BOARD OF ADJUSTMENT
REGULAR MEETING
Council Chambers/Library Auditorium
7401 E. Skoog Blvd., Prescott Valley, Arizona 86314, at 5:30pm

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MEETING MINUTES
October 26, 2026

Present: Chairperson Michael Carson
Vice Chair Dana Shaffer
Member John Burton

Absent: None

1. CALL TO ORDER

2. ROLL CALL

3. CALL TO THE PUBLIC

None

4. ANNOUNCEMENTS

None

5. APPROVAL OF MINUTES

a. September 28, 2026, Regular Meeting Minutes Consideration & Possible Action (Approve)

Chairperson Carson asked if there were any corrections to the September 28, 2026, regular meeting minutes.

Vice Chairperson Shaffer identified a correction to the previous meeting minutes, noting that the word “party” should read “partly” in the second line of the fifth paragraph.

Chairperson Carson recognized a second correction in the last paragraph where Ivan Legler is noted as “Deputy Town Attorney” and should be corrected as “Town Attorney.”

Motion by Vice Chair Dana Shaffer, seconded by Member John Burton

AYE: Chairperson Michael Carson, Vice Chair Dana Shaffer, Member John Burton

3 - 0 Passed

6. PUBLIC HEARING ITEMS

7. ACTION ITEMS

a. V26-002 - Consideration & Possible Action (Approve) [Chris Norlock, Planner II]

SUMMARY/BACKGROUND:

Upon the application of Rose Arredondo, owner, a request for a Variance per Section 13-13-020.M.4 of the Town of Prescott Valley Zoning Ordinance to allow for a front yard fence of 5'5" in height. The subject property is located at 3615 N Sharon Drive, Prescott Valley, AZ, APN# 103-26-277.

Chris Norlock, Planner II, presented the location of the property found at the south-east corner of Sharon Drive and Sommer Drive.

Mr. Norlock explained that the applicant has two children with autism, with a bedroom window facing the neighbor's chicken coop. He noted that the recurring noise from the chicken coop causes severe sensory overload for the children and creates a flight risk.

Mr. Norlock explained that the applicant is requesting a 5' 5" safety fence as reasonable accommodation under the Fair Housing Act. He stated that staff recommends approval of the variance.

Rose Arredondo, the applicant, attended via video call and elaborated on two previous incidents in which her son became overstimulated and ran out of the yard in the evening, requiring her to contact law enforcement for assistance in locating him. She further explained that although he is 14 years old, he has the mental capacity of a 4-year-old and weighs 190 pounds at a height of 5' 9". She stated that she is trying to prepare for the future as he continues to grow.

Chairperson Carson asked whether the Board had questions for the applicant.

Vice-Chairperson Shaffer requested clarification regarding the type of fence. Ms. Arredondo stated it would be a wooden fence. Vice-Chairperson Shaffer noted that, because the fence extends around the front of the house, a gate would be necessary. Ms. Arredondo explained that there would be one gate near the driveway, where the garage is located, and a standard gate to allow access to and from the front yard, secured with a code.

Chairperson Carson asked whether there were any concerns that the child might be able to climb the fence. Ms. Arredondo responded that, due to his weight, she did not believe he would be able to climb it. She added that she would avoid placing objects against the fence that could assist him in climbing. She noted that she would prefer a 6-foot fence if permitted but was unsure whether that would be possible.

Chairperson Carson asked Mr. Norlock whether there were any concerns regarding traffic visibly at the corner. Mr. Norlock explained that the fence would need to remain outside the 33-foot-by-33-foot sight triangle and confirmed Chairperson Carson's understanding that this would be reviewed during the permitting process.

Vice-Chairperson Shaffer asked Mr. Norlock how the fence would accommodate the existing bushes and whether an opening would be necessary. Mr. Norlock stated that he did not believe an opening would be required and asked Ms. Arredondo for further clarification. Ms. Arredondo explained that the fence would be placed behind the bushes when viewed from the street.

There were no further questions.

Motion by Vice Chair Dana Shaffer, seconded by Member John Burton

AYE: Chairperson Michael Carson, Vice Chair Dana Shaffer, Member John Burton

3 - 0 Passed

8. **ADJOURNMENT**

Motion by Member John Burton, seconded by Vice Chair Dana Shaffer

AYE: Chairperson Michael Carson, Vice Chair Dana Shaffer, Member John Burton

3 - 0 Passed

APPROVED:

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Michael Carson, Chair

CERTIFICATION

I hereby certify that the foregoing are the true and correct minutes of the Prescott Valley Board of Adjustment meeting held on _____, 2026. I further certify that a quorum was present.

Dated this _____, 2026.

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Ludin Mercado, Administrative Specialist II