



APACHE COUNTY — Community Development Department
 P.O. Box 238 • St. Johns, AZ 85936 • Phone: (928) 337-7526 • Fax: (928) 337-7633

CONDITIONAL USE PERMIT APPLICATION

APPLICANT

Name William Stafford
 Mailing Address 921 N Fir St Chandler, AZ 85226

 Contact Person William Stafford
 Phone 480-694-8320 Fax _____
 Email bill@flexground.com

PROPERTY INFORMATION

Assessor's Parcel # 201-53-126
 Township _____ Range _____ Section _____
 Subdivision _____
 Unit # _____ Lot # _____
 Address/Location 425 County Road N8051
Concho, AZ 85924

 Existing Zoning AGeneral
 Existing Land Use vacant
 Lot Size 40 acres

CONDITIONAL USE PERMIT REQUEST

Please provide a brief description of the request.
Small development of extremely private cabins
condusive to stargazing and weekend get-a-ways

Temporary Use: ___ Yes X No

SUBMITTAL CHECKLIST

- Pre-application meeting with a staff planner.
- A non-refundable filing fee.
- Proof of Ownership.
- Application, photographs, diagrams, site plans with the setbacks noted, drainage report and any other required information. Please be precise and detailed.
- Citizen Review Process as listed in ordinance Section 1106. A list of names and addresses of all the property owners within 300 feet of subject property.
- ADOT permit granting ingress / egress access
- Map to property.
- All required items need to be submitted to Planning & Zoning at least 30 days prior to the next scheduled meeting.

CERTIFICATION & SIGNATURE

Submittal of this application constitutes consent of the applicant in granting the Community Development Department access to the subject property during the course of project review. No further consent or notice shall be required.

I hereby certify that the information in this application is correct and agree to abide by the regulations of this jurisdiction.

Signature of Applicant [Signature] Date 10/31/2025

Signature of Property Owner (if not the applicant) _____ Date _____

OFFICE USE ONLY

Received By [Signature] Date 11/4/2025
 Receipt # 186 Fee 500
 Permit # 2025-63
 Related Cases _____
 Appeal Filed By _____ Date _____
 Receipt # _____ Fee _____

COMMISSION ACTION

Approved with Conditions Denied

Resolution # _____ Date _____
 Chairman _____ Date _____

BOARD ACTION

Approved with Conditions Denied

Ordinance # _____ Date _____
 Supervisor _____ Date _____

December 1, 2021

William Stafford
921 N Fir. St
Chandler, AZ 85226
480-694-8320

Apache County Community Development Department
PO Box 238
St. Johns, AZ 85936

RE: Conditional Use Permit for Proposed Development for Parcel #201-53-126

To whom it may concern:

We aim to develop a property featuring a small collection of distinctive, high-end luxury stargazing cabins designed exclusively for romantic couples' stays. Each unique cabin will have electric, heating & air, kitchenettes, and ultra-luxury bathrooms. Each unit will be built to City and County code and spread out across the parcel to reduce the potential of light and sound pollution – both for our guests, and our neighbors. We plan to secure "Dark Sky Approved Lodging" certification, like the prestigious designation Flagstaff holds. Given Concho's exceptional Bortle 1-2 rating on the Bortle Dark Sky Scale, we're confident this certification is highly achievable. This recognition will not only validate our commitment to preserving dark skies but also significantly boost astro-tourism across Apache County, driving increased overnight stays, local spending, and new tax revenue that will directly benefit the community. Our firm commitment is to limit the number of units to ensure privacy and maximize access to nature. A Residence will also be built to provide for a full-time onsite Property Manager. Peace, quiet and privacy for guests, as well as neighbors, is of the utmost importance to this project. All structures will be thoughtfully designed to harmonize with the natural surroundings, as environmental integration is a fundamental aspect of this development.

Of concern and consideration:

1. Current zoning – I understand that the property is currently zoned A-General. Our intent is to ensure we are compliant with the zoning for our small development, and to apply for a Conditional Use permit.
2. Land clearance and improvement – To accommodate the proposed structures and ensure safe, functional access within the property, selective land clearance and improvements will be necessary. This includes the careful removal of only essential trees to create space for buildings and driveways, coupled with minimal grading to level the site. We will utilize cinders to establish a stable, environmentally sensitive driveway surface and implement soil stabilization measures to support vehicle access. To enhance the property's natural beauty and privacy, we are committed to extensive tree planting, which will offset any tree removal and contribute to the ecological and aesthetic value of the land, as well as creating a harmonious balance between development and environmental stewardship. A detailed site assessment will be conducted to precisely determine the scope of these improvements, ensuring compliance with County regulations and a commitment to minimizing environmental impact.
3. Utilities – a. Power - We intend to power everything via solar power with battery and generator backups. b. Water – We intend to drill a well and have storage tanks that would supply water to the units. c. Septic – Property has passed a perc test, and septic plans are drawn up. d. Gas – We intend to install and maintain propane tanks on the property for heating and cooking purposes.
4. Construction and ongoing maintenance – To support the local economy and foster community engagement, we are committed to partnering with local trades and construction companies for the building process, maximizing the involvement of regional businesses. For ongoing maintenance, we will employ local professionals, including

landscapers and handymen, to ensure the property remains well-maintained and sustainable. Additionally, we will engage local companies and individuals to provide exceptional guest services, such as spa treatments, catered meals, and other amenities.

5. Day-to-day operations on the property will be managed by a dedicated live-in Property Manager, ideally a couple, ensuring consistent oversight and care. All other business functions, including administrative and operational tasks, will be efficiently managed from our home office in Chandler, AZ. The operation will employ a total of two additional staff members, alongside my wife and myself, to support the property's needs.

Sincerely,



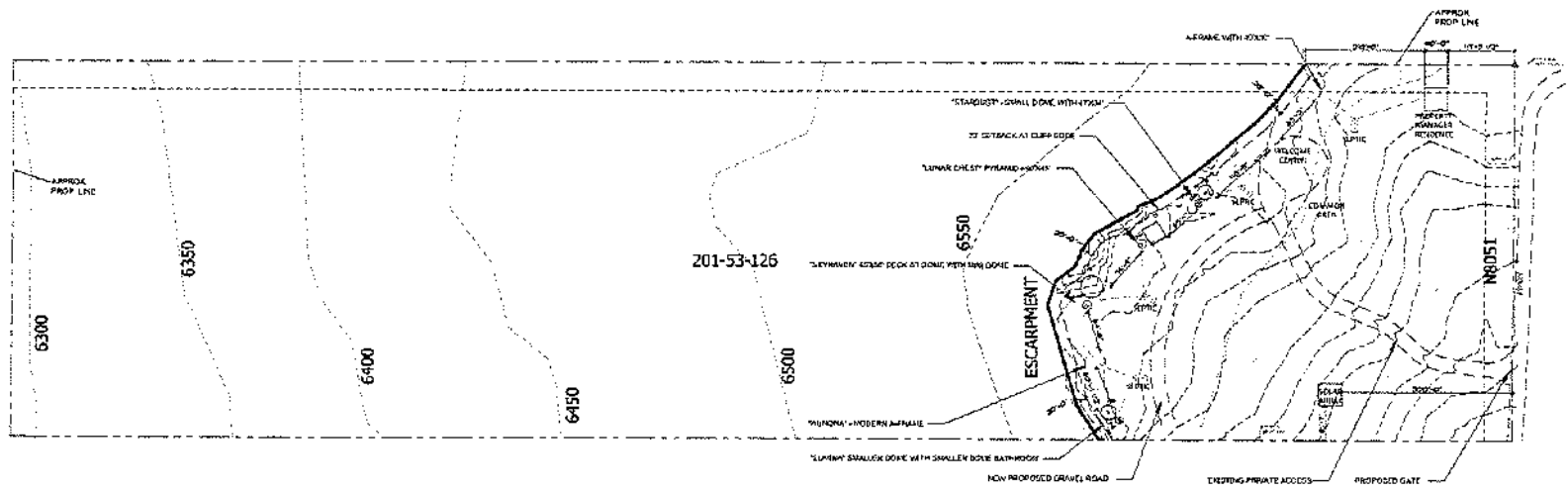
William Stafford
480-694-8320

- b. Design of water supply systems, septic systems, and sewer systems shall meet all county health regulations.
- c. Subsequent design of increased surface drainage shall be channeled to natural or manmade drainage structures and not allowed to flow uncontrolled onto neighboring properties, unless an easement or other written permission has been granted. Necessary measures shall be taken to prevent erosion.
- d. Traffic from a proposed conditional use will not be excessive for the land area involved and will not create or significantly increase congestion or cause safety hazards.
- e. Where possible, the site design will preserve and enhance existing trees, watercourses, hills, and other natural features, as well as vistas and historic locations, and will be compatible with existing adjoining development.
- f. With regard to parking, the provisions of Article 6 shall apply.
- g. With regard to lighting, the provisions of Article 7 shall apply.
- 6. The Community Development Department may require additional information in order for the Board of Supervisors to determine compliance with any other conditions that in its opinion are necessary to protect the public health, safety, and general welfare.
- 7. When signs are to be erected as part of a conditional use, a diagram showing the on-site location, size, and design of the sign together with lighting details, construction materials, and landscaping details shall be submitted. The Board of Supervisors shall approve sign usage as part of the conditional use permit, and no changes may be made without further approval by the Board of Supervisors. In general, the following guidelines shall be considered by the Board of Supervisors in approving sign usage:
 - a. Signs shall be constructed in a safe manner that prevents collapse, wind damage, electrical hazards, or other unsafe conditions.
 - b. Signs shall be placed so as not to obstruct vision necessary for safe pedestrian or vehicular traffic movement nor inhibit traffic movement.
 - c. Signs shall be placed so as not to obstruct views of adjoining properties or views from adjoining properties.
 - d. Signs shall be of a minimum size and number for the purpose served.
 - e. Signs shall be landscaped where possible.
 - f. Signs attached to buildings shall appear to be an integral part of the building. Guy wires and similar appurtenances shall not be exposed.

DI	DRAIN INLET
PH	FIRE HYDRANT
E	ELECTRICAL PANEL / METER / GAS
WM	WATER METER
WL	WATER LINE / SEWER CLEANOUT

SETBACK GUIDELINES
 FRONT: BUILDING HEIGHT + 10'
 SIDE: 10'
 ACCESSORY: 10' AND 15' (2-STORY)
 MAX HEIGHT: 35'

SQUARE FOOTAGE	
ZONING:	A-G (UNINCORPORATED)
LOT AREA:	40.03 ACRES



SITE PLAN
 SCALE: 1" = 100'-0"



SKYVIEW
 425 COUNTY RD N8851, CONCHO, AZ 86304

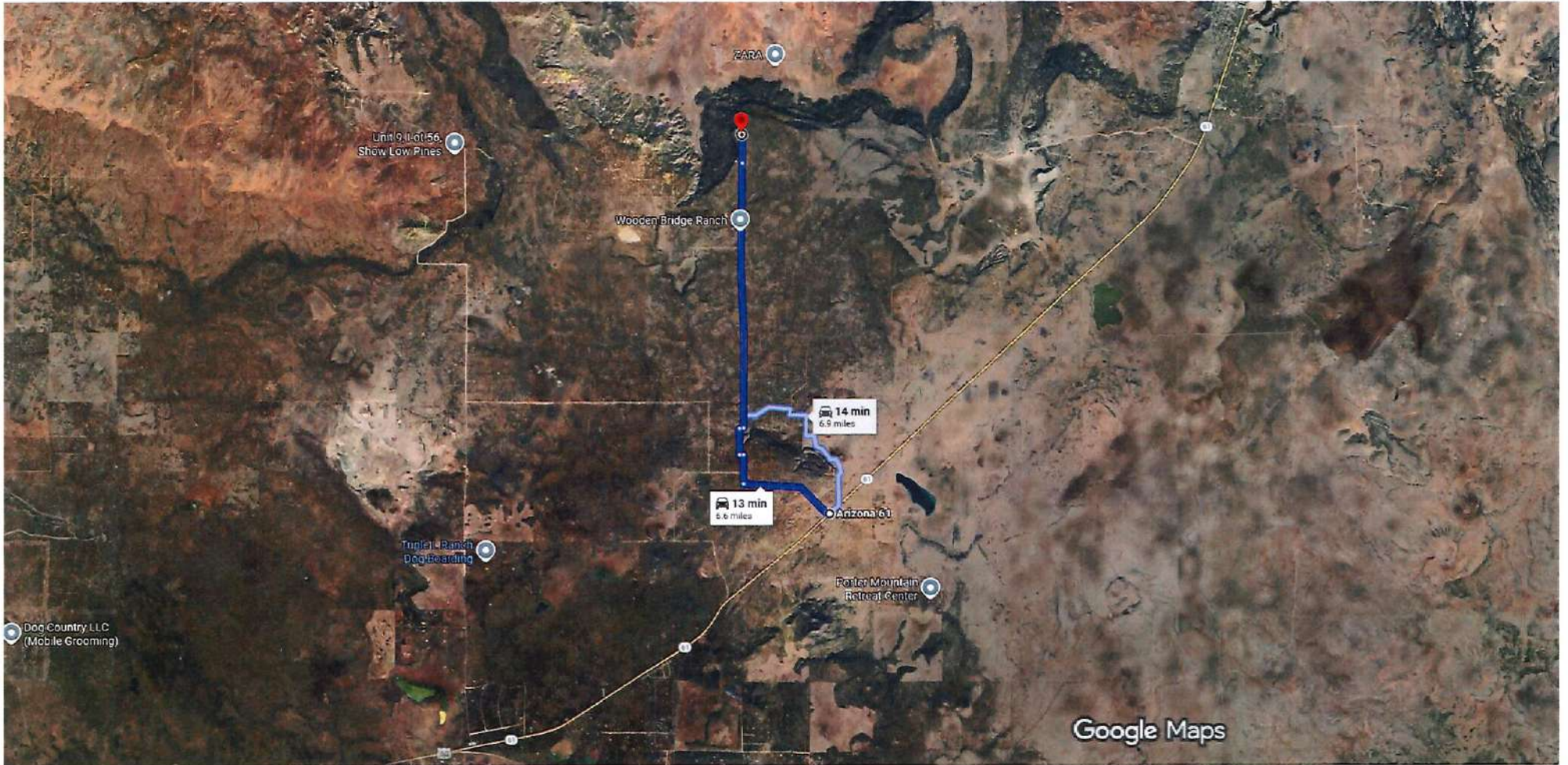
COVER SHEET /
 PRELIMINARY SITE PLAN

DATE:	
DATE:	
DATE:	
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DATE:	

PLAN
 SKYVIEW
 ESCAPES

MUNICIPALITY
 APACHE
 COUNTY

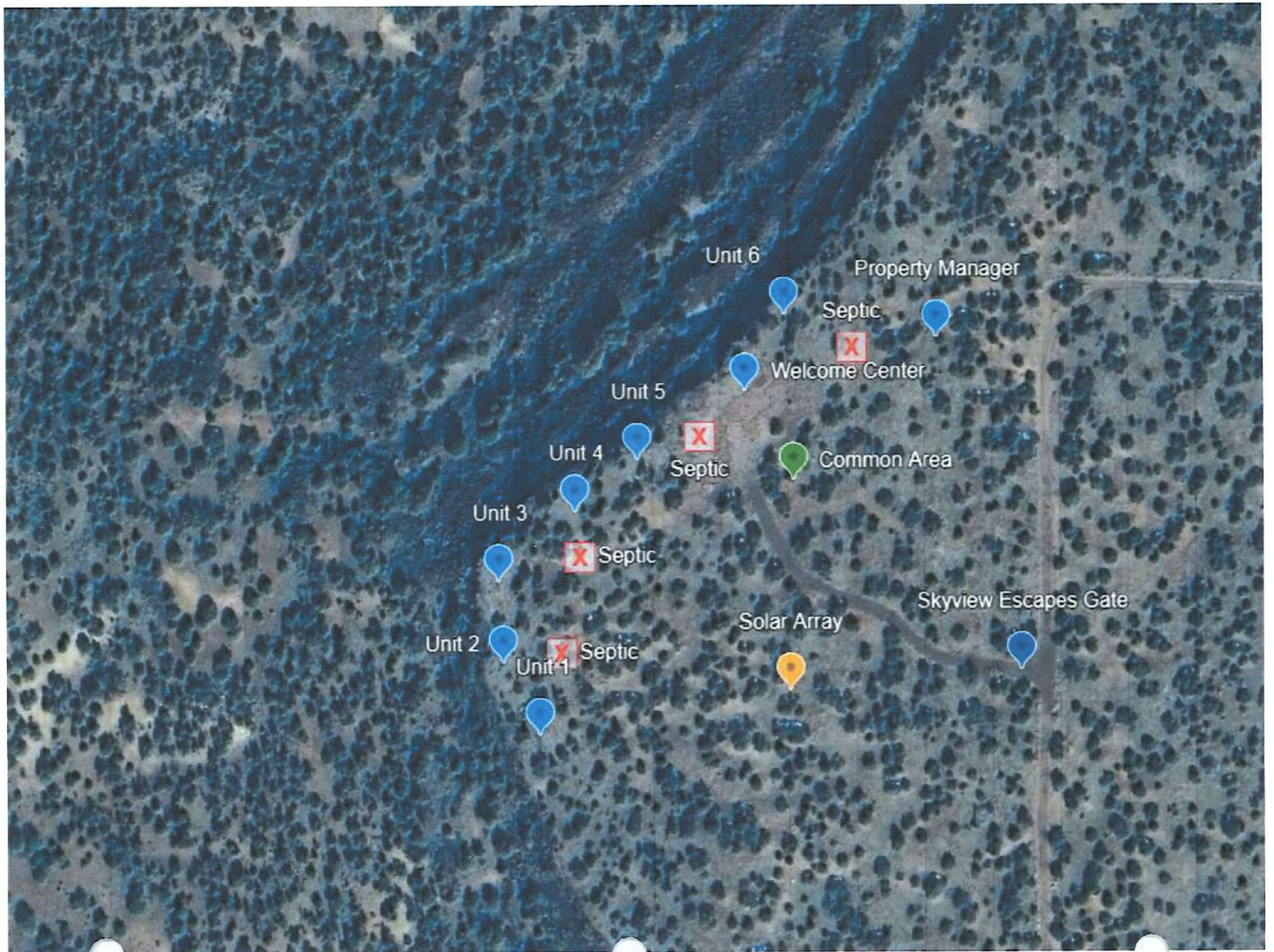
SHEET NO.
C1.1



AZ-61
Concho, AZ 85924

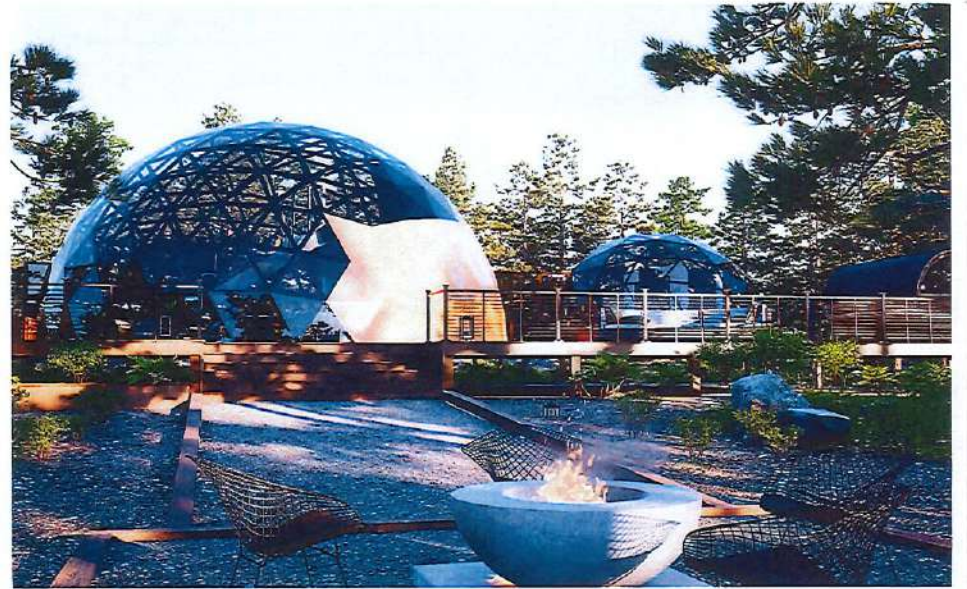
- ↑ 1. Head southwest on AZ-61 W toward Hillcrest
2 sec (184 ft)

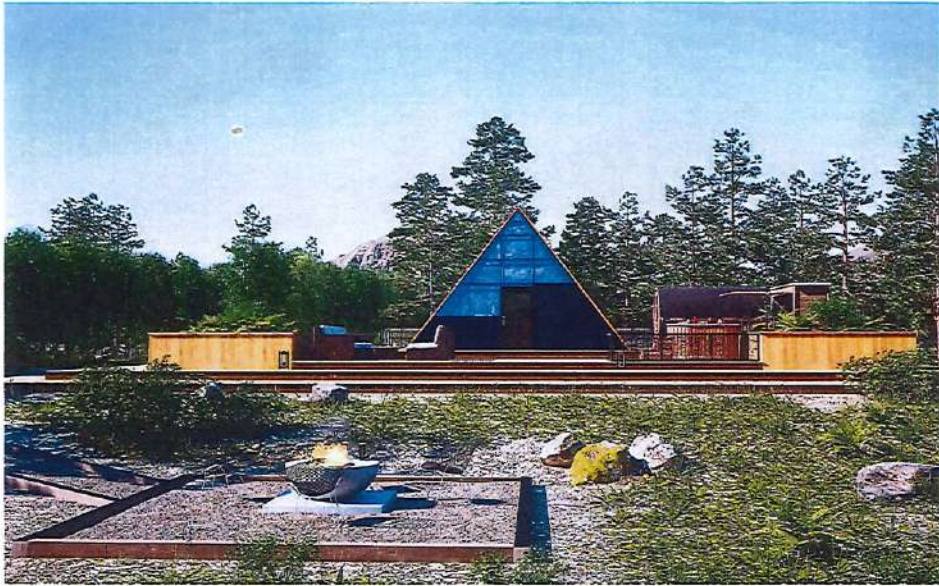
Continue on Hillcrest. Take 8051 to N8051

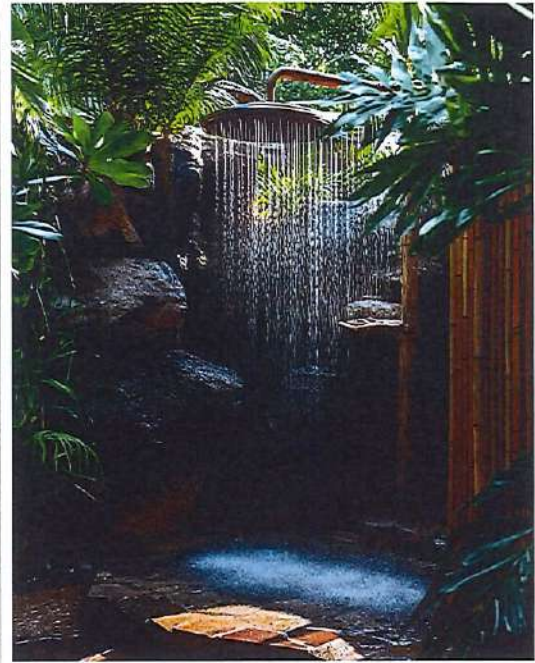












Project Name: Skyview Escapes

Project Address: Assessor's Parcel #201-53-126

This impact statement is submitted in support of a Conditional Use Permit (CUP) application for the establishment of the Skyview Escapes short-term rental property at the above-referenced parcel. This statement details the potential impacts associated with the proposed use and outlines the mitigation measures designed to ensure compatibility with the surrounding community and compliance with Apache County regulations.

1. Project Operations and Employment

- The proposed operation, Skyview Escapes, will employ two full-time, on-site property managers.
- These individuals will be responsible for comprehensive property management, including post-stay cleaning of rental units, landscape maintenance, and overall caretaking responsibilities for the Skyview Escapes property.

2. Traffic Impact Analysis

- **Anticipated Occupancy:** Based on industry trends and market analysis, we project an average occupancy rate of 60%, with peak occupancy expected during weekends and summer months.
- **Guest Vehicle Trips:** We estimate an average of one vehicle per unit per stay. Most guest arrivals are projected for Thursdays or Fridays, with departures occurring on Sundays. This will result in an estimated average increase of six (6) additional vehicle trips per week.
- **Property Management Vehicle Trips:** The on-site property managers will require weekly trips into town for supplies and other operational needs related to Skyview Escapes.
- **Overall Impact:** The projected increase in traffic volume is considered minimal and is not anticipated to significantly impact existing roadways or the character of the area surrounding Skyview Escapes.

3. Parking, Storage, Loading, and Service Areas

- **Parking:** Each rental unit at Skyview Escapes will include designated parking for two vehicles (guest vehicle and property manager's service vehicle). An additional six (6) parking spaces will be provided at a centralized welcome center to accommodate overflow or additional guest vehicles.

- **Storage and Service:** A dedicated storage building will be provided for all operational supplies and will serve as the primary service area for property maintenance and operations at Skyview Escapes
- Adequate access for emergency services and deliveries will be maintained on the Skyview Escapes property.

4. Water Resources and Management

- **Water Source:** A new well will be drilled on the Skyview Escapes property to provide the primary water source for the development. Multiple water storage tanks will be installed to ensure adequate supply.
- **Estimated Water Usage:** Based on a 60% occupancy rate and an average use of 175 gallons per couple per day, the six rental units are estimated to use approximately 630 gallons per week for guest use. Considering additional usage for property management and landscape maintenance, the total estimated water usage for Skyview Escape is projected to be between 1200 and 1500 gallons per week.
- **Water Conservation:** Efficient water fixtures and landscaping practices will be implemented at Skyview Escapes to minimize water consumption.

5. Surface Drainage Management

- A comprehensive drainage report has been prepared by a qualified professional for Skyview Escapes and is attached to this application.
- The report details the existing drainage patterns and proposes a plan to manage increased surface drainage in compliance with Apache County requirements, preventing potential erosion or negative impacts on adjacent properties.

6. Proximity to Adjacent Residences

- Five (5) residential parcels are located within 300 feet of the Skyview Escapes property line (Parcel #201-53-126). These parcels are:
 - Grant Weirs: Parcel #201-01-0031
 - WB&H Ventures: Parcel #201-01-012A
 - CASSAUAUGH JAMES & SANDI L SMITH: Parcel #201-53-127
 - MCNOLTY JESSE L RUTH SANDY S JT : Parcel #201-48-145
 - SKLUTE KENNETH L: Parcel #201-53-124

- Measures to mitigate potential impacts such as noise, light, and privacy concerns on these residences will be addressed in the Skyview Escapes project design and operational plan.

7. Waste Management and Sewage Disposal

- **Septic System:** Plans for a septic system have been designed by a certified professional for Skyview Escapes and are attached to this application. Additional plans will be submitted with the building permit request, in accordance with county regulations.
- **Refuse Disposal:** All refuse generated by Skyview Escapes will be managed through a contract with a reputable waste disposal service. Proper storage and containment will be implemented to minimize odor and visual impact.

8. Pollutant Management

- No significant pollutants are anticipated to be generated by the proposed use at Skyview Escapes
- Should any minor pollutants arise from maintenance activities, they will be handled and disposed of in accordance with all applicable local, state, and federal regulations.

9. Site Changes and Tree Removal

- All necessary site changes at Skyview Escapes, including any tree removal, are detailed in the project narrative and accompanying plans, which are attached to this application.
- These changes have been carefully considered to minimize environmental disruption and maintain the aesthetic quality of the property and its surroundings.

10. Landscaping and Recreation

- Detailed plans for landscaping and any proposed recreational amenities for Skyview Escapes are included in the project narrative and attached.
- These plans aim to enhance the property's appearance, provide buffering from adjacent properties, and complement the natural environment.

11. Use of Natural Resources

- The Skyview Escapes project will utilize natural resources, primarily water from the on-site well, as outlined in Section 4. Sustainable practices, such as water conservation and efficient energy use, will be implemented.
- Further details on the use of natural resources are included in the project narrative.

12. Fire Prevention and Protection

- All units at Skyview Escapes will be constructed to meet or exceed Apache County fire code requirements.
- Adequate access for fire engines and emergency vehicles will be provided on the Skyview Escapes property.
- Fire extinguishers and other necessary fire safety equipment will be installed in all units.

13. Services Required of the County

- No additional road maintenance or snow removal services will be required from Apache County for Skyview Escapes
- The applicant will be responsible for maintaining all non-county-maintained roads providing access to the Skyview Escapes property.
- Refuse disposal will be managed through a private service.

14. Dust Control

- A water tank sprayer will be maintained on-site and utilized by the property manager to mitigate dust on unpaved surfaces during periods of high dust generation, as needed, for Skyview Escapes.
- Other dust control measures, such as graveling or other stabilization methods, will be considered for unpaved areas subject to frequent traffic, in accordance with county regulations.

Conclusion: The proposed Skyview Escapes short-term rental property has been designed with careful consideration of its potential impacts on the surrounding area and the public welfare. The measures outlined in this Impact Statement demonstrate the applicant's commitment to mitigating any adverse effects and ensuring the project's compatibility with Apache County regulations and the community's interests. The applicant is confident that the proposed use will not be detrimental to persons residing or working in the area, to adjacent property, to the neighborhood, or to the public welfare in general. According to Apache County (.gov) conditional use permit guidelines, we have included a narrative description addressing potential impacts. This includes details on water and sewer infrastructure, potential pollutants, and site changes.

Bill Stafford:

I have gone over the proposal that you presented on sept 22nd 2025, regarding parcel #201-53-126 located in Apache county Az.

I discussed this with the owner of property #201-53-127, Sandi Smith-Cassavaugh, who is my mother.

She is in agreement that we have no objection to the development of said property as outlined in your proposal (see attached). with one exception that was not brought up at the meeting., that is the use of generators on the property to supply backup power. if they are only used as emergency type backup that is acceptable. however, it could become an issue if they were to be used excessively ,say all night long when solar is not available. I know you are planning battery backup, so I trust that the generators would only be used in the event of solar not working for an extended period, such as storms and such.

other than the above stated concern, we feel that this project would add value to surrounding area and look forward to you having a successful enterprise.

sincerely

Kevin Smith

on behalf of

Sandi Smith-Cassavaugh

Citizen Participation Report

Skyview Escapes Conditional Use Permit Application

Concho, Apache County, Arizona

Submitted: October 2025

I. Introduction

This Citizen Participation Report documents the community engagement efforts undertaken for the proposed Skyview Escapes project in Concho, Arizona, as required by Apache County for the conditional use permit application. The project involves a low-density, astrotourism-focused development emphasizing sustainable features such as solar power, water conservation, and dark sky preservation. In accordance with the Citizen Participation Plan submitted to Apache County, the applicant(s) conducted notification and meeting activities to solicit feedback from neighboring property owners. This report summarizes the notification process, public meeting, follow-up engagement, and outcomes, demonstrating compliance with county requirements.

II. Notification Efforts

As outlined in the Citizen Participation Plan, the applicant(s) notified neighboring property owners within the vicinity of the project site (parcel number and address as detailed in Neighborhood Meeting Tab.

Notification Letters: On August 18th, 2025, letters were sent to five neighboring property owners, inviting them to a public meeting to discuss the Skyview Escapes project. The letter included details about the project's scope, sustainable design features, and the meeting date, time, and location. A copy of the notification letter and the list of notified neighbors are included in the Neighborhood Meeting Tab..

Additional Notifications: No further notifications (e.g., newspaper ads or site signage) were required or conducted beyond the mailed letters, per the Citizen Participation Plan.

III. Public Meeting Summary

A public neighbor meeting was held to provide an opportunity for community members to learn about the Skyview Escapes project, ask questions, and offer feedback.

Date and Location: The meeting took place on Saturday, September 20, 2025, from 10:00 AM to 11:00 AM at 1401 E Woolford Road, Show Low, AZ 85901.

Citizen Participation Report

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Concho, Apache County, Arizona

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Date and Location: The meeting took place on Saturday, September 20, 2025, from 10:00 AM to 11:00 AM at 1401 E Woolford Road, Show Low, AZ 85901.

Preparation: The meeting space was set up to accommodate attendees, with a sign-in sheet available to record participation (see Neighborhood Meeting Tab, blank sign-in sheet). Photos of the meeting room setup are included in this Tab as well.

Attendance: No neighbors attended the scheduled meeting. The applicant(s) remained available for the full hour to address any walk-in attendees.

IV. Follow-Up Engagement

One neighbor, Kevin Smith, son of property owner Cassavaugh James (parcel number 202-53-127), contacted the applicant(s) prior to the public meeting, indicating he was unable to attend on September 20, 2025. To accommodate his request, a follow-up meeting was arranged.

Date and Location: The follow-up meeting occurred on Monday, September 22, 2025, at 4:00 PM at the applicant(s)' residence, 921 N Fir St, Chandler, AZ 85226.

Discussion: During the meeting, Kevin Smith and the applicant(s) discussed the Skyview Escapes project in detail, including the quality of construction, sustainable features (e.g., solar power, water conservation systems), dark sky preservation measures for astrotourism, and overall project plans. Mr. Smith asked numerous questions regarding the build quality and the applicant(s)' vision for the development. Of particular concern was the use of generators and Mr. Smith was assured that they are only used in emergency backup situations. The applicant(s) addressed all concerns, providing clarity on the project's low-impact design and community benefits.

Outcome: At the conclusion of the meeting, Kevin Smith expressed full support for the project and agreed to provide a letter of recommendation. Mr. Smith signed the sign-in sheet for the meeting (see Neighborhood Meeting Tab). The letter of recommendation is included in The Neighborhood Meeting Tab as well.

V. Feedback and Outcomes

The citizen participation process resulted in limited but positive engagement:

No attendees appeared at the September 20, 2025, public meeting, indicating no immediate concerns from the broader notified group.

The follow-up meeting with Kevin Smith was productive, with all questions addressed satisfactorily. His support, as evidenced by the letter of recommendation (see Neighborhood Meeting Tab), reflects a positive community response to the project.

No objections or concerns were raised by any notified neighbors during the engagement period.

VI. Conclusion

The applicant(s) have fulfilled the requirements of the Citizen Participation Plan by notifying neighboring property owners, hosting a public meeting, and accommodating a follow-up meeting with an interested neighbor. The process was conducted transparently, and the positive feedback from Kevin Smith underscores community support for the Skyview Escapes project. The applicant(s) are committed to ongoing communication with the community as the project progresses.

Submitted by: William and Elizabe Stafford

Contact: Phone: 480-694-8320 Email: bill@flexground.com

Date: 10/31/2025

NOTICE

THE APACHE COUNTY
PLANNING & ZONING COMMISSION
WILL HOLD A PUBLIC MEETING

75 W. Cleveland Street,
County Annex Board of Supervisors Room

Wednesday, January 14, 2026

AT **5:00 p.m. (MST)**

FOR THE PURPOSE OF

Conditional Use Permit

To construct and operate a small-scale private lodging
development of luxury stargazing cabins.

FOR THE PROPERTY DESCRIBED AS FOLLOWS:

Parcel/Reference Number: 201-53-126

Location/Legal Description: Section: 26, Township: 12N, Range: 24E

All interested persons are encouraged to attend the public meeting.

HEARING



NOTICE OF PUBLIC HEARING APACHE COUNTY PLANNING & ZONING COMMISSION

NOTICE IS HEREBY GIVEN that the Apache County Planning and Zoning Commission will hold a public hearing on Wednesday, January 14, 2026. The working lunch session will begin at 4:00 p.m. (MST) and the public hearing will begin at 5:00 p.m. (MST) on the following application(s). The working lunch session and the public hearing will take place in the Board of Supervisors' Hearing Room, first floor, located at 75 W. Cleveland, St. Johns, AZ.

HEARING APPLICATION(S):

Conditional Use Permit Application 2025-63 Applicant William Stafford: Discussion, consideration, and possible recommendation of approval of a Conditional Use Permit for the construction and operation of a small-scale private lodging development consisting of luxury stargazing cabins on property located in Concho, Arizona. The subject property is identified as Parcel No. 201-53-126 and is zoned Agricultural General.

All interested persons are invited to attend and provide input. Written comments may also be submitted to the Apache County Community Development Department prior to the hearing at planning@apachecountaz.gov. Materials are available for review in the Apache County Community Development during normal business hours.

*Pursuant to the Americans with Disabilities Act, the Apache County Planning and Zoning endeavors to ensure the accessibility of its meetings to all persons with disabilities. If you need an accommodation for a meeting, please contact Shanna Pearce during normal business hours at (928) 337-7526, TDD (928)-337-4402 at least 48 hours prior to the meeting (not including holidays) so that an accommodation may be arranged. One or more members of the Commission may participate telephonically or through video communication.

***If you plan to attend the public meeting, please call (928) 337-7526 the day of the meeting to ensure that the meeting has not been cancelled or postponed.