

## CITY OF WILLIAMS CITY COUNCIL

**REGULAR MEETING  
FEBRUARY 10, 2022  
7:00 P.M.**

**CITY COUNCIL CHAMBERS  
113 S. FIRST STREET  
WILLIAMS, ARIZONA**

### **AGENDA**

**PLEASE HELP THE CITY IN FOLLOWING THE CDC'S GUIDELINES BY LIMITING  
YOUR EXPOSURE.**

PURSUANT TO A.R.S. #38-431.02, NOTICE IS HEREBY GIVEN TO THE MEMBERS OF THE CITY COUNCIL AND THE GENERAL PUBLIC THAT THE CITY COUNCIL WILL HOLD A MEETING OPEN TO THE PUBLIC **THURSDAY, FEBRUARY 10, 2022, AT 7:00 P.M.** IN THE CITY COUNCIL CHAMBERS, 113 S. FIRST STREET, WILLIAMS, ARIZONA. THE COUNCIL MAY, BY MOTION, RECESS INTO EXECUTIVE SESSION FOR (A) LEGAL ADVICE IN ACCORDANCE WITH A.R.S. §38-431.03(A)(3), OR (B) DISCUSSION OR CONSIDERATION OF RECORDS EXEMPT BY LAW FROM PUBLIC INSPECTION IN ACCORDANCE WITH A.R.S. §38-431.03(A)(2), TO DISCUSS AND CONSIDER ANY ITEM CONTAINED IN THIS AGENDA. THE COUNCIL WILL DISCUSS AND MAY TAKE ACTION ON THE FOLLOWING MATTERS:

#### ***I. PROCEDURES***

- A. Call to Order
- B. Pledge of Allegiance and Invocation
- C. Roll Call
  - \_\_\_\_\_ Mayor Moore
  - \_\_\_\_\_ Vice-Mayor Dent
  - \_\_\_\_\_ Councilmember Fritsinger
  - \_\_\_\_\_ Councilmember McNelly
  - \_\_\_\_\_ Councilmember Cowen
  - \_\_\_\_\_ Councilmember Hiemenz
  - \_\_\_\_\_ Councilmember Payne
- D. Approval of Minutes for January 27, 2022
- E. Adopt Agenda

#### ***II. PRESENTATIONS –***

#### ***III. PUBLIC PARTICIPATION***

The Council cannot act upon items presented during the public participation portion of the agenda. Individual Council members may ask questions of the public or may respond to any criticisms. Still, the open meeting law prohibits the members from discussing or considering the items among themselves until the matter is officially placed on the agenda. However, the open meeting law allows the City Council to ask staff to review a case or place it on a future Council agenda. A person has a five-minute time period to speak. If a person has a written presentation that requires more than five minutes to present verbally, they should indicate the estimated time required on the sign-up sheet. The presiding officer may grant additional time if the agenda for the meeting is not too full. A registered spokesperson for a recognized community organization shall be afforded ten minutes provided other members of the same organization agree beforehand to withhold their comments on the same subject.

#### *Certification of Posting*

The undersigned hereby certifies that a copy of this notice was duly posted at Williams City Hall interior board and exterior board in accordance with the statement filed by the City Council with the City Clerk.

Date: \_\_\_\_\_ Time: \_\_\_\_\_ By: \_\_\_\_\_  
City Clerk Pamela Galvan

**CITY OF WILLIAMS CITY COUNCIL**

**REGULAR MEETING  
FEBRUARY 10, 2022  
7:00 P.M.**

**CITY COUNCIL CHAMBERS  
113 S. FIRST STREET  
WILLIAMS, ARIZONA**

**AGENDA**

***IV. CONSENT AGENDA ITEMS –***

- A. Approval of check register for the month ending January 31, 2021.

***V. NON-CONSENT AGENDA ITEMS***

- B. Consideration and action with the third and final reading of Ordinance No. 987 regarding the establishment of exterior lighting regulations.
- C. Consideration and action with the third and final reading of Ordinance No. 988 regarding the repealing of Ordinance No. 863 and adopting the current state of Arizona floodplain management model ordinance.
- D. Consideration and action regarding the airport master plan final summary from consultants Coffman and Associates. *Presentation by Matt Quick from Coffman and Assoc.*

***RECESS TO BOARD OF ADJUSTMENTS - PM***

- E. Consideration and action as Mr. Brian Predmore seeks a variance to encroach into the front and/or rear setbacks.

***RECONVENE TO REGULAR SESSION - PM***

***VI. REPORTS, CURRENT EVENTS, AND INFORMATION ITEMS***

Mayor and Council

Staff

***VII. ADJOURN***

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

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JANUARY 27, 2022  
COUNCIL ACTION

***I. PROCEDURES***

**A. Call to Order 7:00 PM**

Mayor Moore called the meeting to order.

**B. Pledge of Allegiance and Invocation**

The pledge of allegiance was recited, and George Glen provided the invocation.

**C. Roll Call**

**Present: Mayor Moore, Vice Mayor Don Dent, Councilmember Mike Cowen, Councilmember Craig Fritsinger, Councilmember Bernie Hiemenz, Councilmember Frank McNelly, and Councilmember Lee Payne**

Present from City Staff, City Manager Tim Pettit, Finance Director Barbara Bell, Police Chief Tad Wygal, Public Works Director Aaron Anderson, and City Clerk/HR Director Pamela Galvan.

**D. Approval of Minutes for January 13, 2022.**

**Motion:** *To approve the Minutes for January 13, 2022.*

**Action:** *Approved*

**Moved by Councilmember Fritsinger, Seconded by Councilmember Herman**  
**Motion passed unanimously.**

**E. Adopt Agenda**

**Motion:** *To approve the agenda as presented.*

**Action:** *Adopted*

**Moved by Councilmember Payne, Seconded by Councilmember Fritsinger**  
**Motion passed unanimously.**

***II. PRESENTATIONS –None***

***III. PUBLIC PARTICIPATION –***

***IV. CONSENT AGENDA ITEMS – None***

***V. NON-CONSENT AGENDA ITEMS***

**CITY OF WILLIAMS CITY COUNCIL**

**ANNOTATED MINUTES  
AGENDA ITEM**

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**JANUARY 27, 2022  
COUNCIL ACTION**

**A. Council will hear its second reading of Ordinance No 987 regarding the establishment of exterior lighting regulations.**

*The City Clerk provided the second reading of Ordinance No 987 by number and title only.*

**B. Council will hear its second reading of Ordinance No. 988 regarding the repealing of Ordinance No. 863 and adopting the current state of Arizona floodplain management model ordinance.**

*The City Clerk provided the second reading of Ordinance No 988 by number and title only.*

**C. Council will hear its second reading of Ordinance No. 989 regarding establishing short-term rental regulation and fees within the city limits.**

*The City Clerk provided the second reading of Ordinance No 989 by number and title only.*

The mayor then opened the floor to the community for comments, as many were in attendance to have their concerns heard.

- Kerry-Lynn Moede, Allison Steink, and Brian Webb expressed their concerns with Ordinance No 989 before the council.

Mayor has tabled the third and final reading until the February 24 meeting so that staff can address and make the necessary changes addressing the citizen's concerns.

**D. Consideration and action regarding an updated City of Williams Employee handbook.**

*Councilmember Payne inquired on section 7.1, second paragraph, regarding the process individuals are to take in the event of OTC medication or prescription medication in relation to workplace safety and notifying HR.*

*Mayor and Council expressed their approval and appreciation to Pam Galvan and Tim Pettit by noting, "It was a job well done; very thorough."*

**Motion:** *To approve the updated Employee Handbook.*

CITY OF WILLIAMS CITY COUNCIL

ANNOTATED MINUTES  
AGENDA ITEM

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JANUARY 27, 2022  
COUNCIL ACTION

**Action:** *Approved*

**Moved by:** *Councilmember McNelly, Seconded by: Councilmember Hiemenz*

**Roll Call Vote:**

Councilmember McNelly	Yes	Councilmember Hiemenz	Yes
Councilmember Cowen	Yes	Councilmember Fritsinger	Yes
Vice Mayor Dent	Yes	Councilmember Payne	Yes

*If the Mayor were voting, his vote would be yes.*

**Motion passed unanimously.**

*Councilmember Cowen recused himself from Item E.*

**E. Consideration and action regarding the future of the Kiwanis swap meet. A. Parenteau**

Police Chief Wygal noted several ongoing issues and complaints with the swap meet.

Mayor Moore said he would instead provide the scholarship monies than the swap meet.

**Motion:** *To approve the donation of \$2,000.00 annually to the Kiwanis Club Scholarship Fund, entertain any scholarship requests from other civic organizations, and deny future licensing for the swap meet.*

**Action:** *Approved*

**Moved by:** *Councilmember McNelly, Seconded by: Councilmember Payne*

**VI. REPORTS, CURRENT EVENTS, AND INFORMATION ITEMS**

**Mayor and Council**

- Mayor noted a meeting tomorrow with Matt Ryan regarding the floodplain.

**Staff**

- Aaron Anderson noted the competition of the Homestead Rd project.

**CITY OF WILLIAMS CITY COUNCIL**

**ANNOTATED MINUTES  
AGENDA ITEM**

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**JANUARY 27, 2022  
COUNCIL ACTION**

**VII. ADJOURN – 7:48 PM**

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Mayor John W. Moore

**ATTEST:**

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City Clerk Pamela Galvan

**CERTIFICATION**

State of Arizona,     )  
                                      )  
Coconino County,    )     ss.

I, PAMELA GALVAN, do hereby certify that I am the City Clerk of the City of Williams, County of Coconino, State of Arizona and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Williams held on January 27, 2022. I further certify that the Meeting was duly called and held and that a quorum was present.

Dated this 28th day of January 2022.

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City Clerk Pamela Galvan

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Amount
01/06/2022	104151	A QUALITY WATER CO LLC	SUPPLEMENTAL SERVICES	60-000-4430.000	13,329.00
01/06/2022	104152	AMWELL	WILLIAMS AZ WTP	60-000-4480.000	8,671.52
01/06/2022	104153	ARIZONA DEPARTMENT OF WATER R	INSPECTION FEES - CITY DAM 3.09	60-000-4480.000	4,400.00
01/06/2022	104154	ARIZONA MATERIALS, LLC	MATERIALS	05-100-4480.000	1,757.42
01/06/2022	104155	ARIZONA POWER AUTHORITY	DEC 2021 SCHEDULE D2 SERVICE	55-000-5503.000	5,661.57
01/06/2022	104156	ARIZONA PUBLIC SERVICE	NOV 2021 TRANSMISSION SERVICE	55-000-5501.000	36,138.45
01/06/2022	104157	ASCAP	ANNUAL FEE - ACCT#500623878	01-920-4410.000	390.00
01/06/2022	104158	AT&T MOBILITY	POLICE COMMUNICATION	01-930-4340.009	40.24
01/06/2022	104159	84 ENTERPRISES, INC	DOGTOWN WATERLINE IMPROVEMENTS	60-000-7002.000	286,145.52
01/06/2022	104160	BAKER & TAYLOR BOOKS	BOOK PUCHASES	01-900-5140.000	20.84
01/06/2022	104161	BLUE360 MEDIA	CRIMINAL/TRAFFIC LAW MANUAL	01-830-4430.000	69.75
01/06/2022	104162	CENTURYLINK COMMUNICATIONS	SERVICE CHARGES	01-930-4340.009	1,633.30
01/06/2022	104163	CITY OF FLAGSTAFF	NIV-21 LANDFILL FEES	65-000-5260.000	416.35
01/06/2022	104164	COCONINO COUNTY	IGA AGREEMENT	01-830-4430.000	19,977.88
01/06/2022	104165	DAHILL OFFICE TECHNOLOGY CORP	OVERAGE CHARGES 9/20/21 - 12/19/21	01-930-4470.000	33.10
01/06/2022	104166	DANA KEPNER CO INC	PARTS	60-000-4380.000	1,344.91
01/06/2022	104167	EMPIRE SOUTHWEST	PARTS	01-970-4320.000	2,674.27
01/06/2022	104168	FEDERAL EXPRESS CORP	PD MAILING	01-930-4440.000	141.46
01/06/2022	104169	FLAG STAMP AND ENGRAVING LLC	STAMP FOR PD	01-930-4380.000	170.01
01/06/2022	104170	FOOTWORK INC	TITLES FOR - MAINTENANCE VEHICLES	01-970-4410.000	30.00
01/06/2022	104171	FRONT BURNER MEDIA LLC	MARKETING	02-010-5202.000	4,750.00
01/06/2022	104172	GOLIGHTLY TIRES	STREET DEPT TIRE SERVICE	05-100-4320.000	16,818.17
01/06/2022	104173	GUST ROSENFELD P L C	PROFESSIONAL SERVICES FOR NOV 21	01-840-5030.000	1,490.40
01/06/2022	104174	HOSPITALITY INTEGRATED SERVICE	STREET DEPT	05-100-4340.000	2,079.83
01/06/2022	104175	INNER BASIN ENVIRONMENTAL LLC	DRINKING WATER TESTING	60-000-5230.000	2,705.00
01/06/2022	104176	JAMES R LOGE'	REFUND BAL ON ACCOUNT #1495201	99-000-1075.000	95.00
01/06/2022	104177	MADDEN PREPRINT MEDIA LLC	GENERAL LEISURE 12/2021	02-010-5202.000	333.33
01/06/2022	104178	MANGUM WALL STOOPS & WARDEN	GENERAL PROFESSIONAL SERVICES	01-840-5030.000	9,101.25
01/06/2022	104179	MISS KITTY'S STEAK HOUSE	HOLIDAY PARTY 2021	01-840-5340.000	4,204.80
01/06/2022	104180	MURPHY'S TOWING & TRUCK REPAIR	TOWING	01-930-4430.000	169.25
01/06/2022	104181	NCOURT LLC	MONTHLY NCOURT FEES NOV 2021	01-830-5100.000	76.57
01/06/2022	104182	OCCUPATIONAL HEALTH CENTERS	MEDICAL PHYSICAL- I. COOPPER	01-930-4430.000	281.50
01/06/2022	104183	OLD TRAILS	Golf Course	70-000-5273.000	4,943.68
01/06/2022	104184	PRAXAIR DISTRIBUTION INC	SHOP SUPPLIES	01-970-4380.000	51.97
01/06/2022	104185	QUAIL CONSTRUCTION LLC	U CHANNEL POST	05-100-7136.000	720.59
01/06/2022	104186	RDO EQUIPMENT CO	PARTS/SUPPLIES	01-970-4320.000	150.10
01/06/2022	104187	RHINEHART OIL CO. LLC	55 GAL DRUMS	01-970-4370.000	1,893.41
01/06/2022	104188	RIGHT STUFF MEDIA LLC	WEB DESIGN, DEVELOPMENT & SEARCH E	02-010-5202.000	1,990.00
01/06/2022	104189	RUTH ALVARADO	TRANSLATION FEES	01-840-4430.000	100.00
01/06/2022	104190	RWC INTERNATIONAL	SERVICE	01-970-4320.000	1,593.49
01/06/2022	104191	SAN DIEGO POLICE EQUIPMENT CO	AMMUNITION	01-930-5130.000	859.97
01/06/2022	104192	SCHOLZ CONTRACTING, LLC	PARTIAL RECOVERY OF ACH FRAUD CLAIM	60-000-7002.000	102,033.35
01/06/2022	104193	SHORT EQUIPMENT, INC	SHOP PARTS	01-970-4320.000	1,964.06
01/06/2022	104194	SOUTHWEST PUBLIC POWER AGENC	NOV 2021 SERVICE CHARGES	55-000-5503.000	304,949.13
01/06/2022	104195	SUPERIOR PROPANE	PROPANE STREET DEPT	05-100-4380.000	220.48
01/06/2022	104196	THOMAS W NICHOLS	DATA SERVICE OCT-DEC 2021	01-980-4410.000	180.00
01/06/2022	104197	UNISOURCE ENERGY SERVICES	800 S 6th St. Forest Service Building PD-1/10	01-930-4420.000	5,663.80
01/06/2022	104198	WILLIAMS AUTO SUPPLY	GOLF	70-000-5272.000	3,083.69
01/06/2022	104199	WOODSON ENGINEERING & SURVEYI	HOMESTEAD RD WATER IMPROV 120401 SE	60-000-7001.000	82,963.40
01/14/2022	104215	ALD TELECOM	00001032260	01-840-4340.000	25.21
01/14/2022	104216	ARIZONA PUBLIC SERVICE	OCT 2021 COW CUST PROJECTS	55-000-4480.000	18,562.09
01/14/2022	104217	BUREAU OF RECLAMATION	PARKER DAVIS PROJECT ADVANCE/MARCH	55-000-5503.000	5,667.29
01/14/2022	104218	CASELLE	MONTHLY SUPPORT FEB 2022	01-840-4470.000	2,115.00
01/14/2022	104219	CENTURY LINK	635-5989-792B	70-000-4340.000	1,466.28
01/14/2022	104220	CITY OF WILLIAMS	8521880000 .50	05-100-4360.000	54,451.50
01/14/2022	104221	CITY OF WILLIAMS UTILITY	820 W ROUTE 66 - PUBLIC RESTROOMS	01-890-4520.000	4,022.96
01/14/2022	104222	EMPIRE SOUTHWEST	PARTS	01-970-4320.000	1,570.81
01/14/2022	104223	HOSPITALITY INTEGRATED SERVICE	Police Dept	01-930-4340.009	1,728.48

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Amount
01/14/2022	104224	HOVIG CHOBANIAN	UTILITY REFUND #2120151907	55-000-1150.000	235.63
01/14/2022	104225	INNER BASIN ENVIRONMENTAL LLC	WASTE WATER TESTING	61-000-5230.000	6,000.00
01/14/2022	104226	INTERNAL REVENUE SERVICE	TAX PERIOD FOR DEC 31, 2020	01-000-1055.000	313.54
01/14/2022	104227	INTERSTATE BILLING SERVICES	SHOP SUPPLIES	01-970-4320.000	349.89
01/14/2022	104228	LAMAR AIRPORT ADVERTISING CO	SUPERTAIL & INSTALL	02-010-5202.000	440.00
01/14/2022	104229	MISSION LINEN SUPPLY	VC MATS	02-030-4470.000	68.18
01/14/2022	104230	NORTHLAND INVESTIGATIONS LLC	EMPLOYMENT POLYGRAPH-COOPER	01-930-4430.000	100.00
01/14/2022	104231	OFFICE DEPOT	SHOP SUPPLIES	01-970-4380.000	61.36
01/14/2022	104232	PITNEY BOWES	POSTAGE RESERVE ACT 244541344	01-840-4440.000	500.00
01/14/2022	104233	PRECISION COMPANY	DEGREASER	61-000-4330.000	3,845.32
01/14/2022	104234	PRESCOTT LAW GROUP, PLC	PUBLIC DEFENDER CONTRACT	01-840-5030.000	2,500.00
01/14/2022	104235	PRUDENTIAL OVERALL SUPPLY	UNIFORM EXPENSES	70-000-4510.000	956.29
01/14/2022	104236	QC OFFICE	PAPER	01-880-4380.000	1,599.60
01/14/2022	104237	RAILROAD MANAGEMENT CO LLC	PIPELINE ENCROACHMENT AGRMT	61-000-4410.000	1,632.73
01/14/2022	104238	RDO EQUIPMENT CO	PARTS/SUPPLIES	01-970-4320.000	246.75
01/14/2022	104239	RHINEHART OIL CO. LLC	CITY FUEL	01-000-1060.000	22,446.96
01/14/2022	104240	RURAL ARIZONA GROUP HEALTH TR	JAN 2022 EMPLOYEE HEALTH INS	01-000-2320.000	62,748.51
01/14/2022	104241	SEDONA NOW MEDIA LLC	ADVERTISING/AIRTIME JAN 2022	02-010-5202.000	800.00
01/14/2022	104242	SPARKLETTES	DRINKING WATER/PD	01-930-4380.000	91.87
01/14/2022	104243	SUMMIT SAFETY LLC	SAFETY JACKET	05-100-4510.000	100.19
01/14/2022	104244	SUPERIOR PROPANE	PROPANE GOLF COURSE	70-000-4420.000	943.28
01/14/2022	104245	T MOBILE	MOBILE INTERNET	22-900-8930.053	284.04
01/14/2022	104246	U S DEPARTMENT OF ENERGY	PARKER DAVIS TRANS SERV ADVANCE FEB	55-000-5503.000	6,292.44
01/14/2022	104247	ULINE	VC SUPPLIES	02-030-4380.000	1,065.77
01/14/2022	104248	USA BLUEBOOK	SUPPLIES	60-000-4490.000	165.85
01/21/2022	104250	A QUALITY WATER CO LLC	SYSTEMS OPERATION 1/16/22-1/31/22	60-000-4430.000	11,524.00
01/21/2022	104251	ARIZONA MUNICIPAL POWER	1ST QTR DUES 2022	55-000-4350.000	750.00
01/21/2022	104252	AZ POWER & LAWN	HARD HEAD WEDGE	70-000-4490.000	102.08
01/21/2022	104253	CATERPILLAR FINANCIAL SERVICES	STATE TAX JAN 2022 PAVER	05-100-5120.000	5,071.56
01/21/2022	104254	COFFMAN ASSOCIATES, INC	CLARK MEMORIAL FIELD MASTER PLAN 12/	01-980-7003.000	8,730.00
01/21/2022	104255	DELUXE	CHECKS	01-880-4380.000	2,580.64
01/21/2022	104256	EMPIRE SOUTHWEST	FOR ROLLER	05-100-4320.000	3,838.52
01/21/2022	104257	FIVE STAR PRINTING	FREE DUMPING VOUCHER	65-000-4380.000	296.54
01/21/2022	104258	LAMAR AIRPORT ADVERTISING CO	SUPERTAIL & INSTALL	02-010-5202.000	3,336.00
01/21/2022	104259	MISSION LINEN SUPPLY	VC MATS	02-030-4470.000	33.24
01/21/2022	104260	NCOURT LLC	MONTHLY NCOURT FEES DEC 2021	01-830-5100.000	63.42
01/21/2022	104261	NFP PROPERTY & CASUALTY	INS PACKAGE 4TH QTR 4/2021-4/2022	01-840-4390.000	78,935.00
01/21/2022	104262	OFFICE DEPOT	TONER	01-880-4380.000	91.56
01/21/2022	104263	QC OFFICE	OFFICE SUPPLIES	01-840-4380.000	42.25
01/21/2022	104264	QT POD	BASE NETWORK SUPPORT 1YR 2/2022 - 1/2	01-980-4480.000	945.00
01/21/2022	104265	R & R PRODUCTS INC	GOLF COURSE EQUIPMENT/PARTS	70-000-5272.000	862.54
01/21/2022	104266	STATE OF ARIZONA	ACT B2032467 SWM SOLID WASTE MGMT F	65-000-4410.000	1,000.00
01/21/2022	104267	SUMMIT SAFETY LLC	SAFETY JACKETS	01-890-4510.000	144.78
01/21/2022	104268	SUPERIOR PROPANE	PROPANE GOLF COURSE	70-000-4420.000	871.87
01/21/2022	104269	TREASURE CHEST BOOKS	VC INVENTORY	02-030-4600.000	122.34
01/21/2022	104270	USA BLUEBOOK	SUPPLIES	60-000-4490.000	857.23
01/21/2022	104271	VIA MAGAZINE	ADVERTISING WINTER 2021	02-010-5202.000	2,168.00
01/21/2022	104272	WASTE MANAGEMENT OF ARIZONA-F	BILLING - DEC 2021	65-000-5260.000	20,935.11
01/21/2022	104273	WELLS FARGO FINANCIAL LEASING	RENTAL PAYMENT	01-930-4470.000	784.72
01/21/2022	104274	WILLIAMS CITY COURT	DEC 2021 BANK FEES	01-830-5100.000	116.64
01/27/2022	104300	A QUALITY WATER CO LLC	SYSTEMS OPERATION 2/1/22-2/15/22	60-000-4430.000	11,524.00
01/27/2022	104301	AEGIS SECURITY INC	ANNUAL ALARM MONITORING	02-030-4380.000	275.00
01/27/2022	104302	ARIZONA EMERGENCY PRODUCTS	TR. 2021 F150 PATROL	24-930-8950.082	4,236.20
01/27/2022	104303	BOBCAT OF PHOENIX/BINGHAM AUT	GOLF COURSE PARTS	70-000-5272.000	3,310.87
01/27/2022	104304	COLONIAL LIFE	BCN E3123882/JAN 2022 PREMIUM	01-000-2050.000	2,527.06
01/27/2022	104305	DANA KEPNER CO INC	WIRE	60-000-5280.000	10,421.87
01/27/2022	104306	ENTENMANN-ROVIN CO	BADGES	01-930-4380.000	260.50
01/27/2022	104307	HINTON BURDICK CPAS & ADVISORS	AUDIT-PROGRESS BILLING FY 2022	01-880-5010.000	19,900.00



Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Amount
01/27/2022	104308	HOMCO LUMBER & HARDWARE	WATR DEPT SUPPLIES	60-000-4490.000	674.71
01/27/2022	104309	HUNTINGTON NATIONAL BANK	ROLLER INTEREST	30-000-9021.000	4,721.80
01/27/2022	104310	INTERSTATE BILLING SERVICES	CREDIT	01-970-4320.000	39.20
01/27/2022	104311	KR SALINE & ASSOCIATES	MULTIPLE PROJECTS	55-000-4430.000	2,071.74
01/27/2022	104312	MISSION LINEN SUPPLY	VC MATS	02-030-4470.000	69.88
01/27/2022	104313	NILES RADIO COMMUNICATIONS	LABOR	01-930-4340.000	3,477.23
01/27/2022	104314	PATTON ELECTRIC LLC	HONEYWELL CHART RECORDER	60-000-4480.000	71,559.67
01/27/2022	104315	PHOENIX WELDING SUPPLY CO	NITROGEN/HELIUM	60-000-4330.000	56.74
01/27/2022	104316	POLICE LEGAL SCIENCES INC	RENEW 12 LESSONS ANNUAL SUBSCRIPT.	01-930-4500.000	480.00
01/27/2022	104317	R & R PRODUCTS INC	GOLF COURSE EQUIPMENT/PARTS	70-000-5272.000	278.93
01/27/2022	104318	SANDERSON FORD	2021 FORD F150 SX SUPER CREW 1FTEW1	01-890-7050.000	79,748.82
01/27/2022	104319	SHORT EQUIPMENT, INC.	SHOP PARTS	01-970-4320.000	4,499.27
01/27/2022	104320	SPARKLETT'S	DRINKING WATER/STREET	05-100-4380.000	33.04
01/27/2022	104321	TERRY MARXEN CHEVROLET CADILL	SHOP PARTS	01-970-4320.000	189.47
01/27/2022	104322	THIN TREAD MEDIA	ADVERTISING/ROUTE MAG/FEB/MAR 2022	02-010-5202.000	1,500.00
01/27/2022	104323	UNISOURCE ENERGY SERVICES	Central Garage - 1/2	05-100-4420.000	3,245.13
01/27/2022	104324	VERIZON WIRELESS BELLEVUE	Water Dept	60-000-4340.000	25.02
01/27/2022	104325	WELLS FARGO FINANCIAL LEASING	RENTAL PAYMENT/VISITOR CENTER	02-030-4470.000	329.57
01/27/2022	104326	WILLIAMS GRAND CANYON NEWS	GOLF COURSE ADVERTISING MONTHLY	70-000-4310.000	201.83
01/24/2022	59771104	JPMORGAN CHASE BANK NA	BM KING WONG	01-930-4500.000	.00
01/27/2022	59771204	JPMORGAN CHASE BANK NA	HOTELSCOM9182975142650	01-930-4500.000	.00
Grand Totals:					1,511,570.22

Dated: \_\_\_\_\_

City Council: \_\_\_\_\_

**ORDINANCE NO. 987**

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WILLIAMS ARIZONA, ESTABLISHING EXTERIOR LIGHTING REGULATIONS WITHIN THE GUIDELINES OF COCONINO COUNTY DARK SKY ORDINANCE, ADDING CHAPTER 150 SECTION 150.03 TO THE CITY CODE TITLE XV, LAND USAGE:**

**WHEREAS**, The City of Williams has determined the need for lighting practices and systems, which will minimize light pollution, light trespass and conserve energy while maintaining nighttime safety.

**WHEREAS**, the City of Williams Exterior Lighting Regulations will improve lighting practices and fall within the guidelines of the Coconino County Dark Sky Ordinance.

**NOW THEREFORE BE IT ORDAINED** by the Mayor and City Council that the Exterior Lighting section will fall within guidelines of Coconino County Dark Sky Ordinance, this will be defined with the addition to Chapter 150 adding Section 150.03 to the City Code, under Title XV, Land Usage to read:

**Chapter 150 Section 150.03 – Exterior Lighting**

**150.03 PURPOSE**

The purpose of this Section is to define the City of Williams Exterior Lighting Regulations and to aid developers, designers, and the public in understanding the policies and procedures, which govern the operation of the City of Williams. To facilitate the citizens and business owners of the City of Williams to remain in compliance with codes regulating exterior lighting. The intent of this Ordinance is to encourage lighting practices and systems that will minimize Light Pollution, light trespass, impacts to nocturnal wildlife, and conserve energy while maintaining nighttime safety, utility, security, and productivity. The City of Williams falls in Zone III, established by Coconino County, allowing increased flexibility in the uses of outdoor lighting farther from the observatories. These Regulations shall be used in conjunction with other Codes, Ordinances, and Standards of the City of Williams and such other agencies as may have jurisdiction.

PASSED, APPROVED, and ADOPTED by the Mayor and Council of the City of Williams, Arizona this \_\_\_\_\_ day of February 2022 by a vote of \_\_\_ in favor and \_\_\_ opposed.

City of Williams, an  
Arizona Municipal Corporation

\_\_\_\_\_  
John W. Moore, Mayor

ATTEST:

\_\_\_\_\_  
Pam Galvan, City Clerk

APPROVED AS TO FORM:

Mangum, Wall, Stoops and Warden, P.L.L.C.  
City Attorney

## Exterior Lights

### Section 150.03

#### A. Purpose

- 1) The topography and atmospheric conditions of the City of Williams are uniquely suited for astronomical observation. Certain types of outdoor lights and certain outdoor lighting practices have an adverse impact on astronomical observation. Naturally dark landscapes and star-filled skies are valued by many, and poor lighting practices in outdoor lighting waste energy; hamper the reasonable use and enjoyment of property; can interfere with foraging, courtship, or other behaviors of nocturnal wildlife; and can endanger the public welfare by producing unnecessary glare.
- 2) The intent of this Ordinance is to encourage lighting practices and systems that will minimize Light Pollution, light trespass, impacts to nocturnal wildlife, and conserve energy while maintaining nighttime safety, utility, security, and productivity. The City of Williams falls in Zone III, established by Coconino County, allowing increased flexibility in the uses of outdoor lighting farther from the observatories.

#### B. Applicability

- 1) In the event of conflict between the regulations set forth in this Ordinance and any other regulations applicable to the same area, the more stringent limitation and requirement shall govern.
- 2) Airports: Airport navigation lighting systems are exempt from the provisions of this Ordinance. All other lighting at airports, including that used for loading areas, hangars, terminal aprons, Parking Areas, etc., shall conform to all applicable standards of this Ordinance.
- 3) Holiday Decorations: Low-wattage holiday decorations are exempt from the provisions of this Ordinance from October 25 through January 15.

#### C. Performance Standards

- 1) Approved Materials and Methods of Construction or Installation/Operation
  - a) The provisions of this Ordinance are not intended to prevent the use of any design, material, or method of installation or operation, not specifically prescribed by this code, provided any such alternate has been approved by the Community Development Director. The Community Development Director may approve any such proposed alternate provided he or she finds that it:
    - i. Provides at least approximate equivalence to the applicable specific requirements of this Ordinance; and
    - ii. Is otherwise satisfactory and complies with the intent of this Ordinance.
- 2) General Requirement
  - a) The requirements for lamp source and shielding of light emissions for Outdoor Light Fixtures are as follows:

Use Code:

- i) A = allowed
- ii) F = fully shielded, allowed
- iii) X = prohibited

**TABLE 1-1: LAMP TYPE AND SHIELDING STANDARDS**

Lighting Type	C.O.W.
Others above 2500 Lumens (1)	F
Others below 2500 Lumens (1)	A (1,2)
Residential Lighting	
All types over 1,000 Lumens (1)	F
All types below 1,000 Lumens (1)	A (1,3)

**Note 1.** Lights shall be shielded whenever feasible to minimize light spilled into the night sky or adjacent properties.

**Note 2.** Unshielded lighting is limited to a total of 3,000 Lumens per acre on non-residential and multi-family residential lands Uses; 2,000 Lumens per residence on single-family residential properties.

**Note 3.** For single-family residential Uses, unshielded fixtures up to 2,000 Lumens output per lamp and a total of 8,000 Lumens per residence are permitted if used in functioning motionsensing fixtures that remain on for short periods only.

- b) Total Outdoor Light Output, excluding streetlights used to illuminate public Rights-of-Way, shall not exceed the following limits averaged over the entire project (values listed in Table are total initial lamp Lumens per acre and per residence):

**TABLE 1-2: MAXIMUM TOTAL OUTDOOR LIGHT OUTPUT STANDARDS  
(IN LUMENS PER ACRE AND LUMENS PER RESIDENCE)**

Commercial, Industrial, & Multi-family (Lumens per Acre)	C.O.W.
Total (shielded + unshielded)	100,000
Unshielded only	3,000
Non-LED	100,000
Single Family Residential (Lumens per Residence)	
Total (shielded + unshielded)	30,000
Unshielded only	2,000

**Note:** Fixtures installed such that all parts of the fixture are located underneath and at least 5 feet from the nearest edge of a Building overhang, roof eave, or balcony are to be included in the Total Outdoor Light Output as though they produced only one-quarter of the lamp's rated Lumen output.

- c) Illumination Source Correlated Color Temperature of all exterior lights shall be no greater than 3,500 Kelvin (K).
- d) Effective Shielding: All light fixtures that are required to be shielded, shall be installed in such a manner in which the light source is not visible below the barrier of the shield.
- e) Direct Lighting on Site: All fixtures, except streetlamps, shall be aimed or shielded so that the Direct Illumination shall be confined to the property boundaries.
- f) Direct lighting off Roadways: All fixtures, except streetlamps, shall be installed in such a manner that the Direct Illumination does not fall onto any public or private Street or Road.

- g) **Curfews:** All exterior lighting must be extinguished by 11:00 p.m., or no later than 30 minutes after the business closes, whichever is later:
- h) **High-Intensity Lights:** Searchlights, laser source lights, or any similar high-intensity light shall not be permitted, except in emergencies by police and fire personnel or at their direction.

#### 4) Prohibitions

- a) **Architectural and Landscape Illumination:** A luminaire with the illumination directed greater than 45 degrees, measured from the center of the light beam perpendicular to the ground (greater than 45 degrees Nadir), or upwards onto a structure or plant is prohibited.
- b) **Outdoor Floodlight Luminaires:** Partially-shielded luminaires with the illumination aimed or projected at an angle greater than 45 degrees, measured from the center of the light beam perpendicular to the ground (greater than 45 degrees Nadir), are prohibited.
- c) **Search, Flood, Laser, or Any Similar High Intensity Discharge Luminaires:** The use of these luminaires is prohibited, except when used for meteorological data gathering, and for emergency purposes.
- d) **Fading, Flashing, Blinking, Rotating, or Strobe Luminaires:** The use of these luminaires located on the exterior of a building, or on the inside of a window that is visible beyond the property line of a development site, is prohibited.
- e) **Outdoor Unshielded Luminaires:** Unshielded luminaires are prohibited, except as allowed by table 1-1.
- f) **Parking Lot Lighting:** The use of building mounted or surface mounted lighting to light a parking lot is prohibited. All parking lot lighting must be on a light pole standard.
- g) **Exterior Lighting Color Temperature:** All exterior lighting with a correlated color temperature greater than 3,500 Kelvin (K) shall be prohibited.

#### 5) Special Requirements, Outdoor Advertising Signs

- a) **Externally Illuminated Sign Standards:** External illumination for Signs shall conform to all provisions of this Ordinance. In particular, such lighting shall conform to the lamp source, shielding restrictions, and Lumen caps of Table 1-1. All upward-directed Sign lighting is prohibited.
- b) **Internally Illuminated Sign and Neon Sign Standards:** Illumination of Copy and Background; Colors: Outdoor internally illuminated advertising Signs must be constructed as follows:
  - i. The Sign face(s) must be either composed of illuminated text and symbols against an opaque background or with generally LIGHTER text and symbols against a colored (not white, off-white, light gray, cream, or yellow) background.
- c) **Non-Sign Lighting:** Other internally illuminated panels or decorations, not considered to be signage according to the Sign code of this jurisdiction (such as illuminated Canopy margins or Building faces), shall be considered decorative, and shall be subject to the

standards applicable for such lighting, including but not limited to the lamp source, shielding standards, and Lumens per acre caps of Table 1-1.

- d) Curfews: Illumination for all advertising Signs, both externally and internally illuminated, shall be turned off no later than the curfew of 11:00pm or when the business closes, whichever is later. Signs subject to curfews are required to have functioning and properly adjusted automatic shut-off timers.

6) Special Requirements, Special Uses

a) Service Station Canopies:

- i. Shielding: All Luminaires mounted on or recessed into the lower surface of service station canopies shall be fully shielded and utilize flat lenses.
- ii. Total Under-Canopy Output: The total light output used for illuminating service station canopies, defined as the sum of all under-canopy initial bare-lamp outputs in Lumens, shall not exceed 60 Lumens per square foot of Canopy, (note: these values are not foot candle illuminances). All lighting mounted under the Canopy, including but not limited to Luminaires mounted on the lower surface or recessed into the lower surface of the Canopy and any lighting within signage or illuminated panels over the pumps, is to be included toward the total at full initial Lumen output.
- iii. Inclusion Toward Total Outdoor Light Output: The Lumen output of lamps mounted on or within the lower surface of a Canopy is also included toward the lumen caps as follows:
  - a. Fixtures installed such that any part of the fixture is 5 feet or less from the nearest edge of the Canopy are to be included in the Total Outdoor Light Output by simply adding the Lumen outputs of the lamps used;
  - b. Fixtures installed such that all parts of the fixture are located at least 5 feet but less than 10 feet from the nearest edge of the Canopy are to be included in the Total Outdoor Light Output as though they produced only one-quarter of the lamp's rated Lumen output;
  - c. Fixtures installed such that all parts of the fixture are located 10 or more feet from the nearest edge of a Canopy are to be included in the Total Outdoor Light Output as though they produced only one-tenth of the lamp's rated Lumen output.

b) Outdoor Recreational Facilities:

- i. Lumen Cap Exemption: Lighting for Outdoor Recreational Facilities areas only is not subject to the Lumens per acre limit.
- ii. Shielding: Fixtures used for field/track/Arena Facilities areas must be fully shielded.
- iii. Curfew: No such facility shall be illuminated after the curfew times listed here except to conclude a scheduled recreational or sporting event in progress prior to the curfew, and prevented from concluding before the curfew by unforeseeable circumstances.

## Permits and Administration

### 1. Temporary Lighting Permits

- A. Findings: The Code Enforcement Officer may grant a permit for Temporary Lighting if he or she finds the following:
- i. The purpose for which the lighting is proposed is not intended to extend beyond 30 days; and
  - ii. The proposed lighting is designed in such a manner as to minimize Light Pollution as much as is feasible; and
  - iii. The proposed lighting will comply with the general intent of this Ordinance; and
  - iv. The permit will be in the public interest.
- B. Application Contents: The application for the Temporary Lighting Permit shall include the following information:
- i. Name and address of applicant and property owner;
  - ii. Location of proposed fixtures;
  - iii. Type, wattage, and Lumen output of lamp(s);
  - iv. Type, shielding, and use of proposed fixtures;
  - v. Intended Use of the lighting;
  - vi. Duration of time for requested exemption;
  - vii. The nature of the exemption;
  - viii. Such other information as the Code Enforcement Officer may request.
- C. The Code Enforcement Officer shall endeavor to rule on the application within 5 business days from the date of submission of the request and notify the applicant in writing of his or her decision. The Community Development Director may grant one renewal of the permit for an additional 30 days if he or she finds that, because of an unanticipated change in circumstances, a renewal would be in the public interest. The Community Development Director is not authorized to grant more than one temporary permit and one renewal for the same property within 1 calendar year. A denial by the Director may be appealed to the Planning and Zoning Commission within 30 days.

### 2. Nonconforming Uses

- A. Pre-existing Nonconforming Lighting: No Outdoor Lighting Fixture that was lawfully installed prior to the enactment of this Ordinance shall be required to be removed or modified except as expressly provided herein; however, no modification or replacement shall be made to a nonconforming fixture unless the fixture thereafter conforms to the provisions of this ordinance.



- B. Conformance after Abandonment/Damage: In the event that an Outdoor Lighting Fixture is abandoned or damaged, to the point of requiring repairs for safe operation, the repaired or replacement fixtures shall comply with the provisions of this Ordinance.

### 3. Lighting Permit Requirements

#### A. Non-Single Family Residential Lighting:

- i. Whenever new outdoor lighting is installed, a Lighting Permit must be applied for and granted. The applicant shall, as a part of said application, submit sufficient information to enable the Code Enforcement Officer to determine whether the proposed lighting will comply with this Ordinance.
- ii. The following information shall be submitted when applying for a Lighting Permit.
  - a. A description of each illuminating device, fixture, lamp, support, and shield. This description may include, but is not limited to, manufacturer's catalog cuts and drawings (including sections where required), lamp types, and Lumen outputs. For existing lighting, photographs of the fixtures will be accepted if original manufacturer's information is not available.
  - b. A separate Building Permit application shall be submitted for new lighting construction and electrical installation. Required Building Permits shall be obtained prior to the installation of lighting.

#### B. Single Family Residential Lighting:

When lighting on single family residential sites is a condition of approval, the above permit process is to be applied and compliance with the Zoning Ordinance verified before issuance of the Certificate of Occupancy.

## Staff Report



**To:** City Council  
**From:** Tim Pettit  
**Date:** January 13, 2022  
**Subject:** Floodplain Ord#988

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**Background:** we are updating our floodplain Ord. to stay in line with the State of Arizona's model Floodplain Ord. (very little change, mainly formatting)  
City of Williams Floodplain management is a delegation from the State of AZ., in which we are usually audited every five years, with no issues to date.

We input all the City's information, including flood panel maps, into the Model Ord. and sent the revisions to the State. They have reviewed and approved the revised Model Ord. with City of Williams information. We can now repeal our old ordinance and adopt the new one.

**Recommendation:** To approve our proposed Floodplain Management Ord. #988  
To stay in compliance with state requirements.

**ORDINANCE NO. 988**

**AN ORDINANCE OF THE CITY COUNCIL OF THE  
CITY OF WILLIAMS, ARIZONA, REPEALING ORDINANCE NO. 863 AND  
ADOPTING THE STATE OF ARIZONA MODEL FLOODPLAIN  
MANAGEMENT ORDINANCE AS THE CITY'S FLOODPLAIN  
MANAGEMENT ORDINANCE.**

**WHEREAS**, the City Council of the City of Williams repeals Ordinance No. 863;

**WHEREAS**, the City Council of the City of Williams finds that the City of Williams should have in place an effective floodplain management plan to protect the health, safety, and general welfare of its citizens;

**WHEREAS**, the City Council of the City of Williams finds that the provisions of the Arizona Floodplain Management Model Ordinance are appropriate for the City of Williams in that it provides the desired floodplain management plan necessary to ensure the health, safety, and general welfare of the City of Williams' citizens;

**WHEREAS**, the City Council of the City of Williams has previously declared the Arizona Floodplain Management Model Ordinance a public record and filed at least three copies with the Clerk of the City of Williams, which are available for public inspection;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WILLIAMS, ARIZONA, DOES ORDAIN AS FOLLOWS:**

1. The Arizona Floodplain Management Model Ordinance is adopted by reference and incorporated into the Williams City Code as Title 15, Chapter 155.

**PASSED, APPROVED, AND ADOPTED** by the Mayor and Council of the City of Williams, Arizona, this \_\_\_\_ day of \_\_\_\_\_, 2022 by a vote of \_\_\_\_ in favor and \_\_\_\_ opposed.

City of Williams, an  
Arizona Municipal  
Corporation

\_\_\_\_\_  
John W. Moore, Mayor

ATTEST:

\_\_\_\_\_

Pamela Galvan, City Clerk

APPROVED AS TO FORM:

Mangum, Wall, Stoops and Warden, P.L.L.C.  
City Attorney

**SECTION 1.0**  
**STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE, AND METHODS**

**1.1 STATUTORY AUTHORIZATION**

In A.R.S. § 48-3610, the Arizona State Legislature enabled the City of Williams to assume the powers and duties for floodplain management and adopt regulations in conformance with A.R.S. § 48-3609 designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the **City Council of the City of Williams, Arizona**, does ordain as follows:

**1.2 FINDINGS OF FACT**

- A. The Special Flood Hazard Areas of the City of Williams are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.
- B. These flood losses may be caused by the cumulative effect of obstructions in Special Flood Hazard Areas which increase flood heights and velocities and, when inadequately anchored, cause damage in other areas. Uses that are inadequately floodproofed, elevated, or otherwise protected from flood damage also contribute to flood loss.

**1.3 STATEMENT OF PURPOSE**

It is the purpose of this Ordinance to promote public health, safety, and general welfare, and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- A. Protect human life and health;
- B. Minimize expenditure of public money for costly flood control projects;
- C. Minimize the need for rescue and relief efforts associated with flooding generally undertaken at the expense of the public;
- D. Minimize prolonged business interruptions;
- E. Minimize damage to public facilities and utilities such as water mains, gas mains, electric lines, telephone lines, sewer lines, streets, and bridges located in Special Flood Hazard Areas;
- F. Help maintain a stable tax base by providing for the sound use and development of Special Flood Hazard Areas so as to minimize blight areas caused by flooding;
- G. Participate in and maintain eligibility for flood insurance and disaster relief.

**1.4 METHODS OF REDUCING FLOOD LOSSES**

In order to accomplish its purposes, this Ordinance includes methods and provisions to:

- A. Restrict or prohibit uses which are dangerous to health, safety, and property due to water or erosion hazards which result in damaging increases in erosion, flood heights, or velocities;
- B. Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- C. Control the alteration of natural floodplains, stream channels, and natural protective barriers which help accommodate or channel floodwaters;
- D. Control filling, grading, dredging, and other development which may increase flood damage; and

- E. Prevent or regulate the construction of flood barriers which will unnaturally divert floodwaters or which may increase flood hazards in other areas.**

## **SECTION 2.0**

### **DEFINITIONS**

**Accessory structure:** A structure on the same parcel of property as a principal structure and the use of which is incidental to the use of the principal structure. For floodplain management purposes, the term includes only accessory structures used for parking and storage.

**Appeal:** A request for a review of the Floodplain Administrator's interpretation of any provision of this Ordinance or a request for a variance.

**\*Area of shallow flooding:** A designated Zone AO, AH, AR/AO, or AR/AH on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

**\*Base flood:** A flood which has a one percent chance of being equaled or exceeded in any given year.

**Base Flood Elevation (BFE):** The computed elevation to which floodwater is anticipated to rise during the base flood.

**\*Basement:** Any area of the building having its floor sub-grade - i.e., below ground level - on all sides.

**\*Building:** See "Structure."

**\*Community:** Any state or area or political subdivision thereof, or any Indian tribe or authorized tribal organization, or authorized native organization, which has authority to adopt and enforce floodplain management regulations for the areas within its jurisdiction.

**\*Development:** Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

**Elevation Certificate:** An administrative tool of the National Flood Insurance Program (NFIP) that is used to provide elevation information necessary to ensure compliance with community floodplain management ordinance, to determine the proper insurance premium rate, and to support a request for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).

**Encroachment:** The advance or infringement of uses, plant growth, fill, excavation, buildings, permanent structures, or development into a floodplain, which may impede or alter the flow capacity of a floodplain.

**Erosion:** The process of the gradual wearing away of landmasses. This peril is not, per se, covered under the National Flood Insurance Program.

**\*Flood or flooding:** A general and temporary condition of partial or complete inundation of normally dry land areas from: (1) the overflow of floodwaters; (2) the unusual and rapid accumulation or runoff of surface waters from any source; and/or (3) the collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in this definition.

**\*Flood Insurance Rate Map (FIRM):** The official map of a community, on which the Federal Emergency Management Agency has delineated both the Special Flood Hazard Areas and the risk premium zones applicable to the community.

**\*Flood Insurance Study (FIS):** The official report provided by the Federal Emergency Management Agency that includes flood profiles, Flood Insurance Rate Maps, and the water surface elevation of the base flood.

**\*Floodplain or flood-prone area:** Any land area susceptible to being inundated by water from any source. See

"Flood or flooding."

**Floodplain Administrator:** The community official designated by title to administer and enforce the floodplain management regulations.

**Floodplain Board:** The Board of Directors of the Flood Control District of the City Council of the City of Williams, at such times as they are engaged in the enforcement of this Ordinance. (Floodplain Board as defined in A.R.S. §48-3601 for counties.)

**\*Floodplain management:** The operation of an overall program of corrective and preventive measures for reducing flood damage and preserving and enhancing, where possible, natural resources in the floodplain, including but not limited to emergency preparedness plans, flood control works, floodplain management regulations, and open space plans.

**\*Floodplain management regulations:** This Ordinance and other zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as grading and erosion control), and other application of police power which control development in flood-prone areas. This term describes federal, state or local regulations in any combination thereof, which provide standards for preventing and reducing flood loss and damage.

**\*Floodproofing:** Any combination of structural and nonstructural additions, changes, or adjustments to nonresidential structures which reduce or eliminate risk of flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents by means other than elevation.

**\*Flood-related erosion:** The collapse or subsidence of land along the shore of a lake or other body of water as a result of undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as a flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding.

**\*Floodway:** The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Also referred to as "Regulatory Floodway."

**\*Functionally dependent use:** A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, and does not include long-term storage or related manufacturing facilities.

**Governing body:** The local governing unit that is empowered to adopt and implement regulations to provide for the public health, safety, and general welfare of its citizenry.

**Hardship:** As related to Section 6.0 of this Ordinance. The City of Williams requires that the hardship be exceptional, unusual, and peculiar to the property involved. Mere economic or financial hardship alone is not exceptional. Inconvenience, aesthetic considerations, physical handicaps, personal preferences, or the disapproval of one's neighbors likewise cannot, as a rule, qualify as an exceptional hardship. All of these problems can be resolved through other means without granting a variance, even if the alternative is more expensive or requires the property owner to build elsewhere or put the parcel to a different use than originally intended.

**\*Highest Adjacent Grade (HAG):** The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

**\*Historic structure:** Any structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical



significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;

3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or
4. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
  - a. By an approved state program as determined by the Secretary of the Interior or
  - b. Directly by the Secretary of the Interior in states without approved programs.

**\*Lowest floor:** The lowest floor of the lowest enclosed area including the basement, see "Basement". An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access, or storage in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this Ordinance.

**\*Manufactured Home:** A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include a "recreational vehicle."

**\*Manufactured Home park or subdivision:** A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

**Market value:** Replacement cost of a structure less depreciation since construction.

**\*Mean sea level:** For purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929, North American Vertical Datum (NAVD) of 1988, or other datum, to which Base Flood Elevations shown on a community's Flood Insurance Rate Map are referenced.

**\*New construction:** For the purposes of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial Flood Insurance Rate Map or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, "new construction" means structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

**Obstruction:** Including, but not limited to, any dam, wall, wharf, embankment, levee, dike, pile, abutment, protection, excavation, channelization, bridge, conduit, culvert, building, wire, fence, rock, gravel, refuse, fill, structure, vegetation, or other material in, along, across, or projecting into any watercourse which may alter, impede, retard, or change the direction and/or velocity of the flow of water, or due to its location, its propensity to snare or collect debris carried by the flow of water, or its likelihood of being carried downstream.

**\*One-hundred-year flood or 100-year flood:** A common name for the flood having a one percent chance of being equaled or exceeded in any given year. See "Base flood."

**\*Person:** An individual or the individual's agent, a firm, partnership, association, corporation, or an agent of the aforementioned groups, or this state, its agencies, or political subdivisions.

**\*Recreational Vehicle:** A vehicle which is:

1. Built on a single chassis;
2. 400 square feet or less when measured at the largest horizontal projection;
3. Designed to be self-propelled or permanently towable by a light-duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

**\*Regulatory Flood Elevation (RFE):** An elevation one foot above the Base Flood Elevation.

**\*Regulatory floodway:** The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

**Riverine:** Relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

**\*Special Flood Hazard Area:** An area in the floodplain subject to a 1 percent or greater chance of flooding in any given year. It is shown on a Flood Insurance Rate Map as Zone A, AO, AE, AH, AR, or A99.

**\*Start of construction:** Includes substantial improvement and other proposed new development and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days from the date of the permit. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, foundations, or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds, not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

**\*Structure:** A walled and roofed building that is principally above ground; this includes a gas or liquid storage tank or a manufactured home.

**\*Substantial Damage:** Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

**\*Substantial Improvement:** Any reconstruction, rehabilitation, addition, or other improvement to a structure, the total cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include either:

1. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or
2. Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure".

**\*Variance:** A grant of relief from the requirements of this Ordinance which permits construction or other uses of property in a manner that would otherwise be prohibited by this Ordinance.

**\*Violation:** The failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this Ordinance is presumed to be in violation until such time as that documentation is provided.

**\*Water surface elevation:** The height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929, North American Vertical Datum (NAVD) of 1988, or other datum, of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

**\*Watercourse:** A lake, river, creek, stream, wash, arroyo, channel, or other topographic feature on or over which waters flow at least periodically. Watercourse includes specifically designated areas in which substantial flood damage may occur.

**Zone A:** No Base Flood Elevations determined.

**Zone AE:** Base Flood Elevations determined.

**Zone AH:** Flood depths of 1 to 3 feet (usually areas of ponding); Base Flood Elevations determined.

**Zone AO:** Flood depths of 1 to 3 feet (usually sheet flow on sloping terrain); average depths determined. For areas of alluvial fan flooding, velocities also determined.

**Zone AR:** Special Flood Hazard Area formerly protected from the 1% annual chance flood by a flood control system that was subsequently decertified. Zone AR indicates that the former flood control system is being restored to provide protection from the 1% annual chance or greater flood.

**Zone A99:** Area to be protected from 1% annual chance flood by a Federal flood protection system under construction; no Base Flood Elevations determined.

**Zone D:** Areas in which flood hazards are undetermined, but possible.

**Zone X (unshaded):** Areas determined to be outside the 0.2% annual chance floodplain.

**Zone X (shaded):** Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.

## **SECTION 3.0** **GENERAL PROVISIONS**

### **3.1 LANDS TO WHICH THIS ORDINANCE APPLIES**

This Ordinance shall apply to all Special Flood Hazard Areas within the corporate limits of the City of Williams.

### **3.2 BASIS FOR ESTABLISHING SPECIAL FLOOD HAZARD AREAS**

The Special Flood Hazard Areas identified by the Federal Emergency Management Agency in a scientific and engineering report entitled for "Flood Insurance Study for Coconino County, Arizona and Incorporated Areas" dated September 3, 2010, with accompanying Flood Insurance Rate Maps (FIRMs) dated September 3, 2010, and all subsequent amendments and/or revisions, are hereby adopted by reference and declared to be a part of this Ordinance. This FIS and attendant mapping are the minimum area of applicability of this Ordinance and may be supplemented by studies for other areas which allow implementation of this Ordinance and which are recommended to the Floodplain Board by the Floodplain Administrator. The Floodplain Board, within its area of jurisdiction, shall delineate (or may, by rule, require developers of land to delineate) for areas where development is ongoing or imminent, and thereafter as development becomes imminent, floodplains consistent with the criteria developed by the Federal Emergency Management Agency and the Director of the Arizona Department of Water Resources. The FIS and FIRM panels are on file at Williams City Hall, 113 S. 1<sup>st</sup> Street., Williams, Az. 86046 in the office of the Building Inspector.

### **3.3 COMPLIANCE**

All development of land, construction of residential, commercial, or industrial structures, or future development within delineated floodplains is subject to the terms of this Ordinance and other applicable regulations.

### **3.4 ABROGATION AND GREATER RESTRICTIONS**

This Ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this Ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

### **3.5 INTERPRETATION**

In the interpretation and application of this Ordinance, all provisions shall be:

- A. Considered as minimum requirements;
- B. Liberally construed in favor of the governing body; and
- C. Deemed neither to limit nor repeal any other powers granted under state statutes.

### **3.6 DISCLAIMER OF LIABILITY**

The degree of flood protection required by this Ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This Ordinance does not imply that land outside the Special Flood Hazard Area or uses permitted within such areas will be free from flooding or flood damages. This Ordinance shall not create liability on the part of the City of Williams, any officer or employee thereof,

the State of Arizona, or the Federal Emergency Management Agency, for any flood damages that result from reliance on this Ordinance or any administrative decision lawfully made hereunder.

### **3.7 STATUTORY EXCEPTIONS**

- A. In accordance with A.R.S. § 48-3609(I), unless expressly provided, this and any regulation adopted pursuant to this article does not affect:

1. Existing legal uses of property or the right to continuation of such legal use. However, if a nonconforming use of land or a building or structure is discontinued for twelve months, or destroyed to the extent of 50 percent of its market value, as determined by a competent appraiser, any further use shall comply with this article and regulations of the **City of Williams**;
  2. Reasonable repair or alteration of property for the purposes for which the property was legally used on August 3, 1984, or on the date any regulations affecting such property takes effect, except that any alteration, addition, or repair to a nonconforming building or structure which would result in increasing its flood damage potential by 50 percent or more shall be either floodproofed or elevated to or above the Regulatory Flood Elevation;
  3. Reasonable repair of structures constructed with the written authorization required by A.R.S. § 48-3613;
  4. Facilities constructed or installed pursuant to a Certificate of Environmental Compatibility issued pursuant to A.R.S. Title 40, Chapter 2, Article 6.2; and
- B.** Before the following types of construction authorized by A.R.S. § 48-3613(B) begin, the responsible person must submit plans for the construction to the Floodplain Board for review and comment pursuant to A.R.S. § 48-3613(C):
1. The construction of bridges, culverts, dikes, and other structures necessary for the construction of public highways, roads, and streets intersecting or crossing a watercourse;
  2. The construction of storage dams for watering livestock or wildlife, structures on banks of a watercourse to prevent erosion of or damage to adjoining land if the structure will not divert, retard, or obstruct the natural channel of the watercourse or dams for the conservation of floodwaters as permitted by A.R.S. Title 45, Chapter 6;
  3. Construction of tailing dams and waste disposal areas for use in connection with mining and metallurgical operations. This paragraph does not exempt those sand and gravel operations that will divert, retard, or obstruct the flow of waters in any watercourse from complying with and acquiring authorization from the Floodplain Board pursuant to regulations adopted by the Floodplain Board under this article;
  4. Other construction upon determination by the Floodplain Board that written authorization is unnecessary;
  5. Any flood control district, county, city, town, or other political subdivision from exercising powers granted to it under A.R.S. Title 48, Chapter 21, Article 1;
  6. The construction of streams, waterways, lakes, and other auxiliary facilities in conjunction with development of public parks and recreation facilities by a public agency or political subdivision; and
  7. The construction and erection of poles, towers, foundations, support structures, guy wires, and other facilities related to power transmission as constructed by any utility whether a public service corporation or a political subdivision.
- C** In accordance with A.R.S. § 48-3613(D), in addition to other penalties or remedies otherwise provided by law, this state, a political subdivision or a person who may be damaged or has been damaged as a result of the unauthorized diversion, retardation, or obstruction of a watercourse has the right to commence, maintain, and prosecute any appropriate action or pursue any remedy to enjoin, abate, or otherwise prevent any person from violating or continuing to violate this section or regulations adopted pursuant to A.R.S. Title 48, Chapter 21, Article 1. If a person is found to be in violation of this Section, the court shall require the violator to either comply with this Section if authorized by the Floodplain Board or remove the obstruction and restore the watercourse to its original state. The court may also award such monetary damages as are appropriate to the injured parties resulting from the violation including reasonable costs and attorney fees.

### **3.8 VIOLATIONS**

- A. It is unlawful for a person to engage in any development or to divert, retard, or obstruct the flow of waters in a watercourse if it creates a hazard to life or property without securing the written authorization required by A.R.S. § 48-3613. Where the watercourse is a delineated floodplain, it is unlawful to engage in any development affecting the flow of waters without securing written authorization required by A.R.S. § 48-3613.
- B. A person who violates Section 3.8A is guilty of a class 2 misdemeanor.
- C. A person who violates this Ordinance may be assessed a civil penalty not to exceed the fine chargeable for a class 2 misdemeanor or, by agreement with the person in violation, a non-monetary penalty that serves the purposes of the community. Each day the violation continues constitutes a separate violation.
- D. A person who without written authorization damages or interferes with a facility that is owned, operated, or otherwise under the jurisdiction of the community is liable for both of the following:
  - 1. Any actual damages to persons or property that is caused by the damage or interference.
  - 2. Payment of costs to the community for remediating the damage or interference.

### **3.9 ABATEMENT OF VIOLATIONS**

Within 30 days of discovery of a violation of this Ordinance, the Floodplain Administrator shall submit a report to the Floodplain Board which shall include all information available to the Floodplain Administrator which is pertinent to said violation. Within 30 days of receipt of this report, the Floodplain Board shall either:

- A. Take any necessary action to effect the abatement of such violation; or
- B. Issue a variance to this Ordinance in accordance with the provisions of Section 6.0 herein; or
- C. Order the owner of the property upon which the violation exists to provide whatever additional information may be required for their determination. Such information must be provided to the Floodplain Administrator within 30 days of such order and the Floodplain Administrator shall submit an amended report to the Floodplain Board within 20 days. At the next regularly scheduled public meeting, the Floodplain Board shall either order the abatement of said violation or they shall grant a variance in accordance with the provisions of Section 6.0 herein; or
- D. Submit to the Federal Emergency Management Agency a declaration for denial of insurance, stating that the property is in violation of a cited state or local law, regulation or ordinance, pursuant to Section 1316 of the National Flood Insurance Act of 1968 as amended.

### **3.10 DECLARATION OF PUBLIC NUISANCE**

All development located or maintained within any Special Flood Hazard Area since August 8, 1973, in violation of floodplain regulations established by the Board and without written authorization from the Board is a public nuisance per se and may be abated, prevented, or restrained by action of this state or any of its political subdivisions.

### **3.11 SEVERABILITY**

This Ordinance and the various parts thereof are hereby declared to be severable. Should any Section of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of this Ordinance as a whole or any portion thereof other than the Section so declared to be unconstitutional or invalid.

## **SECTION 4.0** **ADMINISTRATION**

### **4.1 DESIGNATION OF THE FLOODPLAIN ADMINISTRATOR**

The **Building Inspector** is hereby designated to administer, implement, and enforce this Ordinance by granting or denying development permits in accordance with its provisions.

### **4.2 DUTIES AND RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR**

Duties of the Floodplain Administrator shall include, but not be limited to:

#### **4.2.1 PERMIT REVIEW**

Review all development permits to determine that:

- A. The permit requirements of this Ordinance have been satisfied;
- B. All other required state and federal permits have been obtained;
- C. The site is reasonably safe from flooding;
- D. In areas where a floodway has not been designated, the proposed development does not adversely affect the carrying capacity of areas where Base Flood Elevations have been determined.

For the purposes of this Ordinance, "adversely affect" means that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point.

#### **4.2.2 SUBSTANTIAL IMPROVEMENT AND SUBSTANTIAL DAMAGE ASSESSMENTS**

Review all development permits for improvements and/or damages to existing structures to determine if the application of the substantial improvement rules apply, including establishing a definition of market value determination and verifying that the estimated improvement and/or repair costs are less than 50% of the market value of the structure.

#### **4.2.3 USE OF OTHER BASE FLOOD DATA**

When Base Flood Elevation data has not been provided in accordance with Section 3.2, the Floodplain Administrator shall obtain, review, and reasonably utilize any Base Flood Elevation data available from a federal, state, or other source, in order to administer Section 5.0. Any such information shall be consistent with the requirements of the Federal Emergency Management Agency and the Director of the Arizona Department of Water Resources and may be submitted to the Floodplain Board for adoption.

#### **4.2.4 OBTAIN AND MAINTAIN FOR PUBLIC INSPECTION**

Obtain and maintain the following for public inspection and make available as needed:

- A. Certification required by Section 5.1.3.1 and Section 5.5 (lowest floor elevations, bottom of the structural frame, and utilities);
- B. Certification required by Section 5.1.3.2 (lowest floor elevations or floodproofing of nonresidential structures and utilities);
- C. Certification required by Section 5.1.3.5 (flood vents);
- D. Certification of elevation required by Section 5.4.A.2. (subdivisions and other proposed development standards);

- E. Certification required by Section 5.7.A (floodway encroachments);
- F. Records of all variance actions, including justification for their issuance.
- G. Obtain and maintain improvement and damage calculations required in Section 4.2.2

#### **4.2.5 NOTIFICATION TO OTHER ENTITIES**

- A. Whenever a watercourse is to be altered or relocated:
  - 1. Notify adjacent communities and the Arizona Department of Water Resources prior to such alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency through appropriate notification means; and
  - 2. Assure that the flood carrying capacity of the altered or relocated portion of said watercourse be maintained.
- B. Base Flood Elevation and rate of flow due to physical alterations:
  - 1. Base Flood Elevations may increase or decrease resulting from physical changes affecting flooding conditions. As soon as practicable, but not later than six months after the date such information becomes available, the Floodplain Administrator shall notify the Federal Emergency Management Agency of the changes by submitting technical or scientific data in accordance with Volume 44 Code of Federal Regulations Section 65.3. Such a submission is necessary so that upon confirmation of those physical changes affecting flooding conditions risk premium rates and floodplain management requirements will be based upon current data.
  - 2. Within one hundred twenty (120) days after completion of construction of any flood control protective works which changes the rate of flow during the base flood or the configuration of the floodplain upstream or downstream from or adjacent to the project, the person or agency responsible for installation of the project shall provide to the governing bodies of all jurisdictions affected by the project a new delineation of all floodplains affected by the project. The new delineation shall be done according to the criteria adopted by the Director of the Arizona Department of Water Resources.
- C. Corporate Boundary Changes:
  - 1. Notify the Federal Emergency Management Agency of acquisition by means of annexation, incorporation, or otherwise of additional areas of jurisdiction.

#### **4.2.6 MAP DETERMINATIONS**

Make interpretations, where needed, as to the exact location of the boundaries of the Special Flood Hazard Area (e.g., where there appears to be a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in Section 6.0.

#### **4.2.7 REMEDIAL ACTIONS**

Take actions on violations of this Ordinance as required in Section 3.9 herein.

### **4.3 ESTABLISHMENT OF DEVELOPMENT PERMIT**

A development permit shall be obtained before construction or development begins, including placement of manufactured homes, within any Special Flood Hazard Area established in Section 3.2. Application for a development permit shall be made on forms furnished by the Floodplain Administrator and may include, but not be limited to, plans in duplicate drawn to scale showing the nature, location, dimensions, and elevation of the



area in question, existing or proposed structures, fill, storage of materials, drainage facilities, and the location of the foregoing. Specifically, the following information is required:

- A.** Proposed elevation in relation to mean sea level of the lowest floor (including basement) of all structures. In Zone AO, elevation of existing highest adjacent grade and proposed elevation of lowest floor of all structures;
- B.** Proposed elevation in relation to mean sea level to which any non-residential structure will be floodproofed;
- C.** Certification by a registered professional engineer or architect that the floodproofing methods for any nonresidential structure meet the floodproofing criteria in Section 5.1.3.2;
- D.** Base Flood Elevation data for subdivision proposals or other development greater than 50 lots or 5 acres, whichever is the lesser; and
- E.** Description of the extent to which any watercourse will be altered or relocated as a result of proposed development.

**SECTION 5.0**  
**PROVISIONS FOR FLOOD HAZARD REDUCTION**

**5.1 STANDARDS OF CONSTRUCTION**

In all Special Flood Hazard Areas, the following standards are required:

**5.1.1 Anchoring**

- A. All new construction and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads including the effects of buoyancy; and
- B. All manufactured homes shall meet the anchoring standards of Section 5.5.B.

**5.1.2 Construction Materials and Methods**

- A. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage;
- B. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage; and
- C. Within Zones AH or AO, adequate drainage paths shall be constructed around structures on slopes to guide floodwaters around and away from proposed structures.

**5.1.3 Elevation and Floodproofing**

**5.1.3.1 Residential Construction**

Residential construction, new, or substantial improvement, shall have the lowest floor, including basement, elevated to or above the Regulatory Flood Elevation.

- A. In a Zone AO, the Base Flood Elevation is determined from the FIRM panel. If unspecified, the required elevation is at minimum two (2) feet above highest adjacent grade.
- B. In a Zone A where the Base Flood Elevation has not been determined, the Base Flood Elevation is determined locally by the criteria set out in Section 4.2.3.
- C. In Zones AE and AH, the Base Flood Elevation is determined from the FIS and/or FIRM.
- D. A garage attached to a residential structure, constructed with the garage floor slab below the Regulatory Flood Elevation, must be designed to allow for the automatic entry and exit of flood waters and must be used solely for parking, access and/or storage. See Section 5.1.3.5 (A) or (B).

Upon completion of the structure, certification by a registered professional engineer or surveyor that the elevation requirements of the lowest floor, including basement, of this section have been satisfied shall be provided to the Floodplain Administrator for verification.

**5.1.3.2 Nonresidential Construction (Commercial Construction or Industrial Construction)**

Nonresidential construction, new, or substantial improvement, shall have the lowest floor either elevated to conform with Section 5.1.3.1(A), (B), or (C) as appropriate,

Or, together with attendant utility and sanitary facilities,

- A. Be floodproofed below the elevation recommended under Section 5.1.3.1(A), (B), or (C) as appropriate so that the structure is watertight with walls substantially impermeable to the passage of water; and
- B. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.

Upon completion of the structure, certification by a registered professional engineer or surveyor that the elevation requirements of the lowest floor, including basement, of this section have been satisfied shall be provided to the Floodplain Administrator for verification; or certification by a registered professional engineer or architect that the floodproofing standards of this section are satisfied shall be provided to the Floodplain Administrator for verification.

#### **5.1.3.3 Manufactured Homes**

Manufactured homes shall meet the standards in Section 5.5.

#### **5.1.3.4 Accessory Structures (Detached Garages & Storage Structures)**

Accessory structures used solely for parking of vehicles or storage may be constructed such that the floor is below the Regulatory Flood Elevation, provided the structure is designed and constructed in accordance with the following requirements:

- A. Use of the accessory structure must be limited to parking of vehicles or storage;
- B. The portions of the accessory structure located below the Regulatory Flood Elevation must be built using flood resistant materials;
- C. The accessory structure must be adequately anchored to prevent flotation, collapse, and lateral movement;
- D. Any machinery or equipment servicing the accessory structure must be elevated or floodproofed to or above the Regulatory Flood Elevation;
- E. The accessory structure must comply with floodway encroachment provisions in Section 5.7; and
- F. The accessory structure must be designed to allow for the automatic entry and exit of flood waters in accordance with Section 5.1.3.5 (A) or (B).

Detached garages, storage structures, and other accessory structures not meeting the above standards must be constructed in accordance with all applicable standards in Section 5.1.3.1(A), (B), or (C) as appropriate.

Upon completion of the structure, certification by a registered professional engineer or surveyor that the requirements of this section have been satisfied shall be provided to the Floodplain Administrator for verification.

#### **5.1.3.5 Flood Openings**

All new construction and substantial improvement with fully enclosed areas below the lowest floor (excluding basements) that are usable solely for parking of vehicles, building access, or storage, and which are subject to flooding, shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater. Designs for meeting this requirement must meet or exceed the following criteria:

**A. For non-engineered openings:**

1. Have a minimum of two openings, on different sides of each enclosed area, having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;
2. The bottom of all openings shall be no higher than one-foot above grade;
3. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwater; or

**B. For engineered openings:**

1. Engineered openings (or covers and devices) that are specifically designed and certified by a registered engineer or architect as meeting the required performance and design requirements.
2. Engineered openings (or covers and devices) for which an Evaluation Report has been issued by the International Code Council (ICC) Evaluation Service, Inc. (ICC-ES), a subsidiary of the International Code Council, Inc.

**5.1.3.6 Machinery and Service Equipment**

All new construction, substantial improvement, and other proposed new development shall be constructed with electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

**5.2 STANDARDS FOR STORAGE OF MATERIALS AND EQUIPMENT**

- A. The storage or processing of materials that could be injurious to human, animal, or plant life if released due to damage from flooding is prohibited in Special Flood Hazard Areas.
- B. Storage of other material or equipment may be allowed if not subject to damage by floods and if firmly anchored to prevent flotation or if readily removable from the area within the time available after flood warning

**5.3 STANDARDS FOR WATER SUPPLY AND WASTE DISPOSAL SYSTEMS**

- A. All new or replacement water supply and sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharge from systems into flood waters.
- B. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.
- C. Waste disposal systems shall not be installed wholly or partially in a regulatory floodway.

**5.4 ADDITIONAL DEVELOPMENT STANDARDS, INCLUDING SUBDIVISIONS**

- A. All new subdivision proposals and other proposed development (including proposals for manufactured home parks and subdivisions), greater than 50 lots or 5 acres, whichever is the lesser, shall:
  1. Identify the Special Flood Hazard Area and the Base Flood Elevation; and
  2. Identify on the final plans the elevation(s) of the proposed structure(s) and pads. If the site is filled above the Base Flood Elevation, the lowest floor and finished grade elevations shall be certified by a registered professional engineer or surveyor and provided to the Floodplain Administrator.

- B. All subdivision proposals and other proposed development shall be consistent with the need to minimize flood damage.
- C. All subdivision proposals and other proposed development shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage.
- D. All subdivision proposals and other proposed development shall provide adequate drainage to reduce exposure to flood hazards.

#### **5.5 STANDARDS FOR MANUFACTURED HOMES**

All manufactured homes that are placed on site or substantially improved shall:

- A. Be elevated to conform with Section 5.1.3.1(A), (B), or (C) as appropriate so that the bottom of the structural frame or the lowest point of any attached appliances, whichever is lower, is at or above the Regulatory Flood Elevation; and
- B. Be securely anchored to an adequately anchored foundation system to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not to be limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state and local anchoring requirements for resisting wind forces.

Upon completion of installation of the manufactured home, certification by a registered professional engineer or surveyor that the elevation requirements of this section have been satisfied shall be provided to the Floodplain Administrator for verification.

#### **5.6 STANDARDS FOR RECREATIONAL VEHICLES**

All Recreational Vehicles placed on site shall:

- A. Be on site for fewer than 180 consecutive days,
- B. Be fully licensed and ready for highway use. A Recreational Vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or
- C. Meet the permit requirements of Section 4.0 of this Ordinance and the elevation and anchoring requirements for manufactured homes in Section 5.5.

#### **5.7 FLOODWAYS**

Located within the Special Flood Hazard Areas established in Section 3.2 are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of floodwaters which carry debris and potential projectiles and can potentially cause erosion, the following provisions apply:

- A. Prohibit encroachments including fill, new construction, substantial improvements, and other development, unless certification by a registered professional engineer or architect is provided demonstrating that encroachments shall not result in any increase in flood levels during the occurrence of the base flood discharge.
- B. If Section 5.7 is satisfied, all new construction and substantial improvements shall comply with all other applicable flood hazard reduction provisions of Section 5.0.

**SECTION 6.0**  
**VARIANCE PROCEDURE**

**6.1 NATURE OF VARIANCES**

The variance criteria set forth in this section of this Ordinance is based on the general principle of zoning laws that variances pertain to a piece of property and are not personal in nature. A variance may be granted for a parcel of property with physical characteristics so unusual that complying with the requirements of this Ordinance would create an exceptional hardship to the applicant or the surrounding property owners. The characteristics must be unique to the property and not be shared by adjacent parcels. The unique characteristic must pertain to the land itself, not to the structure, its inhabitants, or the property owners.

It is the duty of the City of Williams to help protect its citizens from flooding. This need is so compelling and the implications of the cost of insuring a structure built below the Regulatory Flood Elevation are so serious that variances from the flood elevation or from other requirements in this Ordinance are quite rare. The long-term goal of preventing and reducing flood loss and damage can only be met if variances are strictly limited. Therefore, the variance guidelines provided in this Ordinance are more detailed and contain multiple provisions that must be met before a variance can be properly granted. The criteria are designed to screen out those situations in which alternatives other than a variance are more appropriate.

**6.2 BOARD OF REVIEW**

- A. The Board of Review shall hear and decide appeals when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of this Ordinance.
- B. In considering such applications, the Board of Review shall consider all technical evaluations, all relevant factors, standards specified in other sections of this Ordinance, and:
  - 1. The danger that materials may be swept onto other lands to the injury of others;
  - 2. The danger of life and property due to flooding or erosion damage;
  - 3. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
  - 4. The importance of the services provided by the proposed facility to the community;
  - 5. The necessity to the facility of a waterfront location, where applicable;
  - 6. The availability of alternative locations for the proposed use, which are not subject to flooding or erosion damage;
  - 7. The compatibility of the proposed use with existing and anticipated development;
  - 8. The relationship of the proposed use to the comprehensive plan and floodplain management program for that area;
  - 9. The safety of access to the property in time of flood for ordinary and emergency vehicles;
  - 10. The expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters expected at the site; and,
  - 11. The costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, water system, streets, and bridges.
- C. Upon consideration of the factors of Section 6.2(B) and the purposes of this Ordinance, the Board of Review may attach such conditions to the granting of variances as it deems necessary to further the

purposes of this Ordinance.

- D. Any applicant to whom a variance is granted shall be given written notice over the signature of a community official that:
  - 1. The issuance of a variance to construct a structure below the Regulatory Flood Elevation will result in increased premium rates for flood insurance up the amounts as high as \$25 for \$100 of insurance coverage, and
  - 2. Such construction below the Regulatory Flood Elevation increases risks to life and property;
- E. The Floodplain Administrator shall maintain a record of all variance actions, including justification for their issuance.
- F. A person aggrieved in any manner by an action of the Board of Review may within thirty days appeal to the Floodplain Board.

### **6.3 CONDITIONS FOR VARIANCES**

- A. Variances shall only be issued:
  - 1. Upon a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on, victimization of the public, or conflict with existing local laws or ordinances;
  - 2. Variances may be issued for the repair, rehabilitation, or restoration of structures listed in the National Register of Historic Places or the State Inventory of Historic Places, upon a determination that the proposed repair or rehabilitation will not preclude the structures' continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure;
  - 3. Upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief;
  - 4. Upon a showing of good and sufficient cause;
  - 5. Upon a determination that failure to grant the variance would result in exceptional hardship to the applicant;
  - 6. Upon a showing that the use cannot perform its intended purpose unless it is located or carried out in close proximity to water. This includes only facilities defined in Section 2.0 of this Ordinance in the definition of "Functionally Dependent Use."
- B. Variances shall not be issued within any floodway if any increase in the Base Flood Elevation would result.
- C. Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the Regulatory Flood Elevation, provided the procedures of Sections 4.0 and 5.0 of this Ordinance have been fully considered. As the lot size increases beyond one-half acre, the technical justification required for issuing the variance increases.

## Staff Report



**To:** City Council  
**From:** Daniel Gordon  
**Date:** January 31, 2022  
**Subject:** Brian Predmore Variance Request

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**Background:** Mr. Predmore is seeking a variance to encroach into the required front and/or rear setbacks to build a 26' X 30' detached Tuff Shed garage on his property at 306 W. Sheridan Ave.

Mr. Predmore is wanting to build a structure that is too big for his parcel, and claims that the code requirements create an unnecessary hardship. The alleged hardship is actually a personal inconvenience resulting from actions by the applicant, and a violation to **158.031 (C)(3)**. The parcel setbacks are consistent to all properties in the R1-7 zoning for new structures, also making this request a violation to section **154.043 (C)(3)** stating that granting the variance constitutes special privilege inconsistent with other properties in the same zoning.

Additionally, Mr. Predmore claims that other properties in his area are in violation to the density schedule (**158.080**) and goes on to list several properties, which **158.032** states is not grounds for granting a variance. I did, however, inspect all of the properties listed and confirmed that they are legal non-conforming properties which have structures built prior to the adopted code of ordinances.

Granting this request would violate section **158.031** stating that the board shall not grant a variance if the special circumstances applicable to the property are self-imposed by the property owner.

**Recommendation:** Due to this request being in violation of Code sections 154.043, 158.031, and 158.080, staff recommendation is to deny the variance request of any setback encroachment on Mr. Predmore's parcel.



Planning and Zoning Commission  
113 South First Street  
Williams, AZ 86046

RE: Zoning Variance request for 306 W Sheridan Avenue, Williams, AZ 86046 (Parcel # 20125022)

Commission,

I'm hoping to get variance on one of the setbacks that we don't comply with for a new garage (Tuff Shed) we are wanting. There are two options that we can do so please let us know what the city would prefer and if possible, approve?

- **Variance Option #1:** The minimum rear yard setback (section 158.080) for a R1-7 is 15'-0". On our new structure to be able to get the minimum front yard (frontage) setback of 20'-0", we had to decrease the rear setback to 10'-0". **This Variance option selection would allow for a 10'-0" setback in the rear yard.**
- **Variance Option #2:** The minimum front yard (frontage) setback (section 158.080) for a R1-7 is 20'-0". This makes it not in compliance in the rear yard setback of 15'-0" (10'-0" actual). Our existing house is setback 10'-0" from West Sheridan Avenue, with the porch being 5'-0" from West Sheridan Avenue. **If this Variance option is selected, then the city would allow for the new structure setback to be 15'-0" setback for the Minimum front yard, and thus having the minimum rear setback in compliance of 15'-0"**

Per Ordinance 154.043 (C):

C1: Strict Enforcement of the Zoning Code results in practical difficulty or unnecessary physical hardship consistent with the objective of the code.

A: The garage purposed is the smallest depth (26'-0") it can be due to vehicle sizes these days. My truck needs a minimum of 24'-0" to fit into garage (excluding exterior walls that would be around 26'-0"). The garage is short per latest Density Schedule (158.080) by 5'-0" either in rear yard, or front yard. Existing house was built in the 1930's and has an existing setback of 5'-0" (Front Yard) for the porch canopy and 10'-0" for the main house exterior walls.

***Approval of Variance Option #2, if approved would put the garage 15'-0" from front yard, 5'-0" back from existing house, and all other setbacks would be in compliance.***

C2: Circumstances or conditions of the property that do not apply generally to other parcels in the same zoning district.

A1: This Parcel is a corner parcel (Northwest corner of West Sheridan Ave and West 3<sup>rd</sup> Street). All corners have existing structures less than 20'-0" setbacks.

A2: Parcel has existing landscape that I do not want to change and disturb the history.

C3: Strict Enforcement of the zoning code deprives the applicant of privileges enjoyed by the owners of the other properties in the same zone.

A1: Other parcels have improved and constructed buildings that approach into and against the existing Density Schedule (158.080) in my area (See attached descriptions of different parcels). These pertain to Front, Side, and Rear setbacks.

A2: Other parcels (not built on yet) have the choice to move the structure and comply with codes. I have an existing structure and have limited choices to how the structure can fit per codes.

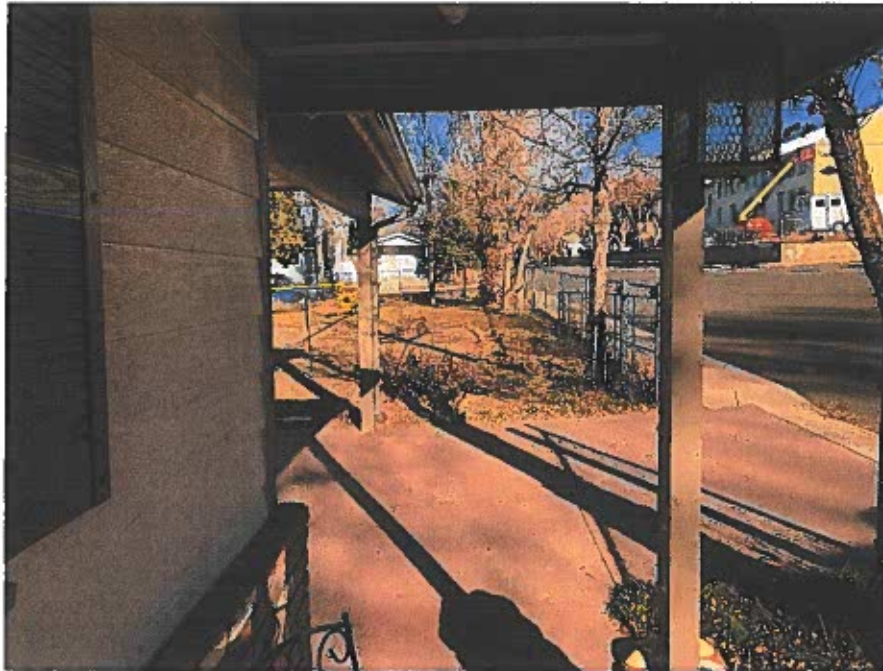
We have reviewed all possible placements per code, existing landscape, and community appearance. I believe the best option of a variance approval is Option #2. This will give our rear adjacent parcel the 15'-0" setback as per code, and the 15'-0" approved (Variance) front setback will look like the existing and the new building were built together, with the same look (garage elevations are attached)

Attached Site Plan is if city wanted to do Option #1. I have also attached section 158.080 and pictures of our site.

Sincerely,

A handwritten signature in blue ink, appearing to read 'BP', with a stylized flourish extending to the right.

Brian Predmore  
306 West Sheridan Avenue  
Williams, AZ 86046  
[REDACTED]



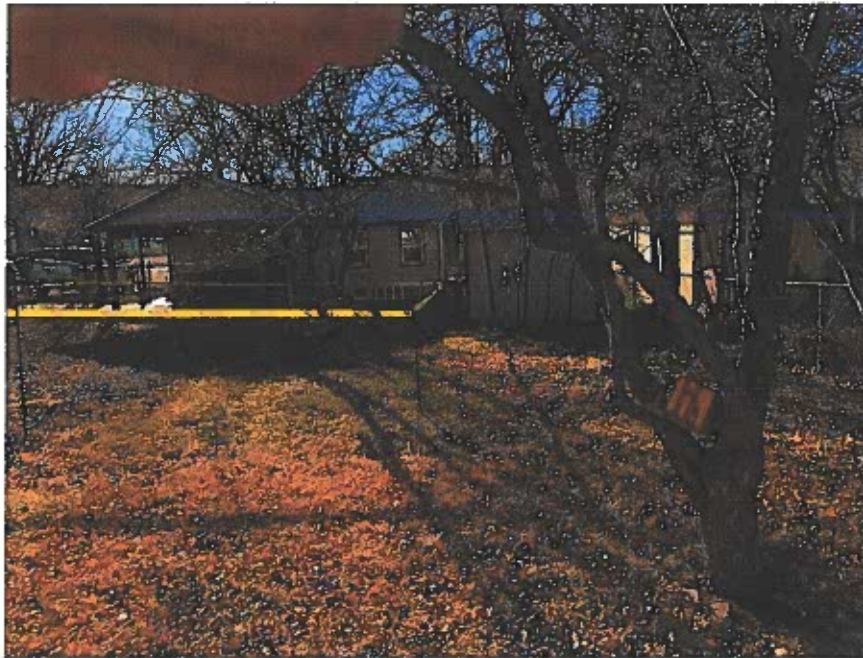
**Picture Description:** This picture is looking from our existing porch East to 3<sup>rd</sup> street.

Car port is 10'-0" back from Sheridan Avenue sidewalk. The positioned stakes, with Caution Tape is position of proposed garage with a 15'-0" Setback from Sheridan Avenue sidewalk, which would be the position of the garage if 5'-0" Variance from 20'-0" setback is approved. The proposed garage is 5'-0" back from existing car port, and 10'-0" back from existing house/porch.



**Picture Description:** This picture is looking from 3<sup>rd</sup> street towards proposed garage and existing house.

Clearer picture of how proposed garage will be 5'-0" further back from existing carport, and 10'-0" from existing house. Proposed garage location (as shown) is 15'-0" from Sheridan Avenue sidewalk.



**Picture Description:** This picture is looking from 3<sup>rd</sup> street towards proposed garage and existing house.

This picture shows that if 15'-0" frontage setback is approved that the rear setback will conform to the 15'-0" rear setback and will also align with back of existing house. The only variance needed is for the Frontage, or Front setback, all other setbacks will conform with City of Williams Code (section 158.080).

### **Parcel numbers and examples of neighbors not meeting City of Williams codes.**

#### **Parcel 20122017 (311 South 3<sup>rd</sup> Street):**

1. House frontage has a new 10'-0" porch that sits 5'-0" from South 3<sup>rd</sup> Street sidewalk.
2. Concrete pad on southside (used for parking cars/trucks) poured right up to parcel 20122018 (327 S 3<sup>rd</sup> Street, Williams, Arizona 86406).

#### **Parcel 20122018 (327 South 3<sup>rd</sup> Street):**

1. House frontage on either South 3<sup>rd</sup> Street or West Sheridan Avenue is not 20'-0" (10'-0" setback off South 3<sup>rd</sup> Street and 15'-0" setback on West Sheridan Avenue).
2. New structure, east of this house, frontage is 15'-0" off Sheridan Avenue (216 W. Sheridan Avenue), also does not meet side requirements of 15'-0" from next structure on parcel 20122019 (212 W. Sheridan Avenue).

#### **Parcel 20122019 (212 W. Sheridan Avenue):**

1. House frontage is at 15'-0" from W. Sheridan Avenue sidewalk, and but both sides of structure do not meet City of Williams code.

#### **Parcel 20123002 and 20123001 (201 W. Sheridan Avenue):**

1. This is a commercial property and has recently put a parking lot that goes right up to W. Sheridan Avenue sidewalk and South 3<sup>rd</sup> Street sidewalk (no landscaping buffer)

**Parcel 20124001B (402 S 3<sup>rd</sup> Street):**

1. Frontage setback of house is 15'-0" from S. 3<sup>rd</sup> Street.
2. Garage on west side of house does have a frontage setback of 20'-0", the back setback is 5'-0" from parcel number 20124002 (408 W. Sheridan Avenue), in which its less than 15'-0" from garage. (actually 10'-0")

**Parcel 20124002 (408 W. Sheridan Avenue):**

1. Frontage setback of house is less than 15'-0" from S. 3<sup>rd</sup> Street.
2. Structure at Southwest portion of Parcel does not have a 15'-0" rear setback, or a 5'-0" side setback.

**Parcel 20125024 (312 S. 3<sup>rd</sup> Street):**

1. Frontage setback of house is less than 10'-0" from S. 3<sup>rd</sup> Street.
2. Garage in back of property is less than 15'-0" setback from parcel lines.

**REQUEST FOR VARIANCE:**

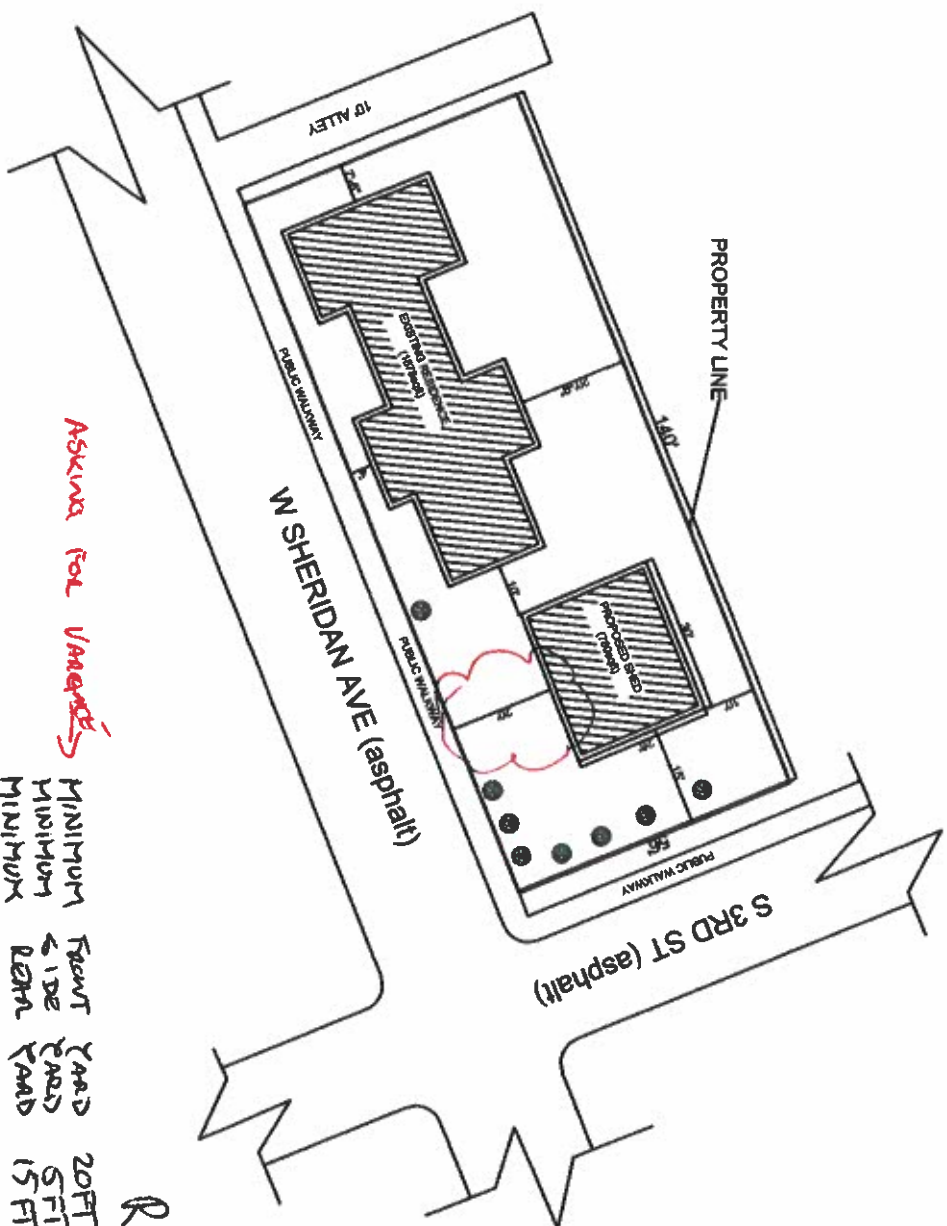
**I would like to get an approval of a variance from section 158.080 of a frontage setback off West Sheridan Avenue of 20'-0" to a modified (variance) setback of 15'-0" from off West Sheridan Avenue.**

Please contact me with any questions, or if I need to come to a meeting with the committee to get this variance approved. Thank you all for your time.

Brian & Elayna Predmore  
306 W. Sheridan Avenue (Parcel # 20125022)  
Williams, AZ 86046  
[REDACTED]



# PROJECT: SITE PLAN OF THE PROPERTY UNDER REVIEW SHOWING THE PROPOSED SHED DEVELOPMENT.

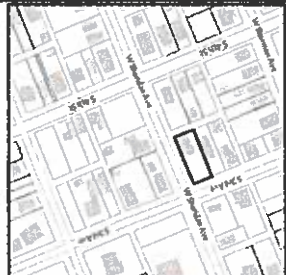


SITE ADDRESS: 306 W Sheridan Ave., Williams, AZ 86046, USA  
 PARCEL ID: 20125022  
 SUBDIVISION: WILLIAMS TOWNSITE, LOT NO: LOT 18

SHEET TITLE: **SITE PLAN**  
 LOT OWNER: **PREDMORE BRIAN ANDREW & ELAYNA R**

**DEEN'S CONSULTS**  
 Architects, Planners & Project Managers

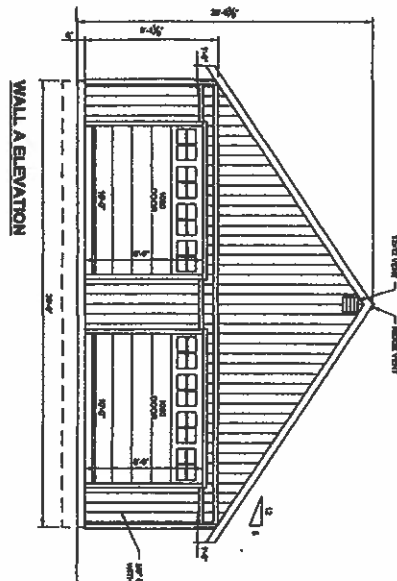
ARCHITECT: *Deen's consults*  
 DRAWN: *Deen's consults*  
 CHECKED BY: *Deen's consults*  
 SCALE: 1"=25' (0.5"=11') DATE: 1-4-2011



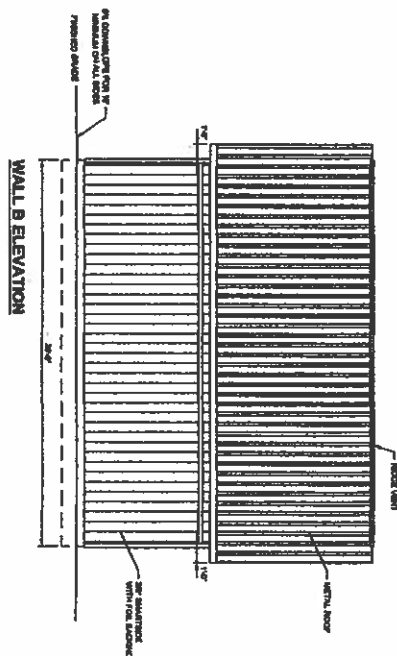
NOTES

PLOT SIZE
7,840 sqft

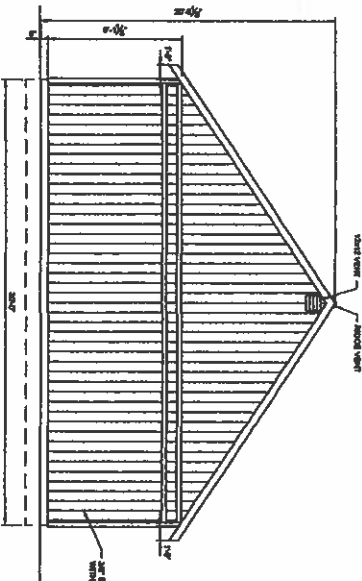
**DRAWING INDEX**  
S1 - PROJECT NOTES, ELEVATIONS  
S2 - PLANS, SHEAR WALL SCHEDULE  
S3 - SECTIONS, DETAILS



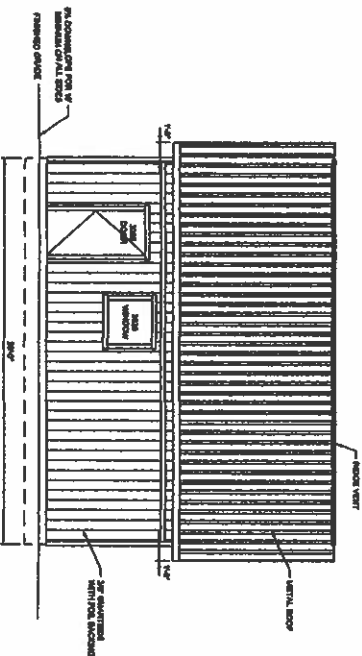
### WALL A ELEVATION



**WALL B ELEVATION**



**WALL C ELEVATION**



**WALL D ELEVATION**

#### PROJECT NOTES

- [illegible]

**STRUCTURAL DRAWINGS BY:**  
**TUFF SHED**  
**IN HOUSE DRAFTING**  
**DEPARTMENT**  
**1777 S. HARRISON STREET**  
**DENVER, COLORADO 80210**  
**(303) 753-TUFF**

**PRELIMINARY -  
NOT FOR  
CONSTRUCTION**

PO No. EP-6544 Inv No. 170811  
Customer: BRIAN FREDMORE

**Description:**  
ACCESSORY BUILDING  
30' X 28' = 780 SQ FT  
**Site Address:**  
305 W SHERIDAN AVE  
WILLIAMS, AZ 86046

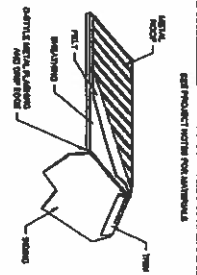
**TUFF SHED**  
Storage Buildings & Garages  
**TUFF SHED, INC.**  
4800 BRIDGE STREET  
BROWNSVILLE, TX 77802  
(713) 346-0033

Drawn By: AM
Date: 8/13/21
Checked By:
Date:
Review:
Revised:
Title:
PROJECT NOTES
ELEVATIONS
Scale: 1/4" = 1'-0"
Sheet:

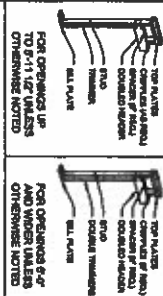
21



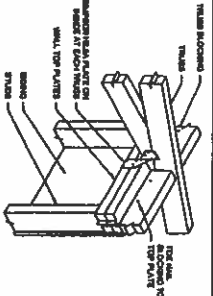
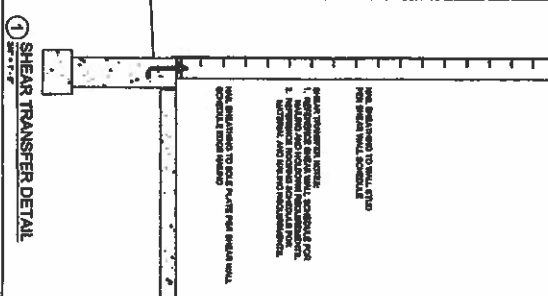
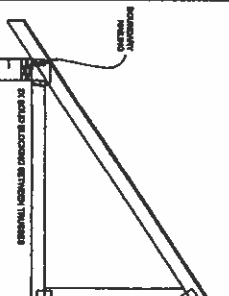




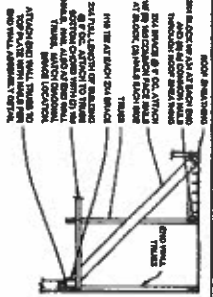
6 METAL ROOFING DETAIL



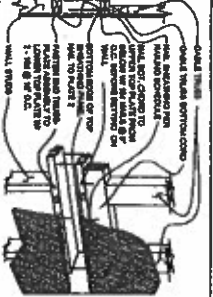
6 HEADER DETAIL



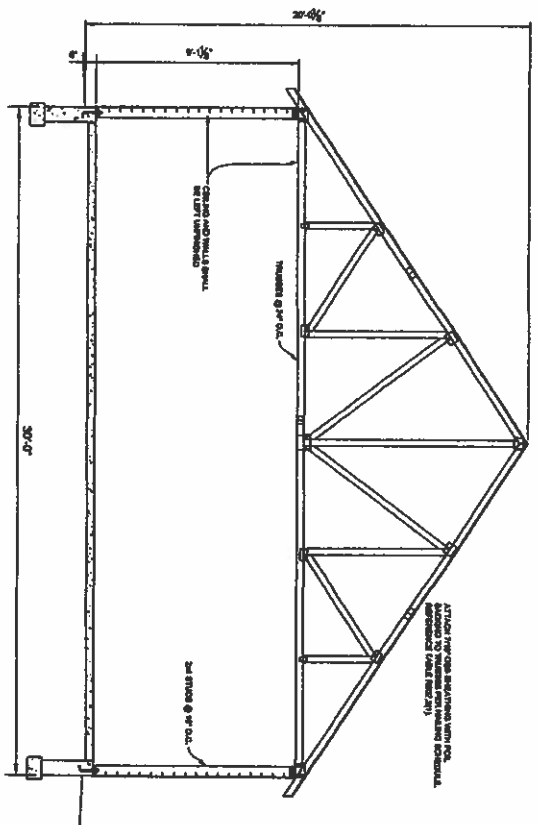
7 H2 SA RANCH TRUSS ATTACHMENT DETAIL WITH BOTTOM CHORD



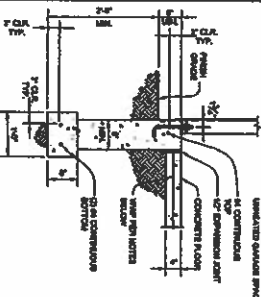
8 LATERAL BRACING/PURLIN DETAIL



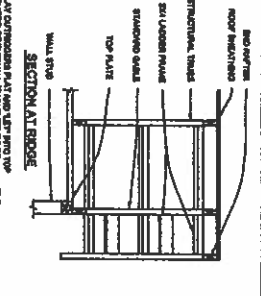
9 ENDWALL ASSEMBLY DETAIL



2 BUILDING SECTION  
ATTACH RAFTERS TO TOP PLATES WITH NAILS ON BAY CLIPS.  
WALL FRAMED TO BE 2X12 @ 24" O.C. @ 8' O.C.



3 SPREAD FOOTING FOUNDATION DETAIL  
CONCRETE FOOTING DETAIL  
1. MINIMUM 12" THICK CONCRETE FOOTING.  
2. MINIMUM 4" DIA. REINFORCING BARS.  
3. MINIMUM 4" THICK CONCRETE WALL.  
4. MINIMUM 4" DIA. REINFORCING BARS.  
5. MINIMUM 4" THICK CONCRETE SLAB.  
6. MINIMUM 4" DIA. REINFORCING BARS.  
7. MINIMUM 4" THICK CONCRETE FLOOR.  
8. MINIMUM 4" DIA. REINFORCING BARS.  
9. MINIMUM 4" THICK CONCRETE CEILING.  
10. MINIMUM 4" DIA. REINFORCING BARS.



4 CANTILEVERED LADDER DETAIL  
SECTION AT BRIDGE  
1. MINIMUM 12" THICK CONCRETE FOOTING.  
2. MINIMUM 4" DIA. REINFORCING BARS.  
3. MINIMUM 4" THICK CONCRETE WALL.  
4. MINIMUM 4" DIA. REINFORCING BARS.  
5. MINIMUM 4" THICK CONCRETE SLAB.  
6. MINIMUM 4" DIA. REINFORCING BARS.  
7. MINIMUM 4" THICK CONCRETE FLOOR.  
8. MINIMUM 4" DIA. REINFORCING BARS.  
9. MINIMUM 4" THICK CONCRETE CEILING.  
10. MINIMUM 4" DIA. REINFORCING BARS.

**TUFF SHED**  
Storage Buildings & Carports  
TUFF SHED, INC.  
300 W. SHERRIDAN AVE  
WILLIAMS, AZ 85546  
(505) 733-TUFF

PO No. EP-6564 Rev. No. 12091111  
Customer: BRIAN FREEDMORE

DESCRIPTION:  
ACCESSORY BUILDING  
30' X 20' X 780 SQ. FT.  
Site Address:  
1777 S. HARRISON STREET  
DENVER, COLORADO 80210  
(303) 733-TUFF

STRUCTURAL DRAWINGS BY:  
TUFF SHED

IN HOUSE DRAFTING  
DEPARTMENT  
1777 S. HARRISON STREET  
DENVER, COLORADO 80210  
(303) 733-TUFF

3  
Sheet 2 of 2

THIS DRAWING AND THE DESIGN ARE THE PROPERTY OF TUFF SHED, INC. THESE DRAWINGS ARE FOR A BUILDING TO BE SUPPLIED AND BUILT BY TUFF SHED. ANY OTHER USE IS FORBIDDEN BY TUFF SHED, INC.

PRELIMINARY - NOT FOR CONSTRUCTION