months could elapse between an informal and formal notice of violation, which was a long time for a problem to remain unresolved. Staff recommended streamlining enforcement procedures by removing the "administrative" process, combining a "verbal notice" and an "informal written notice" into one step, reducing the mandatory 30-day correction minimum to a 15-day correction minimum, and removing the requirement for a Volunteer Assistance Committee. The intent of the proposed changes was to resolve problems before having to file a court action against a violator.

Mr. Tregaskes in the first three quarters of 2018, 194 cases were opened with 156 resolved and six sent to court. Of those six, only one case actually went before the judge, and the remaining five were resolved between staff and the property owners before going to court.

Mr. Tregaskes said because the changes affected nearly the entire section, Ordinance No. 2019-01 would repeal Article 9-4, *Property Maintenance*, and adopt a new article. Due to the document's length and to save on publication costs, staff recommended the article be adopted as a public record by Resolution No. R2019-01, and then adopting the public record through Ordinance No. 2019-01. The revised article would take effect 30 days after adoption.

Councilwoman Kakavas said some properties were in disarray for years and asked what happened if property owners didn't clean up and were not cited in court. Mr. Tregaskes said there could be multiple issues in those cases. Staff sometimes received anonymous letters, emails, or phone calls related to properties that neighbors felt were in violation. The City's property maintenance code was not written as strictly as some wished, but staff would visit the properties that were reported anonymously and determine whether or not they rose to the level of a violation. The anonymous reports were difficult to process because staff was not able to contact the complainant to let him or her know that staff had visited the property. There were times when staff continued working with a property owner to resolve issues that extended into a fairly lengthy time period. As long as there was forward progress, staff preferred working with property owners over going to court.

Councilman Crittenden asked if any assistance was available to the elderly, disabled, or needy when their property needed attention. Mr. Tregaskes said the City had several tools available to help property owners, such as

excess trash pickup every odd month during the year and Project Clean Sweep. The City also sponsored the MLK Day of Service where service teams helped property owners who weren't able or didn't have the means to take care of the cleanup themselves. Staff also attempted to put property owners in contact with community groups, churches, and service organizations that could assist.

Councilman Crittenden asked what would happen if a property owner couldn't accomplish the cleanup within 15 days. Mr. Tregaskes said there was a 15-day correction minimum, so staff could allow the property owner more time, if necessary, as long as progress was being made.

Mayor Seymore asked if the City had the right to clean the property and then file a lien to recoup the cost of the cleanup. Mr. Tregaskes said if the court ordered the owner to clean the property but he did not comply, the judge could then issue a court order to allow the City to take care of the cleanup and file a lien against the property to recover the associated costs.

MAYOR SEYMORE MOVED TO ADOPT RESOLUTION NO. R2019-01 DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE CITY CLERK AND TITLED "ARTICLE 9-4, PROPERTY MAINTENANCE, OF CHAPTER 9, HEALTH AND SANITATION, OF THE SHOW LOW CITY CODE"; SECONDED BY COUNCILWOMAN KAKAVAS; PASSED 5 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KAKAVAS VOTING IN FAVOR.

By unanimous consent, Ms. Kurasaki read Ordinance No. 2019-01 by title only.

"AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, ARIZONA, REPEALING SECTION 9-4, PROPERTY MAINTENANCE, OF CHAPTER 9, HEALTH AND SANITATION, OF THE SHOW LOW CITY CODE AND ADOPTING THAT DOCUMENT TITLED 'ARTICLE 9-4, PROPERTY MAINTENANCE, OF CHAPTER 9, HEALTH AND SANITATION, OF THE SHOW LOW CITY CODE' BY REFERENCE"

MAYOR SEYMORE MOVED TO ADOPT ORDINANCE NO. 2019-01; SECONDED BY VICE MAYOR ALLSOP; PASSED 5 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP; AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KAKAVAS VOTING IN FAVOR.

- B. Consideration of Appointment of Associate City Magistrate. (Shirley Patterson)

Judge Patterson said when she was unavailable or if a conflict arose with a certain case, it was necessary to have an additional judge (Associate Magistrate) available to preside at the Magistrate Court. In accordance with City Code, Associate Magistrates were appointed to two-year terms.

Judge Patterson said Judge Price's contract as City Magistrate ended on January 31, 2019, to allow her as the new Magistrate to attend training in January and Judge Price would fill in for her. After January, Judge Price would preside only as needed if she was unavailable or if a conflict arose. Judge Price also served as a judge *pro tempore* for the Navajo County Justice Court.

Judge Patterson recommended Stephen Price's appointment as Associate Magistrate to a two-year term ending January 31, 2021. She would begin training the new clerks to serve as Associate Magistrates in the future. After January 31, 2019, the rate for Judge Price's services would be \$45.99 per hour.

VICE MAYOR ALLSOP MOVED TO APPOINT STEPHEN PRICE AS ASSOCIATE MAGISTRATE TO A TWO-YEAR TERM ENDING JANUARY 31, 2021; SECONDED BY COUNCILWOMAN KAKAVAS; PASSED 5 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KAKAVAS VOTING IN FAVOR.

- C. Consideration of Acceptance of Governor's Office of Highway Safety Grant and Approval of Associated Budget Transfers. (Joe Shelley)

Chief Shelley said the Show Low Police Department received a Governor's Office of Highway Safety grant (contract #2019-405d-052) for \$47,000 to purchase a fully-equipped police package vehicle. The vehicle provided under the terms of this grant would be fully marked with subdued markings (ghost graphics) to be used for enforcement of DUI, speed, and aggressive driving laws.

Chief Shelley said this grant reimbursed the entire cost of purchasing and outfitting a police vehicle, and there were no matching cost requirements.

COUNCILMAN CRITTENDEN MOVED TO ACCEPT A GOVERNOR'S OFFICE OF HIGHWAY SAFETY GRANT FOR \$47,000 AND APPROVE THE ASSOCIATED BUDGET TRANSFERS TO PURCHASE A FULLY-EQUIPPED POLICE PACKAGE VEHICLE; SECONDED BY VICE MAYOR ALLSOP; PASSED 5 TO 0 WITH MAYOR SEYMORE, VICE MAYOR ALLSOP, AND COUNCIL MEMBERS CRITTENDEN, HATCH, AND KAKAVAS VOTING IN FAVOR.

AT THIS TIME, THE CITY COUNCIL WILL RECESS INTO A SPECIAL MEETING OF THE SHOW LOW BLUFF COMMUNITY FACILITIES DISTRICT BOARD TO APPROVE THE THIRD AMENDMENT TO DISTRICT DEVELOPMENT, FINANCING PARTICIPATION, AND INTERGOVERNMENTAL AGREEMENT WITH SHOW LOW BLUFF COMMUNITY FACILITIES DISTRICT.

The Show Low City Council recessed into a Special Meeting of the Show Low Bluff Community Facilities District Board at 7:25 p.m. The Show Low City Council reconvened at 7:30 p.m.

9. **SUMMARY OF CURRENT EVENTS:**

A. Council Members

Vice Mayor Allsop said he attended Main Street board meeting where they discussed upcoming projects and also attended a Meals on Wheels/Senior Center board meeting. The Senior Center had begun serving meals again after being closed for the holidays.

Councilwoman Kakavas wished citizens and employees a Happy New Year. She thanked public works and public safety staff for their diligence in keeping everyone safe during the recent storm.

B. Mayor

No report.

C. City Manager

Mr. Muder said the recent severe weather had resulted in delays and changes, including Waste Management's normal collection schedule this week. For those with a Tuesday pickup, the service date was moved to tomorrow (Thursday). For those scheduled for Wednesday collection, the date was moved to Friday, and those with a Thursday collection would have their trash picked up on Saturday. Regular trash service was expected to resume next week. Any changes would be posted on the City's website, via social media, and on the radio. Because of weather, the annual Deuce of Clubs Drop was also canceled.

Mr. Muder thanked citizens for their patience as crews dealt with snow removal and icy conditions. City employees, especially those in public works and public safety, continued to work diligently and around the clock to ensure everyone's safety, including helping those involved in slide-offs and accidents.

Mr. Muder said anyone who wanted to recycle a Christmas tree had until Sunday to drop it off — with all lights and decorations removed — within the area bordered by orange construction tape at the north end of the Frontier Park parking lot on 9th Place. The trees would be taken to NOVO Power in Snowflake for use as biomass fuel.

Mr. Muder said staff was beginning the process to prepare the City's annual budget for fiscal year 2020 (which covered July 1, 2019, through July 30, 2020). In addition to a budget study session with the City Council on Tuesday, January 15, at 6:00 p.m., a town hall budget meeting would be held specifically for citizen input on Thursday, January 24, at 6:00 p.m. All budget meetings would be held in Council Chambers and open to the public. A full listing of meeting dates was available on the City's website.

Mr. Muder said the recreation department had begun selling tickets to the popular Daddy Daughter Dance for girls ages 1 to 13 on February at the city campus gym on East McNeil. Tickets were \$6 per person. Registration was also open for the 2019 BBQ Throwdown, tae kwon do, and winter pickleball.

10. **SCHEDULING OF MEETINGS:**

Scheduling of meetings, which may be brought up at this time.

Mayor Seymore reminded the Council of the annual Legislative Day in Phoenix on January 17.

11. **ADJOURNMENT.**

There being no further business to be brought before the Council, **MAYOR SEYMORE ADJOURNED THE SPECIAL MEETING OF THE SHOW LOW CITY COUNCIL OF JANUARY 2, 2019 AT 7:35 P.M.**

ATTEST:

APPROVED:

Ann Kurasaki, City Clerk

Daryl Seymore, Mayor

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the **SPECIAL MEETING** of the City Council of Show Low held on January 2, 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 20____.

(SEAL)

Ann Kurasaki, City Clerk

CITY OF SHOW LOW STAFF SUMMARY REPORT

AGENDA TITLE: Consideration of Ordinance No. 2019-02 Amending Chapters 11 (*Sewers*), 12 (*Land Division*), and 14 (*Water*) of the Show Low City Code and Adopting Resolution No. R2019-02 Declaring as a Public Record That Document Titled “*Revisions to Chapters 11 (Sewers), 12 (Land Division), and 14 (Water) of the Show Low City Code*” (Bill Kopp/Justen Tregaskes)

RECOMMENDATION

I **MOVE** to adopt Resolution No. R2019-02 declaring as a public record that certain document filed with the city clerk and titled “*Revisions to Chapters 11 (Sewers), 12 (Land Division), and 14 (Water) of the Show Low City Code.*”

By unanimous consent, read Ordinance No. 2019-02 by title only since all Council members have a copy.

I **MOVE** to adopt Ordinance No. 2019-02.

BACKGROUND

At the October 30, 2018, Council retreat, staff presented information and discussed amending City Code Chapters 11 (*Sewers*), 12 (*Land Division*), and 14 (*Water*) to clarify, update, or eliminate conflicting definitions and requirements. A study session was held on November 20 to further discuss specific changes proposed during the Council retreat.

At the study session, concerns were expressed regarding requiring a property owner to connect to sewer and extend the sewer across property frontage when sewer service is available. “Availability” is defined as a parcel that lies within 200 feet of a public sewer. This requirement has been a long-standing City policy, but it was never codified. Staff was directed to research sewer connection requirements for other Arizona communities and discovered that the connection requirement was, in some cases, more stringent than the 200-foot standard proposed by staff.

Also at the study session, staff proposed amending Section 12-2-6, *Minor land divisions and lot line adjustments*, to allow staff to review proposed lot line adjustments. Based on the review, property owners can be informed of potential conflicts with City Code prior to recording the split with the County Recorder.

Ordinance No. 2019-02 would adopt the revisions by reference. Resolution No. R2019-02 presents the specific revisions, with deletions shown as strike-throughs and additions bolded and underlined.

Attachments:

Ordinance No. 2019-02

Resolution No. R2019-02

CITY OF SHOW LOW ORDINANCE NO. 2019-02

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, ARIZONA, AMENDING CHAPTERS 11 (SEWERS), 12 (LAND DIVISION), AND 14 (WATER) OF THE SHOW LOW CITY CODE AND ADOPTING THAT DOCUMENT TITLED “REVISIONS TO CHAPTERS 11 (SEWERS), 12 (LAND DIVISION), AND 14 (WATER) OF THE SHOW LOW CITY CODE” BY REFERENCE

WHEREAS, Arizona Revised Statutes § 9-802 provides for the adoption of a code or public record by reference; and

WHEREAS, Resolution No. R2019-02 has heretofore declared and adopted “*Revisions to Chapters 11 (Sewers), 12 (Land Division), and 14 (Water) of the Show Low City Code*” to be a public record; and

WHEREAS, it is the intent of this ordinance to adopt that public record titled “*Revisions to Chapters 11 (Sewers), 12 (Land Division), and 14 (Water) of the Show Low City Code*” by reference as part of the Show Low City Code.

ENACTMENTS:

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Show Low, Arizona, that the Show Low City Code be amended as follows:

Section 1

Chapters 11 (*Sewers*), 12 (*Land Division*), and 14 (*Water*) of the Show Low City Code are hereby amended as outlined in Resolution No. R2019-02.

Section 2

That certain document known as “*Revisions to Chapters 11 (Sewers), 12 (Land Division), and 14 (Water) of the Show Low City Code*,” three copies of which are on file in the office of the city clerk of the City of Show Low, which document was made a public record by Resolution No. R2019-02 of the City of Show Low, Arizona, is hereby referred to, adopted into the City Code, and made a part here of as fully set forth in this ordinance.

Section 3

If any section, subsection, sentence, clause, phrase or portion of this Ordinance or any part of “*Revisions to Chapters 11 (Sewers), 12 (Land Division), and 14 (Water) of the Show Low City Code*” adopted herein by reference is, for any reason, held to be invalid

or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED this 15th day of January, 2019, by the Mayor and Council of the City of Show Low, Arizona.

Daryl Seymore, Mayor

ATTEST:

Ann Kurasaki, City Clerk

APPROVED AS TO FORM:

F. Morgan Brown, City Attorney

CITY OF SHOW LOW RESOLUTION NO. R2019-02

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF SHOW LOW, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE CITY CLERK AND TITLED “REVISIONS TO CHAPTERS 11 (SEWERS), 12 (LAND DIVISION), AND 14 (WATER) OF THE SHOW LOW CITY CODE”

RECITALS:

WHEREAS, Arizona Revised Statutes § 9-802 provides for the adoption of a code or public record by reference; and

WHEREAS, it is the purpose of this resolution to declare the “*Revisions to Chapters 11 (Sewers), 12 (Land Division), and 14 (Water) of the Show Low City Code*” to be a public record for adoption by reference.

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Show Low, Arizona, as follows:

THAT certain document titled “*Revisions to Chapters 11 (Sewers), 12 (Land Division), and 14 (Water) of the Show Low City Code,*” three copies of which are on file in the office of the city clerk, is hereby declared to be a public record, and said copies are ordered to remain on file with the city clerk.

PASSED AND ADOPTED this 15th day of January, 2019, by the Mayor and Council of the City of Show Low, Arizona.

Daryl Seymore, Mayor

ATTEST:

Ann Kurasaki, City Clerk

APPROVED AS TO FORM:

F. Morgan Brown, City Attorney

**Revisions to
Chapter 11, Sewers, of the Show Low City Code**

Revision 1

Sec. 11-1-1, *Definitions*, shall be amended as follows:

Sec. 11-1-1. Definitions.

- (a) *BOD* denoting biochemical oxygen demand, means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at twenty (20) degrees centigrade expressed in parts per million (ppm) in weight.
- (b) *Branch sewer* means a sewer which receives sewage from lateral sewers from a relatively small area.
- (c) *Building sewer or house sewer* mean the extension from the building drain to the building connection or other place of disposal.
- (d) *Combined sewer* means a sewer receiving both surface run-off and sewage.
- (e) *Consumer* means property owner or renter, lessee or tenant for sewer customers.
- (f) ~~*Developer* means any person or persons engaged in the organizing and financing of a sewage collecting system within an area tributary to a trunk sewer of the sewer system. Such may be either a subdivider or a legally constituted improvement district.~~ **Developer means a person, firm, partnership, joint venture, trust, syndicate, association, corporation, limited liability company or other legal entity who desires to improve or otherwise engage in any development of property within the City of Show Low, including the owner of the property.**
- (g) *Garbage* means solid wastes from the preparation, cooking and dispensing of food and from the handling, storage and sale of produce.
- (h) *Industrial wastes* means the liquid wastes from industrial processes as distinct from sanitary sewage.
- (i) *Lateral sewer* means a sewer which discharges into a branch or other sewer and has no other common sewer tributary to it. **A lateral sewer can only serve a single parcel. Any sewer serving more than one parcel must be a public sewer.**

- (j) *Main sewer* means a sewer which receives sewage from one or more branch sewers as tributaries.
- (k) *Natural outlet* means any outlet into a watercourse, ditch, or other body of surface or ground water.
- (l) *pH* means the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.
- (m) *Properly shredded garbage* means garbage that has been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers with no particle greater than one-fourth (1/4) inch in any dimension.
- (n) *Public sewer* means a sewer controlled by public authority.
- (o) *Public sewer availability* means a gravity sewer connection that is located within two hundred (200) feet of a parcel.**
- ~~(e)~~**(p)** *Sanitary sewer* means a sewer which carries sewage and to which storm, surface and ground waters are not intentionally admitted.
- ~~(p)~~**(q)** *Sewage* means a combination of the water carried wastes from residences, business buildings, institutions and industrial establishments together with such ground, surface and storm waters as may be present.
- ~~(e)~~**(r)** *Sewage works* means all facilities for collecting, pumping, treating and disposing of sewage.
- ~~(+)~~**(s)** *Sewage treatment plant* means any arrangement of devices and structures used for treating sewage.
- ~~(s)~~**(t)** *Sewer connection* means the connection to the public sewer and the extension therefrom of the sewer to the property line at the alley or the curb line of the street, whichever is applicable, depending on the location of the public sewer.
- ~~(+)~~**(u)** Reserved.
- ~~(+)~~**(v)** *Storm sewer* or *storm drain* means a sewer which carries storm and surface waters and drainage, but excludes sewage and polluted industrial wastes.
- ~~(+)~~**(w)** *Suspended solids* means solids that either float on the surface of, or are in suspension in, water, sewage, or other liquids and which are removable by laboratory filtering.

~~(w)~~**(x)** *Trunk sewer* means a sewer which receives sewage from many tributary main sewers, and serves as an outlet for a large territory.

~~(x)~~**(y)** *Watercourse* shall mean a channel in which a flow of water occurs either continuously or intermittently.

Revision 2

Sec. 11-2-7, *Private sewage systems*, shall be amended as follows:

Sec. 11-2-7. Private sewage systems.

- (a) *Compliance with article.* Except as provided in this article, it is unlawful to construct or maintain within the city any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.
- (b) *When permitted; sanitation.* Where a public sanitary or combined sewer is not available within the city or in any area under the jurisdiction of the city, the building sewer shall be connected to a private sewage disposal system, which complies with the regulations of the state department of health services and the recommendations of the County of Navajo. Such private sewage disposal system shall be constructed, maintained and operated at all times in a sanitary manner. Permission to construct and approval of plans must be obtained through the ~~city council~~ **public works director** prior to installation.

Revision 3

Sec. 11-3-3, *Authority of city*, shall be amended as follows:

Sec. 11-3-3. Authority of city.

The admission into the public sewers of any waters or wastes having any of the following characteristics shall be subject to the review and approval of the city:

- (a) A five-day biochemical oxygen demand greater than three hundred (300) parts per million by weight.
- (b) Containing more than three hundred fifty (350) parts per million by weight of suspended solids.
- (c) ~~Having an average daily flow of greater than two (2) percent of the average daily sewage flow of the city.~~ **Draining of any in-ground pool requires advance notification to the Show Low public works department.**

Revision 4

Sec. 11-4-1, *Costs of extension*, shall be amended as follows:

Sec. 11-4-1. Costs of extension.

- (a)** A developer causing an extension of sewer mains shall pay in full for the rights-of-way, the construction, and installation of the lines, pipes and mains, and all other features for the extension.
- (b)** When a property is determined to have public sewer availability, the property owner is required to extend the public sewer main across the parcel frontage. The extension will be triggered by a required connection to the sewer. It may be determined that the sewer extension is limited by existing conditions such as grade or alignment. In such cases, the public works director shall determine the extent of the line extension.

**Revisions to
Chapter 12, *Land Division*, of the Show Low City Code**

Revision 1

The title of Chapter 12 shall be changed from “*Land Division*” to “*Land Development*.”

Revision 2

The definition of “*Subdivider*” shall be deleted and any reference to the term “*Subdivider*” shall be replaced with the term “*Developer*” throughout the entire document.

Revision 3

Sec. 12-2-1, *General provisions*, shall be amended as follows:

Section 12-2-1. General provisions.

- (a) **In general:** Every land division shall conform to the goals and objectives of the general plan, zoning ordinance, other ordinances adopted by the city council and laws of the State of Arizona that specifically relate to subdivisions and the development of land.
- (b) **Reservation of public land:** Where a tract to be subdivided contains all or any part of a park, school, flood control facility or other area shown on the general plan as a public area, or required by city council as a public area, such site shall be dedicated to the public or reserved for acquisition by the public within a specified time period. The developer and the appropriate public agency shall reach an agreement regarding such acquisition prior to consideration of final plat by city council.

The city may reserve land within a proposed subdivision for public schools and parks, recreational facilities, open space, water and wastewater facilities and public safety annexes, subject to the following conditions:

1. The required reservations are in accordance with principles and standards adopted by city council, which standards include the policies for open space set forth in the general plan.
2. The land reserved shall be in the size and shape as to permit the remainder of the land area in which the reservation is located to develop in an orderly and efficient manner.
3. The public agency for whose benefit an area has been reserved shall have a period of one year or such extended period as may be mutually

agreed upon after the recording of the final subdivision plat to enter into an agreement to acquire such reserved land area. The purchase price shall be the fair market value thereof at the time of the filing of the preliminary plat plus the taxes against such reserved area from the date of the reservation, and any other costs incurred by the developer in the maintenance of such reserved area, including interest costs incurred on any loan covering such reserved area by such public agency and the developer.

4. If the public agency for whose benefit an area has been reserved does not exercise the reservation agreement set forth in paragraph three above, within the agreed upon period of time, the reservation of such area shall terminate unless a mutually agreeable time extension is consummated.
- (c) **Owner/agent authorization:** Applications may only be submitted by property owners or their authorized representatives. The director may require proof of ownership/agency prior to accepting an application.
 - (d) **Mandatory applicant attendance:** Applicants or their representative with authority to speak for and bind the applicant, shall be present at all meetings and public hearings required under this section.
 - (e) **Representations of applicant binding:** All representations by the applicant, or by the applicant's authorized representative, made in writing, or during any city public meeting or public hearing or by any submitted plan, plat, drawing, or other graphic depiction in support of the application, and designated in the record by the planning and zoning commission and/or city council shall be deemed to be conditions of approval.
 - (f) **Zoning standards:** Proposed subdivision must be designed to meet the specific requirements of the zoning district in which they are located. In the event that a change in zoning is required to enable the development to be built as proposed, any necessary zoning amendment must be initiated by the property owner (or authorized agent) in accordance with the procedures for processing applications for changes in zoning set forth in the zoning ordinance. No subdivision plat for which a zone change is required may be considered by the city until the required zone change has been adopted by the city council.
 - (g) **Outline of the review process:** The preparation, review and approval of most subdivisions within the city limits shall proceed through the following progressive stages:
 1. Pre-application conference
 2. Preliminary plat submittal – considered by planning and zoning commission and city council

3. Subdivision technical review – considered and reviewed by city staff and pertinent outside public service and utility agencies
4. Final plat submittal – considered by city council

(h) The design standards for this chapter shall also serve as the minimum requirements for public improvements that are a part of a commercial development.

Revision 4

Sec. 12-2-6, *Minor land divisions and lot line adjustments*, shall be added as follows:

Section 12-2-6. Minor land divisions and lot line adjustments.

- (a) Prior to recording any minor land division or lot line adjustment, the owner of the subject property shall present the proposed division or adjustment to city staff for review. The purpose of this review is to determine compliance with applicable city codes in affect at the time of the proposed minor land division or lot line adjustment. The applicant shall provide documentation necessary to determine the type and extent of the proposed minor land division or lot line adjustment.**
- (b) Following review by staff, if the proposed division or lot line adjustment is determined to meet all applicable city codes, staff shall notify the owner and shall indicate that the request has been reviewed and that all applicable codes appear to be met.**
- (c) Following review by staff, if the proposed division or lot line adjustment results in a lot or lots which do not meet applicable city codes in effect at the time of the proposed minor land division or lot line adjustment, staff shall notify the owner and outline any noted deficiencies and possible solutions.**
- (d) Should the owner of the subject property record a division or lot line adjustment which does not meet city code at the time the change is made, the city reserves the right to record a notice on the property indicating the property does not meet city code and a building permit may not be issued until such time as the property meets city code.**

Revision 5

Sec. 12-3-5, *Drainage design*, shall be amended as follows:

Section 12-3-5. Drainage design.

- (a) Drainage and topography shall be a primary consideration of any subdivision.
- (b) The preservation of natural flood areas, streams, washes, arroyos, rivers or ephemeral drainage courses shall be maintained, if possible, in their natural riverine environment. The limits of the ten- (10) year flood event shall define the extent of the area of concern. The only exceptions are for roadway crossings and utility lines, if no other alternative exists. Any subdivision proposal which proposes the preservation of natural flood areas shall be considered superior to all others.
- (c) Drainage layout and development shall meet all state and federal requirements to allow residents of Show Low to purchase flood insurance, to receive disaster relief, to obtain real estate loans and to minimize flood damage.
- (d) Subdivision improvements that propose grading and/or grade changes shall not have an adverse impact on surrounding property. At the boundaries of the subdivision, all drainage and floodwaters shall be accepted and released so that the flow characteristics are minimally disturbed by providing appropriate entrance and exit transitions.
- (e) All weather access to all lots shall be provided during the regulatory flood and shall mean depths of flows over streets will not exceed one foot to allow passage of emergency vehicles. The standard applies to both public and private streets.
- (f) All drainage ways that convey fifty (50) cubic feet per second or more, during the one hundred- (100) year flood event, shall be considered a regulated drainage course and shall be dedicated to the public with provisions for maintenance access ramps. Flows less than fifty (50) cubic feet per second shall be regulated for impacts to buildings and structures, particularly, the placement of the finished first floor or basement, and shall be designated a common area or noted on the final plat as impacting a lot and the lot owner's responsibility for maintenance.
- (g) Design engineer shall provide sizing calculations for any required drainage pipes, including future driveway culverts.
- (h) Drainage basins or watersheds with known flood hazards shall be designated as a critical basin. Within designated critical basins, all proposed subdivisions shall address on-site detention for the two- (2), ten- (10) and one hundred- (100) year flood event to mitigate the post-development drainage to the pre-development levels. Each of the three (3) design storm events shall be routed through an outlet structure. A stage, storage, and discharge table shall be provided in the drainage study. The minimum stage increment shall be one-half (0.5) feet. The study shall include a table comparing the pre- versus post-development runoff for the three (3) design storm events. If the developer can demonstrate that on-site

detention will exacerbate the downstream condition then the public works director may waive the requirement. Downstream ~~constructions~~ **constrictions and obstructions** must be considered. **If the proposed project is the re-development of an existing developed commercial or industrial parcel, the detention requirement may be waived by the public works director if the developer can demonstrate that the impervious area is reduced with the new development.**

- (i) A drainage study which addresses the hydrologic and hydraulic components relating to onsite and off-site drainage shall be developed and prepared by a registered Arizona Professional Engineer. The drainage study shall be approved before the street improvement plans and final plat are approved. If the subdivision will be developed in phases, a master drainage plan will be required.
- (j) Storm water detention facilities are to be constructed prior to roadway grading.
- (k) The drainage report must include a narrative section describing the project, the hydrologic and hydraulic methods used, a comparison of the pre- versus post-conditions, a discussion of hydrographs, downstream impacts, floodplain impacts, and a discussion regarding the proposed detention facilities, conclusions and recommendations, or a determination that detention is not required.
- (l) The drainage report calculations must include hydrographs that illustrate the difference in the pre- and post-developed storm events [two- (2), ten- (10), and one hundred- (100) year]. Provide hydraulic design calculations for any required culverts, pipes and structures, roadside ditches, and detention basins and their outlet structures. If detention is required, pond routing calculations shall also be provided. Refer to for requirements for hydraulic design.
- (m) The drainage report shall include exhibit maps of the tributary drainage areas for both pre- and post-development. The maps should show all drainage sub-basins and their areas and their areas and the calculated flows for each sub-basin.
- (n) Exterior slopes of detention ponds shall be shall not exceed 2:1. Exterior slopes exceeding 3:1 are strongly discouraged and any exterior slopes exceeding 3:1 shall be rip rap-armored. Every effort shall be made to keep interior slopes of detention ponds at 4:1 or flatter. In no case shall the interior slopes exceed 3:1. In cases where the interior slopes exceed 4:1 or the pond is in excess of three (3) feet deep at the emergency overflow, a six- (6) foot high fence is required. The fence shall be constructed of materials that allow visual observation of the pond interior from the outside.
- (o) In order to prevent erosion of slopes, interior and exterior slopes of storm water detention facilities (excluding those treated with rip rap) shall be planted or seeded with perennial plant materials. Prior to seeding, the soils shall be

prepared or topsoil placed in order to promote growth. Mineral clay soils will not be acceptable for seeding.

- (p) An operation and maintenance manual shall be provided for storm water detention facilities. The manual shall provide directions regarding how to properly maintain the facility. This must include instructions for weed and sediment removal. The frequency of the maintenance interval shall not exceed one (1) year. Sediment removal should be scheduled to take place just prior to seasonal monsoon rains. The operation and maintenance (O&M) shall be the responsibility of the homeowners association and the O&M manual shall be an attachment to the CC&Rs for the development. If a development does not have a homeowners association, the O&M manual will be required in the form of a recorded agreement. This agreement shall assign permanent responsibility for the operation and maintenance of the facility.

Revision 6

Sec. 12-3-9, *Street lights*, shall be amended as follows:

Section 12-3-9. Street lights.

- (a) On residential streets, poles and lights shall be installed but the lights shall not be energized until a particular block is substantially developed [twenty-five percent (25%)], unless the agreement between the Show Low Street Lighting Improvement District and the utility provides otherwise.
- (b) Street lights shall be installed at all major intersections and on streets with an average lot size of ten thousand (10,000) square feet or less, at all intersections, and at the end of all cul-de-sacs and in no case more than one thousand- (1,000) foot intervals.
- (c) Distribution lines and street light circuits shall be placed underground.
- (d) Where street light lines are to be installed, the developer shall provide adequate easements for public utilities (to include side lot lines if necessary).
- (e) Poles for street lights shall be located behind proposed or existing sidewalks where normal rights-of-way exist.
- (f) Street lights, which are installed on residential streets, shall be ~~high-pressure sodium (HPS) or equivalent~~ **light-emitting diode (LED)**, with twenty-five- (25) foot mounting height.
- (g) Street lights, which are installed at intersections of collection and arterial roads, shall be ~~high-pressure sodium (HPS) or equivalent~~ **light emitting diode (LED)**, with thirty- (30) foot mounting height.

- (h) ~~High-pressure sodium (LPS) I~~Lamps must be fully shielded, meaning that the fixture shall be shielded in such a manner that light rays emitted by the fixture, either directly from the lamp or indirectly from the fixture, are projected below a horizontal plane running through the lowest point on the fixture where light is emitted, as required by Arizona Revised Statutes Title 49, Chapters 1101 to 1106.
- (i) If a street turns in such a way that intersection lighting cannot adequately cover the length of the street, mid-block lighting shall be provided.
- (j) This specification shall not be construed to prevent the requirement of additional street lighting in cases where special circumstances may make additional street lighting reasonable or necessary.
- (k) Any street lights maintained by the city shall contain a cut-off switch.
- (l) Decorative lights shall be maintained by the homeowners' association (non-standard fixture).
- (m) Street lights shall conform to Division V., Outdoor Light Control.

Revision 7

Section 12-4(c) in Article 12-4, *Improvement requirements and specifications*, shall be amended as follows:

ARTICLE 12-4. IMPROVEMENT REQUIREMENTS AND SPECIFICATIONS

- (c) Construction and inspection
 1. A pre-construction conference is required prior to any construction activity, including clearing. Attendees must include construction engineer of record or designated representative, engineer of record, inspector who will be assigned to the project, a representative from the testing agency, developer and contractor. The Infrastructure Improvement **Inspection** Agreement (IIA) must be executed prior to the pre-construction conference.
 2. All improvements in the public rights-of-way and easements shall be constructed under the inspection and approval of the city. The developer shall be responsible for the total cost of all inspection and testing during the construction of all improvements.
 3. The developer will execute an IIA with the city and the developer will be responsible for the performance of the required inspections and testing.

The developer shall provide the inspection and testing. Payment in the amount as established by resolution shall be required for the city's oversight and monitoring of the IIA requirements.

4. All construction work shall be performed and all material furnished shall be in reasonably close conformity to the lines, grades, cross sections, dimensions, and material requirements, including tolerances shown on the plans and profiles or indicated in the specifications. The public works director shall determine the limits of reasonably close conformity in each individual case and the public works director's judgment shall be final and conclusive.
5. The public works director shall be notified at least three (3) days before the start of any construction. Clearing and grubbing activities shall not proceed without approved improvement plans by the public works director [eighty percent (80%) plan submittal or as approved by the city engineer].
6. Prior to paving a current asphalt mix design prepared within one (1) year or less will be submitted by the contractor to the engineer of record for approval. After the mix meets engineer of record approval, it shall be submitted to the city for final approval. The approved mix design must be submitted to the city at least two (2) working days prior to paving.
7. All relocation and reconstruction of irrigation and utility facilities shall be constructed to the standards of the owning utility and the city.
8. All underground utilities installed in streets shall be constructed prior to the surfacing of such street. Service stubs to platted lots within the subdivision for underground utilities shall be placed to such length as not to necessitate disturbance of street improvements when service connections are made.
9. Prior to accepting any subdivision, the developer shall submit engineering record drawings or as-built plans for all infrastructure.
10. The record information shall be submitted on both a high quality mylar having a thickness of approximately four (4) mil and on a digital format which is compatible with the City of Show Low computer database to facilitate the inclusion of said plans into the city database. Typically, the form of these files will be in DXF, DWG or other similar industry standards digital file developed in AutoCAD R13 or greater. Additionally, a certified letter from a professional land surveyor shall be required, stating that the centerlines of streets, easements, and survey monuments are located as denoted on the final plat.

11. Before public infrastructure improvements for a subdivision are accepted by the city council for maintenance and operation, the developer shall provide all approvals from all appropriate regulatory agencies (for example, ADEQ Approval of Construction) and shall provide a warranty or guarantee for a period of two (2) years against defective materials and workmanship.

Revision 8

Section 12-4(g) in Article 12-4, *Improvement requirements and specifications*, shall be amended as follows:

ARTICLE 12-4. IMPROVEMENT REQUIREMENTS AND SPECIFICATIONS

(g) Water

1. New water facilities shall be designed in accordance with the Arizona Department of Environmental Quality (ADEQ) and the Arizona Department of Health Services Bulletin No. 10 (latest edition). Any deviation from the bulletin's requirements shall have the written approval of the City of Show Low.
2. All water mains shall be a minimum of eight (8) inches in diameter or designated otherwise by the public works director to minimum water flow requirements of the pressure zone or the Show Low Comprehensive Water Master Plan. **A water main with a minimum of six (6) inches in diameter may be used with approval of the public works director if a short dead-end line cannot be extended in the future.**
3. All water mains shall be C-900 or ductile iron, valves, and fittings shall be constructed with materials having a working pressure rating of two hundred (200) pounds per square inch.
4. All dead ends on new mains shall be provide with a blow-off assembly or fire hydrant in the plug or cap. The assembly shall be mechanically restrained.
5. Fire hydrants shall be located in accordance with the current adopted fire code. The measurement between fire hydrants shall be linear and the measurement will be effected along the centerline of the streets. **Fire hydrant flow testing requirements are in accordance with the American Water Works Association M17 Manual (latest edition).**
6. The water system for the subdivision must be capable of supplying and sustaining the required flows for fire protection throughout all subdivided properties as approved by the city. For residential areas, the minimum

required fire flow capability is one thousand (1,000) gallons per minute for a duration of two (2) hours with a minimum system pressure of twenty (20) pounds per square inch while the required fire hydrant flow rate is being met. For all multifamily, industrial and commercial areas the chief building code official, in consultation with the Show Low Fire District, shall determine minimum fire flow capability and that flow will be provided with a minimum system pressure of twenty (20) pounds per square inch.

7. The approval of the final design of the water system rests with the City of Show Low and will be based on the conformity of the design to policy, standards, and specifications. The developer is responsible for all approvals with ADEQ and other regulatory agencies.
8. The City of Show Low may issue building permits after the approval of the water system and the installation of an all-weather road. Approval of the water system requires that the water lines have been successfully pressure tested and disinfected to city standards and that fire flow can be provided. An all-weather road for this purpose means that the sub-grade and aggregate base material has been constructed to the approved plans and specifications and the width of the road is a minimum of twenty (20) feet wide. Water service shall not be connected to any structures until approval from ADEQ is received.
9. The city will not issue any certificates of occupancy until the subdivision improvements are accepted for maintenance and operation by the city council.

Revision 9

Section 12-4(h) in Article 12-4, *Improvement requirements and specifications*, shall be amended as follows:

ARTICLE 12-4. IMPROVEMENT REQUIREMENTS AND SPECIFICATIONS

(h) Sewer

1. New sanitary sewerage facilities shall be designed in accordance with the Arizona Department of Environmental Quality (ADEQ) and the Arizona Department of Health Services Bulletin No. 11 (latest edition). Any deviations from the bulletins requirements shall have the written approval of the City of Show Low.
2. New sanitary sewers shall be designed to carry the designated peak wet weather flow from the area that will be ultimately tributary to the respective reach of sewer.

3. No public gravity sewer lines shall be less than eight (8) inches in diameter. All gravity sewer line pipes shall be of bell and spigot and gasket joints.
4. The longitudinal bending of sewer pipe is not allowed.
5. Testing of gravity sewer lines and manholes may include multiple test methods to ensure a minimum of inflow and infiltration. Sewer lines shall be subject to but not limited to low pressure air testing, deflection testing, and closed circuit TV inspection. Manholes, at a minimum, shall be vacuum tested after the frame and cover are installed.
6. Low-pressure sewers are discouraged and shall be only accepted under special circumstances. If accepted, civil engineer design shall be provided by the developer.
7. Pump stations that are to be operated and maintained by the city shall include odor control, corrosion mitigation measures, and supervisory/control and data acquisition systems. Pump stations feeding force mains two (2) or more inches in diameter, shall be solids-handling type. Grinder pumps may be used for smaller diameter force mains. All-weather access and fencing shall be provided.
8. Sewer house service connection shall have adequate separation or protection from potable water house service connections. Sewer service lines shall be installed at points ten (10) feet from the lowest lot corner adjacent to the sewer main. Crossing of water and sewer service lines, especially a low pressure sewer with water service line, may require that the sewer service line be sleeved.
9. The city will not issue any certificates of occupancy until the subdivision improvements are accepted for maintenance and operation by the city council.
10. Drop manholes are discouraged; outside drops are prohibited.
11. Sewer lines shall be stationed beginning at the downstream manhole. Plan views shall include stationing unique to the sewer line plus street station offsets. Profiles shall have the sewer line stationing only. Pipe lengths shall be listed on the profile. The lengths shall be the horizontal length from manhole perimeter to manhole perimeter. Pipe invert elevations shall be calculated and noted on the profile at the point where the pipe enters the manhole. Other profile data include manhole rim elevations, invert data (elevations, pipe diameter, compass orientation, slopes on pipe rims, etc.).

12. Curvilinear sewers (refer to the details in the City of Show Low Supplement to MAG specifications)

- a. Curvilinear sewers will be considered only on a case-by-case basis. The sewer must maintain a constant horizontal curvature between manholes. Manholes must be spaced at five hundred (500) feet maximum, measured along the arc of the curve from manhole to manhole. The curve must be concentric with the centerline of the roadway. Curved sewer pipelines are allowed only in new subdivision roadways.**
- b. The pipe material type shall be consistent between manholes. Vertical curves in the sewer pipe are not permitted. Only full manufactured lengths of pipe shall be used except for the last section laid in order to terminate at the correct location.**
- c. The minimum radius of the curved sewer must be twice that of the manufacturer's published minimum but at no time will it be less than three hundred (300) feet.**
- d. Tracer wire shall be installed in the main line pipe trench at a depth of thirty (30) inches. Tracer wire shall be terminated in monument boxes located no more than three (3) feet from the manhole on each end of the curvature.**
- e. Sewer lines must pass a mandrel test and pressure test per ASTM 1417.**
- f. Service laterals shall be radial to the main. Tracer wire is required on the laterals.**

**Revisions to
Chapter 14, *Water*, of the Show Low City Code**

Revision 1

Sec. 14-1-3, *Definitions*, shall be amended as follows:

Sec. 14-1-3. Definitions.

- (a) *Consumer* means property owner or renter, lessee or tenant for water customers.
- (b) *Developer* means a person, firm, partnership, joint venture, trust, syndicate, association, corporation, limited liability company or other legal entity who desires to improve or otherwise engage in any development of property within the City of Show Low, including the owner of the property.**
- (c) *Public water availability* means a gravity water connection that is located within two hundred (200) feet of a parcel.**

Revision 2

Sec. 14-7-1, *Generally*, shall be amended as follows:

Sec. 14-7-1. Generally.

No water main extension shall be made by the city except on an approved dedicated street, alley or recorded easement. No water main shall be installed with less than a minimum pipe size of ~~six (6)~~ **eight (8)** inches in diameter **unless approved per section 12-4(g)(2)** or such larger diameter as may be determined by the city engineer based on criteria approved by the council. Prior to construction of any main by other than the city, the applicant for a water main extension shall enter into a written agreement for each such extension which agreement shall be approved by the city engineer. All water mains shall be a minimum of eight (8) inches in diameter or designated otherwise by the public works director to minimum water flow requirements of the pressure zone or the Show Low Comprehensive Water Master Plan. **A water main with a minimum of six (6) inches in diameter may be used with approval of the public works director if a short dead-end line cannot be extended in the future.**

Revision 3

Sec. 14-7-2, *Extension rights reserved; cost of main extensions*, shall be amended as follows:

Sec. 14-7-2. Extension rights reserved; cost of main extensions.

- (a) The city reserves the right to install or oversize any water main extension.

- (b) A developer causing an extension of water mains shall pay in full for the rights-of-way, the construction and installation of the lines, pipes, mains, and hydrants and all other expenses necessary for the extension; and upon acceptance of the improvements by the city, the developer shall relinquish his entire interest in the improvements, the rights-of-way and all claims to any future reimbursement by reason of the city's providing future service to others from the main, provided that, if the city chooses to intervene under section 14-7-3, the city may agree to give a developer credits against special water line fees where a developer extends mains a substantial distance outside his development.
- (c) When a property is determined to have public water availability, the property owner may connect to the water system. If the property owner desires to connect to the city water system then the property owner shall extend the public water main across the parcel frontage and provide an easement if necessary. The extension will be triggered when the property owner connects to the city water system. It may be determined that the water extension is limited by existing conditions such as grade or alignment. In such cases, the public works director shall determine the extent of the line extension.**

Revision 4

Sec. 14-7-3, *Definitions*, shall be amended as follows:

Sec. 14-7-3. Definitions.

- (a) *Oversize* means that the city requires the installation of a line of a diameter in excess of that required under section 14-7-1 and pays the additional cost for the larger diameter pipe.
- (b) *Special water line* shall mean any city-owned water main line, where the cost of installation or oversizing of said main line was paid with city funds. Special water line shall not include any main where the costs were assessed to or borne by the abutting properties and which has been designated as a "special water line" by resolution of the city council.
- (c) **Public** ~~water main~~ is synonymous with **public** water line.

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SUBJECT PROPERTY

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