



*** REVISED AGENDA ***
REGULAR SESSION & PUBLIC HEARING
TOWN OF CAMP VERDE – PLANNING & ZONING COMMISSION
473 S. MAIN STREET, ROOM 106
CAMP VERDE, AZ 86322
THURSDAY, JANUARY 11, 2018, 6:30 PM

Commission members may attend Planning & Zoning Commission meetings either in person, or by telephone, video or internet conferencing.

All Commission meetings will end at 9 PM; therefore, any remaining agenda items will be heard at the next Commission meeting.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Commission so requests.
 - a. **Approval of Minutes:**
December 7, 2017 – Regular Session
 - b. **Set Next Meeting, Date and Time: (Tentative)**
5. **Call to The Public for Items not on the Agenda**
(Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.)
6. **Public Hearing and Discussion regarding; 1) Street Abandonment of the existing right-of-way for the Hualapai Drive entrance of the Rio Verde Vista Subdivision, from State Route 260 east to Hualapai Drive for a length of approximately 169.5 feet, splitting the property equally between the existing Tract “B” and Tract “C”. 2) Dedication of the north 25’ of Tract “B” in Rio Verde Vista Subdivision to the Town of Camp Verde as future right-of-way for Dickison Circle. 3) Approval of an Amended Plat of a portion of the Rio Verde Vista Subdivision done to correct survey errors contained on the original plat so that the aforementioned abandonments and dedications may be accurately done.**

Actions:

 - Declare Public Hearing Open
 - Call for Staff Presentation: DPWD Troy Odell
 - Call for Applicant Presentation
 - Call for Comments from the Public
 - Call for Staff and/or Applicant Rebuttal/Clarification, if appropriate
 - Declare Public Hearing Closed
 - Call for Commission Discussion
 - Call for Staff Comments
7. **Possible Recommendation to the Town Council regarding; 1) Street Abandonment of the existing right-of-way for the Hualapai Drive entrance of the Rio Verde Vista Subdivision, from State Route 260 east to Hualapai Drive for a length of approximately 169.5 feet, splitting the property equally between the existing Tract “B” and Tract “C”. 2) Dedication of the north 25’ of Tract “B” in Rio Verde Vista Subdivision to the Town of Camp Verde as future right-of-way for Dickison Circle. 3) Approval of an Amended Plat of a portion of the Rio Verde Vista Subdivision done to correct survey errors contained on the original plat so that the aforementioned abandonments and dedications may be accurately done.**

Actions:

 - Call for Motion
 - Call for Discussion of Motion
 - Call for the Question

8. **Public Hearing and Discussion regarding a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending Section 103, Definition of Terms; Section 301, Exceptions to Yard and Height Requirements; and Section 405, Outdoor Lighting.**

Actions:

- Declare Public Hearing Open
- Call for Staff Presentation: CDD Carmen Howard
- Call for Applicant Presentation
- Call for Comments from the Public
- Call for Staff and/or Applicant Rebuttal/Clarification, if appropriate
- Declare Public Hearing Closed
- Call for Commission Discussion
- Call for Staff Comments

9. **Possible Recommendation to the Town Council regarding a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending Section 103, Definition of Terms; Section 301, Exceptions to Yard and Height Requirements; and Section 405, Outdoor Lighting.**

Actions:

- Call for Motion
- Call for Discussion of Motion
- Call for the Question

There will be no public input on the following items:

10. **Election of Officers**

11. **Current Events**

(Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.)

12. **Staff Comments**

13. **Adjournment**

Please note: The Planning and Zoning Staff makes every attempt to provide a complete agenda packet for public review. However, it is not always possible to include all information in the packet. You are encouraged to check with Community Development Department prior to a meeting for copies of supporting documentation, if any that were unavailable at the time agenda packets were prepared.

Posted: Melinda Lee 1/10/18 Town Hall X Town Website X

Note: Pursuant to A.R.S. §38-431.03A.2 and A.3, the Planning & Zoning Commission may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.

DRAFT MINUTES
Regular Session & Public Hearing
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY, DECEMBER 7, 2017
6:30 PM

Because All Commission meetings will end at 9 PM, any remaining agenda items will be heard at the next Commission meeting.

1. Call to Order

Chairman B.J. Davis called the meeting to order at 6:30 p.m.

2. Roll Call

Chairman B.J. Davis, Vice Chairman Teresa Helm, Commissioners, Greg Blue, Bruce George, Jim Hisrich and Chip Norton were present. Commissioner Dave Freeman was absent.

Also Present

Community Development Director Carmen Howard, Town Planner Melinda Lee, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Vice Chair Teresa Helm led the Pledge

4. Consent Agenda - *All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of the Commission so requests.*

a. Approval of Minutes:

November 9, 2017 – Special Session

b. Set Next Meeting, Date and Time: as needed

Motion was made by Commissioner Norton to accept the consent agenda as presented. Second was made by Commissioner Blue. **Motion carried** unanimously.

5. Call to the Public for Items Not on the Agenda - *Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date*

There were no comments from the Public.

6. Public Hearing and Discussion regarding; 1) Street Abandonment of the existing right-of-way for the Hualapai Drive entrance of the Rio Verde Vista Subdivision, from State Route 260 east to Hualapai Drive for a length of approximately 169.5 feet, splitting the property equally between the existing Tract "B" and Tract "C". 2) Dedication of the north 25' of Tract "B" in Rio Verde Vista Subdivision to the Town of Camp Verde as future right-of-way for Dickison Circle. 3) Approval of an Amended Plat of a portion of the Rio Verde Vista Subdivision done to correct survey errors contained on the original plat so that the aforementioned abandonments and dedications may be accurately done.

This item was pulled from the agenda.

7. Possible Recommendation to the Town Council regarding; 1) Street Abandonment of the existing right-of-way for the Hualapai Drive entrance of the Rio Verde Vista Subdivision, from State Route 260 east to Hualapai Drive for a length of approximately 169.5 feet, splitting the property equally between the existing Tract "B" and Tract "C". 2) Dedication of the north 25' of Tract "B" in Rio Verde Vista Subdivision to the Town of Camp Verde as future right-of-way for Dickison Circle. 3) Approval of an Amended Plat of a portion of the Rio Verde Vista Subdivision done to correct survey errors contained on the original plat so that the aforementioned abandonments and dedications may be accurately done.

This item was pulled from the agenda.

8. **Public Hearing and Discussion regarding an application submitted by John Stoumbis, requesting an amendment to the Town Zoning Map to change the zoning classification from C2-4 District (Commercial: General Sales & Service, 4,000- Square-Foot Minimum Lot Size) to C2 PAD (Commercial: General Sales & Service, Planned Area Development), to establish a Recreational Vehicle (RV) Park. The property is located at 27 W. Head Street, on Parcel 404-28-063J, in Camp Verde, Yavapai County, Arizona.**

Actions:

Declare Public Hearing Open at 6:32 pm

Call for Staff Presentation:

Planner Melinda Lee stated the applicants are present tonight. She went on to explain that Mr. Stoumbis is proposing a small RV Park of approximately 9-10 spaces on a .42-acre parcel. Under the RV Park development regulations, the required space size of 1500 square feet would not permit this number of spaces; however, using the PAD process, the applicant was able to demonstrate that the recreational vehicle unit parking, vehicle parking, maneuverability, and proper separations may be achieved within reduced areas for the RV spaces. The spaces are proposed to be 37 ft x 25 ft; 925 square feet. There will be an on-site office with 2 parking spaces, restrooms, and laundry facility. The proposal was based on a similar RV Park, owned and operated by Mr. Stoumbis, in Cottonwood. The park will have access to city sewer and water. Ms. Howard explained this is a preliminary review of the site plan as part of the PAD process. There will be more details relating to the actual development of the site itself at a later time. This is to let the Commission know it functions.

Call for Applicant Presentation-

Applicant John Stoumbis thanked the Commission for their help and direction. He explained this is the preliminary zoning step. Commissioner Norton asked if he had a screening plan. Mr. Stoumbis would like to have trees be placed along street side and place oleanders between the apartment complex and property in the back. Commissioner Norton asked if this is a "long term stay park". Mr. Stoumbis explained he would rent the spaces on a weekly or monthly basis. This would help with the process if he would have to ask someone to leave. This would require a 24-hour notice instead of 30-day notice. Commissioner Hisrich asked if there was a maximum amount of days for per stay. Mr. Stoumbis stated, no, not as of yet. He explained he has strict guidelines to allow them to stay for a longer term. Commissioner Hisrich asked if there was a neighborhood meeting held to review the plan. Mr. Stoumbis stated that yes there was a neighborhood meeting and people asked about his background and expressed their traffic concerns. Mr. Stoumbis explained this is an adult RV Park (not for children). Children would be restricted for a long term stay. Chairman Davis asked if any of the residents from the four-plex or the house that is south of the proposed park, attended the Public Meeting. Mr. Stoumbis stated no.

Call for Comments from the Public:

Steve Irwin stated his question his question was answered; it was about the extended stay.

Call for Staff Rebuttal/Clarification, if appropriate – staff supports this application:

Nothing further.

Declare Public Hearing Closed at 6:52pm.

Call for Commission Discussion:

Commissioner George said he visited the applicant's RV Park in Cottonwood and said it looked nice. Commissioner Norton agreed and stated the property does look nice and the owners did a good job cleaning it up.

Call for Staff Comments:

Nothing further.

9. **Possible Recommendation to the Town Council regarding an application submitted by John Stoumbis, requesting an amendment to the Town Zoning Map to change the zoning classification from C2-4 District (Commercial: General Sales & Service, 4,000-Square-Foot Minimum Lot Size) to C2 PAD (Commercial: General Sales & Service, Planned Area Development), to establish a Recreational Vehicle (RV) Park. The property is located at 27 W. Head Street, on Parcel 404-28-063J, in Camp Verde, Yavapai County, Arizona.**

Actions:

Call for Motion:

Motion was made by Commissioner Blue to approve the application to change the zoning classification from C2-4 district (commercial: general sales & service, 4,000-square-foot minimum lot sizes) to C2 PAD (commercial: general sales & service, planned unit development), as requested by the property owner, John Stoumbis, to develop an RV Park. The property is located at 27 W. Head Street, on parcel 404-28-063J. Second was made by Commissioner George.

Call for Discussion of Motion:

None needed.

Call for the Question:

Motion carried unanimously.

10. **Public Hearing and Discussion regarding an application submitted by Withey Morris, PLC, requesting an amendment to the Town Zoning Map to change the zoning classification from PAD (Planned Area Development), R1L-5, R1L-8, and R1L- 35, (Residential: Single Family Limited, 5,000-, 8,000-, and 35,000-Square-Foot Minimum Lot Sizes), to R1 PAD (Residential: Single Family, Planned Area Development), for an approximately 173-acre, single family residential development and associated amenities; and to change the zoning classification from C2 (Commercial: General Sales & Service) to C2 PAD (Commercial: General Sales & Service, Planned Unit Development) for a one-acre parcel at the northwest corner of Finnie Flat Road and the proposed subdivision entrance. The property is located on the north side of Finnie Flat Road, just east of the State Route 260 intersection, and includes Parcels 403-23-102, 403-23-102U, 403-23- 104L, 403-23-432F, 403-23-432J, 403-23-104X, 403-23-103P, 403-23-429, 403-23-430B, 403-23-432C, 403-23-432D, 403-23- 432E, 403-23-415B, and 403-23-103X, in Camp Verde, Yavapai County, Arizona.**

Actions:

Declare Public Hearing Open at 6:55 pm.

Call for Staff Presentation:

CDD Carmen Howard gave the background on the Planned Area Development request. The subject property is approximately 172.5 acres generally located east of State Route 260 and north of Finnie Flat Road. The Property is largely vacant land, zoned PAD (Planned Area Development) for residential uses. The Property was originally zoned PAD in 1999 for a 360-acre commercial and residential development called "The Homestead at Camp Verde." The PAD was amended twice in 2005 and twice more in 2006 which effectively changed the zoning and densities on some of the parcels. In April 2006, the Town of Camp Verde approved a final plat for a portion of the property for site-built, single-family homes. As a result of the economic recession, plans for the development stalled and the property remains undeveloped. The developer, CFT Ventures, LLC, is acquiring a portion of the former Planned Community with the intention to develop the site for a new subdivision of manufactured homes and amenities, called Silverado at Simonton Ranch. The applicant proposes re-platting of a portion of the subdivision as well as rezoning the property to R1-PAD to allow new residential use types and standards. The proposed development will consist of a large, gated subdivision of single-family manufactured homes with nature trails, community amenities, and pathways to parks and the Verde River. The developer also plans on putting in a restroom and parking lot at the Homestead Trailhead for public benefit. This community is a proposed Senior Community, which the area study shows the need for this type of housing.

Ms. Howard stated the Clifton Group has put together a great plan. The applicant and town staff have done all the requirements relating to this request. They have not received any comments from the public. She explained that this step is the rezoning step and there will be another meeting for reviewing the plat and detailed Development Plan at a later date. According to the fiscal analysis, this development should generate substantial revenue for the Town of Camp Verde. Staff recommends this project.

Commissioner George asked if the roads will be private and could the town, at some time, be asked to take care of the roads. Ms. Howard stated the roads will be private but developed to town standards, in case the town would be asked to take care of them at a later date.

Call for Applicant Presentation:

Adam Baugh, Withey Morris, PLC, representing CFT Ventures, stated that he works in rural communities all over AZ. He stated the Town has a fantastic staff. He gave a brief presentation regarding the zoning request and

stated a more detail plan for the community will follow. He explained this is a “proposed” gated, senior living home plan with craftsman-themed homes. It will be developed in a series of phases. The houses will be sitting on normal sized lots, with normal yards. This community has been planned with quite a few amenities which include; trails for UTV’s & walking, BBQ’s, swimming pools, pickle ball courts and a barn that could be used for a farmer’s market & craft sales. Community garden areas are also drawn into the plan. The benefit back to the community would be the developer has planned on putting a parking lot with restrooms at the beginning of a trailhead that goes along the Verde River. He explained that not a lot has changed since the first plan was submitted. The only big change, is the developer is asking for manufactured homes as the housing types that would be offered. These homes would be made by CAVCO. The design of the homes is yet to be determined. He went on to explain that the homeowner would purchase the home but would lease the land from the property owner. Mr. Baugh explained there was a neighborhood meeting in advance before filing this application. They went ahead and did a wider notice area to get good feedback. He said a lot of people were unaware of the previous zoning approvals. The developer is anxious to begin this project.

Chairman Davis is excited about the community garden idea, and urges them to focus on keeping this idea. This is an agricultural community. One of the ways of keeping the rural identity is keeping the agriculture in the community and requested to make it a priority.

Commissioner Hisrich asked if the home owner could sell the home or move the home if decide didn’t want to stay. Mr. Baugh stated that this option is available but doesn’t see too many of the homes being removed because it is a senior living community. They assume most residents will want to stay.

Developer, Patrick Clifton stated he loved working with staff, and looks forward to making this project a reality. He would like to use the words “age restricted” instead of “senior living” to be able to include younger retirees. He stated that when he was planning for this project he kept coming back to “more for less” idea. He stated that planning amenities that you cannot find in other communities and providing affordable housing is a high priority. They have researched the average costs of the competition. This would be his Legacy Project. He hopes to keep the home prices between \$130,000-\$140,000, which is 25-30% less than the competition. He expects the land rent to be about \$450 per month. There is huge demand for affordable age-restricted homes for those people who want to move from Phoenix and be in a central location. He hasn’t done anything like this before but is partnering with people who have. He would like to start the project by early summer.

Brian O’Connor stated that this project is modeled after the Montesa Community, which is in Gold Canyon, AZ. In this community, one cannot tell the difference between neighboring stick built homes in the area.

Chairman Davis stated that this area needs more affordable housing for families. Would they consider that type of housing? Mr. Clifton stated there has been some conversations with Steve Ayers, and they have considered it but it would probably be a separate community. They will continue to explore this option with staff.

Mr. O’Connor stated this community would not have a HOA fee because it is relatively cheap to maintain the amenity spaces. Chairman Davis asked if the residents wanted to build another type of amenity, would they consider that; Mr. Clifton stated that if there is enough traction to build another amenity, and enough interest from community they would be open to that idea.

Jeff Severe, a CAVCO West representative stated these homes will be built in Phoenix. Chairman Davis asked what type of foundation they will be set on. Mr. Severe stated that 95% of manufactured homes sit on a pad or pier foundation. This is the typical set up. Wider units will require a larger foundation. They would then place a skirt around bottom and backfilled so the units will be at grade level. Chairman Davis asked what type of labor would be needed for site work. Mr. Severe stated that 15% of the work will be on site labor, which will utilize local labor. The need for local labor will depend on the pace of the homes being built.

Mr. O’Connor stated they would like to promote a “Front Porch” type of neighborhood or an “old school” front yard. Commissioner Blue asked if all the homes would have a garage. Mr. Clifton stated that everyone will have an enclosed carport, with an option to choose the garage upgrade. The add-ons and finishes will be up to homeowners.

Chairman Davis asked what kind of aesthetic they can count on. There will be 4-6 floorplans to choose from. Commissioner Blue asked if there would be enough guest parking. Mr. Baugh stated the plots are typical of a stick built homes with some on-site guest parking and plenty of space on the street for guests to park in front of home.

Call for Comments from the Public:

Dave and Vicky Stradling are in support of this community.

Rob Witt quoted studies and described three articles regarding why these homes would be appropriate for the area. Retirees and seniors like services and amenities. It will bring more jobs and income into the community.

Jay Lamereaux belongs to the Fuller Family, who were part of the original homesteaders. This community would benefit Camp Verde. He is in support of this proposal.

Memi Perkins, part of the original homesteader family as well, stated it is depressing to see empty store fronts. This is an exciting opportunity and the developer is committed to the project. She had high praise for CAVCO who stayed and took care of warranty work for Fleetwood when they went out of business. She feels CAVCO has quality construction and the designs are fabulous. She desires for the Town to push forward/move forward and make some money.

Call for Staff Rebuttal/Clarification, if appropriate – staff supports this application:

Ms. Howard wanted to emphasize that this is very much in line with the General Plan.

Declare Public Hearing Closed at 8:02pm.**Call for Commission Discussion:**

Commissioner Blue wanted to clarify that there will only be a sidewalk on one side of the street. Ms. Howard stated that this should create more of a community atmosphere.

Call for Staff Comments:

No further comments.

11. **Possible Recommendation to the Town Council regarding an application submitted by Withey Morris, PLC, requesting an amendment to the Town Zoning Map to change the zoning classification from PAD (Planned Area Development), R1L- 5, R1L-8, and R1L-35, (Residential: Single Family Limited, 5,000-, 8,000-, and 35,000-Square-Foot Minimum Lot Sizes), to R1 PAD (Residential: Single Family, Planned Area Development), for an approximately 173-acre, single family residential development and associated amenities; and to change the zoning classification from C2 (Commercial: General Sales & Service) to C2 PAD (Commercial: General Sales & Service, Planned Unit Development) for a one-acre parcel at the northwest corner of Finnie Flat Road and the proposed subdivision entrance. The property is located on the north side of Finnie Flat Road, just east of the State Route 260 intersection, and includes Parcels 403-23-102, 403-23-102U, 403-23- 104L, 403-23-432F, 403-23-432J, 403-23-104X, 403-23-103P, 403-23-429, 403-23-430B, 403-23-432C, 403-23-432D, 403-23- 432E, 403-23-415B, and 403-23-103X, in Camp Verde, Yavapai County, Arizona.**

Actions:**Call for Motion:**

Motion was made by Commissioner George to approve an application for zoning map change, as requested by the Withey Morris, PLC, to change the zoning classification from PAD (planned area development), R1L-5, R1L-8, and R1L- 35 (residential: single family limited, 5,000, -, 8,000-, and 35,000-square-foot minimum lot sizes) to R1 PAD (residential: single family, planned area development). The property is located on the north side of Finnie Flat Road, just east of the State Route 260 intersection, on parcels 403-23-102, 403-23-102U, 403-23-104L, 403-23-432F, 403-23-432J, 403-23-104X, 403-23-103P, 403-23- 429, 403-23-430B, 403-23-432C, 403-23-432D, 403-23-432E, 403-23-415B, and 403-23-103X. Second was made by Commissioner Norton.

Call for Discussion of Motion:

None needed.

Call for the Question:

Motion carried unanimously.

** There Will Be No Public Input on the Following Items:*

12. Discussion, direction to staff, and possible action relating to the siting of Off-site Marijuana Cultivation facilities in M1, M2 Districts – Resource: CDD Carmen Howard

CCD Carmen Howard explained that currently town code allows for medical marijuana grow facilities in C3 Zoning. A grow facility doesn't benefit the town much because they don't generate tax revenue or create a lot of jobs. Grow facilities would be more appropriately situated in an M1 Zoning for industrial type zoning. Ms. Howard wanted to bring this to the Planning and Zoning Commission to get their recommendation as to whether or not to pursue this. Chairman Davis thinks it's a great idea. He has no problem restricting grow operations to M1, M2 Districts.

Commissioner Norton thinks it's a good idea and wanted to make sure Ms. Howard has checked with the attorney. Ms. Howard has checked with attorney and this is fine with him.

Direction was given to staff to put it on a future agenda.

13. Current Events

(Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.)

Chairman Davis stated he attended the Council Meeting and they approved the Animal Guardian Network without restrictions. He visited the facility in Cave Creek and is convinced that their motivation is not money but the care of the animals. He feels that they will not let it get out of control; the facility was clean and didn't smell. He is convinced that the right thing to do is to let Carrie self-manage the number of animals. He urged members to visit her facility in Cave Creek and visit her Facebook page.

14. Staff Comments

None.

15. Adjournment

Motion was made by Commissioner Blue to adjourn the meeting. Second was made by Commissioner Helm. **Motion carried** unanimously. Meeting was adjourned at 8:13 PM

Chairman B.J. Davis

CDD Carmen Howard

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde during the Regular Session & Public Hearing of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 7th day of December 2017. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 7th day of December 2017.

Jennifer Reed

Jennifer Reed, Recording Secretary



Town of Camp Verde

Agenda Item Submission Form

Meeting Date: January 11, 2018 Planning & Zoning Commission

Applicant: Town of Camp Verde Public Works Department

Application: Street Abandonment, Dedication and Plat Amendment

Presentation/Action: Recommendation to Town Council

Requesting Department: Public Works

Staff Resource/Contact Person: Troy Odell, Deputy Public Works Director

Agenda Title (be exact):

Public Hearing, Discussion, and Possible Recommendation to the Town Council regarding; 1) Street Abandonment of the existing right-of-way for the Hualapai Drive entrance of the Rio Verde Vista Subdivision, from State Route 260 east to Hualapai Drive for a length of approximately 169.5 feet, splitting the property equally between the existing Tract "B" and Tract "C"; 2) Dedication of the north 25' of Tract "B" in Rio Verde Vista Subdivision to the Town of Camp Verde as future right-of-way for Dickison Circle; 3) Approval of an Amended Plat of a portion of the Rio Verde Vista Subdivision done to correct survey errors contained on the original plat so that the aforementioned abandonments and dedications may be accurately done.

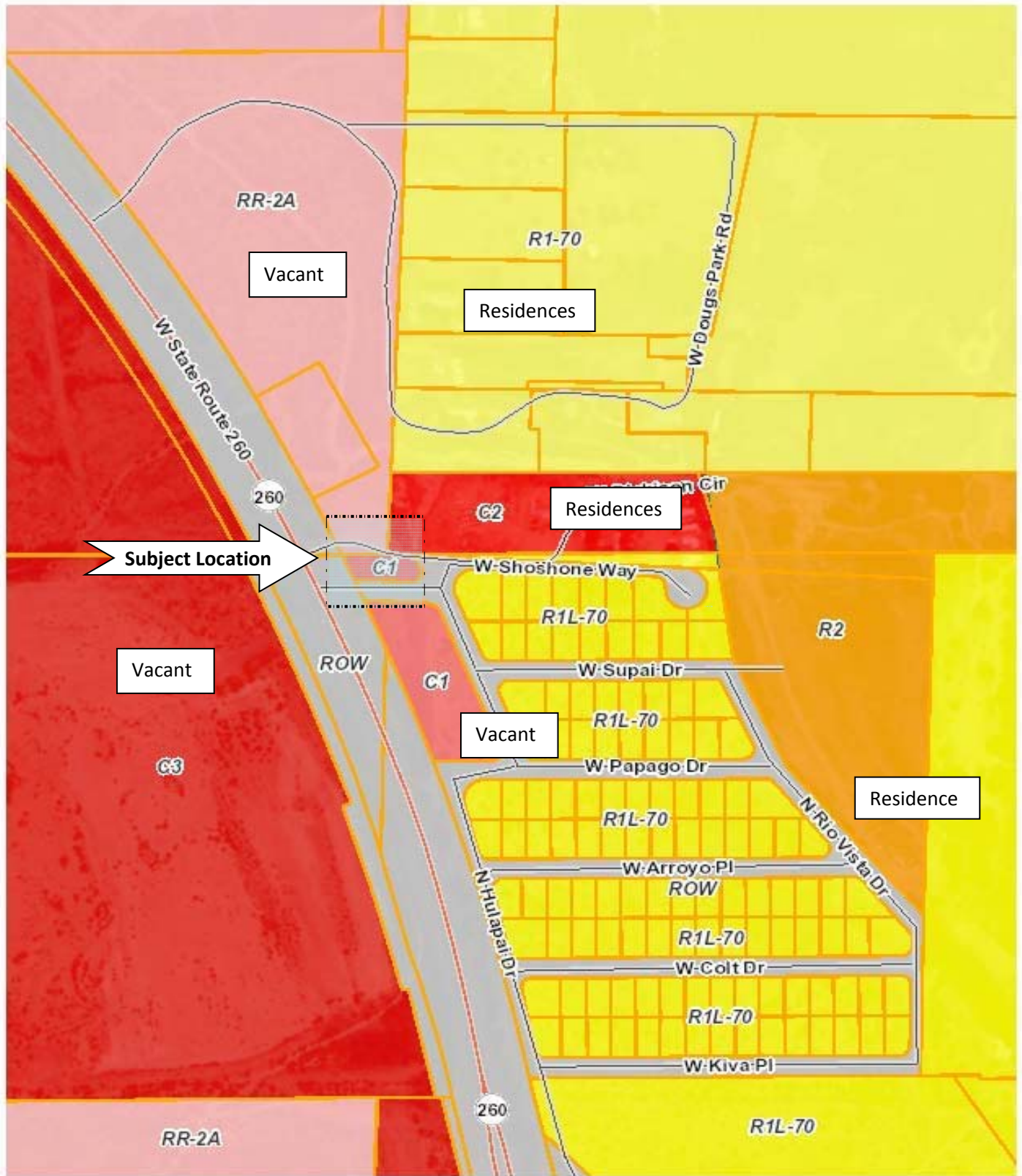
List Attached Documents:

Exhibit A: Vicinity, Zoning & Land Use Map; Survey Documents

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 10 minutes

**Exhibit A: Street Abandonment, Street
Dedication & Plat Amendment
Vicinity, Zoning & Land Use Map
and Survey Document**



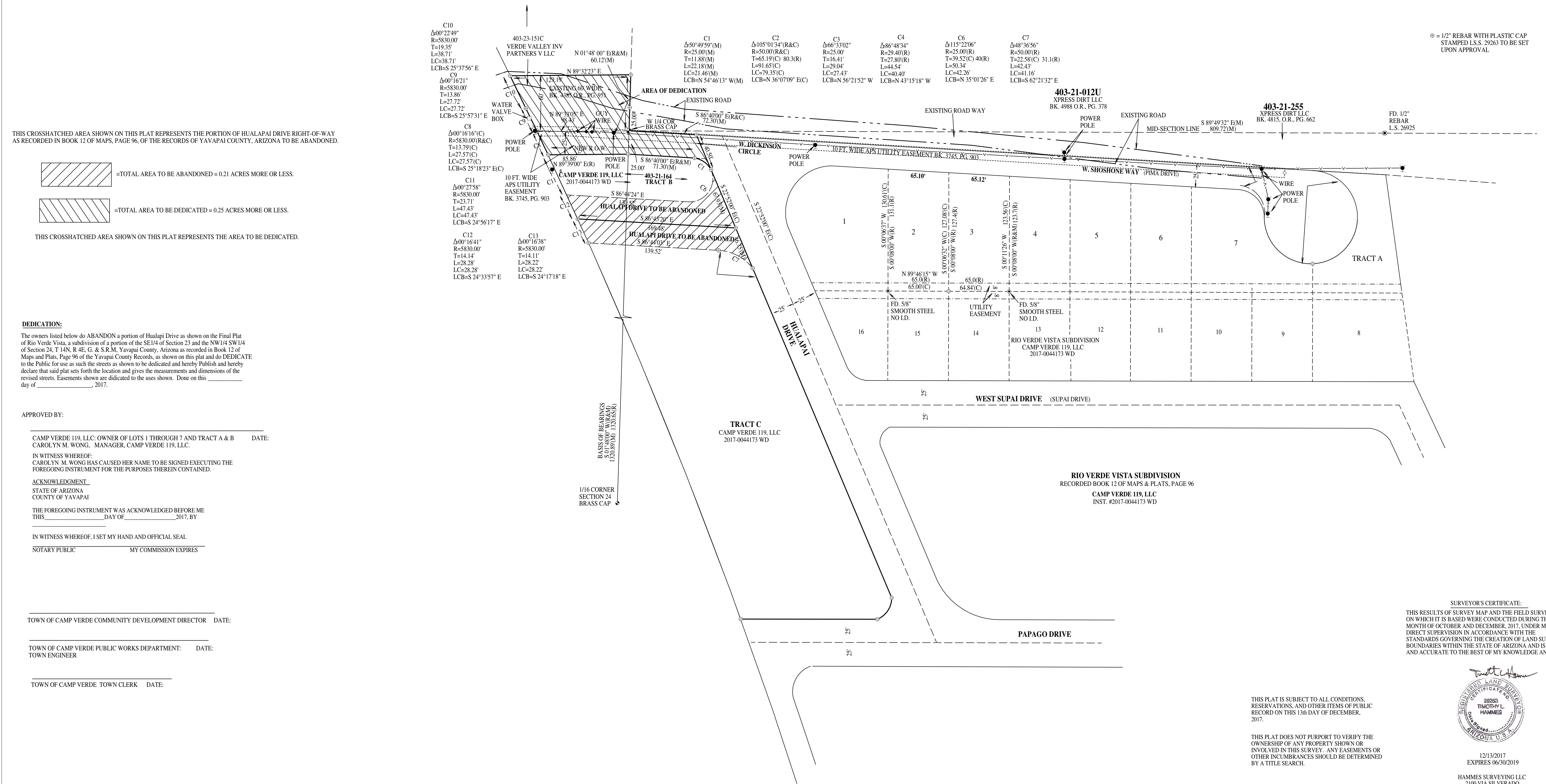
Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.

ABANDONMENT AND DEDICATION OF PORTIONS OF DICKINSON CIRCLE
 AS RECORDED IN BOOK 12 OF MAPS AND PLATS, PAGE 96, LOCATED
 IN A PORTION OF THE NE1/4 OF THE SE1/4 OF SECTION 23, AND THE
 NW1/4 OF THE SW1/4 OF SECTION 24, T 14N, R 4E, OF G. & S.R.M.,
 YAVAPAI COUNTY, ARIZONA,

SCALE: 1"=50'
 DATE: 10/23/2017
 REVISED 11/01/2017
 FOR POWER LINE
 REVISED 11/27/2017
 FOR EXISTING ROAD

(R)=RECORD: BK. 12 OF MAPS, PG. 96
 (M)=MEASURED
 (C)=CALCULATED

⊕ = 1/2" REBAR WITH PLASTIC CAP
 STAMPED L.S.S. 29263 TO BE SET
 UPON APPROVAL



THIS CROSSHATCHED AREA SHOWN ON THIS PLAT REPRESENTS THE PORTION OF HUALAPAI DRIVE RIGHT-OF-WAY AS RECORDED IN BOOK 12 OF MAPS, PAGE 96, OF THE RECORDS OF YAVAPAI COUNTY, ARIZONA TO BE ABANDONED.

=TOTAL AREA TO BE ABANDONED = 0.21 ACRES MORE OR LESS.

=TOTAL AREA TO BE DEDICATED = 0.25 ACRES MORE OR LESS.

THIS CROSSHATCHED AREA SHOWN ON THIS PLAT REPRESENTS THE AREA TO BE DEDICATED.

DEDICATION:

The owners listed below do ABANDON a portion of Hualapai Drive as shown on the Final Plat of Rio Verde Vista, a subdivision of a portion of the SE1/4 of Section 23 and the NW1/4 SW1/4 of Section 24, T 14N, R 4E, G. & S.R.M. Yavapai County, Arizona as recorded in Book 12 of Maps and Plats, Page 96 of the Yavapai County Records, as shown on this plat and do DEDICATE to the Public for use as such the streets as shown to be dedicated and hereby Publish and hereby declare that said plat sets forth the location and gives the measurements and dimensions of the revised streets. Easements shown are dedicated to the uses shown. Done on this day of _____, 2017.

APPROVED BY:

CAMP VERDE 119, LLC, OWNER OF LOTS 1 THROUGH 7 AND TRACT A & B DATE:
 CAROLYN M. WONG, MANAGER, CAMP VERDE 119, LLC.

IN WITNESS WHEREOF:
 CAROLYN M. WONG HAS CAUSED HER NAME TO BE SIGNED EXECUTING THE
 FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED.

ACKNOWLEDGMENT

STATE OF ARIZONA
 COUNTY OF YAVAPAI

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME
 THIS _____ DAY OF _____, 2017, BY

IN WITNESS WHEREOF, I SET MY HAND AND OFFICIAL SEAL

NOTARY PUBLIC _____ MY COMMISSION EXPIRES _____

TOWN OF CAMP VERDE COMMUNITY DEVELOPMENT DIRECTOR DATE:

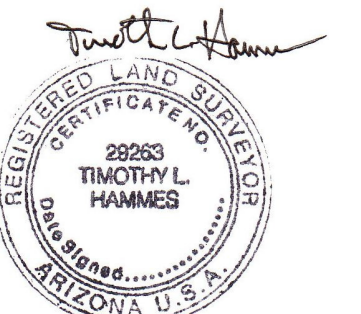
TOWN OF CAMP VERDE PUBLIC WORKS DEPARTMENT DATE:
 TOWN ENGINEER

TOWN OF CAMP VERDE TOWN CLERK DATE:

RIO VERDE VISTA SUBDIVISION
 RECORDED BOOK 12 OF MAPS & PLATS, PAGE 96
 CAMP VERDE 119, LLC
 INST. #2017-0044173 WD

TRACT C
 CAMP VERDE 119, LLC
 2017-0044173 WD

SURVEYOR'S CERTIFICATE:
 THESE RESULTS OF SURVEY MAP AND THE FIELD SURVEY
 ON WHICH IT IS BASED WERE CONDUCTED DURING THE
 MONTH OF OCTOBER AND DECEMBER, 2017, UNDER MY
 DIRECT SUPERVISION IN ACCORDANCE WITH THE
 STANDARDS GOVERNING THE CREATION OF LAND SURVEY
 BOUNDARIES WITHIN THE STATE OF ARIZONA AND IS TRUE
 AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.



THIS PLAT IS SUBJECT TO ALL CONDITIONS,
 RESERVATIONS, AND OTHER ITEMS OF PUBLIC
 RECORD ON THIS 13th DAY OF DECEMBER,
 2017.

THIS PLAT DOES NOT PURPORT TO VERIFY THE
 OWNERSHIP OF ANY PROPERTY SHOWN OR
 INVOLVED IN THIS SURVEY. ANY EASEMENTS OR
 OTHER INCUMBRANCES SHOULD BE DETERMINED
 BY A TITLE SEARCH.

12/13/2017
 EXPIRES 06/30/2019
 HMMES SURVEYING LLC
 2100 VIA SILVERADO
 CAMP VERDE, AZ. 86322
 (928) 282-5686 (928) 567-2833



Town of Camp Verde

Agenda Item Submission Form

Meeting Date: January 11, 2018 Planning & Zoning Commission

Applicant: Carmen Howard, Community Development Director

Application: Text Amendments to Planning & Zoning Ordinance

Presentation/Action: Recommendation to Council

Requesting Department: Community Development

Staff Resource/Contact Person: Carmen Howard, Community Development Director

Agenda Title (be exact):

Public Hearing, Discussion, and Possible Recommendation to the Town Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending Section 103, Definition of Terms; Section 301, Exceptions to Yard and Height Requirements; and Section 405, Outdoor Lighting.

List Attached Documents:

Exhibit A: Staff Report

Exhibit B: Proposed Text Amendments to sections of the Planning & Zoning Ordinance as they relate to the issues described herein.

Estimated Presentation Time: 10 minutes.

Estimated Discussion Time: 20 minutes

Reviews Completed by:

Community Development Department Head, Carmen Howard

Exhibit A – Staff Report: Proposed Text Amendments to Planning & Zoning Ordinance

Town of Camp Verde: January 11, 2018 Planning & Zoning Commission

BACKGROUND:

This action is a continuation of a review of the Planning & Zoning Ordinance, being done by the Community Development Department, to resolve issues within the code. It has come to the attention of the Department that some issues need clarification, redefined, or restructured to provide greater enforcement ability and provide development projects with greater flexibility in overall design and efficiency.

A. The following definition will be amended (underline) in Part One, Section 103-Definition of Terms:

“MOBILE/MANUFACTURED HOME PARK: A parcel of land used (or designed) for the location of more than one Mobile/Manufactured Home under single ownership that are or intended to be occupied as dwellings, upon lots which are not conveyable, excluding Accessory Dwelling Unit (ADU) per Section 311.”

B. The following fence requirement will be added (underline) to Section 301-Exceptions to Yard and Height Requirements B.2.b.6):

“6) Agricultural fences (may not be opaque or solid) intended for confining livestock are exempt from the height restrictions of subsection 1), above.”

C. The following lighting requirement (underline) will be added to Part Four, Section 405 D.18, of the Planning and Zoning Ordinance of the Camp Verde Planning & Zoning Ordinance:

“18. The correlated color temperature of all permanently-installed lighting, except for neon lighting, shall not exceed 3000 K. Temporary lighting installations whose correlated color temperature exceeds 3000 K shall require approval by staff.”

THE FOLLOWING HAS BEEN COMPLETED BY THE APPLICANT AND/OR STAFF:

- ✓ A Notice of Public Hearing was placed in the Verde Independent – Camp Verde Bugle newspaper on December 24, 2017.
- ✓ A Notice of Public Hearing was posted in (1) one public place and on the Town’s website on December 26, 2017, by Community Development Staff.
- ✓ The Planning & Zoning Commission Agenda was posted in (1) one public place and posted on the Town’s website on January 4, 2018, by Community Development Staff.

COMMUNICATION FROM THE PUBLIC:

Staff has received no comments from the public regarding this request.

RECOMMENDED MOTION:

Motion to recommend to Town Council, the approval of the proposed Text Amendments to the Town of Camp Verde Planning & Zoning Ordinance amending Section 103, Definition of Terms; Section 301, Exceptions to Yard and Height Requirements; and Section 405, Outdoor Lighting.

Item A: Manufactured Home Park Definition

MOBILE/MANUFACTURED HOME PARK: A parcel of land used (or designed) for the location of more than one Mobile/Manufactured Home under single ownership that are or intended to be occupied as dwellings, upon lots which are not conveyable, excluding Accessory Dwelling Unit (ADU) per Section 311.

MOBILE HOME: A portable dwelling unit larger than 400 square feet and manufactured prior to June 15, 1976, designed and constructed to permit permanent occupancy as a residence and also to facilitate transfer from one site to another by means of a chassis with wheels and hitch or flatbed truck.

MODULAR HOUSING: Factory-built housing that is certified as meeting the state or local building code. It does not have a mobile ID. Modular housing is considered site-built housing.

MORTUARY: A building where the dead are prepared for burial or cremation. (All funeral automobile processions are to be confined to the mortuary premises).

MOTEL: See "HOTEL".

NET ACREAGE: The remaining ground area of a parcel after deleting all portions for proposed and existing public rights-of-way.

NEWSPAPER OF GENERAL CIRCULATION: A daily newspaper widely available and distributed in the local area (if one is published), or if no daily newspaper is published, a local weekly newspaper may be used.

NONCONFORMING USE: See "USE".

NONCONFORMING STRUCTURE: A building or structure that was in place prior to, and use provisions other applicable ordinances with which it now conflicts.

NONCONFORMING LOT OF RECORD: A parcel created and recorded prior to and use provisions and other applicable ordinances with which it now conflicts.

NUISANCE: Has the meaning set forth in Town Code Article 10-2. It is a nuisance, and is no less a nuisance because the extent of the annoyance or damage inflicted is unequal, for anything to be injurious to health, indecent, offensive to the senses or an obstruction to the free use of property that interferes with the comfortable enjoyment of life or property.

OCCUPANCY: The purpose for which a building, or part thereof, is used or intended to be used.

OPEN LAND CARNIVAL & RECREATION FACILITIES: Accessory uses pertaining to carnival and recreation activities within open land in association with religious or educational primary uses confined to same lot.

OUTDOOR RECREATION FACILITY: An area designed for active recreation, whether publicly or privately owned, including but not limited to parks, baseball diamonds, soccer and football fields, golf courses, tennis courts, swimming pools, equestrian facilities, archery and shooting ranges.

PARCEL: Real property with a separate or distinct number or other designation shown on a plan recorded in the office of the County Recorder, or real property delineated on an approved survey, parcel map or subdivision plat as filed in the office of the County Recorder and abutting at least one public right-of-way or easement determined by the Community Development Director or Council to be adequate for the purpose of access.

PERMIT: A document issued by a governmental agency granting permission to perform an act or service which is regulated by the Town, County, a State agency or the Federal Government.

SECTION 309 - AUTOMOBILE & MACHINERY SALES

Outside display of vehicles and machinery shall be permitted only when meeting the following requirements:

- (1) A site plan shall be submitted prior to the creation or expansion of outside display for consideration of approval by the Community Development Director, or designee.
- (2) Where an area of outside display is contiguous to or abuts a street on the side or rear and is contiguous to, a parcel or parcels zoned or used for residential purposes, a setback of the display area of at least 20 feet shall be maintained from the abutting parcels or street right-of-way.
- (3) Where an area of outside display abuts a public right of way (or a private street used as if it were a public right of way), a set back of the display area shall be maintained meeting the following minimum conditions:
 - a. Twenty feet from the nearest edge of pavement (or useable road surface); and
 - b. Six feet from the right of way line.
- (4) No outside display shall interfere with: required parking or maneuvering room for employees and customers, required loading areas and fire lanes to the building, pedestrian ways or crosswalks, nor safe sight distance for ingress and egress.
- (5) Landscaping of a six-foot strip around the periphery of the display area shall be maintained, except where a zero setback is permitted, such as on internal lot line adjacent to a commercial zone.
- (6) Lighting of the display area shall be reduced to the minimum necessary for security purposes after ten p.m.
- (7) No unscreened outside storage of parts, nor vehicles or accessories not in operating and saleable condition shall take place on the premises.

SECTION 310 - PUBLIC ENTERTAINMENT & ASSEMBLIES

Any future use providing accommodations for public entertainment or assembly between the hours of ten p.m. and six a.m., including but not limited to restaurants, bars, tap rooms, night clubs, bowling alleys, pool rooms, amusement arcades, theaters, auditoriums, banquet and dance halls shall provide a sound-attenuating vestibule for public ingress/egress with no such exterior point of ingress/egress located within 200 feet of any parcel zoned or used for residential purposes.

SECTION 311 – ACCESSORY DWELLING UNIT (ADU)

Accessory Dwelling Units provide older homeowners with a means of enabling them to continue residing in their existing homes, provide families with affordable housing options, add inexpensive rental units to the housing stock, and provide a homeowner a means of obtaining rental income while preserving single family residential and neighborhood character.

A. ADU Rental Requirements

1. Rental of an ADU is only permitted with an ADU Rental Permit.
2. Both existing and new ADUs must meet all applicable Building and Zoning Codes, An inspection will be required prior to issuance of an ADU permit.

2. Building and Zoning Code violations may result in the revocation of an ADU permit as determined by the Director.
3. A maximum of one ADU is permitted per parcel. Detached ADUs will not be allowed on parcels with a duplex or attached ADU.
4. ADUs must meet the applicable Zoning District requirements as to construction type and setbacks.
5. One parking space is required.

SECTION 312 – SHIPPING CONTAINERS

A. Residential and Commercial Zones: (R1L, R1, R2, RR, RS, C1, C2)

Shipping Containers are permitted in Residential Zones on properties of one (1) acre or more subject to the following standards:

- a. One (1) 320 or two (2) 160 square foot Shipping Container may be established with an approved zoning clearance.
- b. Shipping Containers are required to meet all Zoning District and Building Permit requirements.
- c. There shall be no signage on the Shipping Container.
- d. All containers shall be painted and maintained with either the principal structure color or a solid, subdued color consistent with the surrounding terrain prior to placement.
- e. Use of the unit is for the storage of personal effects owned by the property owner or tenant. There shall be no commercial use or subleasing of the unit.
- f. The unit shall not be used for residential use or for the keeping of animals.
- g. Nothing shall be stored on top of the unit.

B. Commercial and Industrial Zones: (C3, PM)

Shipping Containers are permitted in Commercial Zones subject to the following standards:

- a. Two (2) 320 or four (4) 160 square foot Shipping Containers may be established with an approved zoning clearance.
- b. Shipping Containers are required to meet all Zoning District and Building Permit requirements.
- c. There shall be no signage on the Shipping Container.
- d. All containers shall be painted and maintained with either the principal structure color or solid, subdued color consistent with the surrounding terrain prior to placement.
- e. The unit shall not be used for residential use or for the keeping of animals.
- f. Nothing shall be stored on top of the unit.

C. Industrial Zones: (M1, M2)

Shipping Containers are permitted in Industrial Zones subject to the following standards:

- a. Shipping Containers may be established with an approved zoning clearance.
- b. Shipping Containers are required to meet all Zoning District and Building Permit requirements.
- c. There shall be no signage on the Shipping Container.

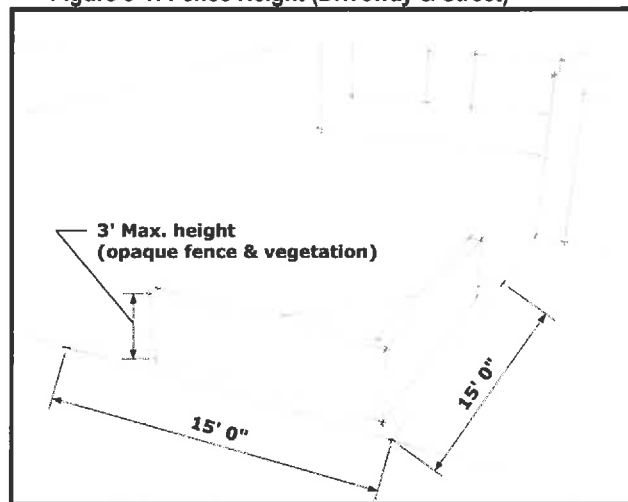
Item B: Agricultural Fence Exemption

- d) Except that none of these provisions for detached accessory buildings shall prohibit their construction in a location farther than 75 feet from any lot boundary.
- 4) Swimming pool setbacks from any lot boundary shall be no less than five (5) feet for any outdoor private pool and twenty-five feet for any outdoor public pool.

B. Height Limits:

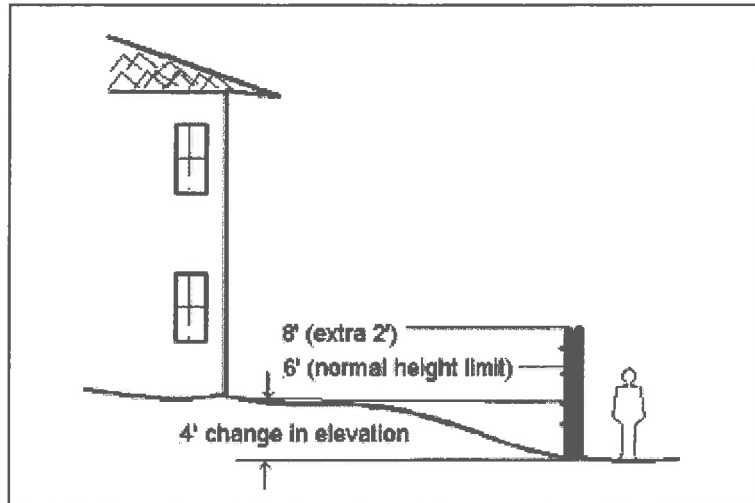
1. **Exceptions to Height Limits:** The district height limitations for buildings are not applicable to spires, cupolas, chimneys, flues, vents, poles, beacons or towers; nor to any bulkhead, elevator, tank (or similar) extending above a room when same occupies no more than 25 percent of such roof area. Any such structure must be so located on a lot that its length (in case of collapse) would be contained within the bounds of the lot unless based on safety engineering data that demonstrates the proposed structure would satisfy this requirement.
2. **Fences and Free Standing Walls:**
 - a. The maximum height of a fence or freestanding wall is determined by measuring from the finished grade at the base of the fence or wall.
 - b. Fences and freestanding walls within the required yards or setbacks shall maintain the following maximum heights:
 - 1) Fences or free standing walls, not to exceed a height of four (4) feet in any required front yard, and not to exceed six (6) feet elsewhere on residentially zoned lots.
 - 2) Three feet within the triangular area formed by measuring 15 feet along the boundary of roadways and drives from their intersection. This three-foot limit includes hedges and other plantings but may include open fencing above three feet to otherwise permitted height.

Figure 3-1: Fence Height (Driveway & Street)



- 3) The following exceptions apply to subsection 1), above:
A fence or freestanding wall may be erected or altered up to a height of eight feet where the ground-floor elevation of the principal dwelling on an abutting lot is at least four feet higher than the elevation at the abutting lot line (see Figure 3-1).

Figure 3- 2: Fence Height Exception



Additional height where home on adjacent lot is 4 feet higher.

- 4) On commercial and industrial zoned lots: eight feet.
- 5) Where a fence or wall is required as a screening or other protection for residentially-zoned lots, it shall comply with the height limits for fences on residentially-zoned lots.
- 6) Agricultural fences (may not be opaque or solid) intended for confining livestock are exempt from the height restrictions of subsection 1), above.

3. Buildings:

- a. No portion of any building exceeding four feet in height shall occupy the triangular area formed by measuring back 10 feet along the right-of-way lines from the intersection of two streets.

C. Accessory Uses and Structures

1. Accessory Uses and Structures are allowed prior to installation of the principal structure only when a construction permit is issued for the principal structure and construction of same is commenced within six months. On lots of two acres or more in size, an accessory structure may be constructed for the purpose of storing machinery or other miscellaneous equipment without a primary structure being required. A building permit must be obtained and all structures must be built to conform to the International Building Code and Zoning District setback requirements.
2. Residential uses in manufactured homes and mobile homes and long term stays in RV Parks (over 30 days), that do not include an enclosed garage, shall provide enclosed storage, attached or detached, of a minimum area of one hundred (100) square feet as an accessory use to such dwellings.

SECTION 302 - DETRIMENTAL PROPERTY CONDITIONS

A. Outside Storage:

The outside storage of objects and materials shall be permitted as an accessory use where a primary use has already been established in all zoning districts provided the following conditions are met, and, where applicable, compliance with non-compatible screening requirements specified in Section 402A, is maintained:

Item C: Outdoor Lighting, Kelvin

- 13. Lighting used for all externally illuminated signs shall conform to all restrictions of this Section, shall be fully shielded, and shall be turned off at 10:00 p.m. or when the business closes, whichever is later.
- 14. All site lighting not directly associated with the special uses as permitted in Subsections C.10, D.11, D.12, and D.13 shall conform to all lighting standards described in this Section.
- 15. When outdoor internally illuminated advertising signs are constructed with a translucent background, the background shall not be white, cream, off-white, yellow, or other light color. Lamps used for internal illumination of such signs shall not be included in the lumens per net acre limit set in Subsection D.10. All illuminated signs shall be turned off at 10:00 p.m. or when the business closes, whichever is later.
- 16. All outdoor neon lighting shall be fully shielded and shall be turned off at 10:00 p.m. or when the business closes, whichever is later.
- 17. The requirements for lamp source and shielding of light emissions for outdoor light fixtures are as follows:

Shielding/Use Code:

- A = allowed, unshielded
- F = allowed, fully shielded

<u>LAMP TYPE</u>	<u>SHIELDING</u>
Class 1, 2 and 3 lighting:	
All lamp types above 1500 initial lumens	F (See Note 1)
All types below 1500 initial lumens	A (See Note 2)
All neon tube lighting	F
Lamps in Motion Sensing Security Lights (C.10)	A (See D.3)

Note 1. Examples of lamp types of 1500 lumens and below (the acceptability of a particular light is decided by its lumen output, not wattage. Check manufacturer's specifications):

- a. 100 Watt Standard Incandescent and less
- b. 75Watt Midbreak Tungsten-Halogen (quartz) and less
- c. 25 Watt T-12 Cool White Fluorescent and less
- d. 10 Watt Low Pressure Sodium and less
- e. 25 Watt white Light Emitting Diode (LED) and less

Note 2. Lights shall be shielded whenever feasible to minimize light spilled into the night sky or adjacent properties. Flag monument lighting may include unshielded lights within applicable unshielded lights maximum lumens per net acre. Unshielded lights (all types) are limited to a maximum of 5,000 lumens per net acre (see Subsection D.10). Residential parcels and Development Projects containing one net acre or less are allowed 5,000 lumens of unshielded light (all Classes).

18. The correlated color temperature of all permanently-installed lighting, except for neon lighting, shall not exceed 3000 K (Kelvin). Temporary lighting installations whose correlated color temperature exceeds 3000 K shall require approval by staff.

E. Municipal Lighting:

1. Warranting:

- a. New lighting fixtures may be installed on existing buildings and infrastructure in the case where the City determines that a hazardous nighttime situation exists.